I. APPROVAL OF MINUTES

A. June 27, 2018 Meeting

MOVED BY MR. MOORE AND SECONDED BY MR. WITTENBORN TO APPROVE THE MINUTES OF THE JUNE 27, 2018 MEETING AS PRESENTED. APPROVED (6-0).

II. REPORT OF THE CHAIRMAN

No report of the Chairman.

III. EXECUTIVE SUMMARY

A. Executive Director Report

Mr. Peet submitted written reports.

IV. FINANCIALS

A. Summary of Financials

Mr. Hiskey submitted the Summary of Financials.

B. Consider ratifying the June 2018 expenditures as presented
MOVED BY MR. WITTENBORN AND SECONDED BY MR. MOORE TO RATIFY THE JUNE 2018 EXPENDITURES AS PRESENTED. APPROVED (6-0)

C. Executive Storm Cost & Reimbursement Update

Mr. Hiskey submitted a written report for the Executive Airport storm related expenses and lost hangar revenue through June 30, 2018.

E. OJC East Hangar Replacement Update

Mr. Hiskey provided an update on the hangar replacement at the Executive Airport.

V. DISCUSSION ITEMS

a. Consider City of Olathe Application No. FP-18-019, a request for Final Plat for single family residential development on about 18 acres, to be known as Huntford 2nd plat, in the vicinity of 144th Street and Lakeshore Drive, Olathe Kansas.

Jay Leipzig, Director with the Johnson County Planning Department, presented a request for a final development plan for construction within the one mile area of the Executive Airport. A public hearing was conducted. There was no public comment.

A MOTION WAS MOVED BY MR. WITTENBORN AND SECONDED BY MR. MOORE TO RECOMMEND APPROVAL OF CITY OF OLATHE APPLICATION NO. FP-18-019 FOR A FINAL PLAT FOR SINGLE FAMILY RESIDENTIAL DEVELOPMENT TO BE KNOWN AS HUNTFORD 2ND PLAT, IN THE VICINITY OF 144TH STREET AND LAKESHORE DRIVE, OLATHE KANSAS, FOR THE REASONS AND SUBJECT TO THE STIPULATIONS RECOMMENDED IN THE STAFF REPORT. APPROVED (6-0)

b. Consider City of Gardner Application to amend the exterior lighting plan of an approved preliminary development plan for a warehouse/distribution center known as the Midwest Commerce Center (MCC), and amend the exterior lighting plan for two (2) approved final development plans within MCC for an existing 1 million square foot warehouse building at 17150 Mercury Street, and a 646,000 square foot warehouse building at 17001 Mercury Street.

Jay Leipzig, Director with the Johnson County Planning Department, presented an amendment to the exterior lighting plan on an approved preliminary development plan for approval within the one mile area of the New Century Airport. A public hearing was conducted. There was no public comment.

A MOTION WAS MOVED BY MR. MOORE AND SECONDED BY MR. HARRIS TO APPROVE AN AMENDMENT TO THE MIDWEST COMMERCE CENTER PRELIMINARY DEVELOPMENT PLAN STIPULATION REGARDING EXTERIOR LIGHTING AND ALLOW BUILDING MOUNTED WALL PACKET UNITS UP TO 31 FT. IN HEIGHT, AND APPROVE AN AMENDMENT OF TWO (2) FINAL DEVELOPMENT PLANS AND THEIR RESPECTIVE STIPULATIONS REGARDING EXTERIOR LIGHTING TO ALLOW BUILDING MOUNTED WALL PACKET UNITS UP TO 31 FT. IN HEIGHT FOR THE EXISTING 1 MILLION SQUARE FOOT
c. Report from Greg Martinette, President – Southwest Johnson County KS EDC.

Greg Martinette, President of the Southwest Johnson County KS EDC briefed the Commission on the progress of various projects.

VI. UPDATE FROM THE COUNTY MANAGER

Johnson County Manager, Penny Postoak-Ferguson, gave an announcement to acknowledge and show her appreciation for the Johnson County Airport Commission. Mrs. Postoak-Ferguson updated the Commission on the temporary placement of Aaron Otto, the Executive Director, in the County Manager’s Office. She advised that she estimates the current arrangements to continue to be in place for the next three to five months.

VII. BUSINESS FROM THE FLOOR

There was no business from the floor.

VIII. ADJOURNMENT

There being no further business, at 09:28 a.m. the meeting was adjourned.

