

AGENDA

Arapahoe County Public Airport Authority
Board of Commissioners Meeting
Wright Brothers Room, Centennial Airport
7800 S. Peoria Street Englewood, CO

Except where noted, all scheduled items will be heard in the Wright Brothers Room at above noted address.
September 8, 2011 at 3:00 p.m.

- ❖ **Call to Order** **Susan Beckman**
- ❖ **Pledge of Allegiance** **Susan Beckman**
- ❖ **Public Comment** **Susan Beckman**
- ❖ **Awards Amendments to the Agenda** **Robert Olislagers**
- ❖ **Next Meetings** **Susan Beckman**

- Next regular Board Meeting, October 13, 2011 at 3:30 p.m., Wright Brothers Room.
- Roundtable Meeting, September 7, 2011 at 7:00 p.m., Ramada Hotel and Suites.

- 1. EXECUTIVE SESSION **Susan Beckman**
- 2. AWARDS PRESENTATION **Robert Olislagers**

Consent Agenda – Items 3 – 6

The following consent items are expected to be routine and non-controversial and will be acted upon by the Board at one time under Item 7 unless the Board directs that an item be held for further discussion under Items Moved Item 8 . Persons wishing to address consent items or have them held for further discussion, continued, or taken off the calendar should address the Board under Amendments to the Agenda (above).

- 3. Approve Minutes of August 11, 2011 **Gwen Balk**
- 4. Qwest Corporation & Morgan Adams Foundation – Release and Covenant Not to Sue **Gwen Balk**
- 5. Temporary Access Agreement **Robert Olislagers**
- 6. July 2011 Financial Statements **Roxana Hahn**

Business Items – Items 7 – 13

- 7. Approval of Consent Agenda **Susan Beckman**
- 8. Items Moved from Consent to Business Agenda **Susan Beckman**
- 9. Concept Plan for Wings Over the Rockies Museum and Education Center **Mike Fronapfel**
- 10. Fuel and Operations Report for the month of August **Sean Settle**
- 11. Noise Report/ Roundtable Update **Todd Green**
- 12. Establish Jurisdiction to Proceed w Public Hearing **Brian Magoon**
- 13. Public Hearing – Cancellation and Termination of Agreement Under Standards for Epic Aviation Services, LLC **Gwen Balk**

- ❖ **Public Comment** **Susan Beckman**
- ❖ **Comments from Board or Staff** **Susan Beckman**
- ❖ **Execution of Documents** **Gwen Balk**

**REPORT/ RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION**

September 8, 2011

FROM: Gwen C. Balk, Director - Administration

SUBJECT: Adjournment to Executive Session pursuant to CRS Section 24-6-402(4)(a)-(f); specifically concerning legal advice about the procedures related to the public hearing on the Cancellation and Termination of the Epic Aviation Services, LLC Agreement Under Standards.

RECOMMENDATION: Motion to adjourn to Executive Session to discuss any of the following pursuant to CRS Section 24-6-402(4): (a) purchase, acquisition, lease, transfer, or sale of any real, personal or other property interest; (b) conference with an attorney for purposes of receiving advice on specific legal questions; (c) matters to be kept confidential by federal or state law; (d) security arrangements; (e) determining positions relative to matters that may be subject to negotiations or negotiation strategies; and (f) personnel matter.

BACKGROUND: An executive or "closed" session may only be called at a regular or special meeting of the Board by an affirmative vote of two-thirds of the quorum present.

The Chair (or acting Chairman) must announce, and the minutes reflect, the specific citation (provided in the above motion that allows the Board to meet in the Executive Session.)

The Executive Session will be closed to the public pursuant to CRS Section 24-6-402(4)(a)-(f). The primary discussion for this proposed Executive Session will concern issues under (b) as described above.

The Board will not adopt any proposed policy, position, resolution, rule, regulation or take any formal action during this Executive Session.

After receiving legal advice, the Board will return from Executive Session to the public forum and will reserve any consideration of a specific action or recommendation until after the public hearing portion of the meeting has been conducted.

FINANCIAL DATA: Not applicable

REVIEW BY OTHERS: Brian Magoon

PRESENTERS: Susan Beckman, Chair

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABSTAIN
Beckman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bockenfeld	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Doubek	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Neukirch	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sharpe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**REPORT/ RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION**

September 8, 2011

FROM: Gwen C. Balk, Director - Administration

SUBJECT: Approve Minutes of August 11, 2011

RECOMMENDATION: Motion to approve the minutes of August 11, 2011 and authorize the Chair to sign.

