I. APPROVAL OF MINUTES
   A. December 7, 2016 Meeting

II. REPORT OF THE CHAIRMAN

III. EXECUTIVE SESSION

IV. APPROVAL OF THE NEW EXECUTIVE DIRECTOR

V. EXECUTIVE SUMMARY & FINANCIALS
   A. Review Staff Reports
   B. Summary of Financials
   C. Consider ratifying the December 2016 expenditures as presented

VI. DISCUSSION ITEMS
   a. Consider approving the Johnson County Airport Commission Board Meeting Schedule for 2017
   b. Annual Report Presentation from the Southwest Johnson County Economic Development Corporation
      i. Consider approving a three (3) month extension to the agreement between the Johnson County Airport Commission and the Southwest Johnson County KS EDC
   c. Consider approving a Lease with Unilever for a drop lot.
   d. Consider City of Overland Park Application No. PDP2016-27, a revised preliminary plat for Chapel Hill, a 500 +/- residential lot subdivision at northeast corner of 175th Street and Pflumm Road, on property which is located within one (1) mile of the Johnson County Executive Airport.
   e. Consider approving amendments to the lease with the Commemorative Air Force
   f. Consider Approving the Agreement with Burns & McDonnell for Engineering Services at the Johnson County Airport
   g. Capital Improvement Plan Review
   h. Consider approving a Lease Amendment with Kellogg Brown & Root
   i. Audit Update by Johnson County Auditor

VII. BUSINESS FROM THE FLOOR

VIII. EXECUTIVE SESSION

IX. ADJOURNMENT
Airport Commission

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

Absent: Brockhaus

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

Others: Commissioner Michael Ashcraft
Commissioner Mike Brown
Penny Postoak Ferguson, Deputy County Manager
Greg Martinette, Southwest Johnson County KS EDC
Dennis Burns, President Southwest Johnson County KS EDC
Dave Hadel, Burns & McDonnell
Brandy Nichols, NCAC
Richard Lashbrook, Chapel Hill Development
Leslie Brandt, GBA
Jose Villarreal, Citizen
Sherburne Dunn, Citizen
Dennis Burch, Citizen
Dave Schaecher, Johnson County Facilities
Janice Phillips, Johnson County Facilities
Paul Greeley, Johnson County Planning Office
Ken Kleffner, Johnson County Audit
Lynn Smith, Johnson County Audit
Michelle Cleveland, Johnson County Audit
Leslie Irwin, Johnson County Human Resources

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

I. APPROVAL OF MINUTES
A. December 7, 2016 Meeting

MOVED BY MR. MOORE AND SECONDED BY MS. McCARTHY TO APPROVE THE MINUTES OF THE DECEMBER 7, 2016 MEETING AS PRESENTED. APPROVED (6-0)

II. REPORT OF THE CHAIRMAN
No Report of the Chairman

III. EXECUTIVE SESSION

MS. McCARTHY MADE A MOTION FOR THE AIRPORT COMMISSION TO RECESS ITS OPEN MEETING AND CONVENE IN EXECUTIVE SESSION AT 9:00 A.M. FOR A PERIOD OF 15 MINUTES FOR THE PURPOSE
OF ATTORNEY-CLIENT PRIVILEGE AND DISCUSSION OF NON-ELECTED PERSONNEL, AND TO RECONVENE IN OPEN SESSION AT APPROXIMATELY 9:15 A.M. OF AS SOON THEREAFTER AS THE EXECUTIVE SESSION MAY END. MOTION SECONDED BY MR. WITTENBORN. MOTION PASSED (6-0)

IV. APPROVAL OF THE NEW EXECUTIVE DIRECTOR

MR. WITTENBORN MADE A MOTION TO APPOINT AARON OTTO AS THE EXECUTIVE DIRECTOR OF THE JOHNSON COUNTY AIRPORT. MOTION SECONDED BY MR. MOORE. MOTION PASSED (6-0)

V. EXECUTIVE SUMMARY

A. Review Staff Reports

Mr. Otto informed the Airport Commission that the revised FAA T-Hangar regulations have been published and we will be working to update our leases and T-Hangar rules.

B. Summary of Financials

No additions to the Summary of Financials.

C. Consider ratifying the December 2016 expenditures as presented

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

V. DISCUSSION ITEMS

a. Consider approving the Johnson County Airport Commission Board Meeting Schedule for 2017

MOVED BY MS. MCCARTHY TO APPROVE THE JOHNSON COUNTY COMMISSION BOARD MEETING SCHEDULE FOR 2017. SECONDED BY MR. WITTENBORN. APPROVED (6-0)

b. Annual Report Presentation from the Southwest Johnson County Economic Development Corporation

i. Consider approving a three (3) month extension to the agreement between the Johnson County Airport Commission and the Southwest Johnson County KS EDC

Greg Martinette gave an annual report and power point presentation. He updated the Board on current projects and proposals as well as introducing the new EDC Board Director and his part-time Administrative assistant Megan McDermott. Upon discussion, it was suggested that the extension of the agreement be revised to five (5) months so the Airport Commission Board can discuss future needs of the services of the Southwest Johnson County KS Economic Development Corporation

MOVED BY MR. HARRIS AND SECONDED BY MS. MCCARTHY APPROVE A FIVE (5) MONTH EXTENSION TO THE AGREEMENT BETWEEN THE JOHNSON COUNTY AIRPORT COMMISSION AND THE SOUTHWEST JOHNSON COUNTY KS EDC. APPROVED (6-0)

c. Consider approving a Lease with Unilever for a drop lot

MOVED BY MR. HARRIS AND SECONDED BY MR. MOORE TO APPROVE THE LEASE SUBJECT TO FINAL APPROVAL OF STAFF AND THE LEGAL DEPARTMENT. APPROVED (6-0)
d. Consider City of Overland Park Application No. PDP2016-27, a revised preliminary plat for Chapel Hill, a 500 +/- residential lot subdivision at northeast corner of 175th Street and Pflumm Road, on property which is located within one (1) mile of the Johnson County Executive Airport.

A Public Hearing was conducted. There were no comments from the floor therefore, the public hearing was closed.

MOTION MADE BY MR. SPENCE AND SECONDED BY MS. McCARTHY TO APPROVE CITY OF OVERLAND PARK APPLICATION NO. PDP2016-27, A REVISED PRELIMINARY PLAT FOR CHAPEL HILL, A RESIDENTIAL SUBDIVISION, FOR THE REASONS AND WITH THE STIPULATIONS RECOMMENDED BY STAFF. APPROVED (6-0)

e. Consider approving amendments to the lease with the Commemorative Air Force

MOTION MADE BY MR. WITTENBORN AND SECONDED BY MR. SPENCE TO APPROVE THE AMENDMENTS TO THE LEASE WITH THE COMMEMORATIVE AIRFORCE. APPROVED (6-0)

f. Consider Approving the Agreement with Burns & McDonnell for Engineering Services at the Johnson County Airport

MOTION WAS MADE BY MS. McCARTHY AND SECONDED BY MR. MOORE TO APPROVE THE AGREEMENT WITH BURNS & MCDONNELL FOR ENGINEERING SERVICES AT THE JOHNSON COUNTY AIRPORTS. APPROVED (6-0)

g. Capital Improvement Plan Review

The preliminary Capital Improvement Plan was reviewed and will be submitted for approval to the Board of County Commissioners. Adjustments will be made as the budget is reviewed.

h. Consider approving a Lease Amendment with Kellogg Brown & Root

MOTION WAS MADE BY MR. HARRIS AND SECONDED BY MR. MOORE TO APPROVE AMENDMENTS TO THE LEASE WITH KELLOGG BROWN AND ROOT. APPROVED (6-0)

i. Audit Update by Johnson County Auditor

Ken Keffner from the Johnson County Auditor’s Office presented the results of the audit performed by their department of the Johnson County Airport. A written report was presented to the Johnson County Airport Commissioners.