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

John Wittenborn, Secretary

Aaron Otto, Executive Director
JOHNSON COUNTY AIRPORT COMMISSION
MINUTES – August 22, 2018 – 9:00 a.m. – New Century, KS

Airport Commission

Present: Brockhaus, Harris, Kissing, Moore, Weisenburger, Wittenborn
Absent: Spence
Staff: Brown, Hiskey, Johnson, Martinette, Otto, Peet, Shelby
Others: Paul Greeley, Johnson County Planning Department

Chairman Weisenburger called the meeting to order at 09:00 a.m.

I. APPROVAL OF MINUTES

A. July 25, 2018 Meeting

MOVED BY MR. HARRIS AND SECONDED BY MR. MOORE TO APPROVE THE MINUTES OF THE JULY 25, 2018 MEETING AS PRESENTED. APPROVED (5-0).

II. REPORT OF THE CHAIRMAN

No report of the Chairman.

III. EXECUTIVE SUMMARY

A. Executive Director Report

Mr. Peet submitted written reports.

Commissioner Brockhaus entered the meeting.

B. Internal Audit Update of Procedures

Mr. Hiskey provided written documents for procedures regarding portable communication devices, receipt of payments, timekeeping and uniforms.

IV. FINANCIALS
A. **Summary of Financials**

Mr. Hiskey submitted the Summary of Financials.

B. **Consider ratifying the July 2018 expenditures as presented**

MOVED BY MR. WITTENBORN AND SECONDED BY MR. MOORE TO RATIFY THE JULY 2018 EXPENDITURES AS PRESENTED. APPROVED (6-0)

C. **Executive Storm Cost & Reimbursement Update**

Mr. Hiskey submitted a written report for the Executive Airport storm related expenses and lost hangar revenue through July 31, 2018 and added that a payment from risk management had been received.

E. **OJC East Hangar Replacement Update**

Mr. Hiskey provided an update on the hangar replacement at the Executive Airport.

V. **DISCUSSION ITEMS**

a. **Consider City of Gardner Application Nos. FDP-18-04 and FP-18-04 for Final Development Plan and Final Plat 1st phase, for two-family and four-family residential uses on about 8 acres at Cottages at University Park, located in the vicinity of Blair and Gretna streets.**

   Paul Greeley, Deputy Director with the Johnson County Planning Department, presented a request for a final development plan and final plat 1st phase within the one mile area of the New Century AirCenter. A public hearing was conducted. There was no public comment.

   **A MOTION WAS MOVED BY MR. WITTENBORN AND SECONDED BY MR. MOORE TO RECOMMEND APPROVAL OF CITY OF GARDNER APPLICATION NOS. FDP-18-04 AND FP18-04, A FINAL DEVELOPMENT PLAN AND FINAL PLAT (1ST PHASE) FOR TWO-FAMILY AND FOUR-FAMILY RESIDENTIAL USES (COFFAGTES AT UNIVERSITY PARK) ON ABOUT 8 ACRES LOCATED IN THE VICINITY OF BLAIR AND GRETNA STREETS, SUBJECT TO THE STIPULATIONS AND REASONS LISTED IN THE STAFF REPORT. APPROVED (6-0)**

b. **Consider City of Gardner Application Nos. FDP-18-05 and FP-18-05 for final Development Plan and Final Plat 2nd phase, for one commercial building on about 2 acres at Gardner Business Center, located at the northeast corner of S. Moonlight Road and E. Warren Street.**

   Paul Greeley, Deputy Director with the Johnson County Planning Department, presented a request for a final development plan and final plat 2nd phase within the one mile area of the New Century AirCenter. A public hearing was conducted. There was no public comment.
A MOTION WAS MOVED BY MR. MOORE AND SECONDED BY MR. WITTENBORN TO RECOMMEND APPROVAL OF CITY OF GARDNER APPLICATION NOS. FDP-18-05 AND FP18-05, FOR FINAL DEVELOPMENT PLAN AND FINAL PLAT FOR ONE COMMERCIAL BUILDING IN THE GARDNER BUSINESS CENTER 2ND PLAT, LOCATED AT THE NORTHEAST CORNER OF S. MOONLIGHT ROAD AND E. WARREN STREET, GARDNER KANSAS, FOR THE REASONS AND WITH THE STIPULATIONS RECOMMENDED IN THE STAFF REPORT. APPROVED (6-0)

c. **Consider approval of lease for Image Environmental Inc. & Upfield Foods at 2 New Century Parkway, New Century, KS 66031.**

Mr. Otto presented the proposed lease with Image Environmental Inc. & Upfield Foods for a two (2) year term.