BACKGROUND: The minutes will be placed on the Dais on the day of the meeting.

FINANCIAL DATA: NA

REVIEW BY OTHERS: Robert Olislagers, Courtney Fry

PRESENTERS: Gwen Balk

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABSTAIN
Beckman	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bockenfeld	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Doubek	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Neukirch	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sharpe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Preliminary
WEB COPY

**REPORT/ RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION**

September 8, 2011

FROM: Gwen C. Balk, Director - Administration

SUBJECT: Qwest Corporation & Morgan Adams Foundation – Release and Covenant Not to Sue

RECOMMENDATION: Motion to approve and ratify the Executive's Director's consent to the Release and Covenant Not to Sue between Qwest Corporation and Morgan Adams Foundation.

BACKGROUND: Qwest Corporation has asked for the Authority's consent to a temporary license agreement for the Morgan Adam Foundation for its annual Cours d'elegance fundraising event that was held on August 27, 2011.

This temporary license which is titled, Release and Covenant Not to Sue, is attached hereto and is in the same form that the Board has previously approved for Morgan Adams and Qwest at the same facility. See attached document.

FINANCIAL DATA: Not applicable.

REVIEW BY OTHERS: Robert Olislagers

PRESENTERS: Gwen Balk

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABSTAIN
Beckman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bockenfeld	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Doubek	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Neukirch	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sharpe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**REPORT/ RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION**

September 8, 2011

FROM: Gwen C. Balk, Director - Administration

SUBJECT: Temporary Access Agreement

RECOMMENDATION: Motion to approve the Temporary Access Agreement.

BACKGROUND: This item which was pulled from the August 11th agenda and rescheduled for September 8th so that all parties would have time to review the documents.

On June 16th, the Board conditionally approved the Rare Air Hangar Development Plan. One of the conditions of the Board approval was that an access agreement be required to allow access to the Rare Air hangar.

This proposed Temporary Access Agreement will allow Rare Air to access their hangar from the existing off-airport Aviator Lane onto Airport property and to its on-airport hangar provided the facility is used for private use only. In the event that the Rare Air hangar is used for commercial aeronautical activities as defined in the Minimum Standards, Denver jetCenter will be required to either upgrade the off-airport Aviator Lane to meet Douglas County standards for a public road or construct a new public road to access the Rare Air hangar that meets Douglas County standards.

The agreement also allows Denver jetCenter to temporarily access the property for fueling from their off-Airport fuel farm until a fuel farm is built on Parcel 100 of the Denver jetCenter lease. The agreement also ensures continued access for Airport employees and Emergency response equipment responding to the Airfield.

This Temporary Access Agreement provides for temporary access to the Rare Air Hangar facility while meeting the spirit of the Airport Board's through-the-fence policy. The final draft of the temporary access agreement will be provided under separate cover.

FINANCIAL DATA: N/A

REVIEW BY OTHERS: G. Balk, L. Hinton, M. Fronapfel. B. Magoon

PRESENTERS: Robert Olislagers

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABSTAIN
Beckman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bockenfeld	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Doubek	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Neukirch	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sharpe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**REPORT/RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION
SEPTEMBER 8, 2011**

FROM: Roxana L. Hahn, Chief Financial Officer
SUBJECT: July 2011 Financial Reports
RECOMMENDATION: Advisory
BACKGROUND: Financial reports provide information to the Board about the financial condition of the Authority including results of operations compared to projections.
FINANCIAL DATA: Financial Reports will be delivered under separate cover prior to the board meeting.
REVIEW BY OTHERS: Executive Director, Assistant Airport Director, and Department Directors
PRESENTER (S): Roxana Hahn and Robert Olislagers

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABS
Beckman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bockenfeld	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Doubek	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Neukirch	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sharpe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Preliminary
WEB COPY

Approval of Consent Agenda

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABSTAIN
Beckman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bockenfeld	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Doubek	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Neukirch	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sharpe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Items Moved from Business Agenda

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABSTAIN
Beckman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bockenfeld	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Doubek	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Neukirch	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sharpe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**REPORT/ RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION**

September 8, 2011

FROM: Michael Fronapfel, Deputy Director of Planning & Development

SUBJECT: Concept Plan for Wings Over the Rockies Museum and Education Center

RECOMMENDATION: Non-Objection to the Concept Plan for the Wings Over the Rockies Museum and Education Center.

