



CENTENNIAL AIRPORT
ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY

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MEMORANDUM

To: Arapahoe County Public Airport Authority Board of Commissioners

From: Roxana L. Hahn, Chief Financial Officer

Date: December 10, 2020

Subject: Proposed Annual Budget for the Fiscal Year 2021

Enclosed are the operating and capital budgets proposed for 2021, the 2020 estimates, and the actual results of operations for 2019.

1. Operating revenues are based on current contracts, agreements, and anticipated miscellaneous revenue sources. The budget anticipates that the COVID 19 pandemic will continue to impact 2021 revenue. Revenues are projected to increase in 2021 by \$277,544 or 3.86%. This increase in revenue is primarily due to increases in land rent, building rent, and construction fees. Total aviation fees are expected to stay the same. Overall, most sources of revenue are expected to stay the same 2021.
 2. Other funds anticipated in 2021 include Federal Aviation Administration (FAA) reimbursements of \$4,869,401 in Airport Improvement Program (AIP) grants. This represents approximately an 86% reimbursement of the project cost for the AIP projects. Funds are also anticipated from state grants for \$222,222. This represents a reimbursement of a portion of the grant match for the FAA AIP grant for the reconstruction of Taxiway C.
 3. Expenses (net of depreciation) reflect an increase of \$408,290 or 7.07% in 2021. The increase in expense is primarily due to increases in supplies, service, maintenance and other expenses.
 4. The construction of the Aviation Community & Administrative Facility was primarily completed in 2020. In 2021, \$125,000 is included to finalize the construction.
 5. Capital expenditures of \$5,675,666 under the Federal Aviation Administration Airport Improvement Program and the State Grant Program are projected for 2021. The grants are expected to finance the completion of the master plan and airport geographical information system update and airfield improvements.
- Non-Grant capital expenditures for 2021 of \$1,149,160 are projected for airfield and landside improvements, security gates and cameras, computers and servers, maintenance building improvement design, a vehicle, radio upgrades, landscaping, tower cab remodel, maintenance equipment, mailboxes, office furniture and equipment.
6. This budget is prepared on the modified accrual basis.

ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY
2021 BUDGET

STATEMENT OF REVENUE, EXPENSES AND AVAILABLE FUNDS

	2019 Actual	2020 Estimate	2021 Proposed
Audited Funds Available (Beginning)	\$ 13,502,841	\$ 15,960,304	\$ 7,300,415
Revenue	\$ 7,151,062	\$ 7,196,743	\$ 7,474,287
Sale of Asset #1	\$ 295,004	\$ -	\$ -
Sale of Asset #2	\$ 2,537,575	\$ -	\$ -
Grant Reimbursement	\$ 255,549	\$ 5,731,625	\$ 5,091,623
Total Revenue and Funds Available	\$ 23,742,031	\$ 28,888,672	\$ 19,866,325
Expense (Net of Depreciation)	\$ 5,388,215	\$ 5,778,246	\$ 6,186,536
Aviation Community & Administrative Facility	\$ 432,213	\$ 8,067,787	\$ 125,000
Grant-Funded Projects	\$ 606,710	\$ 5,884,769	\$ 5,675,666
Other Capital Expenditures	\$ 1,354,589	\$ 1,857,455	\$ 1,149,160
Total Expenditures	\$ 7,781,727	\$ 21,588,257	\$ 13,136,362
NET FUNDS AVAILABLE (Ending)	\$ 15,960,304	\$ 7,300,415	\$ 6,729,963

ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY
2021 BUDGET

REVENUE

	2019 Actual	2020 Estimate	2021 Proposed
Operating Revenue:			
Land Rent & Option Fees			
Air Methods	\$ 224,061	\$ 230,476	\$ 237,085
TAC Air	\$ 83,937	\$ 137,863	\$ 167,873
APA Centre	\$ 70,051	\$ 72,153	\$ 74,317
Arapahoe County Road & Bridge	\$ 330,063	\$ 335,534	\$ 341,004
Arapahoe AP Joint Venture #1	\$ 54,249	\$ 55,020	\$ 55,792
Denver jetCenter	\$ 511,425	\$ 869,602	\$ 869,602
South Suburban	\$ 125,531	\$ 129,297	\$ 133,177
Hotel	\$ 86,165	\$ 88,750	\$ 91,411
Sunborne	\$ 229,999	\$ 231,089	\$ 231,089
Willowbrook Association	\$ 75,195	\$ 77,354	\$ 79,513
Other	\$ 323,186	\$ 344,709	\$ 352,826
Less: Interest non-regulated leases		\$ (118,168)	\$ (93,595)
Total Land Rent & Option Fees	\$ 2,113,862	\$ 2,453,679	\$ 2,540,094
 Building Rent			
Denver jetCenter	\$ 76,801	\$ 76,801	\$ 79,105
FAA Tower/Office	\$ 146,725	\$ 150,950	\$ 197,431
Total Building Rent	\$ 223,526	\$ 227,751	\$ 276,536
 Aviation Fees			
Aviation Fuel Fees from FBOs	\$ 1,418,439	\$ 1,247,000	\$ 1,247,000
Colorado Fuel Tax	\$ 1,273,833	\$ 1,108,250	\$ 1,108,250
Tie Down Fees	\$ 358,274	\$ 360,000	\$ 360,000
T-Hangar Management Fees	\$ 164,643	\$ 173,000	\$ 173,000
Other Fuel Tax Fees	\$ 96,365	\$ 84,000	\$ 89,000
Total Aviation Fees	\$ 3,311,554	\$ 2,972,250	\$ 2,977,250
 Commercial Activity Fees			
Aircraft Fees	\$ 44,058	\$ 46,000	\$ 46,000
Activity Fees	\$ 16,250	\$ 16,200	\$ 15,500
Additional Compensation	\$ 321,342	\$ 130,000	\$ 200,000
Application Fees	\$ 900	\$ 600	\$ 1,000
Total Commercial Activity Fees	\$ 382,550	\$ 192,800	\$ 262,500
 Other Sources of Revenue			
Car Rental Concession Fees	\$ 105,843	\$ 56,000	\$ 60,000
Security Gate Cards	\$ 18,067	\$ 17,000	\$ 17,000
Vending Machine Concession Fees	\$ 1,111	\$ 290	\$ 305
Directory Sign Fees	\$ 4,318	\$ 4,331	\$ 4,050
Restaurant Concession Fees	\$ 188,582	\$ 103,148	\$ 110,000
Construction Fees	\$ -	\$ 452,447	\$ 610,000
Customs Fees	\$ 320,013	\$ 183,000	\$ 209,000
Other	\$ 285,853	\$ 318,088	\$ 262,194
Total Other Sources of Revenue	\$ 923,787	\$ 1,134,304	\$ 1,272,549
 Total Operating Revenue	\$ 6,955,279	\$ 6,980,784	\$ 7,328,929

ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY
2021 BUDGET

REVENUE

	2019 Actual	2020 Estimate	2021 Proposed
Other Revenue:			
Note Receivable Parcel 50 Ramp	\$ -	\$ 23,800	\$ 5,679
CACNR Revenue	\$ 22,250	\$ -	\$ 22,250
Interest			
Note Receivable Interest	\$ -	\$ 3,805	\$ 3,834
Investment Interest	\$ 173,463	\$ 70,140	\$ 20,000
Interest Other	\$ 70	\$ 46	\$ -
Interest non-regulated leases		\$ 118,168	\$ 93,595
Total Interest	\$ 173,533	\$ 192,159	\$ 117,429
Total Other Revenue	\$ 195,783	\$ 215,959	\$ 145,358
TOTAL ALL REVENUE	\$ 7,151,062	\$ 7,196,743	\$ 7,474,287

ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY
2021 BUDGET

EXPENSE

	2019 Actual	2020 Estimate	2021 Proposed
Operating Expenses:			
Personnel Service			
Salaries	\$ 2,048,559	\$ 2,040,050	\$ 2,080,351
Temporary Personnel	\$ -	\$ 5,000	\$ -
Employee's Insurance	\$ 226,995	\$ 283,500	\$ 280,000
Workers' Compensation Insurance	\$ 44,790	\$ 51,001	\$ 52,009
FICA Taxes	\$ 147,363	\$ 156,064	\$ 159,147
Pension-Authority's Share	\$ 122,587	\$ 142,804	\$ 145,625
Pension Plan Administration Fee	\$ 3,800	\$ 8,000	\$ 6,000
Deferred Comp Plan	\$ 60,000	\$ 60,000	\$ 30,000
Unemployment Compensation	\$ -	\$ -	\$ -
Recruiting Expense	\$ 4,196	\$ 6,000	\$ 10,000
Total Personnel Service	\$ 2,658,290	\$ 2,752,419	\$ 2,763,132
Supplies, Services, & Maintenance			
Office Supplies	\$ 18,278	\$ 56,200	\$ 41,565
Postage	\$ 1,935	\$ 3,000	\$ 2,500
Advertising	\$ 640	\$ 600	\$ 600
Public Relations/Business Development	\$ 80,483	\$ 41,695	\$ 72,700
Dues & Publications	\$ 46,405	\$ 48,500	\$ 48,500
Printing & Copying	\$ 3,299	\$ 10,000	\$ 5,000
Copier, FAX & Postage Machine Leases	\$ 8,114	\$ 8,183	\$ 5,403
Insurance	\$ 120,075	\$ 140,780	\$ 172,000
Financial	\$ 36,750	\$ 46,500	\$ 50,450
Legal	\$ 64,830	\$ 100,000	\$ 100,000
Transportation, Meetings, & Seminars	\$ 148,469	\$ 58,485	\$ 100,000
Engineering & Surveying	\$ 9,949	\$ 35,000	\$ 50,000
Noise	\$ 37,185	\$ 120,500	\$ 130,500
Gas & Electricity	\$ 93,184	\$ 120,700	\$ 141,700
Telephone	\$ 67,199	\$ 93,000	\$ 118,000
Water & Sewer	\$ 228,355	\$ 239,908	\$ 263,150
Operating/Maintenance Supplies	\$ 28,101	\$ 33,550	\$ 44,000
Gasoline & Oil	\$ 46,074	\$ 50,000	\$ 60,000
Laundry	\$ 9,420	\$ 9,000	\$ 10,000
Small Tools & Minor Equipment	\$ 19,666	\$ 11,000	\$ 23,500
Customs Expense	\$ 305,477	\$ 286,000	\$ 285,000
R&M - Equipment	\$ 146,373	\$ 210,400	\$ 234,639
R&M - Buildings & Improvements	\$ 272,350	\$ 362,900	\$ 469,500
Equipment Rental	\$ 9,575	\$ 9,500	\$ 11,000
Miscellaneous	\$ 16,735	\$ 17,530	\$ 21,150
Total Supplies, Services, Maintenance	\$ 1,818,921	\$ 2,112,931	\$ 2,460,857
Non-Cash Operating Expense			
Depreciation	\$ 5,069,728	\$ 5,300,000	\$ 5,400,000
Total Non-Cash Operating Expense	\$ 5,069,728	\$ 5,300,000	\$ 5,400,000
Total Operating Expenses	\$ 9,546,939	\$ 10,165,350	\$ 10,623,989

ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY
2021 BUDGET

EXPENSE

	2019 Actual	2020 Estimate	2021 Proposed
Other Expenses			
Loan Payment	\$ 714,070	\$ 731,922	\$ 750,220
Studies requested by the Authority Board	\$ -	\$ -	\$ 4,000
Centennial Airport Foundation	\$ -	\$ -	\$ 4,000
Consulting	\$ -	\$ 2,500	\$ 10,000
GA Security	\$ 2,065	\$ -	\$ 4,000
Board Education	\$ -		
Interest Expense	\$ 189,242	\$ 171,474	\$ 152,854
Legislative Expense	\$ -	\$ -	\$ 5,600
CACNR Expense	\$ 5,627	\$ 7,000	\$ 31,873
Non-Cash Expense			
Unrealized loss on Investment	\$ -	\$ -	\$ -
Loss on the Sale of Assets	\$ 1,806,277	\$ -	\$ -
Total Other Expenses	\$ 2,717,281	\$ 912,896	\$ 962,547
Total Exp. Including Non-Cash Exp.	\$ 12,264,220	\$ 11,078,246	\$ 11,586,536
Less: Non-Cash Expense	\$ 6,876,005	\$ 5,300,000	\$ 5,400,000
TOTAL ALL EXPENSES	\$ 5,388,215	\$ 5,778,246	\$ 6,186,536

ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY
2021 BUDGET

	2020 Estimate	2021 Proposed
Capital Expenditures		
Grant Projects		
2020 Projects (Per Schedule A)	\$ 5,884,769	
2021 Projects (Per Schedule B)		\$ 5,675,666
Total Grants	\$ 5,884,769	\$ 5,675,666
Less Grants Reimbursement	\$ 5,731,625	\$ 5,091,623
TOTAL	\$ 153,144	\$ 584,043
Non-Grant Projects		
2020 Expenditures (Per Schedule C)	\$ 1,857,455	
2021 Expenditures (Per Schedule D)		\$ 1,149,160
TOTAL	\$ 1,857,455	\$ 1,149,160
Total Capital Expenditures Net of Grant Reimbursement	\$ 2,010,599	\$ 1,733,203

ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY
2021 BUDGET

Schedule A - Grants - 2020

AIP 51		
Update Master Plan / Airport Geographical Information System	\$	221,436
AIP 52		
Rehabilitation Taxiway N & Runway 17R/35L & Taxiway B Electrical	\$	5,497,555
AIP 53		
Coronavirus Aid, Relief and Economic Security Act	\$	157,000
State Grant - Update Master Plan / GIS Match	\$	<u>8,778</u>
TOTAL	\$	<u><u>5,884,769</u></u>

Schedule B - Grants - 2021

AIP 51		
Update Master Plan / Airport Geographical Information System	\$	6,000
AIP 52		
Rehabilitation Taxiway N & Runway 17R/35L & Taxiway B Electrical	\$	253,000
AIP 54		
Wildlife Fence	\$	750,000
AIP 55		
Reconstruct Taxiway C	\$	4,444,444
State Grant - Reconstruct Taxiway C	\$	<u>222,222</u>
TOTAL	\$	<u><u>5,675,666</u></u>

ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY
2021 BUDGET

Schedule C - Non-Grant Projects - 2020

Furniture and Fixtures	\$ 350,000
Construction Administration	\$ 323,540
Audio Visual	\$ 300,000
Parking Lot Improvements & Grounds Maint Equip Storage	\$ 225,000
Airfield Striping & Rubber Removal	\$ 150,000
Reconstruct East Control Tower Road	\$ 130,000
Security Gates and Cameras	\$ 125,000
Computers and Servers	\$ 115,000
Building Security	\$ 100,000
Relocation Costs	\$ 20,000
Mailbox Replacement / Expansion	\$ 9,500
Office Equipment	\$ 8,000
Peristaltic Pump	\$ 1,415
	<u>\$ 1,857,455</u>

Schedule D - Non-Grant Projects - 2021

Security Gates and Cameras	\$ 180,000
Airfield Striping & Rubber Removal	\$ 175,000
Computers and Servers	\$ 145,000
Design of SRE Maintenance Building Expansion	\$ 120,000
Gate One Concrete Replacement	\$ 80,000
Operations Vehicle	\$ 80,000
Airfield Sealcoat	\$ 75,000
Radio Upgrade	\$ 60,000
Tower Cab Remodel	\$ 60,000
Furniture and Fixtures	\$ 50,000
Landscaping	\$ 50,000
Constructon Administration	\$ 26,460
ARFF Foam Testing Equipment	\$ 22,000
Office Equipment	\$ 9,500
Flail Mower Replacement	\$ 9,000
Mailbox Replacement	\$ 7,200
	<u>\$ 1,149,160</u>

RESOLUTION TO ADOPT BUDGET
No. 2020-07

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR CENTENNIAL AIRPORT AND ADOPTING A BUDGET FOR THE ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2021 AND ENDING ON THE LAST DAY OF DECEMBER 2021.