A MOTION WAS MOVED BY MR. HARRIS AND SECONDED BY MR. MOORE TO APPROVE LEASE FOR IMAGE ENVIRONMENTAL INC. AT 2 NEW CENTURY PARKWAY, NEW CENTURY, KS 66031. APPROVED (6-0)

d. **Consider approval of the termination agreement for LIJIIKA/Royal Tractor building lease.**

Mr. Otto gave an update on the financials of the company and the future use of space and potential prospects.

A MOTION WAS MOVED BY MR. HARRIS AND SECONDED BY MR. WITTENBORN TO APPROVE THE TERMINATION AGREEMENT FOR LIJIKA/ROYAL TRACTOR BUILDING LEASE AS PRESENTED. APPROVED (6-0)

e. **Consider approval of a lease extension for the FAA Technical Operations office in the Airport Administration building.**

Mr. Peet presented the proposed lease for the FAA Technical Operations office. The Commission discussed getting the notice of vacate from a thirty (30) day notice to at least a sixty (60) day notice.

A MOTION WAS MOVED BY MR. MOORE AND SECONDED BY MR. HARRIS TO APPROVE LEASE FOR THE FAA TECHNICAL OPERATIONS OFFICE IN THE AIRPORT ADMINISTRATION BUILDING ALLOWING STAFF TO NEGOTIATE TERMS OF THE NOTICE TO VACATE WITH THE FAA. APPROVED (6-0)

f. **Consider approval to accept FAA AIP Grant 3-20-0062-031-2018, Reconstruction of Runway 18/36 at OJC.**

Mr. Peet gave a brief overview of the project that the FAA AIP Grant 3-20-0062-031-2018 will be applied to.

A MOTION WAS MOVED BY MR. HARRIS AND SECONDED BY MR. MOORE FOR APPROVAL TO ACCEPT FAA AIP GRANT 3-20-0062-031-2018, RECONSTRUCTION OF RUNWAY 18/36 AT OJC. APPROVED (6-0)

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

Greg Martinette, President of the Southwest Johnson County KS EDC briefed the Commission on the progress of various projects.
VI. BUSINESS FROM THE FLOOR

There was no business from the floor.

VII. EXECUTIVE SESSION

There was no executive session held.

VIII. ADJOURNMENT

There being no further business, at 09:47 a.m. the meeting was adjourned.

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

John Wittenborn, Secretary

Larry Peek, Acting Executive Director
JOHNSON COUNTY AIRPORT COMMISSION
MINUTES – September 26, 2018 – 9:00 a.m. – New Century, KS

Airport Commission

Present: Brockhaus, Harris, Kissinger, Moore, Spence, Weisenburger, Wittenborn

Staff: Brown, Dunham, Hiskey, Johnson, Martinette, Otto, Peet, Shelby

Others: Paul Greeley, Johnson County Planning Department

Chairman Weisenburger called the meeting to order at 09:00 a.m.

I. APPROVAL OF MINUTES

A. August 22, 2018 Meeting

MOVED BY MR. MOORE AND SECONDED BY MR. HARRIS TO APPROVE THE MINUTES OF THE AUGUST 22, 2018 MEETING AS PRESENTED. APPROVED (7-0).

II. REPORT OF THE CHAIRMAN

No report of the Chairman.

III. EXECUTIVE SUMMARY

A. Executive Director Report

Mr. Peet submitted written reports. An update was given on occupancy dates for t-hangar’s Oscar and Papa at the Executive Airport of October 5, 2018.

B. Internal Audit Update of Procedures

Mr. Hiskey provided written documents for procedures regarding grants, capital assets, non-capital assets, purchasing cards, purchasing and payments to suppliers, and leases.
IV. **FINANCIALS**

A. **Summary of Financials**

Mr. Hiskey submitted the Summary of Financials which included an added surplus/deficit line.

B. **Consider ratifying the August 2018 expenditures as presented**

MOVED BY MR. HARRIS AND SECONDED BY MR. MOORE TO RATIFY THE AUGUST 2018 EXPENDITURES AS PRESENTED. APPROVED (7-0)

C. **Executive Storm Cost & Reimbursement Update**

Mr. Hiskey submitted a written report for the Executive Airport storm related expenses and lost hangar revenue through August 31, 2018.

D. **OJC East Hangar Replacement Update**

Mr. Hiskey provided a written report on hangar replacement cost at the Executive Airport.

V. **DISCUSSION ITEMS**

a. **Consider City of Gardner Application Nos. FDP-18-06, Final Development Plan for new sales, office building and recreation area additions at the Conestoga Manufactured Home Park, 1199 E. Santa Fe, Gardner Kansas.**

Paul Greeley, Deputy Director with the Johnson County Planning Department, presented a request for a final development plan within the one mile area of the New Century AirCenter. A public hearing was conducted. There was no public comment.