*Mr. Harris had to leave the meeting near the end of the Audit presentation

Additional item of Business

Approve a Lease Amendment with Twist Air, Inc.

MOTION WAS MADE BY MS. McCARTHY AND SECONDED BY MR. WITTENBORN TO APPROVE A LEASE
VI. BUSINESS FROM THE FLOOR

Brandy Nichols of New Century Air Service introduced himself and commended the airport staff on their promptness in getting some of his concerns resolved. He also asked for clarification of some of the details of the drop lot that Unilever is going to lease.

Commissioner Ashcraft introduced Commissioner Brown as the new Board of County Commission representative for the Airport Commission.

VII. EXECUTIVE SESSION

MOVED BY MS. McCARTHY AND SECONDED BY MR. WITTENBORN TO RECESS THE OPEN SESSION AND CONVENE INTO EXECUTIVE SESSION AT 11:35 A.M. FOR A PERIOD OF TEN (10) MINUTES FOR THE PURPOSE OF ADVICE OF COUNCIL. APPROVED (5-0)

VIII. ADJOURNMENT

There being no further business, at 11:48 a.m. the meeting was adjourned.

MOVED BY MR. MOORE AND SECONDED BY MS. McCARTHY TO ADJOURN. APPROVED (5-0)

[Signatures]
John Wittenborn, Secretary
Aaron Otto, Executive Director
I. APPROVAL OF MINUTES
   A. January 25, 2017 Meeting

II. REPORT OF THE CHAIRMAN

III. EXECUTIVE SUMMARY
   A. Review Staff Reports
      • Executive Director
      • Deputy Director

IV. FINANCIALS
   • Summary of Financials
   • Consider ratifying the January 2017 expenditures as presented

V. DISCUSSION ITEMS
   a. City of Overland Park Application No. REZ 2016-13, rezoning from A-J, Agricultural to RP-1, Planned Single-Family Residential, for a residential subdivision to be known as Southern Lake, about 159th and Rosehill Road, Overland Park, KS
   b. City of Gardner Application NO. PP-16-03 Preliminary Plat & FP-16-06 Final Plat & Expansion of self-storage facility, Santa Fe Storage, LLC at 1060/1070 E. Santa Fe, Gardner, KS
   d. City of Olathe Application No. P-16-057 (1st Plat) and P-16-058 (2nd Plat), Final Plats for The Willows, a residential subdivision in the vicinity of 147th Terrace and Pflumm Road, Olathe, KS
   e. City of Olathe Application No. R-16-034, R-16-036, and R-16-048, request for preliminary site development plan for commercial/retail development (Executive Plaza), final development plan for gas sales (Casey’s General Store) and for Final Plat for Executive Plaza, First Plat, on property in the vicinity of 151st and Pflumm Road, Olathe, KS
   f. Consider Approving the Preliminary FY18 Operating Budget
g. Consider approving estoppel certificates and assignment of lease from Duke Realty to Lex Kansas City, LP
h. Consider approving contract for storm water remediation
i. Consider approving an amendment to the Unilever BCS Sourcing US Inc. drop lot lease
j. Report of the President, Southwest Johnson County KS EDC
k. Tower Rent at New Century Air Center

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION

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

I. APPROVAL OF MINUTES
   A. January 25, 2017 Meeting

MOVED BY MR. SPENCE AND SECONDED BY MS. MCCARTHY TO APPROVE THE MINUTES OF THE JANUARY 25, 2017 MEETING AS PRESENTED. APPROVED (5-0)

II. REPORT OF THE CHAIRMAN
   No Report of the Chairman

III. EXECUTIVE SUMMARY

   A. Review Staff Reports
   Mr. Otto and Mr. Peet submitted written reports.
IV. FINANCIALS

A. Summary of Financials
No additions to the Summary of Financials.

B. Consider ratifying the January 2017 expenditures as presented
MOVED BY MR. SPENCE AND SECONDED BY MS. McCARTHY TO RATIFY THE JANUARY 2017 EXPENDITURES AS PRESENTED. APPROVED (5-0)

V. DISCUSSION ITEMS

a. City of Overland Park Application No. REZ 2016-13, rezoning from A-J, Agricultural to RP-1, Planned Single-Family Residential, for a residential subdivision to be known as Southern Lake, about 159th and Rosehill Road, Overland Park, KS

A PUBLIC HEARING WAS CONDUCTED. THERE WERE NO COMMENTS FROM THE FLOOR THEREFORE, A MOTION WAS MADE BY MS. McCARTHY AND SECONDED BY MR. SPENCE TO CLOSE THE PUBLIC HEARING. APPROVED (5-0)

MOVED BY MS. McCARTHY TO APPROVE THE CITY OF OVERLAND PARK APPLICATION NO. REZ 2016-13, REZONING FOR A RESIDENTIAL SUBDIVISION TO BE KNOWN AS SOUTHERN LAKE, FOR THE REASONS AND WITH THE STIPULATIONS RECOMMENDED BY STAFF. SECONDED BY MR. HARRIS. APPROVED (5-0)

b. City of Gardner Application NO. PP-16-03 Preliminary Plat & FP-16-06 Final Plat & Expansion of self-storage facility, Santa Fe Storage, LLC at 1060/1070 E. Santa Fe, Gardner, KS

A PUBLIC HEARING WAS CONDUCTED. THERE WERE NO COMMENTS FROM THE FLOOR THEREFORE, A MOTION WAS MADE BY MR. HARRIS AND SECONDED BY MS. McCARTHY TO CLOSE THE PUBLIC HEARING. APPROVED (5-0)

MOVED BY MR. HARRIS TO APPROVE THE CITY OF GARDNER APPLICATION NO. PP-16-03 PRELIMINARY PLAT AND FP-16-06 FINAL PLAT, AND EXPANSION OF SELF-STORAGE FACILITY, FOR THE REASONS AND WITH THE STIPULATIONS RECOMMENDED BY STAFF. SECONDED BY MR. SPENCE.


A PUBLIC HEARING WAS CONDUCTED. THERE WERE NO COMMENTS FROM THE FLOOR THEREFORE, A MOTION WAS MADE BY MR. HARRIS AND SECONDED BY MS. McCARTHY TO CLOSE THE PUBLIC HEARING. APPROVED (5-0)

MOVED BY MR. SPENCE TO APPROVE THE CITY OF GARDNER APPLICATION Nos. SP-16-05, AND PP-16-02 FOR CONSTRUCTION OF A HOTEL AND CONFERENCE CENTER, FOR THE REASONS AND WITH THE STIPULATIONS RECOMMENDED BY STAFF. SECONDED BY MR. HARRIS. APPROVED (5-0)
d. City of Olathe Application No. P-16-057 (1st Plat) and P-16-058 (2nd Plat). Final Plats for The Willows, a residential subdivision in the vicinity of 147th Terrace and Pflumm Road, Olathe, KS

A PUBLIC HEARING WAS CONDUCTED. THERE WERE NO COMMENTS FROM THE FLOOR THEREFORE, A MOTION WAS MADE BY MS. MCCARTHY AND SECONDED BY MR. SPENCE TO CLOSE THE PUBLIC HEARING. APPROVED (5-0)

