I. APPROVAL OF MINUTES for the December 2 and 10, 2015 meetings.

II. REPORT OF THE CHAIRMAN

IV. EXECUTIVE SUMMARY

A. Review staff reports.

B. Summary of Financials.

C. Consider ratifying the November and December 2015 expenditures as presented.

V. DISCUSSION ITEMS

A. Consider approving a proposed change in the city of Overland Park zoning and platting located at the southeast corner of 167th Street and Quivira Road, which is within 1 mile of Executive Airport. Rezoning No. REZ2015-12 (Mills Ranch).

B. Consider approving a proposed change in the city of Overland Park zoning and platting located at the northeast corner of 167th Street and Quivira Road, which is within 1 mile of Executive Airport. Rezoning No. REZ2015-11 (Mills Farm Annex).

C. Master Developer Agreement and RFP update.

D. Consider approving Ground Lease Agreement with Twist Air, Inc.

E. Consider rescinding a Ground Lease Agreement for Dodson International, Inc.

F. Consider approving Consent to Assignment of Lease Agreement and Assignment and Assumption of Lease Agreement from Skyway Aviation, LLC to New Century Property, LLC.

G. Consider approving Consent to Assignment of Lease Agreement and Assignment and Assumption of Lease Agreement from Flying Crown, LLC to Jerry and Elizabeth Jordan.

H. Discuss Ground Lease Agreement with Butler National, Corp.

I. Consider recommending to the Board of County Commissioners approval of an amendment to the Coffee Creek Trail Easement as requested by Johnson County Park & Recreation District.
J. Consider approving 2016 New Century Ramp Improvements for New Century AirCenter (IXD) and Executive Airport (OJC).

K. Consider approving the 2016 Contract for the Southwest Johnson County EDC.

L. Report of the President, Southwest Johnson County KS EDC.

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION – ADVICE OF COUNSEL

A. Pending or threatened litigation.

VIII. ADJOURNMENT
JOHNSON COUNTY AIRPORT COMMISSION

MINUTES – January 27, 2016, 9:00 a.m. – New Century, KS

Airport Commission

Present: Messrs. Harris, Spence and Ms. McCarthy

Present by Phone: Mr. Wittenborn

Absent: Messrs. Brockhaus, Moore and Weisenburger

Staff: McKee, Dunham, Peet, Hyder and Bellinger

Others: Steven Broussard, Twist Air, Inc.
Mike Dolin, hangar tenant
JR Dodson, Dodson International, Inc.
Sherburne Dunn, Harmony View West Homeowners Association
Keith Gooch, City of Overland Park
Paul Greeley, Johnson County Planning
Dave Hadel, Burns and McDonnell
Krista Klaus, Southwest Johnson County KS EDC
Bill Maasen, Johnson County Parks & Recreation
Greg Martinette, Southwest Johnson County KS EDC
Penny Postoak Ferguson, Johnson County Manager’s Office

Vice Chairman Harris called the meeting to order at 9:02 a.m.

(NOTE: Heading, paragraph numbers and letters correspond to agenda numbers and letters. Items are listed in order of discussion.)

I. APPROVAL OF MINUTES

MOVED BY MS. MCCARTHY AND SECONDED BY MR. SPENCE TO APPROVE THE MINUTES OF THE DECEMBER 2ND AND 10TH 2015 MEETINGS AS PRESENTED. APPROVED (4-0).

II. REPORT OF THE CHAIRMAN

Vice Chairman Harris designated Mr. Spence as secretary for today’s board meeting in the absence of John Wittenborn.

IV. EXECUTIVE SUMMARY

A. Review staff reports:

Mr. McKee gave an update on current and future projects.

B. Summary of Financials:

No additions to the Summary of Financials.
C. Consider ratifying the November and December 2015 expenditures as presented:

MOVED BY MS. MCCARTHY AND SECONDED BY MR. SPENCE TO RATIFY THE NOVEMBER AND DECEMBER 2015 EXPENDITURES AS PRESENTED. APPROVED (4-0).

V. DISCUSSION ITEMS

A. Consider approving a proposed change in the city of Overland Park zoning and platting located at the southeast corner of 167th Street and Quivira Road, which is within 1 mile of Executive Airport. Rezoning No. REZ2015-12 (Mills Ranch).

MOVED BY MR. SPENCE AND SECONDED BY MS. MCCARTHY TO RECOMMEND APPROVAL OF THE 1 SINGLE FAMILY RESIDENTIAL DISTRICT ZONING ON PROPERTY LOCATED WITHIN 1 MILE OF EXECUTIVE AIRPORT ACCORDANCE WITH THE CITY OF OVERLAND PARK ORDINANCE Z-3738 PRELIMINARY PLAT MILLS RANCH SUBDIVISION FOR THE REASONS RECOMMENDED BY THE COUNTY PLANNING STAFF AS PRESENTED. APPROVED (4-0). (Verbatim transcript available)

B. Consider approving a proposed change in the city of Overland Park zoning and platting located at the northeast corner of 167th Street and Quivira Road, which is within 1 mile of Executive Airport. Rezoning No. REZ2015-11 (Mills Farm Annex).

MOVED BY MS. MCCARTHY AND SECONDED BY MR. SPENCE TO RECOMMEND APPROVAL OF THE PROPOSED CHANGE IN THE CITY OF OVERLAND PARK ZONING AND PLATTING LOCATED AT THE NORTHEAST CORNER OF 167TH STREET AND QUIVIRA ROAD, WHICH IS WITHIN 1 MILE OF EXECUTIVE AIRPORT REZONING NO. REZ2015-11 (MILLS FARM ANNEX) FOR THE REASONS RECOMMENDED BY THE COUNTY PLANNING STAFF AS PRESENTED. APPROVED (4-0). (Verbatim transcript available)

C. Master Developer Agreement and RFP update.

Mr. McKee updated the board on the Master Developer Agreement and RFP. Purchasing has put together a timeline for sending out the RFP and Mr. McKee will send that information to the board.

D. Consider rescinding a Ground Lease Agreement for Dodson International, Inc.

Mr. Dodson stated that he and his partners have decided to move forward with the Ground Lease Agreement.

E. Consider approving Consent to Assignment of Lease Agreement and Assignment and Assumption of Lease Agreement from Skyway Aviation, LC to New Century Property, LLC.

MOVED BY MR. SPENCE AND SECONDED BY MS. MCCARTHY TO APPROVE THE CONSENT TO ASSIGNMENT OF LEASE AGREEMENT AND ASSIGNMENT AND ASSUMPTION OF LEASE AGREEMENT FROM SKYYWAY AVIATION, LC TO NEW CENTURY PROPERTY, LLC AS PRESENTED. APPROVED (4-0).
F. Consider approving Consent to Assignment of Lease Agreement and Assignment and Assumption of Lease Agreement from Flying Crown, LLC to Jerry and Elizabeth Jordan.

MOVED BY MS. MCCARTHY AND SECONDED BY MR. SPENCE TO APPROVE THE CONSENT TO ASSIGNMENT OF LEASE AGREEMENT AND ASSIGNMENT AND ASSUMPTION OF LEASE AGREEMENT FROM FLYING CROWN, LLC TO JERRY AND ELIZABETH JORDAN AS PRESENTED. APPROVED (4-0).

G. Consider approving Ground Lease Agreement with Twist Air, Inc.

MOVED BY MR. SPENCE AND SECONDED BY MS. MCCARTHY TO APPROVE THE GROUND LEASE AGREEMENT WITH TWIST AIR, INC. AS PRESENTED. APPROVED (4-0).

H. Discuss Ground Lease Agreement with Butler National, Corp.

Ms. Dunham gave background information on the previous, pre-1981, buildings and/or land owned by the County that are essential to airport operations and became tax exempt. Mr. McKee commented if they are operating as an FBO, the County owns the building and it is essential to airport operations it then would become tax exempt. Butler National would pay for their building and deed it to the County in exchange for a long-term lease agreement; it would become tax exempt. If anything would change in the lease agreement in the future the property would go back on the property tax roll. The board had no objections and directed staff to move forward.

I. Consider recommending to the Board of County Commissioners approval of an amendment to the Coffee Creek Trail Easement as requested by Johnson County Parks & Recreation District.

MOVED BY MS. MCCARTHY AND SECONDED BY MR. SPENCE TO APPROVE RECOMMENDATION TO THE BOARD OF COUNTY COMMISSIONERS FOR APPROVAL OF AN AMENDMENT TO THE COFFEE CREEK TRAIL EASEMENT AS REQUESTED BY JOHNSON COUNTY PARKS & RECREATION DISTRICT AS PRESENTED. APPROVED (4-0).

J. Consider approving 2016 New Century Ramp Improvements for New Century AirCenter (IXD) and Executive Airport (OJC).

MOVED BY MR. SPENCE AND SECONDED BY MS. MCCARTHY TO APPROVE THE AGREEMENTS WITH BURNS & MCDONNELL FOR ENGINEERING SERVICES AS PRESENTED. APPROVED (4-0).

K. Consider approving the 2016 Contract for the Southwest Johnson County KS EDC.

MOVED BY MS. MCCARTHY AND SECONDED BY MR. SPENCE TO APPROVE THE 2016 CONTRACT FOR THE SOUTHWEST JOHNSON COUNTY KS EDC AS PRESENTED. APPROVED (4-0).

L. Report of the President, Southwest Johnson County KS EDC.
VI. BUSINESS FROM THE FLOOR

Mr. Dolin commented on the new board room and recommended adding speakers to amplify the conversations.

VII. EXECUTIVE SESSION – ADVICE OF COUNSEL

MOVED BY MS. MCCARTHY AND SECONDED BY MR. SPENCE TO RECESS THE OPEN SESSION AND CONVENE INTO EXECUTIVE SESSION AT 10:05 A.M. FOR A PERIOD OF THIRTY (30) MINUTES FOR THE PURPOSE OF RECEIVING ADVICE OF COUNSEL AND RECONVENE IN OPEN SESSION AT APPROXIMATELY 10:35 A.M. OR SOON THEREAFTER AS THE EXECUTIVE SESSION ENDS. APPROVED (4-0).

VIII. ADJOURNMENT

There being no further business, at 10:37 a.m. the meeting was adjourned.

MOVED BY MR. SPENCE AND SECONDED BY MS. MCCARTHY TO ADJOURN. APPROVED (4-0).

John Wittenborn, Secretary

Colin McKee, Executive Director
(Revised – February 18, 2016)

JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING

AGENDA

One New Century Parkway
New Century, KS 66031

Wednesday, February 24, 2016 – 9:00 a.m.

I. APPROVAL OF MINUTES for the January 27, 2016 meeting.

II. REPORT OF THE CHAIRMAN

IV. EXECUTIVE SUMMARY

A. Review staff reports.

B. Summary of Financials.

C. Consider ratifying the January 2016 expenditures as presented.

V. DISCUSSION ITEMS

A. Consider approving a proposed change for the city of Olathe Rezoning No. RZ-15-010, requesting a rezoning from AG district to R-1 (Single Family Residential) district on 119.5+ acres and Preliminary Plat No. P15-052 for approximately 156+ acres, including approximately 8 acres of abutting exterior street right-of-way, for the proposed “The Willow,” a 210-lot single-family residential subdivision. The applicant is Michael Menghini/Pflumm 143, Inc.

B. Consider approving an amendment to the Ground Lease Agreement with the Johnson County Waste Water Department.

C. Consider approving an Office Lease Agreement with Kellogg Brown and Root, Inc. for office 108.

D. Consider approving an Amendment of Ground Lease Agreement for deElliotte.

E. Consider rescinding a Ground Lease Agreement with Dodson International.

F. Report of the President, Southwest Johnson County KS EDC.

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION – ADVICE OF COUNSEL

A. Real Estate
B. Advice of Council

VIII. ADJOURNMENT
Chairman Weisenburger called the meeting to order at 9:00 a.m.

(NOTE: Heading, paragraph numbers and letters correspond to agenda numbers and letters. Items are listed in order of discussion.)

I.  APPROVAL OF MINUTES

MOVED BY MR. HARRIS AND SECONDED BY MS. MCCARTHY TO APPROVE THE MINUTES OF THE JANUARY 27, 2016 MEETING AS PRESENTED. APPROVED (4-0).