MOVED BY MR. WITTEBORN AND SECONDED BY MR. HARRIS TO RECOMMEND APPROVAL OF CITY OF GARDNER APPLICATION NO. FDP-18-06, FINAL DEVELOPMENT PLAN FOR NEW SALES OFFICE BUILDING AND RECREATION AREA ADDITIONS AT THE CONESTOGA MANUFACTURED HOME PARK, 1199 E. SANTA FE, GARDNER KANSAS FOR THE REASONS AND WITH THE STIPULATIONS RECOMMENDED IN THE STAFF REPORT. APPROVED (7-0)

b. **Recommendation of award for RFP 2018-051, New Century Storm Water Improvements engineering services.**

Mr. Otto provided an overview of the need for storm water improvements at New Century AirCenter Navy Park and the steps that will be taken to move forward with the process.

Mr. Peet explained the process that was taken to select George Butler Associates for the design and construction phase engineering services for the project.
MOVED BY MR. MOORE AND SECONDED BY MR. SPENCE TO APPROVE THE CREATION OF A PROJECT ACCOUNT NOT TO EXCEED THE AMOUNT OF $1,314,019 FOR STORMWATER INFRASTRUCTURE IMPROVEMENTS AT NEW CENTURY AIRCENTER NAVY PARK, AND APPROVING AND AUTHORIZING A CONTRACT WITH GEORGE BUTLER ASSOCIATES FOR THE DESIGN AND CONSTRUCTION PHASE ENGINEERING SERVICES FOR THIS PROJECT AT A COST NOT TO EXCEED $271,289 PER RFP 2018-051. APPROVED (7-0)

c. Consider approval of lease amendment for Signature Flight Support.

Mr. Peet presented the need for a lease amendment with Signature Flight Support and submitted the Amendment to Lease Agreement and Fixed Base Operator Agreement for approval and signature.

MOVED BY MR. MOORE AND SECONDED BY MR. WITTIENBORN TO APPROVE THE AMENDMENT TO THE LEASE WITH SIGNATURE FLIGHT SUPPORT AS PRESENTED. APPROVED (7-0)

d. Broker Commission policy update

Mr. Otto presented the Broker Commission policy update and what procedures were taken to make the updates.

MOVED BY MR. HARRIS AND SECONDED BY MR. WITTIENBORN TO ADOPT THE UPDATED BROKER COMMISSION POLICY. APPROVED (7-0)

e. Consider consenting to an assignment of lease from V & H Kansas Realty, LLC to Kansas City Assembly LLC.

Cindy Dunham, Attorney with the Johnson County Legal Department presented the request from V & H Kansas Realty, LLC to transfer their lease to Kansas City Assembly, LLC.

MOVED BY MR. MOORE AND SECONDED BY MR. HARRIS TO CONSENT TO THE ASSIGNMENT OF LEASE FROM V & H KANSAS REALTY, LLC TO KANSAS CITY ASSEMBLY, LLC. APPROVED (7-0)

f. Consider approval to apply for KAIP grant for airport security gates at New Century AirCenter and Executive Airport.

Mr. Peet expressed the need for airport security gates due to an increase in vehicular traffic getting on to the airport operation areas at the Executive and New Century AirCenter airports.

MOVED BY MR. MOORE AND SECONDED BY MR. BROCKHAUS TO APPROVE THE APPLICATION FOR THE KAIP GRANT FOR AIRPORT SECURITY GATES AT NEW CENTURY AIRCENTER AND EXECUTIVE AIRPORT AND AUTHORIZE THE EXECUTIVE DIRECTOR TO ACCEPT THE GRANT AND TO EXECUTE GRANT AGREEMENTS AND RELATED DOCUMENTS ON BEHALF OF THE AIRPORT COMMISSION. APPROVED (7-0)
g. Report from Greg Martinette, President – Southwest Johnson County KS EDC.

Greg Martinette, President of the Southwest Johnson County KS EDC briefed the Commission on the progress of various projects.

VI. BUSINESS FROM THE FLOOR

Commissioner Moore brought up the subject of nominating and voting on officers for the Airport Commission. He proposed using the current slate of officers for another term.

MOVED BY MR. MOORE AND SECONDED BY MR. WITTENBORN TO AFFIRM THE CURRENT SLATE OF OFFICERS ON THE BOARD OF THE JOHNSON COUNTY AIRPORT COMMISSION FOR ANOTHER TERM. APPROVED (7-0)

There was no other business from the floor.