MOVED BY MR. HARRIS TO APPROVE THE CITY OF OLATHE APPLICATION NOS. P-16-057, AND P-16-058, FINAL PLATS 1ST AND 2ND TO BE KNOWN AS THE WILLOWS, FOR THE REASONS AND WITH THE STIPULATIONS RECOMMENDED BY STAFF. SECONDED BY MS. MCCARTHY. APPROVED (5-0)

e. City of Olathe Application No. R-16-034, R-16-036, and R-16-048, request for preliminary site development plan for commercial/retail development (Executive Plaza), final development plan for gas sales (Casey’s General Store) and for Final Plat for Executive Plaza, First Plat, on property in the vicinity of 151st and Pflumm Road, Olathe, KS

A PUBLIC HEARING WAS CONDUCTED. THERE WERE NO COMMENTS FROM THE FLOOR THEREFORE, A MOTION WAS MADE BY MR. HARRIS AND SECONDED BY MS. MCCARTHY TO CLOSE THE PUBLIC HEARING. APPROVED (5-0)

MOVED BY MR. SPENCE TO APPROVE THE CITY OF OLATHE APPLICATION NOS. R-16-034, R-16-036, AND R-16-048, A PRELIMINARY AND FINAL SITE DEVELOPMENT PLAN, AND A FINAL PLAT TO BE KNOWN AS EXECUTIVE PLAZA, FIRST PLAT, FOR THE REASONS AND WITH THE STIPULATIONS RECOMMENDED BY STAFF. SECONDED BY MS. MCCARTHY. APPROVED (5-0)

f. Consider Approving the Preliminary FY18 Operating Budget

A power-point presentation was given by Mr. Hiskey. Mr. Otto expressed that the current Budget projections would significantly reduce the amount of the Airport Fund Balance. He presented a couple of options showing where adjustments could be made to create less reductions to the ending Fund Balance. Option A proposed rate increases of 6% in water beginning in July of 2017 with the same percentage increase in FY18 & FY19. This rate adjustment would increase revenue and off-set increasing costs of wholesale water which has not been done for at least three years. He also proposed an increase in rail service fees beginning in 2018 to cover switch, storage, and weighting costs that have not been adjusted since 2014. These proposals along with some expense reductions, specifically equipment purchases would significantly reduce the need to use reserves. Option B proposed water rate increase of 6% beginning in FY18 and again in FY19, the same rail service increase and a higher reduction in expenses, specifically in equipment purchases. This would reduce the need to use reserve funding but not as significantly as Option A.

MOVED BY MR. HARRIS TO APPROVE THE PRELIMINARY FY18 BUDGET WITH RECOMMENDATION OF THE IMPLEMENTATION OF OPTION A AS PRESENTED. MR. SPENCE SECONDED. APPROVED (5-0)

g. Consider approving estoppel certificates and assignment of lease from Duke Realty to Lex Kansas City, LP

MOTION WAS MADE BY MR. HARRIS AND SECONDED BY MS. MCCARTHY TO APPROVE ESTOPPEL CERTIFICATES AND ASSIGNMENT OF LEASE FROM DUKE REALTY TO LEX KANSAS CITY, LP. APPROVED (5-0)
h. Consider approving contract for storm water remediation

Dave Schaecher explained how the bidding was presented and that the bids came in lower than projected. It was suggested that the project be upgraded to include river rock around the building in lieu of mulch for better appearances and to eliminate the need to frequently replace the mulch.

MOTION WAS MADE BY MR. HARRIS AND SECONDED BY MR. BROCKHAUS TO PRESENT THE BIDS TO THE BOARD OF COUNTY COMMISSION AND RECOMMEND TO APPROVE THE CONTRACT FOR MEGA INDUSTRIES FOR STORM DRAINAGE IMPROVEMENTS AT THE NEW CENTURY AIRPORT ADMINISTRATION BUILDING FOR A TOTAL AMOUNT NOT TO EXCEED $142,000. APPROVED (5-0)

i. Consider approving an amendment to the Unilever BCS Sourcing US Inc. drop lot lease

The original agreement with Unilever BCS Sourcing US Inc. for the drop lot lease was to allow a rent credit by providing high quality base rock in lieu of money for the first part of the lease. It was discovered that the rock was not acceptable quality for Airport use so the lease was amended to reflect a monetary agreement.

MOTION WAS MADE BY MR. HARRIS AND SECONDED BY MS. McCARTHY TO AMEND THE LEASE WITH UNILEVER BCS SOURCING US INC. FOR THE DROP LOT. APPROVED (5-0)

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

A written report was submitted by Greg Martinette, President of the Southwest Johnson County KS EDC. Mr. Martinette was unable to attend.

k. Tower Rent at New Century Air Center

The Johnson County Airport Commission is licensed to a five (5) year term to lease the Air Traffic Control Tower. The original payment in September of 2014 was returned by the Army for amendments. The contract is amended and ready to be implemented.

MOTION WAS MADE BY MR. SPENCE AND SECONDED BY MS. McCARTHY TO APPROVE THE TOWER LEASE WITH THE U. S. ARMY RESERVE FOR THE AVIATION SUPPORT FACILITY AT NEW CENTURY AIR CENTER. APPROVED (5-0)

Additional item of Business

Approve a Lease Amendment with Twist Air, Inc.

MOTION WAS MADE BY MS. McCARTHY AND SECONDED BY MR. HARRIS TO APPROVE A LEASE AMENDMENT WITH TWIST AIR, INC. TO AND INCLUDING MARCH 22, 2017. APPROVED (5-0)

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION

MOVED BY MS. McCARTHY AND SECONDED BY MR. HARRIS TO RECESS THE OPEN SESSION AND CONVENE INTO EXECUTIVE SESSION AT 10:50 A.M. FOR A PERIOD OF TEN (10) MINUTES FOR THE PURPOSE OF PRELIMINARY DISCUSSIONS RELATING TO THE ACQUISITION OF REAL PROPERTY.
VIII. ADJOURNMENT

There being no further business, at 11:00 a.m. the meeting was adjourned.

MOVED BY MS. McCARTHY AND SECONDED BY MR. SPENCE TO ADJOURN. APPROVED (5-0)

Jerry Brockhaus, Treasurer

Aaron Otto, Executive Director
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING

AGENDA

One New Century Parkway
New Century, KS 66031

Wednesday, March 22, 2017 – 9:00 a.m.