BACKGROUND: Wings Over the Rockies is planning on building a permanent annex to their Museum at Centennial Airport. The annex will be a "living museum" with flyable aircraft and an Education Center. Phase 1 will be approximately 40,000 square feet of orientation exhibits, restaurant, and administrative space. At full build out the museum complex is anticipated to have 110,000 square feet of space that includes additional exhibit and, restoration space, a theatre, and a future charter school.

Contingent upon successful fundraising it is anticipated Phase 1 could be completed by late 2013.

See the attached Wings Over the Rockies Concept Plan letter.

FINANCIAL DATA: N/A

REVIEW BY OTHERS: L. Hinton, G. Balk

PRESENTERS: Michael Fronapfel

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABSTAIN
Beckman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bockenfeld	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Doubek	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Neukirch	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sharpe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**REPORT/ RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION**

September 8, 2011

FROM: Todd Green, Noise & Environmental Specialist

SUBJECT: Noise Report/Roundtable Update

RECOMMENDATION: Advisory

BACKGROUND: The noise charts and graphs along with the approved minutes from the August 3rd Roundtable meeting will be provided at the meeting.

FINANCIAL DATA: N/A

REVIEW BY OTHERS: M. Fronapfel

PRESENTERS: Todd Green

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABSTAIN
Beckman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bockenfeld	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Doubek	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Neukirch	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sharpe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**REPORT/ RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION**

September 8, 2011

FROM: Gwen C. Balk, Director – Administration

SUBJECT: Establish Jurisdiction to Proceed with Public Hearing

RECOMMENDATION: Advisory

BACKGROUND: At the August 11, 2011 Board meeting, the Board scheduled a public hearing during its regular meeting at 3:00 p.m. on September 8, 2011 to hear testimony from any interested parties on the possible Cancellation and Termination of the Agreement Under Standards for Epic Aviation Services, LLC. Said agreement authorized the conduct of Aircraft and Avionics Maintenance under Centennial Airport's Minimum Standards for Commercial Aeronautical Activities (the "Standards").

Notice of such Public Hearing was published in the *Villager Newspaper* (Legal Notice #1617) and in the *Douglas County News-Press* (Legal Notice #925880) on August 25, 2011. See attached Exhibits A and B.

FINANCIAL DATA: NA

REVIEW BY OTHERS: Gwen Balk, Scott Storie

PRESENTERS: Brian Magoon

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABS
Beckman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bockenfeld	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Doubek	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Neukirch	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sharpe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**REPORT/ RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY AND
RECORD OF ACTION**

September 8, 2011

FROM: Gwen C. Balk, Director - Administration

SUBJECT: Public Hearing – Cancellation and Termination of Agreement Under Standards for Epic Aviation Services, LLC

STAFF RECOMMENDATION: Motion to cancel and terminate the Agreement Under Standards dated 2/10/2011 between Epic Aviation Services, LLC and the Arapahoe County Public Airport Authority effective immediately.

BACKGROUND: At the August 11, 2011 Board meeting, staff requested the Board to rescind its previous approval or cancel and terminate the Agreement Under Standards between Epic Aviation Service, LLC (“Epic”) and the Arapahoe County Public Airport Authority (“Authority”) dated February 10, 2011 (sometimes referred to as the “Operating Permit”). The Agreement Under Standards permits Epic to conduct avionics and aircraft repairs at Centennial Airport.

Following initial presentations by staff and the attorney for Epic, the Board scheduled a public hearing in the Wright Brothers Room to hear testimony from any interested parties on the possible cancellation and termination of the Agreement Under Standards. The public hearing will be held during the Board’s meeting of 9/8/2011 which starts at 3:00 p.m.

FINANCIAL DATA: Refund of unused fees in accordance with Paragraph 3.c. of the Agreement Under Standards is required. Depending on final date of termination, the amount may be \$250 or \$125.

REVIEW BY OTHERS: Robert Olislagers, Scott Storie, Kimberly Bruetsch

PRESENTERS: Gwen Balk

Action of the Board of Commissioners

	1 st	2 nd	YES	NO	ABS
Beckman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bockenfeld	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Doubek	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Neukirch	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sharpe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>