VII. EXECUTIVE SESSION

MOVED BY MR. WITTENBORN AND SECONDED BY MR. MOORE TO RECESS ITS OPEN MEETING AND CONVENE IN EXECUTIVE SESSION AT 10:10 A.M., FOR A PERIOD OF FIVE (5) MINUTES, FOR THE PURPOSE OF RECEIVING ADVICE OF LEGAL COUNSEL AND TO PRESERVE THE ATTORNEY-CLIENT PRIVILEGE FOR COMMUNICATIONS RELATED TO CLAIMS AND REAL PROPERTY INTEREST, AND TO RECONVENE IN OPEN SESSION IN THIS ROOM AT 10:15 A.M., OR AS SOON THEREAFTER AS THE EXECUTIVE SESSION MAY END. APPROVED (7-0)

VIII. ADJOURNMENT

There being no further business, at 10:17 a.m. the meeting was adjourned.

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

John Wittenborn, Secretary

Larry Peet, Acting Executive Director
JOHNSON COUNTY AIRPORT COMMISSION
MINUTES – October 24, 2018 – 9:00 a.m. – New Century, KS

Airport Commission

Present: Brockhaus, Kissinger, Spence, Weisenburger, Wittenborn

By Phone: Harris

Absent: Moore

Staff: Brown, Dunham, Hiskey, Johnson, Martinette, Otto, Peet, Shelby

Others: Diane Wicklund, Johnson County Planning Department

Chairman Weisenburger called the meeting to order at 09:00 a.m.

I. APPROVAL OF MINUTES

A. September 26, 2018 Meeting

A motion was made by Mr. Wittenborn and seconded by Mr. Spence to approve the minutes of the September 26, 2018 meeting as presented. Approved (6-0).

II. REPORT OF THE CHAIRMAN

No report of the Chairman.

III. EXECUTIVE SUMMARY

A. Executive Director Report

Mr. Peet submitted written reports.

Mr. Peet updated the Commission with an October 25, 2018 move in date for t-hangars Tango and Sierra and a move in date of October 31, 2018 for t-hangar Romeo.

Mr. Otto announced that the Johnson County Airport Commission staff selected Zimmer Real Estate as the broker for the former Royal Tractor building and to assist leasing the vacant office space in the administration building.
B. Internal Audit Update of Procedures

Mr. Hiskey provided written documents for procedures regarding accounts receivable.

IV. FINANCIALS

A. Summary of Financials

Mr. Hiskey submitted the Summary of Financials.

B. Consider ratifying the September 2018 expenditures as presented

A MOTION WAS MADE BY MR. SPENCE AND SECONDED BY MR. BROCKHAUS TO RATIFY THE SEPTEMBER 2018 EXPENDITURES AS PRESENTED. APPROVED (6-0)

C. Executive Storm Cost & Reimbursement Update

Mr. Hiskey submitted a written report for the Executive Airport storm related expenses and lost hangar revenue through September 30, 2018.

D. OJC East Hangar Replacement Update

Mr. Hiskey provided a written report on hangar replacement cost at the Executive Airport. Mr. Hiskey reported that since the financial reports were submitted, $1.5 million has been received towards the OJC East Hanger replacement deficit.

V. DISCUSSION ITEMS

a. Consider City of Gardner Administrative Permit amending the exterior lighting plan of an approved preliminary development plan for a warehouse/distribution center, Coleman Warehouse at 17150 Mercury Street, Gardner, Kansas.

Diane Wicklund, Principal Planner with the Johnson County Planning Department, presented an amendment of an approved preliminary development plan within the one mile area of the New Century AirCenter. A public hearing was conducted.

Mike Dolan, T-Hangar tenant, expressed concern with the obstruction with the lights being 1,055 feet high at an airport. Mr. Peet explained that the stated height of 1,055 feet is referring to above sea level and that the actual height from the ground is 24 feet.

A MOTION WAS MADE BY MR. SPENCE AND SECONDED BY MR. BROCKHAUS TO RECOMMEND APPROVAL OF AMENDING THE EXTERIOR LIGHTING PLAN OF AN APPROVED PRELIMINARY DEVELOPMENT PLAN FOR A WAREHOUSE/DISTRIBUTION CENTER, COLEMAN WAREHOUSE AT 17150 MERCURY STREET, GARDNER KANSAS, FOR THE REASONS AND WITH THE STIPULATIONS RECOMMENDED IN THE STAFF REPORT. APPROVED (6-0)
b. Consider City of Gardner applications for Site Plan for a new grocery store and pharmacy, and Preliminary and Final Plat to be known as Main Street Market Place plat for commercial development, located at the northwest corner of Moonlight Road and East Main Street, Gardner, Kansas.