I. APPROVAL OF MINUTES
   A. February 22, 2017 Meeting

II. REPORT OF THE CHAIRMAN

III. EXECUTIVE SUMMARY
   A. Executive Director Report
   B. Deputy Director Report

IV. FINANCIALS
   A. Summary of Financials
   B. Consider ratifying the February 2017 expenditures as presented

V. DISCUSSION ITEMS
   a. Twist Air Development Agreement Extension.
   b. Review of Development Concept for New Century Business Park as Part of the Environmental Assessment Progress
   c. Review of Efforts at Executive Airport in Response to May 6, 2017 Wind Storm
   d. Next steps at OJC
   e. Report of the President, Southwest Johnson County KS EDC

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION

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

I. APPROVAL OF MINUTES
   A. February 22, 2017 Meeting

MOVED BY MR. MOORE AND SECONDED BY MR. SPENCE TO APPROVE THE MINUTES OF THE FEBRUARY 22, 2017 MEETING AS PRESENTED. APPROVED (5-0)

II. REPORT OF THE CHAIRMAN
   No Report of the Chairman

III. EXECUTIVE SUMMARY
A. **Review Staff Reports.**
Mr. Otto and Mr. Peet submitted written reports.

**IV. FINANCIALS**

A. **Summary of Financials**
No additions to the Summary of Financials.

B. **Consider ratifying the February 2017 expenditures as presented**

**MOVED BY MR. SPENCE AND SECONDED BY MR. MOORE TO RATIFY THE FEBRUARY 2017 EXPENDITURES AS PRESENTED. APPROVED (5-0)**

**V. DISCUSSION ITEMS**

a. **Twist Air Development Agreement Extension.**

**MOTION WAS MADE BY MR. SPENCE AND SECONDED BY MR. MOORE TO APPROVE A LEASE AMENDMENT WITH TWIST AIR, INC. TO APRIL 26, 2017. APPROVED (5-0)**

b. **Review of Development Concept for New Century Business Park as Part of the Environmental Assessment Progress**

**MOTION WAS MADE BY MR. SPENCE AND SECONDED BY MR. MOORE TO MOVE FORWARD WITH THE DEVELOPMENTAL POTENTIAL PLANNED USE FOR THE NEW CENTURY BUSINESS PARK AS PART OF THE ENVIRONMENTAL ASSESSMENT PROCESS. APPROVED (5-0)**

c. **Review of efforts at Executive Airport in Response to the March 6, 2017 Wind Storm.**

Burns and McDonnell provided a written report to outline Phase 1 Assessment of the damage from the March 6 windstorm.

d. **Next Steps at OJC**

e. **Report of the President, Southwest Johnson County KS EDC**

A written report was submitted by Greg Martinette, President of the Southwest Johnson County KS EDC. Mr. Martinette briefed the Commission on the progress of various projects and introduced Chris Morrow, Mayor of Gardner, Ks who gave a brief talk on the positive influence the Southwest Johnson County EDC has had for the Gardner area.

**VI. BUSINESS FROM THE FLOOR**

Kevin Kissinger of Leawood, Kansas asked if there was a favorable timeline on the extraction of the aircraft that are still in the storm damaged T-Hangars. Mr. Hadel of Burns & McDonnell stated that at this time, there was no timeline available but vendors had been contacted and it was in the works.

Steve Hunter of Overland Park, Kansas asked about the Legal Documents that were emailed to the East Side tenants in regards to extraction of their aircraft; specifically, he wanted to know what would be done if not all of the tenants signed and returned them. Cindy Dunham stated that when the deadline was reached, they would assess the number of responses and decide how to move forward from there.
Mr. Hunter also asked about the construction that is going to take place around the West side T-Hangars at the end of April. He wanted to know about access to the hangars during the construction. Larry Peet stated that for the approximately 28 days of construction, the tenants would not have access to their Hangars and recommended that they secure another storage location for their aircraft if they are going to need to fly during the construction.

Kevin Orr of Olathe asked about lengthening the runway at Executive Airport. Larry Peet stated that they were not going to lengthen the runway but they were increasing the concrete thickness to 5 inches. Mr. Orr asked if that would allow heavier aircraft to land at Executive Airport.

VII. EXECUTIVE SESSION

MOVED BY MR. SPENCE AND SECONDED BY MR. MOORE TO RECESS THE OPEN SESSION AND CONVENE INTO EXECUTIVE SESSION AT 10:35 A.M. FOR A PERIOD OF TEN (10) MINUTES FOR THE PURPOSE OF PRELIMINARY DISCUSSIONS RELATING TO THE ACQUISITION OF REAL PROPERTY AND ADVICE OF COUNSEL. APPROVED (5-0)
(Ms. McCarthy was unable to remain on the phone for the Executive Session)

VIII. ADJOURNMENT

There being no further business, at 10:46 a.m. the meeting was adjourned.

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

Lee Harris, Vice-Chairman

Aaron Otto, Executive Director
JOHNSON COUNTY AIRPORT COMMISSION

JOINT MEETING WITH THE

JOHNSON COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA
One New Century Parkway
New Century, KS 66031
Wednesday, April 26, 2017 – 9:00 a.m.

1. Welcome /Introductions by
   Jim Allen, Vice Chair, Board of County Commissioners
   Brad Weisenburger, Chair, Airport Commission

2. Possible Memorial at Navy Park at New Century Airport by
   Dale Duncan

3. Review of Proposed Budget by
   Aaron Otto, Executive Director

4. Economic Development Update by
   Aaron Otto, Executive Director
   a. Van Trust
   b. Lineage Logistics
   c. Twist Air at Executive Airport
   d. Tenant at Kimberly Clark Building

5. Executive Airport Update including Airport/County Collaboration Efforts by
   Larry Peet, Deputy Director & Penny Postoak Ferguson, Deputy County Manager

6. Other items of interest raised by either Commission

7. Open Discussion

8. Adjournment
JOHNSON COUNTY AIRPORT COMMISSION
JOINT MEETING WITH THE
JOHNSON COUNTY BOARD OF COUNTY COMMISSIONERS
MINUTES - Wednesday, April 26, 2017 – 9:00 a.m.

Airport Commission
Present: Harris, Spence, Weisenburger, Wittenborn
By Phone: McCarthy
Absent: Brockhaus, Moore
Staff: Otto, Dunham, Peet, Hiskey, Fiorini

Board of County Commission
Present: Ron Shaffer
Jim Allen
Jason Osterhaus
Michael Ashcraft
Mike Brown

Absent: Ed Eilert
Steve Klika

Others
Penny Postoak Ferguson, Deputy County Manager
Dave Schaecher, Johnson County Facilities
Dave Hadel, Burns & McDonnell
Ray Ryan, Burns & McDonnell
Dale Duncan, Presenter
Steve Broussard, Twist Air
Reginald Gast, Citizen
David Salem, Citizen
Chad Caylor, Butler National
Mike Simmons, Citizen
Rick Grossmann, Citizen
Mike Dolin, Citizen
Sherburne Dunn, Citizen
Paul Martin, Citizen
Brian Taylor, Citizen
Rick Poppitz, Gardner News
Greg Martinette, Director of SWJCEDC

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

1. Welcome /Introductions by
   Jim Allen, Vice Chair, Board of County Commissioners
   Brad Weisenburger, Chair, Airport Commission
Chairman Weisenburger welcomed the Board of County Commissioners and introduced Vice Chair Allen who spoke about the positive progress of the Johnson County Airport Commission.

2. **Possible Memorial at Navy Park at New Century Airport by Dale Duncan**
A five (5) minute Video Presentation was given by Mr. Duncan. Afterwards, Mr. Otto briefed the Board of County Commission on the challenges and progress made to date towards the development of a possible Memorial. The next step will be to work on creating an MOU with the Department of the Army and a licensing agreement for the land at Navy Park.

3. **Review of Proposed FY18 Airport Commission Budget by Aaron Otto, Executive Director**
A Power Point presentation of the proposed budget was presented by Mr. Otto and Mr. Hiskey as previously presented to the Johnson County Airport Commission.

4. **Economic Development Update by Aaron Otto, Executive Director**
   a. Van Trust
   b. Lineage Logistics
   c. Twist Air at Executive Airport
   d. Tenant at Kimberly Clark Building

Mr. Otto updated the Board of County Commissioners of some possible Economic Development at the New Century Business Park as well as the Johnson County Executive Airport.