WHEREAS, Roxana Hahn, Chief Financial Officer, has submitted a proposed budget to the Board of Commissioners of the Arapahoe County Public Airport Authority ("Authority") on October 8, 2020 for its consideration at the December 10, 2020 meeting and;

WHEREAS, upon due and proper notice, published or posted in accordance with the law, notifying that the proposed budget was open for inspection by the public at the Authority's office, a public hearing was held on December 10, 2020 and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and;

NOW, THEREFORE, BE IT RESOLVED BY the Board of Commissioners of the Arapahoe County Public Airport Authority, Colorado:

Section one. THAT ESTIMATED EXPENDITURES ARE AS FOLLOWS:

Expenses (Net of depreciation)	\$ 6,186,536
Aviation Community & Administrative Facility	\$ 125,000
Grant Funded Projects	\$ 5,675,666
Other Capital Expenditures	\$ 1,149,160

Section two. THAT ESTIMATED REVENUES ARE AS FOLLOWS:

Revenue and Beginning Funds Available	\$ 14,774,702
Grant Reimbursements	\$ 5,091,623

Section three. That the budget as submitted, amended, and hereinabove summarized, hereby is approved and adopted as the budget of the Arapahoe County Public Airport Authority for the year stated above.

Section four. That the budget hereby approved and adopted shall be signed by the Chairman and Clerk and made a part of the public records of the Arapahoe County Public Airport Authority.

ADOPTED, this 10th day of December 2020.

ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY


Nancy Sharpe, Chair

ATTEST:

Jeff Baker, Clerk

RESOLUTION TO ADOPT BUDGET
No. 2020-07

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR CENTENNIAL AIRPORT AND ADOPTING A BUDGET FOR THE ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2021 AND ENDING ON THE LAST DAY OF DECEMBER 2021.

WHEREAS, Roxana Hahn, Chief Financial Officer, has submitted a proposed budget to the Board of Commissioners of the Arapahoe County Public Airport Authority ("Authority") on October 8, 2020 for its consideration at the December 10, 2020 meeting and;

WHEREAS, upon due and proper notice, published or posted in accordance with the law, notifying that the proposed budget was open for inspection by the public at the Authority's office, a public hearing was held on December 10, 2020 and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and;

NOW, THEREFORE, BE IT RESOLVED BY the Board of Commissioners of the Arapahoe County Public Airport Authority, Colorado:

Section one. THAT ESTIMATED EXPENDITURES ARE AS FOLLOWS:

Expenses (Net of depreciation)	\$ 6,186,536
Aviation Community & Administrative Facility	\$ 125,000
Grant Funded Projects	\$ 5,675,666
Other Capital Expenditures	\$ 1,149,160

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Grant Reimbursements	\$ 5,091,623

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Section four. That the budget hereby approved and adopted shall be signed by the Chairman and Clerk and made a part of the public records of the Arapahoe County Public Airport Authority.

ADOPTED, this 10th day of December 2020.



ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY

Nancy Sharpe, Chair

ATTEST:



Jeff Baker, Clerk

APPROPRIATION RESOLUTION
No. 2020-08

WHEREAS, Section 29-1-108 C.R.S. requires an appropriation resolution to be adopted by the governing body of this Authority for each ensuing fiscal year.

NOW, THEREFORE, BE IT RESOLVED, that the total sum of \$13,136,362 be appropriated for the Arapahoe County Public Airport Authority for the fiscal year 2021.


FURTHER RESOLVED, that the Chief Financial Officer is authorized and directed to file a certified copy of the budget with the Division of Local Government in the Department of Local Affairs.

DATED this 10th day of December 2020.



ARAPAHOE COUNTY PUBLIC AIRPORT AUTHORITY

By 
Nancy Sharpe, Chair

ATTEST
By 
Jeff Baker, Clerk