Diane Wicklund, Principal Planner with the Johnson County Planning Department, presented a preliminary and final plat for commercial development within the one mile area of the New Century AirCenter. A public hearing was conducted. No public comment.

A MOTION WAS MADE BY MR. WITTMENBORN AND SECONDED BY MR. SPENCE TO RECOMMEND APPROVAL OF CITY OF GARDNER APPLICATION NOS. SP-18-05, PP-18-04 AND FP-18-06, ON PROPERTY LOCATED AT MOONLIGHT ROAD AND EAST MAIN STREET, GARDNER KANSAS, FOR THE REASONS AND WITH THE STIPULATIONS RECOMMENDED IN THE STAFF REPORT. APPROVED (6-0)

c. Consider City of Overland Park applications for a Preliminary Plat known as Century Farms for a single family residential subdivision, and a phase 1 and phase 2 final plat to be known as Century Farms 1st and 2nd. Located at the southwest corner of 167th Street and Quivira Road, Overland Park, Kansas.

Diane Wicklund, Principal Planner with the Johnson County Planning Department, presented a preliminary plat for a single family residential subdivision within the one mile area of the Olathe Executive Airport. A public hearing was conducted. No public comment.

A MOTION WAS MADE BY MR BROCKHAUS AND SECONDED BY MR. SPENCE TO RECOMMEND APPROVAL OF CENTURY FARMS PRELIMINARY PLAT, AND PHASE 1 AND PHASE 2 FINAL PLATS TO BE KNOWN AS CENTURY FARMS 1ST AND 2ND IN THE VICINITY OF 167TH STREET AND QUIVIRA ROAD, SUBJECT TO THE STIPULATIONS AND REASONS LISTED IN THE STAFF REPORT. APPROVED (6-0)

d. Consider City of Olathe applications for three final plats to be known as Willows Crossing 2nd, 3rd, and 4th, for single family residential uses, in the vicinity of 143rd Street and Pfummm Road, Olathe, Kansas.

Diane Wicklund, Principal Planner with the Johnson County Planning Department, presented an application for three final plats for single family residential uses within the one mile area of the Olathe Executive Airport. A public hearing was conducted.

Chris Cagle, citizen of Olathe, expressed his concern with potential flooding from a retention pond that the city plans on placing near his property. Chairman Weisenburger reminded the Commission that they need to focus on items that are pertinent to airport issues and safety.

Sherburne Dunn, citizen of Olathe, expressed his concern that the plat currently being presented has changed since the original presentation. Ms. Wicklund confirmed that the density on the current final plat is consistent with the preliminary plat.

Joe McMillian, citizen of Olathe, questioned whether House Bill 251, which would remove the authority of the Johnson County Airport Commission to control the property within one mile of the
airport, is still active. Mr. Otto explained that it could be readdressed after the first of the year following the new elections and their impact on legislation.

Gary Rappard, citizen of Overland Park, expressed his concern with the safety of possible crash landings that could occur in the area of the final plats and the potential for increased noise complaints.

**A MOTION WAS MADE BY MR. SPENCE AND SECONDED BY MR. KISSINGER TO RECOMMEND APPROVAL OF CITY OF OLATHE APPLICATION NO. FP18-0028, A FINAL PLAT FOR WILLOWS CROSSING 2ND PLAT, 3RD PLAT, AND 4TH PLAT, FOR SINGLE FAMILY RESIDENTIAL USES, IN THE VICINITY OF 143RD STREET AND PFLUMM ROAD, SUBJECT TO THE STIPULATIONS AND REASONS LISTED IN THE STAFF REPORT. APPROVED (5-1) MR. WITTHENBORN VOTING NAY.**

e. **Consider approving an estoppel agreement for DeElliotte and First Heritage Bank.**

Cindy Dunham, Attorney with the Johnson County Legal Department presented the updated estoppel agreement with DeElliotte and First Heritage Bank.

**A MOTION WAS MADE BY MR. HARRIS AND SECONDED BY MR. WITTHENBORN TO APPROVE THE ESTOPPEL AGREEMENT FOR DEELLIOTTE AND FIRST HERITAGE BANK AS PRESENTED BY MS. DUNHAM. APPROVED (6-0)**

f. **Consider approving a landlord agreement for Cedar Creek LLC and Wells Fargo Bank.**

Cindy Dunham, Attorney with the Johnson County Legal Department presented the updated landlord agreement for Cedar Creek LLC and Wells Fargo Bank.