5. **Executive Airport Update including Airport/County Collaboration Efforts by Larry Peet, Deputy Director & Penny Postoak Ferguson, Deputy County Manager**
Larry Peet thanked the various County Departments that assisted in the cleanup at Executive Airport after the March 6, 2017 storm. He updated the Board of County Commission as to the progress of the cleanup and where the plans are to move forward as well as the obstacles that are currently in place.

6. **Other items of interest raised by either Commission**

7. **Open Discussion**

8. **Adjournment**
There was no further discussion. The meeting adjourned at 9:56 a.m.

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

MONTHLY MEETING

AGENDA

One New Century Parkway
New Century, KS 66031

Wednesday, April 26, 2017 – upon adjournment of the joint meeting between the Johnson County Board of County Commissioners and Johnson County Airport Commission

I. APPROVAL OF MINUTES
   A. March 22, 2017 Meeting

II. REPORT OF THE CHAIRMAN

III. EXECUTIVE SUMMARY
   A. Executive Director Report
   B. Deputy Director Report

IV. FINANCIALS
   A. Summary of Financials
   B. Consider ratifying the March 2017 expenditures as presented
   C. Executive Airport Storm Cost to Date

V. DISCUSSION ITEMS
   a. Review of Water Rate Study with Ransom Financial
   b. Consider a Lease Amendment to Accommodate a Revised Twist Air Development Timeline
   c. Consider Approval of Agreement with Southwest Johnson County EDC for remainder of 2017
   d. Consider recommending to the Board of County Commissioners adoption of a notice of intent resolution to issue industrial revenue bonds for the construction of a cold storage facility at New Century AirCenter to be constructed and owned by Lineage Logistics subject to any conditions the Board of County Commissioners deems advisable
   e. Report of the President, Southwest Johnson County KS EDC

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION

VIII. ADJOURNMENT
Airport Commission

Present: Harris, Spence, Weisenburger, Wittenborn

By Phone: McCarthy

Absent: Brockhaus, Moore

Staff: Otto, Dunham, Peet, Hiskey, Fiorini

Others: Commissioner Mike Brown
        Penny Postoak Ferguson, Deputy County Manager
        Dave Schaecher, Johnson County Facilities
        Dave Hadel, Burns & McDonnell
        Ray Ryan, Burns & McDonnell
        Dale Duncan, Presenter
        Steve Broussard, Twist Air
        Reginald Gast, Citizen
        David Salem, Citizen
        Chad Caylor, Butler National
        Mike Simmons, Citizen
        Rick Grossmann, Citizen
        Mike Dolin, Citizen
        Sherburne Dunn, Citizen
        Paul Martin, Citizen
        Brian Taylor, Citizen
        Rick Poppitz, Gardner News
        Greg Martinette, Director of SWJCEDC

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

I. APPROVAL OF MINUTES
   A. March 22, 2017 Meeting

MOVED BY MR. HARRIS AND SECONDED BY MR. SPENCE TO APPROVE THE MINUTES OF THE MARCH 22, 2017 MEETING AS PRESENTED. APPROVED (5-0)

II. REPORT OF THE CHAIRMAN
    No Report of the Chairman

III. EXECUTIVE SUMMARY
A. Review Staff Reports
Mr. Otto and Mr. Peet submitted written reports. Mr. Otto introduced Jeff Hale, the new maintenance specialist employee for the Airport Commission.

IV. FINANCIALS

A. Summary of Financials
No additions to the Summary of Financials.

B. Consider ratifying the March 2017 expenditures as presented
MOVED BY MR. HARRIS AND SECONDED BY MR. SPENCE TO RATIFY THE MARCH 2017 EXPENDITURES AS PRESENTED. APPROVED (5-0).

C. Executive Airport Storm Cost to Date

V. DISCUSSION ITEMS

a. Review of Water Rate Study with Ransom Financial

Kevin Hiskey presented a power-point report to brief the Commission on the historical use and cost of the water for the New Century Business Park. Beth Warren of Ransom Financial gave an extensive report which contains 31 pages of tables and charts to show cost, use, profit and loss at the current rates and the proposed increase of water rates to the New Century Business Park tenants. This increase will help reduce the annual operating loss and start to build a capital replacement fund. It was also discussed that future increases could also allow for a future repayment of reserves for the water system upgrades from 2015.

MOTION WAS MADE BY MR. HARRIS AND SECONDED BY MR. SPENCE TO INCREASE WATER RATES BY TEN PERCENT (10%) BEGINNING JULY 1, 2017. APPROVED (5-0)

b. Consider a Lease Amendment to Accommodate a Revised Twist Air Development Timeline.

Steve Broussard with Twist Air gave a Power-Point presentation of the proposed development of the Fixed Base Operator facility that would include a restaurant adjoining the Hangar.

MOTION WAS MADE BY MR. WITTENBORN AND SECONDED BY MR. SPENCE TO APPROVE A LEASE AMENDMENT WITH TWIST AIR, INC. TO APRIL 26, 2017. APPROVED (4-0) Mr. Harris was not present for this vote.

 c. Consider Approval of Agreement with Southwest Johnson County EDC for remainder of 2017.

MOTION WAS MADE BY MR. HARRIS AND SECONDED BY MR. WITTENBORN TO APPROVE THE AGREEMENT WITH THE SOUTHWEST JOHNSON COUNTY EDC FOR THE REMAINDER OF 2017. APPROVED (5-0)

d. Consider recommending to the Board of County Commissioners adoption of a notice of intent resolution to issue industrial revenue bonds for the construction of a cold storage
facility at New Century AirCenter to be constructed and owned by Lineage Logistics subject to any conditions the Board of County Commissioners deem advisable.

Aaron Otto and Cindy Dunham briefed the Commission on Lineage Logistics interest in the business park and the reason for the quick action to request the BOCC to approve a resolution of intent to issue industrial revenue bonds for the construction of the cold storage facility.

MOTION WAS MADE BY MR. WITTENBORN AND SECONDED MY MR. HARRIS TO RECOMMEND THAT THE BOARD OF COUNTY COMMISSIONERS ADOPT A NOTICE OF INTENT RESOLUTION TO ISSUE UP TO $81,000,000 OF INDUSTRIAL REVENUE BONDS FOR THE CONSTRUCTION OF A COLD STORAGE FACILITY AT NEW CENTURY AIRCENTER TO BE CONSTRUCTED AND OWNED BY LINEAGE LOGISTICS LLC SUBJECT TO ANY CONDITIONS THE BOARD OF COUNTY COMMISSIONER DEEMS ADVISABLE AND SUBJECT TO THE ADMINISTRATIVE REVIEW COMMITTEE’S COMPLETION OF ITS REVIEW PROCESS. APPROVED (5-0)

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

A written report as well as a brief verbal update was submitted by Greg Martinette, President of the Southwest Johnson County KS EDC.

BUSINESS FROM THE FLOOR

Mike Dolin of Gardner, Kansas stated that he noticed a line item in the budget for pavement of the North ramp of New Century Airport. Mr. Peet replied that the project to replace the North ramp that is close to the Army T-Hangar is going to happen this year. Mr. Dolin was concerned that the work was being done to the taxiway near his t-hangar. Mr. Peet informed him that he had submitted a request for funding to re-surface the taxiway but it would not be until next year if approved.

Walt Brownsberger of Overland Park, Kansas stated that he had been a T-Hangar tenant for several years and that due to the storm is now having to use a tie-down for his airplane. He is concerned about leaving the airplane outside and the possible problems that could result from the spring weather. He wanted to know how quickly he could get back in his hangar because he does not feel that his hangar had sustained enough damage to keep the tenants from moving back in. Mr. Peet explained the extent of the damage sustained and how it’s unknown if his Hangar (Romeo) would need to be demolished and re-built. Mr. Peet also reminded Mr. Brownsberger that he will need to find a more permanent location for his airplane since the tie downs are established as a temporary place to keep the plane.