II.  REPORT OF THE CHAIRMAN

No Report of the Chairman.

IV.  EXECUTIVE SUMMARY
A. Review staff reports:

No additions to the Staff Reports.

B. Summary of Financials:

No additions to the Summary of Financials.

C. Consider ratifying the January 2016 expenditures as presented:

MOVED BY MR. HARRIS AND SECONDED BY MS. MCCARTHY TO RATIFY THE JANUARY 2016 EXPENDITURES AS PRESENTED. APPROVED (4-0).

V. DISCUSSION ITEMS

A. Consider approving a proposed change for the city of Olathe Rezoning No. RZ-15-010, requesting a rezoning from AG district to R-1 (Single Family Residential) district on 119.5+ acres and Preliminary Plat No. P15-052 for approximately 156+ acres, including approximately 8 acres of abutting exterior street right-of-way, for the proposed “The Willow,” a 210-lot single-family residential subdivision. The applicant is Michael Menghini/Pflumm 143, Inc.

Will take under advisement for recommendation of the full board at the March 23, 2016 Airport Commission Board meeting. (Verbatim transcript attached)

B. Consider making recommendation to the Board of County Commissioners for approval of the Amendment to Ground Lease Agreement with Johnson County Wastewater Department.

MOVED BY MR. HARRIS AND SECONDED BY MS. MCCARTHY TO MAKE RECOMMENDATION TO THE BOARD OF COUNTY COMMISSIONERS FOR APPROVAL OF THE AMENDMENT TO GROUND LEASE AGREEMENT WITH JOHNSON COUNTY WASTEWATER DEPARTMENT AS PRESENTED. APPROVED (4-0).

C. Consider approving an Office Lease Agreement with Kellogg Brown and Root, Inc. for office 108.

MOVED BY MR. HARRIS AND SECONDED BY MS. MCCARTHY TO APPROVE AN OFFICE LEASE AGREEMENT WITH KELLOGG BROWN AND ROOT, INC. FOR OFFICE 108 AS PRESENTED. APPROVED (4-0).

D. Consider approving an Amendment of Ground Lease Agreement for deElliotte.

MOVED BY MR. HARRIS AND SECONDED BY MS. MCCARTHY TO APPROVE AN AMENDMENT OF GROUND LEASE AGREEMENT FOR DEELLIOTTE AS PRESENTED. APPROVED (4-0).

E. Consider rescinding a Ground Lease Agreement with Dodson International.

MOVED BY MR. HARRIS AND SECONDED BY MS. MCCARTHY TO APPROVE RESCINDING
A GROUND LEASE AGREEMENT WITH DODSON INTERNATIONAL WITH THE STIPULATION THAT IF THEY ENTER INTO A NEW AGREEMENT WITH THE JOHNSON COUNTY AIRPORT COMMISSION THERE IS SOME CONSIDERATION FOR BACK PAYMENTS. APPROVED (4-0).

F. Report of the President, Southwest Johnson County KS EDC.

Mr. Martinette updated the board on current projects and proposals for the Southwest Johnson County KS EDC.

VI. BUSINESS FROM THE FLOOR

No Business from the Floor.

VII. EXECUTIVE SESSION – ADVICE OF COUNSEL

MOVED BY MS. MCCARTHY AND SECONDED BY MR. HARRIS TO RECESS THE OPEN SESSION AND CONVENE INTO EXECUTIVE SESSION AT 10:07 A.M. FOR A PERIOD OF TEN (10) MINUTES FOR THE PURPOSE OF RECEIVING ADVICE OF COUNSEL AND PRELIMINARY DISCUSSIONS RELATING TO THE ACQUISITION OF REAL PROPERTY AND RECONVENE IN OPEN SESSION AT APPROXIMATELY 10:17 A.M. OR SOON THEREAFTER AS THE EXECUTIVE SESSION ENDS. APPROVED (4-0).

VIII. ADJOURNMENT

There being no further business, at 10:18 a.m. the meeting was adjourned.

MOVED BY MR. HARRIS AND SECONDED BY MS. MCCARTHY TO ADJOURN. APPROVED (4-0).

John Wittenborn, Secretary

Colin McKee, Executive Director
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING

AGENDA

One New Century Parkway
New Century, KS 66031

Wednesday, March 23, 2016 – 9:00 a.m.

I. APPROVAL OF MINUTES for the February 24, 2016 meeting.

II. REPORT OF THE CHAIRMAN

IV. EXECUTIVE SUMMARY

A. Review staff reports.

B. Summary of Financials.

C. Consider ratifying the February 2016 expenditures as presented.

V. DISCUSSION ITEMS

A. Consider recommending to the BoCC a proposed change for the city of Olathe Rezoning No. RZ-15-010, requesting a rezoning from AG district to R-1 (Single Family Residential) district on 119.5+ acres and Preliminary Plat No. P15-052 for approximately 156+ acres, including approximately 8 acres of abutting exterior street right-of-way, for the proposed “The Willow,” a 210-lot single-family residential subdivision. The applicant is Michael Menghini/Pflumm 143, Inc.

B. Update on Master Developer RFP.

C. Discuss Unilever Drop-Lot and Road Project.

D. Report of the President, Southwest Johnson County KS EDC.

VI. BUSINESS FROM THE FLOOR

VII. ADJOURNMENT
JOHNSON COUNTY AIRPORT COMMISSION

MINUTES – March 23, 2016, 9:00 a.m. – New Century, KS

Airport Commission

Present: Messrs. Brockhaus, Harris, Spence, Weisenburger, Moore and Ms. McCarthy

Present by Phone: Mr. Harris

Absent: Mr. Wittenborn

Staff: McKee, Dunham, Peet, Hyder and Bellinger

Others: Mike Dolin, hangar tenant
        Paul Greeley, Johnson County Planning
        Dave Hadel, Burns and McDonnell
        Richard Lind, Johnson County Legal
        David Lindgren, citizen
        Greg Martinette, Southwest Johnson County KS EDC
        Joe McMillian, citizen
        Dale O’Connor, citizen
        Denise O’Connor, citizen
        Dean Palos, Johnson County Planning
        Penny Postoak Ferguson, Johnson County Manager’s Office
        Mark Riley, KC Aviation Center
        Mike Smith, Unilever

Chairman Weisenburger called the meeting to order at 9:00 a.m.

(NOTE: Heading, paragraph numbers and letters correspond to agenda numbers and letters. Items are listed in order of discussion.)

I. APPROVAL OF MINUTES

MOVED BY MS. MCCARTHY AND SECONDED BY MR. MOORE TO APPROVE THE MINUTES OF THE FEBRUARY 24, 2016 MEETING AS PRESENTED. APPROVED (6-0).

II. REPORT OF THE CHAIRMAN

No Report of the Chairman.

IV. EXECUTIVE SUMMARY

A. Review staff reports:

   No additions to the Staff Reports.

B. Summary of Financials:
C. Consider ratifying the February 2016 expenditures as presented:

MOVED BY MR. MOORE AND SECONDED BY MS. MCCARTHY TO RATIFY THE FEBRUARY 2016 EXPENDITURES AS PRESENTED. APPROVED (6-0).

V. DISCUSSION ITEMS

A. Consider recommending to the BoCC a proposed change for the city of Olathe Rezoning No. RZ-15-010, requesting a rezoning from AG district to R-1 (Single Family Residential) district on 119.5+ acres and Preliminary Plant No. P15-052 for approximately 156+ acres, including approximately 8 acres of abutting exterior street right-of-way, for the proposed “The Willow,” a 210-lot single-family residential subdivision. The applicant is Michael Menghini/Pflumm 143, Inc.

MOVED BY MS. MCCARTHY AND SECONDED BY MR. MOORE TO RECOMMEND THAT THE BOARD OF COUNTY COMMISSIONERS APPROVE THE REQUESTED REZONING OF THE SUBJECT PROPERTY, AND THE ASSOCIATED PRELIMINARY PLAT OF THE WILLOWS SUBDIVISION, FOR THE REASONS AND CONCLUSIONS SET FORTH IN THE LETTER DATED DECEMBER 7, 2015, FROM DEAN PALOS, DIRECTOR OF PLANNING, TO DAVID CLEMENTS, OLATHE CITY PLANNING MANAGER, SUBJECT HOWEVER, TO THE FOLLOWING CONDITIONS RECOMMENDED BY COUNTY STAFF PLUS ANY OTHER CONDITIONS SUBSEQUENTLY REQUIRED BY THE BOARD:

i. THE SUBJECT PROPERTY SHALL ONLY BE DEVELOPED IN COMPLIANCE WITH THE REZONING (NO. RZ-15-010) AND PRELIMINARY PLAT OF THE WILLOWS (NO. P15-052) APPROVED BY THE CITY OF OLATHE JANUARY 5, 2015, AND INCORPORATED HEREIN BY REFERENCE, AND NOT FOR DEVELOPMENT AT ANY OTHER DENSITY, CONFIGURATION OR USE, WHICH SHALL BE CONSIDERED A NEW APPLICATION, WHICH SHALL BE SUBJECT TO AND REQUIRE THE SEPARATE CONSIDERATION AND APPROVAL OF THE BOARD OF COUNTY COMMISSIONERS; AND

ii. THE RECORDING OF AN AFFIDAVIT OF INTEREST REGARDING THE JOHNSON COUNTY EXECUTIVE AIRPORT IN THE CHAIN OF TITLE FOR EACH AND EVERY BUILDING LOT ON THE SUBJECT PROPERTY. APPROVED (6-0). (Verbatim transcript attached)

B. Update on Master Developer RFP.

C. Discuss Unilever Drop-Lot and Road Project.

D. Report of the President, Southwest Johnson County KS EDC.

Mr. Martinette updated the board on current projects and proposals for the Southwest Johnson County KS EDC.
VI. BUSINESS FROM THE FLOOR

Mark Riley, Kansas City Aviation Center (KCAC), stated there was an issue regarding the Right of First Refusal (RFR), on a parcel near their business, in which ended on December 2015 and KCAC was told it could not be renewed. He commented on the expanding aviation growth for KCAC and issues caused by not being able to renew the RFR. He asked if there was a current agreement on the parcel in question. Ms. Dunham replied, had she known of the RFR between KCAC and the Airport Commission she would have told Mr. Metcalfe he did not have the authority indefinitely to sign. FAA has given direction to the Airport Commission that no land can be tied indefinitely for aviation purposes. Whether a current or new tenant, the land has to be leased and even then you do not want to lease without no construction planned for long-term. Mr. Colin added what is currently being done for the newest leases, for the first two years or until the building is built and occupied, is requiring the tenant to sign the lease and pay twenty-five percent of the full ground lease rate. Mr. Peet stated, in the meeting last year with Angelo Fiararuolo of KCAC, there was a potential tenant interested in that parcel. However, due to non-disclosure, was not able to say who the interested party was at the time. Mr. McKee commented that there is available land near, KCAC, in which they could discuss. Mr. Riley asked if the lease had already been approved by the Airport Commission Board. Mr. McKee replied that the lease was already approved.

VII. EXECUTIVE SESSION – ADVICE OF COUNSEL

MOVED BY MR. MOORE AND SECONDED BY MS. MCCARTHY TO RECESS THE OPEN SESSION AND CONVENE INTO EXECUTIVE SESSION AT 9:35 A.M. FOR A PERIOD OF TEN (10) MINUTES FOR THE PURPOSE OF RECEIVING ADVICE OF COUNSEL AND RECONVENE IN OPEN SESSION AT APPROXIMATELY 9:45 A.M. OR SOON THEREAFTER AS THE EXECUTIVE SESSION ENDS. APPROVED (6-0).

VIII. ADJOURNMENT

There being no further business, at 9:48 a.m. the meeting was adjourned.

MOVED BY MR. BROCKHAUS AND SECONDED BY MS. MCCARTHY TO ADJOURN. APPROVED (6-0).

John Wittenborn, Secretary
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING

AGENDA

One New Century Parkway
New Century, KS 66031

Wednesday, April 27, 2016 – 9:00 a.m.