**A MOTION WAS MADE BY MR. WITTHENBORN AND SECONDED BY MR. BROCKHAUS TO APPROVE THE LANDLORD AGREEMENT FOR CEDAR CREEK LLC AND WELLS FARGO BANK AS PRESENTED BY MS. DUNHAM. APPROVED (6-0)**

g. **Consider approving a real estate purchase contract with Pflumm 143, Inc. to purchase approximately 35 acres of land located north of Executive Airport.**

Mr. Otto submitted documents and exhibits to support the purchase of 35 acres of land located north of Executive Airport.

Mr. Kissinger questioned what types of things someone could do under the existing restrictions on the land. Ms. Dunham explained that there is a declaration of restrictions on the property prohibiting use of the land. The concern is the possibility that in the future the restrictions would be negotiated away unless the Johnson County Airport Commission owns the land.

Roger Thomas, citizen of Olathe, made comment that by buying the land we would be protecting the safety of those in the path of crash landings.
Sherburne Dunn, citizen of Olathe, expressed approval of the purchase of the land for an extra layer of protection for the safety of citizens.

A MOTION WAS MADE BY MR. BROCKHAUS AND SECONDED BY MR. WITTENBORN TO APPROVE A REAL ESTATE PURCHASE CONTRACT WITH PFLUMM 143, INC. TO PURCHASE APPROXIMATELY 35 ACRES OF LAND LOCATED NORTH OF EXECUTIVE AIRPORT. APPROVED (4-2) MR. WEISENBURGER AND MR. KISSINGER VOTING NAY.

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

Mr. Martinette briefed the Commission on the progress of various projects.

VI. BUSINESS FROM THE FLOOR

There was no business from the floor.

VII. EXECUTIVE SESSION

There was no Executive Session held.

VIII. ADJOURNMENT

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

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

[Signatures]

John Wittenborn, Secretary

Lawrence Peet, Acting Executive Director
JOHNSON COUNTY AIRPORT COMMISSION
MINUTES – December 5, 2018 – 9:00 a.m. – New Century, KS

Airport Commission

Present: Brockhaus, Spence, Weisenburger, Wittenborn, Harris

By Phone:

Absent: Kissinger, Moore

Staff: Brown, Dunham, Hiskey, Johnson, Otto, Peet, Shelby

Others: Janice Phillips, JoCo FAC
        Brad Reinhardt, JoCo Fac
        Dennis Meyers, JoCo FD
        Scott Casey, JoCo FD

Chairman Weisenburger called the meeting to order at 09:00 a.m.

I. APPROVAL OF MINUTES

A. October 24, 2018 Meeting

A MOTION WAS MADE BY MR. HARRIS AND SECONDED BY MR. WITTENBORN TO APPROVE THE MINUTES OF THE OCTOBER 24, 2018 MEETING AS PRESENTED. APPROVED (5-0).

II. REPORT OF THE CHAIRMAN

No report of the Chairman.

III. EXECUTIVE SUMMARY

A. Executive Director Report

Mr. Peet reported that the voice switch project at the New Century tower has been completed.
Mr. Peet announced that we have been selected as the location for the 2020 Thunderbirds Airshow.
Mr. Otto noted that the parkway street lights are completed and we received an art work donation from the appraiser’s office.
IV. **FINANCIALS**

A. **Summary of Financials**

Mr. Hiskey submitted the Summary of Financials.

B. **Consider ratifying the October 2018 and November 2018 expenditures as presented**

**A MOTION WAS MADE BY MR. HARRIS AND SECONDED BY MR. SPENCE TO RATIFY THE OCTOBER AND NOVEMBER OF 2018 EXPENDITURES AS PRESENTED. APPROVED (5-0)**

C. **Executive Storm Cost & Reimbursement Update**

Mr. Hiskey submitted a written report for the Executive Airport storm related expenses and lost hangar revenue through November 30, 2018. Mr. Otto commented on insurance reimbursements and the lost revenue of the rebuild.

D. **OJC East Hangar Replacement Update**

Mr. Hiskey provided an update on the costs of hanger replacements at the Executive Airport and said they are still waiting for some invoices to come in.

V. **DISCUSSION ITEMS**

Brad Reinhardt from Johnson County Facilities provided an update on the Arc Flash project. Phase II is being initiated of Arc Flash hazard analysis to improve safety and reliability of electrical systems. This is a requirement of OSHA and helps protect employees from shock and arc flash.

a. **T-Hanger lease revision discussion**

Mr. Peet presented a draft of a new lease for t-hangars. Staff had surveyed other regional airports about pricing and leasing practices and also did a survey of some of the waitlist tenants to get opinions. Sample leases were obtained from airports such as Spirit of St. Louis, Kansas City Downtown, and Springfield Missouri.