Brian Taylor of Olathe asked if it wouldn’t be cheaper to repair rather than rebuild because of the Olathe Code. Larry told him that both options are being looked out.

Rick Grossmann of Overland Park questioned the rebuild of the hangars since it was stated that “all business options are being looked at” and wondered if the insurance money was not received, would the hangars be replaced. Chairman Weisenburger stated that it is still unknown as to what the Commission will do until a review of repair/replace or other options could be considered.

Chairman Weisenburger suggested that updates of the future plans be presented at the next meeting.

Commissioner Wittenborn stated that some type of facility would be rebuilt but that the Commission could not provide a timeline. He assured the Hangar Tenants that there would be some type of facility built.

David Salem asked about building temporary hangars while the studies are being conducted. Larry
stated that it would not be a feasible cost for the Airport Commission. It could also cause safety issues should another storm go thru and destroy a temporary canvas hangar.

VII. EXECUTIVE SESSION

There was no executive session.

VIII. ADJOURNMENT

There being no further business, at 11:46 a.m. the meeting was adjourned.

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

Mr. Harris was not present

John Wittenborn, Secretary

Aaron Otto, Executive Director
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING

AGENDA

One New Century Parkway
New Century, KS 66031

Wednesday, May 24, 2017 – 9:00 am

I. APPROVAL OF MINUTES
   A. April 26, 2017 Joint JCAC/BOCC Meeting
   B. April 26, 2017 Meeting

II. REPORT OF THE CHAIRMAN

III. EXECUTIVE SUMMARY
   A. Executive Director Report
   B. Deputy Director Report

IV. FINANCIALS
   A. Summary of Financials
   B. Consider ratifying the April 2017 expenditures as presented
   C. Executive Airport Storm Cost to Date

V. DISCUSSION ITEMS
   a. Consideration of an Extension of an Option for the Lineage Logistic
   b. Consideration of Rent Abatement for KC Air Associates
   c. Management Responses to Internal Audit Update
   d. Consideration of Water Meter Charges, Private Fire Line Fee and Connection Charges
   e. Consideration of an Amendment to Lease for Twist Air
   f. Consideration of Final Development Plan and Plat, Hampton Inn, 2025 E Santa Fe, Gardner, KS
   g. Jeff Risley of Bartlett and West - Guest Speaker, Southwest Johnson County KS EDC to present on a new marketing tool for sites at New Century AirCenter

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION

VIII. ADJOURNMENT
CHAIRMAN WEISENBURGER CALLED THE MEETING TO ORDER AT 9:00 A.M.

I.  APPROVAL OF MINUTES
   A.  April 26, 2017 Joint BOCC/JCAC Meeting
   B.  April 26, 2017 Regular Meeting

MOVED BY MR. WITTENBORN AND SECONDED BY MR. SPEENCE TO APPROVE THE MINUTES OF THE APRIL 26, 2017 JOINT BOCC/JCAC MEETING AS PRESENTED. APPROVED (4-0)

MOVED BY MR. WITTENBORN AND SECONDED BY MR. SPEENCE TO APPROVE THE MINUTES OF THE APRIL 26, 2017 MEETING AS PRESENTED. APPROVED (4-0)
II. **REPORT OF THE CHAIRMAN**
   No Report of the Chairman

III. **EXECUTIVE SUMMARY**

   A. **Review Staff Reports**

   Mr. Otto and Mr. Peet submitted written reports.

   Mr. Otto commented on the Storm Water Drainage Project that is in progress around the Administration Building and the repairs that are in progress at the Brig building from damage caused by a water leak on the roof.

   Mr. Peet updated the Commission on the progress of the storm clean up. He briefed them on a tentative time line on replacement of T-Hangar Tango which would have a possible completion in 2018. He stated that as of May, all aircraft have been extracted and the plan is for the damaged hangars to be completely empty by May 31.

   Mr. Otto introduced Dave Mootz, the new Facility/Water/Fleet Supervisor for the Johnson County Airport Commission.

IV. **FINANCIALS**

   A. **Summary of Financials**

   No additions to the Summary of Financials. There was some discussion about the reimbursement of storm damage expenses. Mr. Hickey explained that reimbursement would come from Johnson County Risk Management and that the contractors are being paid from the JCAC. There are still discussions with the Insurance Company on the repair/replacement of the damaged hangars.

   B. **Consider ratifying the April 2017 expenditures as presented**

   MOVED BY MR. HARRIS AND SECONDED BY MR. WITTENBORN TO RATIFY THE APRIL 2017 EXPENDITURES AS PRESENTED. APPROVED (4-0)

V. **DISCUSSION ITEMS**

   a. **Consideration of an Extension of an Option to Lease for Lineage Logistics**

   MOTION WAS MADE BY MR. HARRIS AND SECONDED BY MR. SPENCE TO APPROVE AN EXTENSION OF AN OPTION TO LEASE WITH LINEAGE LOGISTICS. APPROVED (4-0)

   b. **Consideration of Rent Abatement for Air Associates**

   Tom Cargin of T & C Aviation Enterprises, Inc. dba Air Associates of Kansas provided a power point presentation to brief the Commission of past improvements and some hardships realized for this FBO business at Executive Airport. These hardships were a result of the recent March windstorm as well as the restricted hangar access due to ramp improvements implemented by the Johnson County Airport Commission. He explained that the construction lessened his access from 3 hangars to 2 hangar at any given time. He also stated that he is needing to perform some maintenance and improvements plus he would like to re-coup his insurance deductible from the storm damage. Mr. Cargin stated that he would potentially suffer a loss of $171,924 which includes lost rent revenues from the construction, insurance deductibles from the storm and underground tank renovation; therefore in order to recover this loss, he
is requesting a three-year rent abatement that at this time is $3,642 per month. He stated that a
precedence had been set when a previous tenant at this location was granted a 50% abatement in 2001
for some emergency repairs and improvements.

Chairman Weisenburger confirmed with Cindy Dunham that rent abatement had been granted in the
past. She stated that it was done on individual requests and to her knowledge had not been granted at
a 100% reduction rate rather at a 50% reduction. Chairman Weisenburger stated that he wanted to lend
a helping hand but did not feel that the commission could assist in cases that involved expenses incurred
as a “cost of doing business”. Commissioner Harris asked about the effect of the Construction work this
is currently in progress. He stated that although the Commission is empathetic to the hardships created
by the construction, he was not in favor of 100% rent abatement. He would like to consider a fair
solution but not a three year rent abatement. Commissioner Wittenborn asked if Mr. Cargin had
insurance to cover loss of income to which Mr. Cargin confirmed that he did have business-interruption
coverage but had not received confirmation of what he will receive. Mr. Cargin confirmed that he was
aware in advance that the construction was scheduled and alternate plans were discussed to lessen the
effect on their business but it was an added cost to the project so it was not implemented. Mr. Peet
stated that each phase of the project would last about 30 days but reminded the Commission that
Executive will be completely shut down for 180 days next year for the runway project which would
significantly impact the businesses at that location.