I. APPROVAL OF MINUTES for the March 23, 2016 meeting.

II. REPORT OF THE CHAIRMAN

IV. EXECUTIVE SUMMARY

A. Review staff reports.

B. Summary of Financials.

C. Consider ratifying the March 2016 expenditures as presented.

V. DISCUSSION ITEMS

A. Consider approving ground lease agreement with Belfonte Inc.

B. Discuss amending lease agreement with 201 Leawood Drive Associates

C. Consider approving Master Developer RFP selection

D. Discuss proposed 2017 Budget and CIP

E. Report of the President, Southwest Johnson County KS EDC.

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION – ADVICE OF COUNSEL

A. Personnel

VIII. ADJOURNMENT
JOHNSON COUNTY AIRPORT COMMISSION

MINUTES – April 27, 2016, 9:00 a.m. – New Century, KS

Airport Commission

Present: Messrs. Weisenburger, Brockhaus, Spence, Moore and Wittenborn

Present by Phone: Mr. Harris and Ms. McCarthy

Absent:

Staff: McKee, Peet, Dunham, Hyder and Duren

Other: Commissioner Michael Ashcraft, Johnson County BOCC
Penny Postoak Ferguson, Johnson County Manager’s Office
Leslie Irwin, Johnson County Human Resources
Mike & Julie Young, JC Freedom Enterprises
Mike Dolin, T-Hanger tenant
Rick Poppitz, Gardner News
Dave Hadel, Burns & McDonnell
Sherburne Dunn, KC Flying Club
Greg Martinette, Southwest Johnson County KS EDC

Chairman Weisenburger called the meeting to order at 9:05 a.m.

(Note: Heading, paragraph numbers and letters correspond to agenda numbers and letters. Items are listed in order of discussion.)

I. APPROVAL OF MINUTES

MOVED BY MR. MOORE AND SECONDED BY MR. WITTENBORN TO APPROVE THE MINUTES OF THE MARCH 23, 2016 MEETING AS PRESENTED. APPROVED (7-0)

II. REPORT OF THE CHAIRMAN

No report of the Chairman.
IV. **EXECUTIVE SUMMARY**

A. Review staff reports:

No additions to the staff reports.

B. **Summary of Financials:**

No additions to the Summary of Financials.

C. **Consider ratifying the March 2016 expenditures as presented:**

MOVED BY MR. MOORE AND SECONDED BY MR. WITTENBORN TO RATIFY THE MARCH 2016 EXPENDITURES AS PRESENTED. APPROVED (7-0).

V. **DISCUSSION ITEMS**

A. **Consider approving ground lease agreement with Belfonte, Inc.**

Mr. McKee requested that this lease discussion be tabled until the legal descriptions of the property can be corrected with KDOT.

B. **Discuss amending lease agreement with Leawood Drive Associates**

Mr. McKee requested guidance from the Johnson County Airport Commission Board related to potentially amending the lease with Leawood Drive Associates. The rent escalation on the property in question was incorrectly calculated in 2014 due to complicated formula. Mr. McKee and the tenant are both agreeable to amending the lease to change the rent escalation calculation to standard CPI-U calculation. The tenant has requested that the 2016 assessed value be used in lieu of 2013 assessed value. Mr. McKee indicated that he is okay with using the 2016 assessed value as long as the CPI-U calculation is used and the rent be escalated every five years.

THE BOARD PROVIDED MR. MCKEE WITH THE DIRECTION TO RENEGOTIATE THE LEASE TO A STANDARD CPI-U CALUATION WITH A FIVE YEAR ESCALATION CALENDAR. STAFF WILL BRING THIS ISSUE BACK TO THE BOARD NEXT MONTH.
C. Consider approving Master Developer RFP selection

MOVED BY MR. MOORE AND SECONDED BY MR. SPENCE TO APPROVE CONTRACT NEGOTIATIONS WITH VANTRUST REAL ESTATE AS DEVELOPER FOR MASTER DEVELOPMENT AGREEMENT: NEW CENTURY AIR CENTER COMMERCIAL AND INDUSTRIAL PROPERTY, RFP #2015-097 AS PRESENTED. APPROVED (7-0)

D. Consider approving the proposed 2017 Budget and CIP

MR. WITTENBORN MOVED TO APPROVE THE PROPOSED 2017 BUDGET AND CIP AS PRESENTED AND AUTHORIZING MR. MCKEE THE LATITUDE TO MAKE MINOR CHANGES TO THE BUDGET PRIOR TO PRESENTATION TO THE BOARD OF COUNTY COMMISSIONERS AND MR. MOORE SECONDED THE MOTION. (APPROVED 7-0)

E. Report of the President, Southwest Johnson County KS EDC

Mr. Martinette updated the board on current projects and proposals for the Southwest Johnson County KS EDC.

VI. BUSINESS FROM THE FLOOR

Mr. Sherburne Dunn questioned why the agenda did not include any attachments this month. He also raised concerns about the audio and video systems in the Airport Commission board room. Mr. McKee indicated that the solutions to these issues are being researched.

Mr. Mike Young & Mrs. Julie Young, with JC Freedom Enterprises, expressed an interested in leasing an Airport property. Mr. McKee explained that the property in question cannot be leased to anyone until the legal descriptions of the property are corrected.
VII. EXECUTIVE SESSION – ADVICE OF COUNSEL

MOVED BY MR. MOORE AND SECONDED BY MR. WITTENBORN TO RECESS THE OPEN SESSION AND CONVENE INTO EXECUTIVE SESSION AT 9:53 A.M. FOR A PERIOD OF TEN (10) MINUTES FOR THE PURPOSE OF PERSONNEL MATTERS REGARDING NON-ELECTED PERSONNEL IN ORDER TO PROTECT THE PRIVACY OF THE INDIVIDUALS INVOLVED AND TO RECONVENE IN OPEN SESSION AT APPROXIMATELY 10:03 A.M. OR AS SOON THEREAFTER AS THE EXECUTIVE SESSION MAY END. APPROVED (7-0)

NO ACTION TAKEN

VIII. ADJOURNMENT

There being no further business, at 10:05 a.m., the meeting was adjourned

MOVED BY MR. MOORE AND SECONDED BY MR. WITTENBORN TO ADJOURN. APPROVED (7-0)

John Wittenborn, Secretary
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING

AGENDA

One New Century Parkway
New Century, KS 66031

Wednesday, May 25, 2016 – 9:00 a.m.

I. APPROVAL OF MINUTES for the April 27, 2016 meeting.

II. REPORT OF THE CHAIRMAN

A. Chad Fisher – 10 years of employment with JCAC
B. Greg Brown – 15 years of employment with JCAC

IV. EXECUTIVE SUMMARY

A. Review staff reports.
B. Summary of Financials.
C. Consider ratifying the April 2016 expenditures as presented.

V. DISCUSSION ITEMS

A. Report of the President, Southwest Johnson County KS EDC.

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION

VIII. ADJOURNMENT
J ohnson County Airport Commission

Minutes – May 25, 2016, 9:00 a.m. – New Century, KS

Airport Commission

Present: Messrs. Weisenburger, Brockhaus, Spence, Moore, McCarthy, Harris, and Wittenborn.

Absent: None

Staff: Peet, Jarrett, Hyder and Duren

Other: Commissioner Michael Ashcraft, Johnson County BOCC
       Penny Postoak Ferguson, Johnson County Manager’s Office
       Aaron Otto, Johnson County Manager’s Office
       Tiffany Hentschel, Johnson County Human Resources
       Chad Fisher, JCAC
       Greg Brown, JCAC

Chairman Weisenburger called the meeting to order at 9:05 a.m.

(Note: Heading, paragraph numbers and letters correspond to agenda numbers and letters. Items are listed in order of discussion.)

I. APPROVAL OF MINUTES

Moved by Mr. Wittenborn and seconded by Mr. Moore to approve the minutes of the April 27, 2016 meeting as presented. Approved (7-0)

II. REPORT OF THE CHAIRMAN

Presentation of years of service awards to Chad Fisher for 10 years and Greg Brown for 15 years of employment.
III. EXECUTIVE SUMMARY

A. Review staff reports:
   
   No additions to the Staff reports

B. Summary of Financials

C. Consider ratifying the April 2016 expenditures as presented:

MOVED BY MS. MCCARTHY AND SECONDED BY MR. WITTENBORN TO RATIFY THE APRIL 2016 EXPENDITURES AS PRESENTED. APPROVED (7-0).

IV. DISCUSSION ITEMS

NO ITEMS WERE PRESENTED FOR DISCUSSION

V. BUSINESS FROM THE FLOOR

NO BUSINESS CONDUCTED FROM THE FLOOR

At 9:10 the normal business meeting was recessed.

VI. EXECUTIVE SESSION – NON-ELECTED PERSONNEL

MOVED BY MR. BROCKHAUS AND SECONDED BY MR. WITTENBORN TO RECESS THE OPEN SESSION AND CONVENE INTO EXECUTIVE SESSION AT 9:10 A.M. FOR A PERIOD OF THIRTY (30) MINUTES FOR THE PURPOSE OF PERSONNEL MATTERS REGARDING NON-ELECTED PERSONNEL IN ORDER TO PROTECT THE PRIVACY OF THE INDIVIDUALS INVOLVED AND TO RECONVENE IN OPEN SESSION AT APPROXIMATELY 9:40 A.M. OR AS SOON THEREAFTER AS THE EXECUTIVE SESSION MAY END. APPROVED (7-0)

MOVED BY MR. SPENCE AND SECONDED BY MR. WITTENBORN TO EXTEND THE EXECUTIVE SESSION AN ADDITIONAL THIRTY (30) MINUTES AT 9:40 A.M. APPROVED (7-0)
MOVED BY MR. HARRIS AND SECONDED BY MR. WITTENBORN TO EXTEND THE EXECUTIVE SESSION AN ADDITIONAL TWENTY (20) MINUTES AT 10:10 A.M. FOR A PERIOD OF TWENTY (20) MINUTES. APPROVED (7-0)

MOVED BY MR. SPENCE AND SECONDED BY MR. HARRIS TO ADJOURN THE EXECUTIVE SESSION WITH NO ACTION TAKEN

VII. ADJOURNMENT

There being no further business, at 10:30 a.m., the meeting was adjourned

[Signature]

John Wittenborn, Secretary
I. EXECUTIVE SESSION.

II. ADJOURNMENT.
JOHNSON COUNTY AIRPORT COMMISSION

MINUTES – May 31, 2016, 5:00 p.m. – New Century, KS

Airport Commission

Present: Messrs. Weisenburger, Brockhaus, Spence, McCarthy, Harris, and Wittenborn.

Absent: Mr. Moore

Staff: Jarrett

Other: Chairman Ed Eilert, Johnson County BOCC
Commissioner Michael Ashcraft, Johnson County BOCC
Penny Postoak Ferguson, Johnson County Manager’s Office
Aaron Otto, Johnson County Manager’s Office
Tiffany Hentschel, Johnson County Human Resources

Chairman Weisenburger called the meeting to order at 5:00 p.m.

(Note: Heading, paragraph numbers and letters correspond to agenda numbers and letters. Items are listed in order of discussion.)

I. EXECUTIVE SESSION – NON-ELECTED PERSONNEL & ADVICE OF COUNSEL

MOVED BY MR. BROCKHAUS AND SECONDED BY MR. WITTENBURN TO RECESS THE OPEN SESSION AND CONVENE INTO EXECUTIVE SESSION AT 5:05 P.M. FOR A PERIOD OF NINETY (90) MINUTES FOR THE PURPOSE OF DISCUSSION OF PERSONNEL MATTERS OF NON-ELECTED OFFICIALS AND RECEIVING ADVICE OF COUNSEL ON PERSONNEL MATTERS AND TO RECONVENE IN OPEN SESSION AT APPROXIMATELY 6:35 P.M. OR AS SOON THEREAFTER AS THE EXECUTIVE SESSION MAY END. APPROVED (6-0)
BREAK WAS TAKEN AT 6:00 P.M. FOR CHAIRMAN EILERT TO LEAVE AND COLIN MCKEE TO JOIN THE EXECUTIVE SESSION.