Ms. Dunham commented that the old lease has been in place since at least 1997. She added that maintenance staff had also provided input and it was also vetted by the insurance carrier.

Mr. Peet continued to go over highlights of the lease. Discussion followed regarding the new lease. Mr. Harris requested analysis of the waitlist to gauge how many were new tenants and how many were just interested in swapping hangars from their current one to a different location.

**A MOTION WAS MADE BY MR. WEISENBURGER AND SECONDED BY MR. HARRIS TO RECOMMEND APPROVAL OF THE LEASE REVISION. APPROVED (5-0)**

b. **T-Hanger strategic master replacement plan discussion**
Mr. Otto presented a T-Hanger replacement strategic master plan that would include replacing existing t-hangers and creating additional revenue for needed maintenance of the existing hangers. Mr. Otto presented a proposal for the financing of the plan which would include rate increases starting on April 1, 2019 and continuing annually for the next four years followed by CPI increases. Hangers would be replaced in stages beginning in 2020 and continuing to 2044.

Discussion ensued and a decision was made to have meetings with the current lease tenants in early January to present the lease and rate changes to provide communication, answer questions and get feedback. Mr. Harris requested analysis of the hanger waitlist to gauge interest if rates are increased.

Decision was made to table the rate increase and adoption of the new lease until the next meeting.

c. Consider approval of Olathe Fire Department inspection services agreement

Mr. Otto presented the new agreement with the Olathe Fire Department to perform inspections of runways on weekends and holidays and to perform the annual inspections of the hangars.

A MOTION WAS MADE BY MR. HARRIS AND SECONDED BY MR. WITTENBORN TO RECOMMEND APPROVAL OF THE OLATHE FIRE DEPARTMENT INSPECTION SERVICES AGREEMENT. APPROVED (5-0)

d. Approve JCAC meeting calendar for 2019

Mr. Peet presented the JCAC calendar for 2019.

A MOTION WAS MADE BY MR. WITTENBORN AND SECONDED BY MR. HARRIS TO RECOMMEND APPROVAL OF THE JCAC MEETING CALENDAR FOR 2019. APPROVED (5-0)

e. Ag Leases for New Century and Executive Airport

Mr. Peet presented the Ag leases with staff recommendation to accept the bids from Greg Foote Farms. Discussion followed.

A MOTION WAS MADE BY MR. HARRIS AND SECONDED BY MR. WITTENBORN TO APPROVE THE AG LEASES FOR NEW CENTURY AND EXECUTIVE AIRPORT. APPROVED (5-0)

f. Consider approving a two month extension of the Driver’s Training Area Lease Agreement

Ms. Dunham presented the lease extension agreement for the Driver’s Training Area leasing a portion of an abandoned runway by the Johnson County Risk Management Division at the New Century AirCenter that would be extended from January 1, 2019 through February 28, 2019.

A MOTION WAS MADE BY MR. HARRIS AND SECONDED BY MR. SPENCE TO APPROVE THE TWO MONTH EXTENSION OF THE DRIVER’S TRAINING AREA LEASE AGREEMENT. APPROVED (5-0)

VI. BUSINESS FROM THE FLOOR

Mr. Mike Dolan commented that he flew in during the blizzard and when he arrived the area around
his hangar had been cleared of snow. Mr. Dolan wanted to thank the maintenance staff and Larry Peet for their service.

VII. EXECUTIVE SESSION

MOVED BY MR. WITTENBORN AND SECONDED BY MR. HARRIS TO RECESS ITS OPEN MEETING AND CONVENE IN EXECUTIVE SESSION AT 10:18 A.M., FOR A PERIOD OF EIGHT (8) MINUTES, FOR THE PURPOSE OF DISCUSSING PRELIMINARY MATTERS OF PROPERTY ACQUISITION TO PROTECT THE PRIVACY OF NEGOTIATIONS FOR FOUR (4) MINUTES AND FOR THE PURPOSE OF RECEIVING ADVICE OF LEGAL COUNSEL AND TO PROTECT PRIVILEGE FOR COMMUNICATIONS FOR FOUR (4) MINUTES, AND TO RECONVENE IN OPEN SESSION IN THIS ROOM AT 10:26 A.M., OR AS SOON THEREAFTER AS THE EXECUTIVE SESSION MAY END. APPROVED (5-0)

VIII. ADJOURNMENT

There being no further business, at 10:26 a.m. the meeting was adjourned.

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

John Wittenborn, Secretary

Larry Peet, Acting Executive Director