In conclusion, Chairman Weisenburger stated that he didn’t feel that the commission had enough
information to make a decision on this request at this time; Commissioner Spence agreed.
Commissioner Harris questioned that the Airport Commission should provide assistance to businesses
for circumstances that were not in their control. The commission wants to look at the impact of the
construction for this year as well as next year. Mr. Wittenborn confirmed with Mr. Cargin that he had
interruption insurance which he stated that he did. Chairman Weisenburger asked that information be
brought back to the Commission in 30 days so staff could gather more information on the impact of
both businesses.

c. Management Responses to Internal Audit Update

Mr. Otto updated the Commission on some current policies recently put in place in a response to the
recent internal audit; specifically the Cell Phone Allowance and Duty Guidelines and Employee Uniform
Guidelines.

d. Consideration of Water Meter Charges, Private Fire Line Fee and Connection Charges

Mr. Hiskey provided charts for the proposed increases to the Fire Line Fees, Water Connection & System
Development Charge, and Water Rates as proposed by the recent Water Rate Increase approval from
the Commission. A concern of the impact of the proposed increase to the Water Connection & System
Development Charge was discussed as a possible deterrent to Economic Development. The Commission
requested further study on the increase of this service but approved of the other increases.

A MOTION WAS MADE BY MR. HARRIS AND SECONDED BY MR. WITTENBORN TO APPROVE THE RATE
INCREASE TO THE FIRE LINE FEES AND THE WATER RATES BUT TO POSTPONE THE INCREASE TO THE
WATER CONNECTION & SYSTEM DEVELOPMENT CHARGE UNTIL FURTHER STUDIES CAN BE
PERFORMED. APPROVED (4-0)
e. Consideration of an Amendment to Lease for Twist Air

Steve Broussard of Twist Air requested an Amendment to the Lease to extend certain timeframes set forth in the Lease.

A MOTION WAS MADE BY MR. SPENCE AND SECONDED BY MR. WITTENBORN TO APPROVE THE AMENDMENT TO THE LEASE FOR TWIST AIR. APPROVED (4-0)

f. Consideration of Final Development Plant and Plat, Hampton Inn, 2025 E Santa Fe, Gardner, KS

Paul Greeley of the Johnson County Planning Department provided a Final Plan and Plat for the proposed Hampton Inn which is to be located at 2025 E Santa Fe in Gardner Kansas. This was originally proposed to the Commission on February 22, 2017 and at that time, certain stipulations were put in place and have been determined to be met. Mr. Wittenborn stated that he was concerned about the location in proximity of the airport due to vehicle lights in the parking lot that could be distracting to a pilot when landing in poor visibility conditions.

A MOTION WAS MADE BY MR. HARRIS AND SECONDED BY MR. SPENCE TO APPROVE THE FINAL DEVELOPMENT PLANS AND PLAT FOR THE HAMPTON INN AND CONFERENCE CENTER TO BE LOCATED AT 2025 EAST SANTA FE IN GARDNER KANSAS. APPROVED (4-0)

g. Jeff Risley of Bartlett and West – Guest Speaker, Southwest Johnson County KS EDC

Mr. Martinette was unable to attend the meeting so a written report was submitted. Jeff Risley of Bartlett and West, a member of the EDC Board, gave a power-point presentation of some marketing tools developed by his company that can be used for prospective tenants to the New Century Business Park.

BUSINESS FROM THE FLOOR

Alan Winiesdorfien, Manager of Kings Hangar Partners, wanted to discuss two safety issues associated with the New Century Air Center. Pilots are unable to hear the New Century Airport Automated Surface Observing System (ASOS) until they are over Butler, Missouri due to interference from the Automated Weather Observing System (AWOS) at Lee C. Fine Airport in central Missouri. Mr Winiesdorfien also noted that New Century Airport does not have radar in the tower to detect approaching aircraft to alert them of potential traffic situations, and that new aircraft have the technology to program in the runway information but New Century does not have the system to allow them this information. (OJC has the technology at this time) He also expressed a concern of the shortage of T-Hangars at the Johnson County Airports. Mr. Peet indicated that the ASOS/AWOS and radar concerns are the responsibility of the FAA and NWS. Mr. Harris requested an investigation/inquiry with the FAA and an update at the next meeting. He also expressed his concern of the hangar shortage at the Airports.

VII. EXECUTIVE SESSION

MOVED BY MR. SPENCE AND SECONDED BY MR. HARRIS TO RECESS THE OPEN SESSION AND CONVENE INTO EXECUTIVE SESSION AT 10:55 A.M. FOR A PERIOD OF TEN (10) MINUTES FOR THE PURPOSE OF PRELIMINARY DISCUSSIONS RELATING TO THE ACQUISITION OF REAL PROPERTY AND
ADVICE OF COUNSEL. APPROVED (4-0)

OPEN SESSION RECONVENCED AT 11:05 AM.

MOVED BY MR. WITTENBORN AND SECONDED BY MR. HARRIS TO RECESS THE OPEN SESSION AND CONVENE INTO EXECUTIVE SESSION AT 11:06 A.M. FOR A PERIOD OF TEN (10) MINUTES FOR THE PURPOSE OF PRELIMINARY DISCUSSIONS RELATING TO THE ACQUISITION OF REAL PROPERTY AND ADVICE OF COUNSEL. APPROVED (4-0)

OPEN SESSION RECONVENCED AT 11:11 AM.

MOVED BY MR. WITTENBORN AND SECONDED BY MR. HARRIS TO RECESS THE OPEN SESSION AND CONVENE INTO EXECUTIVE SESSION AT 11:13 A.M. FOR A PERIOD OF TEN (10) MINUTES FOR THE PURPOSE OF PRELIMINARY DISCUSSIONS RELATING TO THE ACQUISITION OF REAL PROPERTY AND ADVICE OF COUNSEL. APPROVED (4-0)

OPEN SESSION RECONVENCED AT 11:18 AM.

VIII. ADJOURNMENT

There being no further business, at 11:19 a.m. the meeting was adjourned.

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

John Wittenborn, Secretary  

Aaron Otto, Executive Director
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING

AGENDA

One New Century Parkway
New Century, KS 66031

Wednesday, June 28, 2017 – 9:00 am

I. APPROVAL OF MINUTES
   A. May 24, 2017 Meeting

II. REPORT OF THE CHAIRMAN

III. EXECUTIVE SUMMARY
   A. Executive Director Report
   B. Deputy Director Report

IV. FINANCIALS
   A. Summary of Financials
   B. Consider ratifying the May 2017 expenditures as presented
   C. Executive Airport Storm Cost to Date

V. DISCUSSION ITEMS
   a. Discuss Hangar Replacement at OJC
   b. Consider Land and Building Lease with Fire District #1
   c. Awarding the Apparent Low Bidder for the Completion of New Century
      Administration Building South Corridor Project
   d. Report from Greg Martinette, President - Southwest Johnson County KS EDC

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION

VIII. ADJOURNMENT
J oh n s o n C o u n t y A i r p o r t C o m m i s s i o n

J O H N S O N C O U N T Y A I R P O R T C O M M I S S I O N
MINUTES – June 28, 2017 – 9:00 a.m. – New Century, KS

Airport Commission

Present: Spence, Weisenburger

By Phone: Harris, Moore

Absent: Brockhaus, McCarthy, Wittenborn

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

Others: Commissioner Mike Brown
        Penny Postoak Ferguson, Deputy County Manager
        Dave Hadel, Burns & McDonnell
        Raymond Ryan, Burns & McDonnell
        Rob Kirk, Johnson County Fire Department #1
        Dennis Meyers, Johnson County Fire Department #1
        Sherburne Dunn, Citizen
        Dave Schaecher, Johnson County Facilities
        David Salem, Citizen
        Rick Grossmann, Citizen
        Steve Broussard, Twist Air
        David Hahn, Citizen
        Chuck Nuffer, Citizen
        Rick Poppitz, Gardner News
        Mike Dolin, Citizen
        Vince Werkowitch, Citizen
        Loretta Werkowitch, Citizen
        Mike Jensen, Citizen
        Keith Carrel, Citizen

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

I. APPROVAL OF MINUTES
   A. May 24, 2017 Regular Meeting

       MOVED BY MR. SPENCE AND SECONDED BY MR. MOORE TO APPROVE THE MINUTES OF THE MAY 24,
       2017 MEETING AS PRESENTED. APPROVED (4-0)

II. REPORT OF THE CHAIRMAN
   No Report of the Chairman
III. EXECUTIVE SUMMARY

A. Review Staff Reports
Mr. Otto and Mr. Peet submitted written reports.

Mr. Otto commented on the Fire Line Water Break at the Fire District #1 Building on New Century which caused some damage and the repairs that are in progress at that building from damage caused by a leak.