MOVED BY MR. HARRIS AND SECONDED BY MR. WITTENBURN TO EXTEND THE EXECUTIVE SESSION FOR AN ADDITIONAL THIRTY (30) MINUTES, UNTIL 7:00 P.M. APPROVED (6-0)

MOVED BY MR. WITTENBORN AND SECONDED BY MR. HARRIS TO ADJOURN THE EXECUTIVE SESSION WITH NO ACTION TAKEN.

II. ADJOURNMENT

There being no further business, at 7:00 p.m., the meeting was adjourned

John Wittenborn, Secretary
I. EXECUTIVE SESSION—For purposes of non-elected personnel.

II. ADJOURNMENT.
Chairman Weisenburger called the meeting to order at 5:00 p.m.

(Note: Heading, paragraph numbers and letters correspond to agenda numbers and letters. Items are listed in order of discussion.)

I. EXECUTIVE SESSION – NON-ELECTED PERSONNEL

MOVED BY MR. SPENCE AND SECONDED BY MR. MOORE TO RECESS THE OPEN SESSION AND CONVENE INTO EXECUTIVE SESSION AT 5:01 P.M. FOR A PERIOD OF FIFTEEN (15) MINUTES FOR THE PURPOSE OF PERSONNEL MATTERS REGARDING NON-ELECTED PERSONNEL IN ORDER TO PROTECT THE PRIVACY OF THE INDIVIDUALS INVOLVED, AND TO RECONVENE IN OPEN SESSION AT APPROXIMATELY 5:16 P.M. OR AS SOON THEREAFTER AS THE EXECUTIVE SESSION MAY END. APPROVED (4-0)

THE AIRPORT COMMISSION RECONVENED IN OPEN SESSION AT 5:17 P.M. THE FOLLOWING MOTION WAS MADE BY MR. SPENCE AND SECONDED BY MR. BROCKHAUS: I MOVE THAT THE AIRPORT COMMISSION ACCEPT THE RESIGNATION OF THE EXECUTIVE
DIRECTOR AND AUTHORIZE THE CHAIRMAN TO APPROVE AND EXECUTE AN AGREEMENT FOR THE TERMS OF SEPARATION AS RECOMMENDED BY STAFF, AND TO APPOINT AARON OTTO AS INTERIM EXECUTIVE DIRECTOR OF THE JOHNSON COUNTY AIRPORT COMMISSION. APPROVED (4-0)

II. ADJOURNMENT

MOVED BY MR. MOORE AND SECONDED BY MR. SPENCE TO ADJOURN THE EXECUTIVE SESSION. APPROVED (4-0)

There being no further business, at 5:20 p.m., the meeting was adjourned

Jerry Brockhaus, Treasurer
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING

AGENDA

One New Century Parkway
New Century, KS 66031

Wednesday, June 22, 2016 – 9:00 a.m.

I. APPROVAL OF MINUTES
   A. May 25, 2016 meeting
   B. May 31, 2016 meeting
   C. June 13, 2016 meeting

II. REPORT OF THE CHAIRMAN

IV. EXECUTIVE SUMMARY
   A. Review staff reports.
   B. Summary of Financials.
   C. Consider ratifying the May 2016 expenditures as presented.

V. DISCUSSION ITEMS
   A. Review of Airport Commission Board Duties and Responsibilities
   B. Discuss renovation status of New Century Administration Building
   C. OJC NE Ramp & W T-hangar FAA Grant Application
   D. Report of the President, Southwest Johnson County KS EDC

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION

VIII. ADJOURNMENT
Airport Commission:

Present: Weisenberger, Spence, Harris, Whittenborn, Commissioner Michael Ashcraft

Absent: McCarthy, Moore

Present by phone: Brockhaus

Staff: Otto, Peet, Hyder

Others: Hannes Zacharias, Johnson County Manager
Penny Postoak Ferguson, Johnson County Deputy County Manager
Cynthia Dunham, Johnson County Legal
Brittney Wray, Johnson County Manager’s Office
Greg Martinette, Southwest Johnson County KS EDC
Mike Brown, citizen
Calvin Hayden, citizen
Beth Linn, City of Edgerton

Chairman Weisenberger called the meeting to order at 9:01 a.m.

I. APPROVAL OF MINUTES

MOVED BY HARRIS AND SECONDED BY MOORE TO APPROVE THE MINUTES OF THE MAY 25, 2016, MAY 31, 2016 AND JUNE 13, 2016 MEETING S AS PRESENTED. APPROVED (5-0).

II. REPORT OF THE CHAIRMAN

No report of the Chairman.

IV. EXECUTIVE SUMMARY

A. Review staff reports.
   No additions to the Staff Reports.

B. Summary of Financials.
   No additions to the Staff Reports.

C. Consider ratifying the May 2016 expenditures as presented.

MOVED BY WITTENBORN AND SECOND BY HARRIS TO RETIFY THE MAY 2016 EXPENDITURES AS PRESENTED. APPROVED (5-0).
V. **DISCUSSION ITEMS**
   A. Discuss renovation status of New Century Administration Building
   B. OJC NE Ramp & W T-hangar FAA Grant Application
   C. Report of the President, Southwest Johnson County KS EDC
   D. Review of Airport Commission Board Duties and Responsibilities

VI. **BUSINESS FROM THE FLOOR**

VII. **EXECUTIVE SESSION**

There was no request for an executive session.

VIII. **ADJOURNMENT**

There bring no further business, at 10:24 a.m. the meeting was adjourned.

MOVED BY WITTENBORN AND SECONDED BY HARRIS TO ADJOURN. APPROVED (5-0).

____________________________  _________________________
John Wittenborn, Secretary       Aaron Otto, Interim Executive Director
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING

AGENDA

One New Century Parkway

New Century, KS 66031

Wednesday, July 27, 2016 – 9:00 a.m.

I. APPROVAL OF MINUTES
   A. June 22, 2016 meeting

II. REPORT OF THE CHAIRMAN

IV. EXECUTIVE SUMMARY
   A. Review Staff Reports.
   B. Summary of Financials.
   C. Consider ratifying the June 2016 expenditures as presented.

V. DISCUSSION ITEMS
   a. Auditor Objectives Overview with the County Auditor
   b. Agreement with Fire District #1 for T-Hangar Inspections & Runway Inspections
   c. FAA AIP Grant Application for Detail Design at Executive Airport for Runway
   d. Extension of a Lease Agreement with Twist Air for an Additional 4 Months
   e. Agreement with JBS/Swift Beef To Replace Storage Tank
   f. New Century Administration Building Update
   g. Report of the President, Southwest Johnson County KS EDC

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION

VIII. ADJOURNMENT
JOHNSON COUNTY AIRPORT COMMISSION
MINUTES – July 27, 2016 – 9:00 a.m. – New Century, KS

Airport Commission:

Present: Weisenburger, Harris, Brockhaus, McCarthy
Absent: Moore, Spence, Wittenborn
Present by phone: Otto
Staff: Peet
Others: Commissioner Michael Ashcraft
Penny Postoak Ferguson, Johnson County Deputy County Manager
Cynthia Dunham, Johnson County Legal
Brittney Wray, Johnson County Manager’s Office
Greg Martinette, Southwest Johnson County KS EDC
Beth Linn, City of Edgerton

Chairman Weisenburger called the meeting to order at 9:00 a.m.

I. APPROVAL OF MINUTES
   A. June 22, 2016 meeting

MOVED BY HARRIS AND SECONDED BY MCCARTHY TO APPROVE THE MINUTES OF THE JUNE 22, 2016 MEETING AS PRESENTED. APPROVED (4-0)

II. REPORT OF THE CHAIRMAN

NO REPORT OF THE CHAIRMAN.

III. EXECUTIVE SUMMARY
    A. Review Staff Reports.

NO ADDITIONS TO THE STAFF REPORTS.
    B. Summary of Financials.

NO ADDITIONS TO THE FINANCIAL REPORTS.
    C. Consider ratifying the June 2016 expenditures as presented.

MOVED BY HARRIS AND SECOND BY MCCARTHY TO RATIFY THE JUNE 2016 EXPENDITURES AS PRESENTED. APPROVED (4-0).

IV. DISCUSSION ITEMS
    a. Auditor Objectives Overview with the County Auditor
       Ken Kleffner, County Auditor, gave an overview of the objectives of the transitional audit of the Airport Commission.
    b. Agreement with Fire District #1 for T-Hangar Inspections & Runway Inspections
MOVED BY MCCARTHY AND SECONDED BY HARRIS TO APPROVE AGREEMENT WITH FIRE DISTRICT #1 FOR T-HANGAR INSPECTIONS AND RUNWAY INSPECTIONS. APPROVED (4-0)

c. FAA AIP Grant Application for Detail Design at Executive Airport for Runway

MOVED BY HARRIS AND SECONDED BY MCCARTHY TO APPROVE THE DESIGN ASPECT OF PROJECT SUBJECT TO RECEIPT OF GRANT. APPROVED (4-0)

d. Extension of a Lease Agreement with Twist Air for an Additional 4 Months

MOVED BY BROCKHAUS AND SECONDED BY MCCARTHY TO APPROVE LEASE AMENDMENT EXTENDING LEASE. APPROVED (4-0)

e. Agreement with JBS/Swift Beef To Replace Storage Tank

MOVED BY HARRIS AND SECONDED BY BROCKHAUS TO APPROVE LEASE AMENDMENT. APPROVED (4-0)

f. New Century Administration Building Update
   Mr. Otto provided an update on the Administration Building remodel expenses.

g. Report of the President, Southwest Johnson County KS EDC
   Mr. Martinette discussed a proposal for leasing smaller parcels at New Century Air Center.

Additional items.

h. Commemorative Air Force
   Mr. Peet briefed the commission on the upcoming annual airshow and CAF’s request for $6,000 in support from the Commission; the Commission provided support for the airshow last year.

MOVED BY MCCARTHY AND SECONDED BY HARRIS TO APPROVE $6,000 DONATION. APPROVED (4-0)

i. KDOR Commercial Lease
   Ms. Dunham updated the Commission on KDOR’s request to lease ground at NCAC on a long term basis. The Commission directed airport staff to work with KDOR to identify possible lease sites.

j. Master Development Agreement
   Mr. Otto provided an update on the status of the MDA.

V. BUSINESS FROM THE FLOOR

i. Sound system requested to allow guests to hear conversation at table. Staff will look into this request and will report back with information at a future meeting.

ii. Chief Kirk with the Johnson County Fire District No 1 discussed efforts with NCAC to provide classes for hangar tenants, facilitate more communication, and conduct more inspections to ensure safety. Due to costs of more frequent inspections, a letter will be sent to tenants to address storage.
iii. J.R. Dodson presented his conceptual proposal to construct a hangar for operation of an FBO. He would then deed the hangar to the County so that the building would qualify for an ad valorem tax exemption. He noted that another tenant, Butler, was pursuing a similar project by expanding a county-owned building. Ms. Dunham noted that the difference between the Butler proposal and Mr. Dodson’s proposal. Mr. Dodson would construct a free standing building and deed it to county while Butler is proposing to expand an existing building owned by the County. The Commission is supportive of proposal. More details will be provided by Mr. Dodson at the August Commission meeting.

iv. Shawnee resident and fisherman Scott Outhouse addressed the commission and requested permission to fish in the ponds around the Navy Park and by New Century Fieldhouse. Mr. Outhouse was advised by Ms. Dunham that JCAC has regulations in place that state no fishing. JCAC is an airport and business park, not a recreation park; these areas are not maintained for those purposes and are maintained to protect the aviation.

VI. EXECUTIVE SESSION

There was no request for an executive session.

VII. ADJOURNMENT

There being no further business, at 10:33 a.m. the meeting was adjourned.

MOVED BY HARRIS AND SECONDED BY MCCARTHY TO ADJOURN. APPROVED (4-0)

John Wittenborn, Secretary

Aaron Otto, Interim Executive Director
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING

AGENDA

One New Century Parkway
New Century, KS 66031

Wednesday, August 24, 2016 – 9:00 a.m.

I. APPROVAL OF MINUTES
   A. July 27, 2016 Meeting
   B. June 22, 2016 Meeting

II. REPORT OF THE CHAIRMAN
    a. Nomination for Commission Officers

III. 

IV. EXECUTIVE SUMMARY
    A. Review Staff Reports
    B. Summary of Financials
    C. Consider ratifying the July 2016 expenditures as presented

V. DISCUSSION ITEMS
   a. Internal Audit Update, Ken Kleffner
   b. Twist Air Development Update at New Century Airport
   c. Report of the President, Southwest Johnson County KS EDC
      i. Presentation of the Charge Rent as its Leased Concept for Smaller Infill
         Properties at New Century Air Center
   d. Consider approving a lease amendment for Leawood Drive Associates LLC
   e. Consider authorizing the execution and recording of a correction deed for property
      located south of New Century AirCenter runway
   f. Environment Assessment Scope of Work Proposal from Burns and McDonnell
   g. Presentation on Phase 3 of the Administration Building
      i. Update on Phases 1 and 2 of the Administration Building
   h. Discussion of an Understanding between the Johnson County Airport Commission and
      Johnson County Board of County Commissioners
   i. JR Dodson Proposal for a FBO Building

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION

VIII. ADJOURNMENT
JOHNSON COUNTY AIRPORT COMMISSION
MINUTES – August 24, 2016 – 9:00 a.m. – New Century, KS

Airport Commission

Present: Weisenburger, Harris, Brockhaus, McCarthy, Moore
Absent: Wittenborn
Present By Phone: Spence
Staff: Otto, Peet, Hiskey, Fiorini
Others: Chairman Ed Eilert
        Commissioner Michael Ashcraft
        Hannes Zacharias, County Manager
        Penny Postoak Ferguson, Deputy County Manager
        Cynthia Dunham, Johnson County Legal
        Greg Martinette, Southwest Johnson County KS EDC
        Mike Young, Pyro Papas
        Dave Hadel, Burns & McDonnell
        Shari Cannon-Mackey
        Dianne White, Twist Air
        Steve Broussard, Twist Air
        Chris Lang, Pyro Papas
        Sherburne Dunn, Citizen

Chairman Weisenburger called the meeting to order at 9:00 a.m.

I. APPROVAL OF MINUTES
   A. July 27, 2016 Meeting
   B. June 22, 2016 Meeting

MOVED BY McCarthy AND SECONDED BY HARRIS TO APPROVE THE MINUTES OF THE JUNE 22, 2017 AND JULY 27, 2016 MEETINGS AS PRESENTED. APPROVED (6-0)

II. REPORT OF THE CHAIRMAN

   a. Nomination for Commission Officers
      Chairman Weisenburger asked if anyone was interested in Commission officer positions. There was no interest in changing.

MOVED BY Moore AND SECONDED BY HARRIS TO MAINTAIN THE CURRENT POSITIONS. APPROVED (6-0)
III. EXECUTIVE SUMMARY
   A. Review Staff Reports
   Interim Director Otto introduced Tracy Fiorini and Kevin Hiskey as new staff. He stated that all facilities are now on county fiber and was able to get a reduced cost to do the maintenance shop. He advised that the mold removal was being addressed in the administration building and the New Century t-hangar inspections for are being scheduled for later this year.

   Deputy Director Peet advised that a Reconstruction grant for the NE Apron and W T-hangar Taxi lanes at OJC had been approved for $1.1 million and the remaining cost of $1.537 million was still pending.

   B. Summary of Financials
   No additions to the financial reports.

   C. Consider ratifying the July 2016 expenditures as presented
   MOVED BY HARRIS AND SECONDED BY MOORE TO RATIFY THE JULY 2016 EXPENDITURES AS PRESENTED. APPROVED (6-0)

IV. DISCUSSION ITEMS
   a. Internal Audit Update, Ken Kleffner
   The county auditor presented an update on the ongoing audit and hopes to complete the full audit in October or November.

   b. Twist Air Development Update at New Century Airport
   Dianne White and Steve Broussard of Twist Air presented a slide show to propose a restaurant and facility at Executive Airport that would sell alcoholic beverages. They requested support from the Airport Commission in order to present to the Board of County Commissioners. The proposal seeks an exemption from state law to serve alcohol on county property as presented by Twist Air.

   MOVED BY HARRIS AND SECONDED BY McCARTHY TO PROCEED WITH RESTAURANT WITH SERVICE OF ALCOHOL PROPOSAL. APPROVED (6-0)

   c. Report of the President, Southwest Johnson County KS EDC
   Greg Martinette reported that a tenant has shown some interest in the Kimberly Clark building and he would be revealing that tenant in a near future meeting.

   i. Presentation of the Charge Rent as its Leased Concept for Smaller Infill Properties at New Century Air Center
   Myron Hayes provided a presentation requesting permission to build a facility that would house smaller infill tenants and charge rent as the space was leased. The Commission directed staff to work on a proposal with the presenter and report back to the Commission.

   d. Consider approving a lease amendment for Leawood Drive Associates LLC
   Discussion included the history of the proposed lease amended for this tenant and an explanation of the new formula for calculating the rent.
MOVED BY HARRIS AND SECONDED BY McCARTHY TO APPROVE THE LEASE AMENDMENT FOR LEAWOOD DRIVE ASSOCIATES LLC AS PRESENTED. APPROVED (6-0)

e. Consider authorizing the execution and recording of a correction deed for property located south of New Century AirCenter runway

MOVED BY HARRIS AND SECONDED BY MOORE TO AUTHORIZER AND RECORD A CORRECTION DEED FOR PROPERTY LOCATED SOUTH OF NEW CENTURY AIRCENTER RUNWAY. APPROVED (6-0)

f. Environment Assessment Scope of Work Proposal from Burns and McDonnell

Shari Cannon-Mackey presented the time line for the environmental assessment scope of work from Burns and McDonnell for three tracts at New Century AirCenter. Commissioner Harris was concerned about the total cost of the scope of the work and discussed possibly sending the project out for bid. Ms. Cannon-Mackey stated that there was a time constraint on the wetland study which had to be performed by October to capture the required information. The Commission requested that a new proposal be submitted breaking out the individual cost of the processes, specifically the wetland study in order to move forward due to the necessity to perform the study by October. Harris asked them to send the updated data so the board could review it and conduct a special meeting to approve or deny the wetland study portion of the project. Harris also requested a breakdown of costs on the remaining processes to see if some of the cost could be reduced. Several commissioners requested an independent cost study to review Burns and McDonnell’s proposal. Burns and McDonnell will submit the requested documents so the Commission can be updated and the Commission will schedule a special meeting to discuss.

g. Presentation on Phase 3 of the Administration Building

i. Update on Phases 1 and 2 of the Administration Building

Interim Director Otto informed the board that the original plans have been reviewed and some of the upgraded fixtures have been denied to save money and that other parts of the phase 3 portion would be complete as proposed. This will finish the lobby, two executive offices and two north offices. County facilities will soon be soliciting bids to complete this portion of the renovation.

h. Discussion of an Understanding between the Johnson County Airport Commission and Johnson County Board of County Commissioners

Harris requested that the agreement be amended in section III.B.2 regarding the termination of the executive director of the airport. He asked that the word “initiate” in the termination clause be omitted so that the Airport Commission could terminate the executive director if he/she failed to perform at the direction of the Airport Commission. Mccarthy requested that the agreement include a provision that at least one or more members of the Commission be included in the hiring process for the executive director position.

HARRIS MOVED AND BROCKHAUS SECONDED TO ACCEPT AND APPROVE THE AGREEMENT BY AND BETWEEN THE BOARD OF COUNTY COMMISSIONERS OF JOHNSON COUNTY KANSAS AND THE JOHNSON COUNTY AIRPORT COMMISSION WITH THE CHANGES AS DISCUSSED. APPROVED (6-0)

i. JR Dodson Proposal for a FBO Building
Mr. Dodson was not in attendance so this proposal was not discussed.

V. BUSINESS FROM THE FLOOR

Sherbunne Dunn who resides at 12301 W. 150th Terrace, Olathe, spoke in support of the proposed restaurant at the executive airport as presented by twist air.

Mike Young of Pyro Papas inquired about the property at the south end of the runway for which a lease with Mr. Belfonte is currently pending. He stated that he is also still interested in the property. His business partner, Chris Lang also stated that they are wanting to use the property if Mr. Belfonte is no longer interested. Ms. Dunham stated that Mr. Belfonte is still interested in the property and his lease was put on hold due to the environmental study that is required. Mr. Harris stated that they are not looking to reconsider the lease since Mr. Belfonte is still in good faith maintaining his interest in leasing the property.

Interim director Otto informed the board that the legal firm Kaplan, Kirsch & Rockwell has reached the cap of their services which is $25,000. It was suggested that the cap be increased to $50,000.

HARRIS MOVED AND MCCARTHY SECONDED THAT THE CAP FOR THE LAW FIRM BE RAISED TO $50,000. APPROVED (6-0)

VI. EXECUTIVE SESSION

MOVED BY MS. MCCARTHY AND SECONDED BY MR. MOORE TO RECESS THE OPEN SESSION AND CONVENE INTO EXECUTIVE SESSION AT 11:17 A.M. FOR A PERIOD OF FIVE (5) MINUTES FOR THE PURPOSE OF PRELIMINARY DISCUSSIONS RELATING TO THE ACQUISITION OF REAL PROPERTY AND TO RECONVENE AT APPROXIMATELY 11:21 A.M. OR AS SOON THEREAFTER AS THE EXECUTIVE SESSION MAY END. APPROVED (6-0)

VII. ADJOURNMENT

There being no further business, at 11:21 a.m. the meeting was adjourned.

MOVED BY MOORE AND SECONDED BY HARRIS TO ADJOURN. APPROVED (6-0)

Jerry Brockhaus, Treasurer

Aáron Otto, Interim Executive Director
JOHNSON COUNTY AIRPORT COMMISSION

SPECIAL MEETING - TELECONFERENCE

AGENDA
One New Century Parkway
New Century, KS 66031

Tuesday, September 13, 2016 – 3:00 p.m.

DISCUSSION ITEM:

A. Consideration of Wetland Study Proposal by Burns and McDonnell as Part of an Environmental Assessment at New Century AirCenter

ADJOURNMENT
JOHNSON COUNTY AIRPORT COMMISSION
MINUTES – SEPTEMBER 13, 2016 – 3:00 PM SPECIAL MEETING - TELECONFERENCE

Present: Weisenberger, McCarthy, Harris, Whittenborn, Commissioner Ashcraft

Absent: Moore, Spence, Brockhaus

Staff: Otto, Peet, Fiorini

Others: Cynthia Dunham, Johnson County Legal

Chairman Weisenberger called the meeting to order at 3:10 p.m.

DISCUSSION ITEM:

A. Consideration of Wetland Study Proposal by Burns and McDonnell as Part of an Environmental Assessment at New Century AirCenter

Moved by McCarthy and Seconded by Whittenborn to proceed with the Wetland Study. (4-0)

ADJOURNMENT

Moved by Wittenborn and seconded by McCarthy at 3:20 p.m. (4-0)

John Wittenborn, Secretary

Aaron Otto, Interim Executive Director
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING

AGENDA

One New Century Parkway
New Century, KS 66031

Wednesday, September 28, 2016 – 9:00 a.m.

I. APPROVAL OF MINUTES
   A. August 24, 2016 Meeting
   B. September 13, 2016 Special Meeting

II. REPORT OF THE CHAIRMAN

III. EXECUTIVE SUMMARY
   A. Review Staff Reports

IV. FINANCIALS
   A. Summary of Financials
   B. Consider ratifying the August 2016 expenditures as presented

V. DISCUSSION ITEMS
   a. Request for volunteers for Executive Director Search Committee
   b. Environment Assessment Scope of Work Proposal from Burns and McDonnell
      i. Independent Cost Estimate
   c. Approval of Grant Application to the Kansas Department of Transportation to
      Support the Cost of the Environmental Assessment
   d. Proposed Special Use Permit From City of Olathe (Application SU 16-007) for a Cell
      Tower at 171st and Hedge Lane
   e. Request for Land Lease Modification
   f. Rail Agreement with Altrerris
   g. Strategic Level Airport Commission Budget Overview by County Budget Office
   h. FY16 Budget Update and modification
      i. Updated Airport Commission By-Laws
   j. Report of the President, Southwest Johnson County KS EDC
   k. Update on Phases 1 and 2 of the Administration Building

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION

VIII. ADJOURNMENT
JOHNSON COUNTY AIRPORT COMMISSION
MINUTES – September 28, 2016 – 9:00 a.m. – New Century, KS

Airport Commission

Present: Brockhaus, Harris, McCarthy, Moore, Spence, Wittenborn

Absent: Weisenburger

Present By Phone: Matthew Hrubes, Duke Realty

Staff: Otto, Dunham, Peet, Hiskey, Fiorini,

Others: Commissioner Michael Ashcraft
Greg Martinette, Southwest Johnson County KS EDC
Dave Hadel, Burns & McDonnell
Steve Thornhill, Burns & McDonnell
Robert Crain, Burns & McDonnell
Jerry Fogel, Kessinger Hunter Co
Curtis Holland, Polsinelli
Sherburne Dunn, Citizen
Russell Declan, Citizen
Mike Dolin, Citizen
Kevin Orr

Vice Chairman Harris called the meeting to order at 9:00 a.m.