Mr. Otto also mentioned that some temporary employees have been added to work on some projects including review of leases and organizing and scanning long term records.

Mr. Peet added that the Saturday before Fathers' Day, we had a wind gust come thru New Century that caused an aircraft to be blown over on its top since it was not tied down properly. He also briefed the commission about a "pavement blow-out" at Executive Airport that caused an 18' X 18' section of taxiway A to break out and require a full depth repair.

Mr. Moore asked about the temporary staff and wondered if the Airport was needing more permanent staff. Mr. Otto stated that once the "catch-up" projects were underway, it would be studied.

IV. FINANCIALS

A. Summary of Financials
No additions to the Summary of Financials.

B. Consider ratifying the April 2017 expenditures as presented
MOVED BY MR. HARRIS AND SECONDED BY MR. SPENCE TO RATIFY THE MAY 2017 EXPENDITURES AS PRESENTED. APPROVED (4-0)

C. Executive Airport Storm Cost to Date
Mr. Hiskey commented that a progress payment of $109,077.48 has been received from Risk Management to date.

V. DISCUSSION ITEMS

a. Discuss Hangar Replacement at OJC
Mr. Peet presented a Power Point Presentation outlining the Executive Airport Hangar Rebuild Options. Chairman Weisenburger stated that he and Mr. Peet had discussed a "big box" hangar replacement as an option in order to offer some flexibility in size of aircraft that could be housed. It was stated that Oscar (O) and Romeo (R) hangars would be repaired, and the replacement of Tango (T) and Sierra (S) could be in the form of a large box hangar with office space that could also generate additional revenue. The big box model would eliminate the expense of T-Hangars with individual hangar doors as well as eliminate many code and lease violations.

Mr. Otto outlined the time frame and cost to replace all five T-Hangars to the traditional design. He stated that there would be a different time line if the Commission decided to use an engineering firm other than Burns and McDonnell.
Cindy Dunham briefed the Commission on the state statutes on doing a Design/Build as opposed to a Design/Bid/Build and the processes required. She explained why it is not an option and that it might increase the timeline on the project.

There was a discussion of the big box hangar. Mr. Moore questioned who would manage the facility to move the aircraft. Mr. Harris asked about the costs involved in managing the large hangar concept. Chairman Weisenburger stated that it had not been discussed but if the big box was an option, management and cost would need to be studied. Mr. Harris stated that he wanted to see what the “customer base” is interested in. Mr. Peet gave examples of other airports that use this model and stated that he could find out how the business model works for them. Mr. Moore stated that it should be explored; Mr. Spence concurred.

Chairman Weisenburger requested a motion to move forward with the repair and/or replacement of Papa, Oscar and Romeo T-Hangars and evaluate the options of the big box hangar.

A MOTION WAS MADE BY MR. HARRIS AND SECONDED BY MR. SPENCE TO APPROVE THE REPAIR AND/OR REPLACEMENT OF HANGARS P, R AND O. APPROVED (4-0)

b. Consider Land and Building Lease with Fire District #1

The Fire Department requested that the lease be discussed and reach some closure so they could submit their budget by the due date of July 22 with the information from the lease contained in their next operating budget. The current lease is in effect until December 31, 2017. Mr. Otto explained that upon request of the Fire Department, an appraisal of the Fire Station was conducted based on the terms of the existing lease where the Fire Department was responsible for the maintenance of the building. He also stated that the basic elements of the lease are largely the same as it has been other than the lease amount and who provide premises insurance; however, he noted that the Fire Department has requested a change in the section outlining Repairs and Maintenance of the building (Section 6a) to assign the cost of repairs and maintenance to the Airport Commission. It was proposed to implement a one-year contract so the Airport can obtain a building structural analysis with the Airport being responsible for the maintenance and repairs. It was noted that the FAA requires the Airport Commission to charge fair market value and categorizes the properties as aviation infrastructure or commercial infrastructure. In 2001, the airport surrendered its 139 Certificate, from that point on the airport was no longer required to have a fire station on the property therefore it became a “commercial” infrastructure. It is no longer able to be funded by the airport and the airport is required to charge fair market value. Cindy Dunham stated that the attorney for the Fire Department acknowledged that the wording needs to be modified to define the responsibilities of the Airport. Chief Rob Kirk on behalf of the Fire Department. He explained their desire to be in the Business Park and the improvements that they have already made to the building over the last 20 years. Chairman Weisenburger stated that the Board wants to work with the Fire Department and that a one-year lease would allow the time to get the assessment and detail the wording of the request to maintain and repair the building.

Mr. Harris and Mr. Moore were concerned that a precedence would be set and that the FAA does not differentiate whether the business is another government entity.

A MOTION WAS MADE BY MR. HARRIS AND SECONDED BY MR. SPENCE TO APPROVE A ONE-YEAR LEASE WITH THE FIRE DEPARTMENT WITH THE TERM OF THE LEASE STAYING THE SAME AS PREVIOUS YEARS. APPROVED (3-1) MR MOORE BEING A NAY VOTE
c. **Awarding the Apparent Low Bidder for the Completion of the New Century Administration Building South Corridor Project**

Mr. Otto presented the Commission the results of the bid to complete the south corridor of the Administration building with alternate to complete the installation of sconces.

**A MOTION WAS MADE BY MR HARRIS AND SECONDED BY MR MOOR TO COMPLETE THE WORK AND INCLUDE THE ALTERNATE #1 WORK TO INSTALL THE SCONSES AND COLUMNS. APPROVED (4-0)**

At this time, Mr. Harris had to exit the meeting therefore the meeting ended due to lack of quorum and no further action was taken.

d. **Report from Greg Martinette, President – Southwest Johnson County KS EDC**

Mr. Martinette provided a written report and updated the Commission on the progress of various projects.

**BUSINESS FROM THE FLOOR**

Mike Jensen, who owns property adjacent to the New Century Business Park, expressed his concerns of the new Lineage Logistics structure that is being proposed in the Business Park and the impact on his property.

Mike Dolin, a T-Hangar tenant commented that he is unable to hear the speakers at certain times during the meetings and expressed a need for speakers in the Board Room. He also stated that he is in favor of keeping the Fire Department on site and commented that a Box Hangar could create damage to the aircraft being housed there.

Sherburn Dunn, a T-Hangar tenant, expressed that he was in favor of the individual T-Hangar option rather than a big box hangar.

**VII. EXECUTIVE SESSION**

There was no executive session due to lack of a quorum.

**VIII. ADJOURNMENT**

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Lee Harris, Vice Chair

Aaron Otto, Executive Director