I. APPROVAL OF MINUTES
   A. August 24, 2016 Meeting
   B. September 13, 2016 Special Meeting

MOVED BY MR. MOORE AND SECONDED BY MR. SPENCE TO APPROVE THE MINUTES OF THE
AUGUST 24, 2016 AND SEPTEMBER 13, 2016 MEETINGS AS PRESENTED. APPROVED (6-0)

II. REPORT OF THE CHAIRMAN
AIRPORT EMPLOYEE DAVE DITSWORTH WAS AWARDED A PIN FOR 5 YEARS OF SERVICE.

III. EXECUTIVE SUMMARY

   A. Review Staff Reports
IT WAS ANNOUNCED BY MR. OTTO THAT KDOR HAS FOUND A NEW LOCATION TO MOVE
THEIR CDL TESTING CENTER AROUND THE END OF THEIR CURRENT LEASE.
B. Summary of Financials
NO ADDITIONS TO THE FINANCIAL REPORTS AS PRESENTED IN THE AGENDA PACKETS.

C. Consider ratifying the July 2016 expenditures as presented
MOVED BY MR. MOORE AND SECONDED BY MR. WITENBORN TO RATIFY THE AUGUST 2016 EXPENDITURES AS PRESENTED. APPROVED (6-0)

V. DISCUSSION ITEMS
a. Request for volunteers for Executive Director Search Committee
THE PROCESS OF HIRING A NEW EXECUTIVE DIRECTOR WAS PRESENTED. COMMISSIONERS MOORE AND WITENBORN VOLEUNTEERED TO ASSIST IN THE SEARCH.

b. Environmental Assessment Scope of Work Proposal from Burns and McDonnell
   • Independent Cost Estimate
MOVED BY MR. MOORE AND SECONDED BY MR. BROCKHAUS TO PROCEED WITH BURNS & MC DONNELL’S ENVIRONMENTAL ASSESSMENT AT NEW CENTURY AIRPORT. APPROVED 6-0

c. Approval of Grant Application to the Kansas Department of Transportation to support the cost of the Environmental Assessment
MOVED BY MR. SPENCE AND SECONDED BY MR. MOORE TO MOVE FORWARD WITH THE GRANT APPLICATION WITH THE KANSAS DEPARTMENT OF TRANSPORTATION. APPROVED 6-0

d. Proposed Special Use Permit from the City of Olathe (Application SU 16-007) for a Cell Tower at 171st and Hedge Lane

MOTION MADE BY MS. McCARTHY TO RECOMMEND APPROVAL OF CITY OF OLATHE APPLICATION No. SU 16-007 and RESOLUTION No. 16-1071 FOR A 160 FT. TALL TELECOMMUNICATION FACILITY/CELL TOWER ON PROPERTY AT APPROXIMATELY 171st AND HEDGE LANE SUBJECT TO APPROVAL OF FAA FORM 7460 AND SUBJECT TO FAA DETERMINATION THAT THERE IS NO NEGATIVE EFFECT TO THE AIRPORT INSTRUMENT APPROACH PROCEDURES. SECONDED BY MR. MOORE. APPROVED (6-0)

e. Request for a Land Lease Modification

THE REQUEST BY DUKE REALTY FOR A REDUCTION IN THERE LAND LEASE WAS DENIED UNANIMOUSLY.

f. Rail agreement with Altiras

MOTION MADE BY MR. WITENBORN AND SECONDED BY MR. MOORE TO APPROVE A RAIL AGREEMENT WITH ALTIRAS INDUSTRIAL SERVICES, LLC IN HOUSTON TX. APPROVED 6-0

g. Strategic Level Airport Commission Budget Overview by County Budget Office
COUNTY BUDGET DIRECTOR SCOTT NEUFELD PRESENTED A HISTORIC REVIEW OF THE JOHNSON COUNTY AIRPORT COMMISSION’S BUDGET. OVERALL IT SHOWED A STABLE FUNDING STREAM AND HOW THE AIRPORT HAS BEEN ABLE TO MOVE AWAY FROM COUNTY TAX SUPPORT FOR ITS EXPENSES.
h. FY16 Budget Update and Modification

MR. HARRIS REQUESTED AND NO COMMISSION DECENTED THAT THE LABOR DISTRIBUTION CHANGES IN COST CENTER ALLOCATIONS BE MADE AS RECOMMENDED BY STAFF.

i. Updated Airport Commission By-Laws

MOTION MADE BY MR. MOORE AND SECONDED BY MR. WITTENBORN TO UPDATE THE AIRPORT COMMISSION BYLAWS AS AMENDED TO CHANGE THE REFERENCE TO THE PURCHASE POLICY TO THE MOST CURRENT POLICY AS ADOPTED TO THE BOCC. APPROVED 6-0

j. Report of the President, Southwest Johnson County KS EDC

WRITTEN REPORT WAS SUBMITTED.

k. Update on Phases 1 and 2 of the Administration Building

THE GOAL WILL BE TO HAVE OPTIONS FOR FINISHING THE FIRST TWO PHASES OF THE ADMINISTRATION BUILDING UPDATE AT THE OCTOBER MEETING.

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION

MOVED BY MS. McCARTHY AND SECONDED BY MR. WITTENBORN TO RECEESS THE OPEN SESSION AND CONVENE INTO EXECUTIVE SESSION AT 10:47 A.M. FOR A PERIOD OF TEN (10) MINUTES FOR THE PURPOSE OF ADVICE OF COUNCIL. APPROVED (6-0)

VIII. ADJOURNMENT

There being no further business, at 10:47 a.m. the meeting was adjourned.

MOVED BY MR. MOORE AND SECONDED BY MR. BROCKHAUS TO ADJOURN. APPROVED (6-0)

John Wittenborn, Secretary
Aaron Otto, Interim Executive Director
JOHNSON COUNTY AIRPORT COMMISSION

SPECIAL MEETING - TELECONFERENCE

AGENDA
One New Century Parkway
New Century, KS 66031

Wednesday, October 12, 2016 – 1:30 p.m.

DISCUSSION ITEM:

A. Executive Session

B. Consider approving a Consent and Recognition Agreement between Duke Realty, its subtenant, and Trustee Commerce Bank, and authorize the Chair to execute documents consistent with Agreement regarding Duke’s subleasing of the property at 27200 W. 157th Street.

ADJOURNMENT
JOHNSON COUNTY AIRPORT COMMISSION

SPECIAL MEETING – MINUTES - Wednesday, October 12, 2016 – 1:30 p.m.

AIRPORT COMMISSION

PRESENT BY PHONE: Weisenburger, Harris, McCarthy, Moore, Spence, Wittenborn
ABSENT: Brockhaus
STAFF: Otto, Dunham, Peet, Fiorini
OTHER: Commissioner Michael Ashcraft
         Greg Martinette, President, Southwest Johnson County KS EDC

Chairman Weisenburger called the meeting to order at 1:32 p.m.

A. Executive Session

Ms. McCarthy made a motion for the Airport Commission to recess its open meeting and
convene in executive session at 1:33 p.m. for a period of 10 minutes for the purpose of receiving
advice of counsel and confidential data related to financial affairs of a corporation, and to
reconvene in open session at approximately 1:43 p.m. Motion seconded by Mr. Wittenborn.
Passed 6-0.

Mr. Harris made a motion to extend the executive session for a period of 10 minutes and
reconvene to open session at 1:53 p.m. Ms. McCarthy seconded. Passed 6-0.

Mr. Moore made a motion to authorize Chair to execute nondisclosure agreement in
conjunction with the Duke Realty property. Mr. Wittenborn seconded. Passed 6-0.

B. Consider approving a Consent and Recognition Agreement between Duke Realty, its
subtenant, and Trustee Commerce Bank, and authorize the Chair to execute documents
consistent with Agreement regarding Duke’s subleasing of the property at 27200 W. 157th
Street.

No action was taken on this agenda item.

ADJOURNMENT

Mr. Harris made a motion to adjourn the meeting at 1:54 p.m. Mr. Moore seconded. Passed
6-0.

John Wittenborn, Secretary
Aaron Otto, Interim Executive Director
I. APPROVAL OF MINUTES
   A. September 28, 2016 Meeting
   B. October 12, 2016 Special Meeting

II. REPORT OF THE CHAIRMAN
   A. Discuss combining the Airport Commission November and December meetings to
      Wednesday, December 7th, 2016.

III. EXECUTIVE SUMMARY & FINANCIALS
   A. Review Staff Reports
   B. Summary of Financials
   C. Debt Service Schedule
   D. Consider ratifying the September 2016 expenditures as presented

IV. EXECUTIVE SESSION

V. DISCUSSION ITEMS
   a. Consider approving a Consent and Recognition Agreement between Duke Realty,
      its subtenant, and Trustee Commerce Bank, and authorize the Chair to execute
      documents consistent with Agreement regarding Duke’s subleasing of the
      property at 27200 W. 157th Street
   b. Consider approving an estoppel agreement for DeElloitte Company and First
      Heritage Bank
   c. Twist Air Development Update at Executive Airport
   d. Update on Budget for Fiscal Year 2016
   e. Update on Budget for Fiscal Year 2017
   f. Consider approving an additional 2016 Budget Authority
   g. Discuss the modification of Cost Allocations
   h. Discuss the future Budget Process
   i. Update on the Administration Building
      i. Discuss preferences on scope of finishes for phases 1 and 2
      ii. Status update on mold remediation
   j. Presentation from Dale Duncan on possible memorial located at New Century
      AirCenter
k. City of Gardner Application No. CUP-16-01/GTP, GTP Infrastructure 1, LLC, applicants, Construction Materials, Inc., owner, requesting a Conditional Use Permit for an existing monopole wireless communication facility at 790 E. Warren Street, Gardner, KS, on property which is located within one (1) mile of the Johnson County New Century Airport


m. Audit Update by County Auditor

n. Report of the President, Southwest Johnson County KS EDC

VI. BUSINESS FROM THE FLOOR

VII. ADJOURNMENT
Chairman Weisenburger called the meeting to order at 9:00 a.m.

I. APPROVAL OF MINUTES
   A. August 24, 2016 Meeting
   B. September 13, 2016 Special Meeting

MOVED BY MR. HARRIS AND SECONDED BY MS. MCCARTHY TO APPROVE THE MINUTES OF THE SEPTEMBER 28, 2016 AND OCTOBER 12, 2016 MEETINGS AS PRESENTED. APPROVED (6-0)

II. REPORT OF THE CHAIRMAN
Discuss combining the Airport Commission November and December meetings to Wednesday, December 7th, 2016.

A MOTION WAS MADE BY MS. MCCARTHY AND SECONDED BY MR. SPENCE TO COMBINE THE NOVEMBER AND DECEMBER MEETING TO BE HELD ON DECEMBER 7TH, 2016. APPROVED (6-0)
• NOTE: A MOTION WAS MADE AT THE END OF THE MEETING TO MOVE THE TIME OF THE DECEMBER 7TH MEETING TO 8:00 A.M.
III. EXECUTIVE SUMMARY

A. Review Staff Reports

IT WAS ANNOUNCED BY MR. OTTO THAT THE PARKING LOT PROJECT AT THE FORMER BRIG LOCATED AT 2 NEW CENTURY PARKWAY HAD BEEN PUT ON HOLD UNTIL SPRING IN ORDER TO TRY FOR MORE FAVORABLE BID RESULTS.

MR. PEET ANNOUNCED THAT THE CONSTRUCTION AT THE EXECUTIVE AIRPORT HAS BEEN SUSPENDED DUE TO A LACK OF AVAILABILITY OF FLY ASH IN THE REGION. HE STATED THAT OTHER PRODUCTS ARE BEING CONSIDERED IN ORDER TO COMPLETE THE TAXI WAY BUT WOULD MOST LIKELY CREATE AN ADDITIONAL EXPENSE TO THE PROJECT.

B. Summary of Financials
C. Debt Service Schedule

NO ADDITIONS TO THE FINANCIAL REPORTS AS PRESENTED IN THE AGENDA PACKETS.

D. Consider ratifying the September 2016 expenditures as presented

MOVED BY MR. WITTENBORN AND SECONDED BY MS. MCCARTHY TO RATIFY THE SEPTEMBER 2016 EXPENDITURES AS PRESENTED. APPROVED (6-0)

IV. Executive Session

MR. HARRIS MADE A MOTION FOR THE AIRPORT COMMISSION TO RECESS IT'S OPEN MEETING AND CONVENE IN EXECUTIVE SESSION AT 9:15 A.M. FOR A PERIOD OF 10 MINUTES FOR THE PURPOSE OF RECEIVING CONFIDENTIAL DATA RELATING TO FINANCIAL AFFAIRS OR TRADE SECRETS OF A CORPORATION, AND TO RECONVENE IN OPEN SESSION AT APPROXIMATELY 9:25 AM OR AS SOON THEREAFTER AS THE EXECUTIVE SESSION MAY END. MOTION SECONDED BY MR. WITTENBORN. PASSED (6-0)

MR. HARRIS MADE A MOTION TO EXTEND THE EXECUTIVE SESSION FOR A PERIOD OF 15 MINUTES AND TO RECONVENE IN OPEN SESSION AT APPROXIMATELY 9:45 A.M. OR AS SOON THEREAFTER AS THE EXECUTIVE SESSION MAY END. MOTION SECONDED BY MR. WITTENBORN. PASSED (6-0)

OPEN SESSION RECONVENE AT 9:45 A.M.

V. DISCUSSION ITEMS

a. Consider approving a Consent and Recognition Agreement between Duke Realty, Its Subtenant, and Trustee Commerce Bank, and authorize the Chair to execute documents consistent with Agreement regarding Duke's subleasing of the property at 27200 W. 157th Street

MS McCARTHY MADE A MOTION TO APPROVE THE CONSENT AND RECOGNITION AGREEMENT BETWEEN DUKE REALTY, ITS SUBTENANT AND TRUSTEE COMMERCE BANK REGARDING THE PROPERTY AT 27200 W. 157TH STREET. THE MOTION WAS SECONDED BY MR. BROCKHAUS. PASSED (5-1) WITH MR. SPENCE VOTING NO

b. Consider approving an estoppel agreement for DeElliotte Company and First Heritage Bank
MR. BROCKHAUS MADE A MOTION TO APPROVE THE ESTOPPEL AGREEMENT FOR DeELIOTTE COMPANY AND FIRST HERITAGE BANK. THE MOTION WAS SECONDED BY MR. SPENCE. PASSED (6-0)

c. Twist Air Development Update at Executive Airport

A BRIEF UPDATE WAS GIVEN BY MR. STEVEN BROUSSARD OF TWIST AIR, INC. A MOTION WAS MADE BY MS. McCARTHY TO APPROVE AN AMENDMENT TO THE LEASE WITH TWIST AIR, INC. TO EXTEND THE DUE DILIGENCE PERIOD TO JANUARY 31, 2017. THE MOTION WAS SECONDED BY MR. SPENCE. PASSED (6-0)

d. Update on Budget for Fiscal Year 2016

e. Update on Budget for Fiscal Year 2017

KEVIN HISKEY, INTERIM FINANCE MANAGER FOR THE JOHNSON COUNTY AIRPORT COMMISSION UPDATED THE COMMISSION ON THE CURRENT 2016 AND 2017 BUDGETS. MR. OTTO RECOMMENDED THAT THE BUDGETS NEEDED TO BE ALIGNED WITH THE BOARD OF COUNTY COMMISSION (BOCC) APPROVED BUDGET FOR BOTH FISCAL YEARS. MR. SPENCE MADE A MOTION TO ALIGN THE 2016 AND 2017 BUDGETS IN ACCORDANCE TO THE BOARD OF COUNTY COMMISSION (BOCC) APPROVED BUDGETS. THE MOTION WAS SECONDED BY MS. McCARTHY. PASSED (6-0)

f. Consider approving an additional 2016 Budget Authority

MR. HISKEY EXPLAINED THAT MONEY WILL NEED TO BE TRANSFERRED FROM RESERVES TO COVER THE BUDGET SHORTFALL AND INCREASE THE SPENDING AUTHORITY FOR THE FY16 BUDGET. UPON DISCUSSION, THIS ITEM WAS TABLED UNTIL THE DECEMBER 7TH BOARD MEETING.

g. Discuss the modification of Cost Allocations


h. Discuss the future Budget Process

MR. OTTO ADVISED THE AIRPORT BOARD THAT IN THE FUTURE, A PRELIMINARY BUDGET SHOULD BE APPROVED BY THE AIRPORT COMMISSION DURING THE SPRING BUDGET PROCESS AND AMENDMENTS BE MADE MID YEAR TO ALIGN WITH THE BOARD OF COUNTY COMMISSION (BOCC) TO REFLECT THE ITEMS THAT ARE DETERMINED BY THE BOCC ON A COUNTY WIDE BASIS. THERE WAS A GENERAL CONCENSUS TO MOVE IN THIS DIRECTION WITH THE CREATION OF THE FY18 BUDGET IN FY17.

i. Update on the Administration Building

   i. Discuss preferences on scope of finishes for phases 1 and 2

   ii. Status update on mold remediation
MR. OTTO INFORMED THE BOARD THAT THE PUNCH LIST ITEMS THAT ARE PART OF PHASE 1 ACTIVITIES WOULD BE COMPLETED BY KBR IN THE COMING WEEKS SINCE THEY ARE UNDER CONTRACT FOR THOSE SERVICES AND THESE PUNCH LIST ITEMS ARE LARGELY FINISHING EFFORTS.

COST DATA FOR FINISHING PHASE 2 OF THE NEW CENTURY ADMINISTRATION BUILDING WAS ALSO SUBMITTED FROM KBR INDUSTRIAL SERVICES. SERVICES WERE BROKEN DOWN BY EACH SCOPE LISTING ALTERNATE DEDUCTIONS AND ADDITIONS TO BE DECIDED ON BY THE BOARD. MR. OTTO RECOMMENDED ACCEPTING ALL OF THE DEDUCTIONS EXCEPT THE CARPET. MR. OTTO ALSO INFORMED THE BOARD THAT THEY COULD REQUEST BIDS FOR THE FINISHING OF PHASE 2 BUT INFORMED THEM THAT THE WORK WOULD NOT BE COMPLETED BY 2016. MR. HARRIS EXPRESSED AN INTEREST IN RECEIVING BIDS ON THE COMPLETION OF PHASE 2 WORK WITH NO DISSENT FROM THE REST OF THE BOARD. STAFF WILL WORK TO CREATE A RFP TO GO OUT TO BID FOR THIS WORK AND BRING BACK THOSE RESULTS TO THE AIRPORT BOARD IN THE FUTURE.

BRAD REINHARDT, DIRECTOR OF FACILITIES AND DANNI LIVINGSTON, DIRECTOR OF PLANNING DESIGN FOR JOHNSON COUNTY DISCUSSED THE COST OF A PERMANENT FIX TO THE MOLD ISSUES IN THE BASEMENT OF THE NEW CENTURY ADMINISTRATION BUILDING. BECAUSE OF THE PRICE, MR. HARRIS REQUESTED THAT THE FACILITIES DEPARTMENT RESEARCH OTHER OPTIONS THAT WOULD BE LESS EXPENSIVE. UPON NO DISSENT FROM THE OTHER BOARD MEMBERS, BRAD REINHARDT AND JANICE PHILLIPS STATED THAT THEY WOULD RESEARCH PHASE OPTIONS AND THOSE FINDINGS WOULD BE PRESENTED AT THE DECEMBER 7TH MEETING.

j. Presentation from Dale Duncan on possible memorial located at New Century AirCenter

MR DUNCAN PROVIDED A POWER POINT PRESENTATION DETAILING THE PROPOSED MEMORIAL TO BE PLACED IN NAVY PARK LOCATED IN THE NEW CENTURY BUSINESS PARK. HE IS REQUESTING THAT THE AIRPORT COMMISSION AND JOHNSON COUNTY PROVIDE THE FUNDING FOR THE WORK ON THE GROUNDS AND POND REMEDIATION PROJECT AND STATED THAT HE IS PERSONALLY RAISING FUNDS FOR THE MEMORIAL ITSELF. MR. DUNCAN WOULD LIKE TO RAISE AN ESTIMATED TWO AND A HALF (2.5) MILLION DOLLARS. THERE WAS DIRECTION FROM THE AIRPORT COMMISSION FOR STAFF TO WORK ON A LICENSING AGREEMENT WHICH WOULD ALLOW FOR THIS MEMORIAL TO BE LOCATED AT THE NAVY PARK. STAFF WILL WORK WITH MR. DUNCAN ON THE DETAILS OF A LICENSING AGREEMENT TO BE DISCUSSED AT A FUTURE MEETING.

k. City of Gardner Application No. CUP-16-01/GTP, GTP Infrastructure 1, LLC, applicants, Construction Materials, Inc., owner, requesting a Conditional Use Permit for an existing monopole wireless communication facility at 790 E. Warren Street, Gardner, KS, on property which is located within one (1) mile of the Johnson County New Century Airport

PAUL GREELEY OF THE JOHNSON COUNTY PLANNING OFFICE PRESENTED A REQUEST TO APPROVE AN APPLICATION FOR A CONDITIONAL USE PERMIT. A PUBLIC HEARING WAS CONDUCTED. THERE WAS NO PUBLIC COMMENT AND AFTER THE PUBLIC HEARING WAS CLOSED, MR. SPENCE MADE A MOTION TO RECOMMEND APPROVAL OF CITY OF GARDNER APPLICATION NO. CUP-16-01/GTP FOR AN EXISTING 123 FOOT MONOPOLE WIRELESS
COMMUNICATION FACILITY ON PROPERTY LOCATED APPROXIMATELY 790 E WARREN STREET, GARDNER, KANSAS FOR THE REASONS AND WITH THE STIPULATIONS RECOMMENDED BY STAFF. THE MOTION WAS SECONDED BY MS. McCARTHY. PASSED (6-0)

• AT THIS TIME, COMMISSIONERS HARRIS AND BROCKHAUS HAD TO LEAVE THE MEETING DUE TO OTHER COMMITMENTS.


PAUL GREELEY OF THE JOHNSON COUNTY PLANNING OFFICE PRESENTED A REQUEST TO APPROVE AN APPLICATION FOR A CONDITIONAL USE PERMIT. A PUBLIC HEARING WAS CONDUCTED. THERE WAS NO PUBLIC COMMENT AND AFTER THE PUBLIC HEARING WAS CLOSED, MR. WITTENBORN MADE A MOTION TO RECOMMEND APPROVAL OF CITY OF OVERLAND PARK’S APPLICATION NO. REZ2016-07, CENTURY FARMS DEVELOPMENT, LLC ON PROPERTY LOCATED AT 167TH AND QUIVIRA, FOR THE REASONS AND WITH THE STIPULATIONS RECOMMENDED BY STAFF. MOTION WAS SECONDED BY MS. McCARTHY. PASSED (4-0)

m. Audit Update by County Auditor


n. Report of the President, Southwest Johnson County Economic Development Council

GREG MARTINETTE OF THE SOUTHWEST JOHNSON COUNTY ECONOMIC DEVELOPMENT COUNCIL GAVE A BRIEF UPDATE OF PROJECTS IN THE WORKS FOR THE BUSINESS PARK.

II. BUSINESS FROM THE FLOOR

PENNY POSTOAK FERGUSON, DEPUTY COUNTY MANAGER FOR JOHNSON COUNTY GAVE AN UPDATE ON THE SEARCH FOR AN EXECUTIVE DIRECTOR FOR THE AIRPORTS. SHE UPDATED THE COMMISSION ON THE TIMELINE OF THE RECRUITMENT PROCESS AND MADE AVAILABLE THE PRINTED TIME LINE, POSITION VACANCY NOTICE AND THE EVALUATION QUESTIONNAIRE FOR THOSE WHO WANTED THEM. SHE WILL PROVIDE AN UPDATE AT THE DECEMBER 7TH BOARD MEETING.

A MOTION WAS MADE AT THE END OF THE MEETING BEFORE THE ADJOURNMENT BY MS. McCARTHY AND SECONDED BY MR. SPENCE TO MOVE THE TIME OF THE DECEMBER 7TH MEETING TO 8:00 A.M. APPROVED (4-0) [COMMISSIONERS BROCKHAUS AND HARRIS WERE NOT PRESENT AT THE TIME OF THE VOTE]
III. ADJOURNMENT

THERE BEING NO FURTHER BUSINESS, AT 11:35 A.M., MS. MCCARTHY MADE A MOTION TO ADJORN THE MEETING. THE MOTION WAS SECONDED BY MR. SPENCE. APPROVED (4-0)

John Wittenborn, Secretary

Aaron Otto, Interim Executive Director
I. APPROVAL OF MINUTES
   A. October 26, 2016 Meeting

II. REPORT OF THE CHAIRMAN

III. EXECUTIVE SUMMARY
   A. Review Staff Reports
      a. Update on Director Search-Penny Postoak-Ferguson
      b. Staff Reorganization Review
      c. Update on the Environmental Assessment at New Century AirCenter
      d. Report from Southwest Johnson County Economic Development President

IV. FINANCIALS
   A. Summary of Financials
   B. Consider ratifying the October & November 2016 expenditures as presented
   C. History of railroad movements

V. DISCUSSION ITEMS
   a. Replacement of Electrical Panel in Administration Building Basement and
      Recommendation on Phase I of Basement Modifications
   b. Discuss Use of Reserves and Budget Increases
   c. Lease Amendment with Commemorative Airforce
   d. Agreement with Olathe Fire Department for Runway and T-Hangar Inspections at
      Executive Airport
   e. Approval of On-call Emergency Airport Repair Firm
   f. Option to Lease Land with Lineage Logistics
   g. Update on Navy Park Spillway and Pond Remediation

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION

VIII. ADJOURNMENT
Chairman Weisenburger called the meeting to order at 8:00 a.m.

I. APPROVAL OF MINUTES
   A. October 26, 2016 Meeting

MOVED BY MR. HARRIS AND SECONDED BY MS. McCARTHY TO APPROVE THE MINUTES OF THE OCTOBER 26th, 2016 MEETING AS PRESENTED. APPROVED (4-0)

II. REPORT OF THE CHAIRMAN

III. EXECUTIVE SUMMARY

   A. Review Staff Reports
      a. Update on Director Search-Penny Postoak-Ferguson

PENNY POSTOAK FERGUSON, DEPUTY COUNTY MANAGER FOR JOHNSON COUNTY, GAVE AN UPDATE ON THE SEARCH FOR AN EXECUTIVE DIRECTOR FOR THE AIRPORTS. SHE NOTED THAT THERE WERE 11 CANDIDATES THAT WERE BEING PHONE INTERVIEWED AT THIS TIME AND THE FINAL CANDIDATES WOULD HAVE IN-PERSON INTERVIEWS THE WEEK OF JANUARY 5th, 2017.

      b. Staff Reorganization Review

MR. OTTO ANNOUNCED THAT KEVIN HISKEY HAD BEEN HIRED ON A PERMANENT BASIS AS THE CHIEF FINANCIAL OFFICER FOR THE AIRPORTS. A NEWLY IMPLEMENTED
ORGANIZATIONAL CHART WAS PRESENTED. IT WAS ANNOUNCED THAT THE AIRPORT IS IN THE PROCESS OF FILLING TWO SUPERVISOR POSITIONS WHICH SHOULD BE IN PLACE IN 2017.

   c. Update on Environmental Assessment at New Century AirCenter

SHARI CANNON-MACKIE OF BURNS MCDONNELL UPDATED THE COMMISSION ON THE PROGRESS OF THE ENVIRONMENTAL ASSESSMENT AND RELATED SERVICES FOR NEW CENTURY AIRCENTER. SHE REPORTED THAT THE PROJECT IS ON SCHEDULE.

   d. Report from Southwest Johnson County Economic Development President

MR MARTINETTE WAS UNABLE TO ATTEND SO A WRITTEN REPORT WAS PRESENTED.

IV. FINANCIALS
   A. Summary of Financials

NO ADDITIONS TO THE FINANCIAL REPORTS AS PRESENTED IN THE AGENDA PACKETS.

   B. Consider ratifying the October and November 2016 expenditures as presented

MOVED BY MR. HARRIS AND SECONDED BY MS. McCARTHY TO RATIFY THE OCTOBER AND NOVEMBER 2016 EXPENDITURES AS PRESENTED. APPROVED (4-0)

   C. History of railroad movements

STAFF PRESENTED A SUMMARY OF RAIL MOVEMENTS IN SUPPORT OF BUSINESSES WITHIN THE NEW CENTURY BUSINESS PARK OVER THE LAST FIVE YEARS. MOVEMENTS ARE DOWN FROM 2011 TO 2016. ADDITIONALLY, THEY HAVE GENERALLY STABILIZED TO SMALLER DECLINE OVER THE LAST TWO YEARS.

V. DISCUSSION ITEMS
   a. Replacement of Electrical Panel in Administration Building Basement and Recommendation on Phase I of Basement Modifications

SUGGESTIONS FOR PHASE 1 OF WORK RELATED TO THE NEW CENTURY ADMINISTRATION BUILDING BASEMENT WERE PRESENTED. OPTIONS THAT WERE PRESENTED INCLUDED: THE ORIGINAL ELECTRICAL PANEL BE REPLACED; IMPROVEMENTS AND REPLACEMENT OF THE STORM WATER DRAINAGE PIPES AND BOXES; INSTALL DEHUMIDIFIERS IN THE BASEMENT AREA; AND FOUNDATION REPAIRS. DUE TO THE HIGH COSTS, THE COMMISSION RECOMMENDED DOING THE REPLACEMENT AND IMPROVEMENTS ON THE STORM WATER DRAINAGE AT THIS TIME AND FOUNDATION REPAIRS. STAFF WILL THEN MONITOR HUMIDITY LEVELS AND THE COMMISSION CAN REVISIT THE ISSUE IF HUMIDITY LEVELS ARE ABOVE ACCEPTABLE LEVELS.

   b. Discuss Use of Reserves and Budget Increases

MR. MOORE MADE A MOTION TO APPROVE THE REQUEST TO INCREASE THE BUDGET SPENDING AUTHORITY BY $1,250,000 FOR 2016 IN ORDER TO MEET CURRENT YEAR FINANCIAL PROJECTIONS AND MAKE NECESSARY TRANSFERS TO PROJECT CAPITAL ACCOUNTS. MOTION WAS SECONDED BY MS. McCARTHY. APPROVED (5-0)

   c. Lease amendment with Commemorative Airforce

A MOTION WAS MADE BY MR. HARRIS TO APPROVE AN AMENDMENT TO THE LEASE WITH
COMMEMORATIVE AIR FORCE. THE MOTION WAS SECONDED BY MR. MOORE. PASSED (5-0)

d. Agreement with Olathe Fire Department for Runway and Hangar Inspections at Executive Airport

A MOTION WAS MADE BY MR. MOORE TO APPROVE AN AGREEMENT WITH THE OLATHE FIRE DEPARTMENT FOR AFTER HOURS AND WEEKEND RUNWAY INSPECTIONS AND HANGAR INSPECTIONS AT EXECUTIVE AIRPORT. MOTION WAS SECONDED BY MR. HARRIS. APPROVED (5-0)

e. Approval of On-Call Emergency Airport Repair

IT WAS DISCUSSED THAT IN THE PAST, EMERGENCY REPAIRS COULD TAKE SEVERAL DAYS WHEN SELECTING A VENDOR AND OBTAINING THE NECESSARY APPROVALS TO MAKE NECESSARY EMERGENCY REPAIRS. TO GREATLY REDUCE THE TIME NEEDED TO MAKE EMERGENCY REPAIRS, AFTER COMPLETING A PUBLIC BID PROCESS, IT WAS RECOMMENDED TO SIGN CONTRACTS WITH McCONNELL & ASSOCIATES AND McANANY CONSTRUCTION FOR EMERGENCY REPAIRS IN AN AMOUNT NOT TO EXCEED $200,000. A MOTION WAS MADE BY MR. HARRIS TO APPROVE CONTRACTS FOR EMERGENCY REPAIRS IN AN AMOUNT NOT TO EXCEED $200,000. THE MOTION WAS SECONDED BY MS. McCarthy. PASSED (5-0)

f. Option to Lease Land with Lineage Logistics

LINEAGE LOGISTICS, LLC HAS REQUESTED AN OPTION TO LEASE FOR REAL PROPERTY IN THE NEW CENTURY BUSINESS PARK. THE SIX MONTH LEASE WILL ALLOW LINEAGE LOGISTICS TO SURVEY, INSPECT, AND CONDUCT ENVIRONMENTAL ASSESSMENTS. MR. MOORE MADE A MOTION TO ACCEPT THE OPTION TO LEASE CONTRACT FROM LINEAGE LOGISTICS, LLC. MOTION WAS SECONDED BY MR. BROCKHAUS. APPROVED (5-0)

g. Update on Navy Park Spillway and Pond Remediation

LES BARNT OF GBA PRESENTED A POWERPOINT PRESENTATION TO DETAIL THE SCOPE OF THE WORK NECESSARY FOR REPLACING THE SPILLWAY, REMOVE THE LAND BRIDGE BETWEEN THE TWO PONDS, DREDGE AND RECONDITION THE NEW CENTURY NAVAL PARK. HE ALSO MADE A FEW SUGGESTIONS ON OBTAINING FUNDING FOR THE PROJECTED $1,185,648 COST.

VI. BUSINESS FROM THE FLOOR

JOHN MOLLE, ATTORNEY FOR STEVE BROUSSARD OF TWIST AIR ISSUED A STATEMENT ON MR. BROUSSARD’S BEHALF REQUESTING A STAY OF LEASE UNTIL A PENDING LAWSUIT IS SETTLED. HE STATED THAT THIS HAS PUT MR. BROUSSARD IN A FINANCIAL HARDSHIP AND REQUESTED THE COMMISSION GRANT HIM THE STAY THAT HE REQUESTS.

MIKE BROWN, JOHNSON COUNTY COMMISSIONER ELECT INTRODUCED HIMSELF TO THE COMMISSION AND STAFF. HE STATED THAT HE WILL BE REPRESENTING THIS DISTRICT.

VII. Executive Session
MR. MOORE MADE A MOTION FOR THE AIRPORT COMMISSION TO RECESS ITS OPEN MEETING AND CONVENE IN EXECUTIVE SESSION AT 9:45 A.M. FOR A PERIOD OF 20 MINUTES FOR THE PURPOSE OF RECEIVING ADVICE OF COUNCIL, AND TO RECONVENE IN OPEN SESSION AT APPROXIMATELY 10:05 AM OR AS SOON THEREAFTER AS THE EXECUTIVE SESSION MAY END. MOTION SECONDED BY MR. HARRIS. PASSED (5-0)

OPEN SESSION RECONVENCED AT 10:05 A.M.

VIII. Adjournment

THERE BEING NO FURTHER BUSINESS, AT 10:06 A.M., MR. HARRIS MADE A MOTION TO ADJOURN THE MEETING. THE MOTION WAS SECONDED BY MR. MOORE. APPROVED (5-0)

John Wittenborn, Secretary

Aaron Otto, Interim Executive Director