

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES - January 27, 1993 9:00 a.m. - INDUSTRIAL AIRPORT, KS

Airport Commission

Present: Messrs. Winn, Meyer, Craig, Nohe, Sellers, Viets, Ms. Thomen

Staff: Metcalfe, Lanser, Ford, Smyth, Fredrichs

Others Murray Nolte, County Commissioner
John Holloway, Sun Publications
Jan Durrett, League of Women Voters
Janet Swanson, Tri County Newspapers
Phil Brown, Black & Veatch Engineers

The meeting was called to order at 9:00 a.m. by Chairman Winn

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

I. APPROVAL OF THE MINUTES

MOVED BY MR. SELLERS, SECONDED BY MR. MEYER TO APPROVE THE MINUTES OF THE DECEMBER 23, 1992 MEETING AS PRINTED AND DISTRIBUTED. APPROVED (6-0).

II. REPORT OF THE CHAIRMAN

Chairman Winn thanked the Airport Commission members who gave up their Saturday morning to attend the Development Committee meeting on January 23, 1993. The building rent payments/payment-in-lieu-of-tax policy was discussed as well as implementation of the Industrial Park master plan.

III. CONSENT AGENDA ITEMS

No items were presented for approval.

IV. EXECUTIVE SUMMARY

A. Consider Ratifying the December Expenditures. Mr. Meyer had no questions or comments. Mr. Craig asked if the above-ground fuel tank was included in our republished budget. Ms. Smyth responded that it had not been specifically listed in the budget but that it was the kind of expenditure anticipated in our operating budget capital line item. There is enough money in the capital budget for the expenditure and it

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has gone through the bid process.

MOVED BY MR. MEYER, SECONDED BY MR. CRAIG TO RATIFY THE DECEMBER EXPENDITURES AS SUBMITTED. APPROVED (6-0).

B. Discussion of Valuation Appeal. There is an appeal process established by the county and it has been used every year by several of our tenants, including Mr. Rogers who was at last month's meeting to raise the issue.

Because the subject properties are recorded in the name of the County, valuation notices are sent to the Airport Commission as it is the county agency responsible for the property. The Airport Commission is establishing the following procedure:

1. Upon receipt of valuation notices, the Airport Commission will forward copies of such notices to the lessees.

2. If a lessee wishes to protest the valuation, the lessee shall notify the Airport Commission in writing within a certain amount of days. The time frame will be determined by the county appraiser's office who is in the process of trying to simplify the appeal process. It will probably be 5 to 10 days.

3. The Airport Commission will, within 5 days of receipt of such notice, designate the lessee as agent for the commission and authorize him to pursue the normal protest process.

It will be the responsibility of the Airport Commission to get the valuation notices to the lessees and the responsibility of the lessee to protest the valuation. Failure of the lessee to do so will not relieve him from paying the rental amount based on the valuation established by the County Appraiser.

This affects approximately 13 lessees.

Mr. Nolte mentioned that the letter stating the procedure for appeal of property valuation was well done. He suggested the valuation notice be addressed to a specific person within the (lessee) company. Mr. Nohe recommended that all the lessees involved be sent a copy of the appeal procedure.

MOVED BY MR. NOHE, SECONDED BY MR. VIETS, TO ADOPT THE STAFF'S "POLICY PROCEDURE FOR APPEAL OF PROPERTY VALUES", SUBJECT TO THE INSERTION OF THE APPROPRIATE NUMBER OF DAYS. APPROVED (6-0).

Mr. Metcalfe mentioned that Mr. Rogers, Olathe Manufacturing, has asked that we not set the amount of his payment until he has had an opportunity to appeal the valuation. Presently, his contract reads that he is obligated to pay us rent based on the valuation of 1991. Mr. Rogers stated that he did not have the opportunity to appeal that valuation which he thinks is in excess by 40%. Inasmuch as it is too late to appeal 1991 valuations, the board needs to make a conscious decision about changing his base year to 1993. Complications could arise by

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doing this such as having to add an addendum to his lease and the fact that this would be setting a precedent.

The board noted that property values can change dramatically from year to year and it seems unreasonable to permit a change in the base year allowing the tenant to search for the best valuation. It should be noted that Mr. Rogers has been accruing liability for the payment for over a year. There are no provisions for paying interest in the contract although there is a statutory provision for people who owe the government money. Chairman Winn suggested that legal counsel find out if there will be a penalty charge.

Mr. Craig mentioned that the appeal process can take 3-4 years. He suggested Mr. Metcalfe advise Mr. Rogers to make the payment, emphasizing that he may be charged a penalty if he doesn't. An adjustment would be made when we receive the new values and any over-payment could accrue interest.

Decision on this issue is deferred until Legal Counsel and the Executive Director have worked out a proposed solution.

The notices of valuation will go out in February.

C. Consider Approving Acquisition of Staff Car. Presently we have a 1985 Chevrolet Cavalier with over 100,000 miles on it. Every staff member uses this car on a daily basis. It is no longer a safe vehicle and the staff has recommended replacing it. In 1992, the Airport Commission had authorized the purchase of a replacement at a cost of \$10,000. It was not carried out as it got caught up in the "no capital expenditure" hold we were in. Recently, the county went out for bids on vehicles for 1993 and the lowest bid was a Ford Tempo at \$8,580. The next lowest was a Chevrolet Lumina at \$10,840. The staff recommends the Chevrolet Lumina as it better fits our anticipated needs. For example, as we get into our marketing program, we will need a mid-size 4-door sedan to escort prospective tenants around Industrial Park.

MOVED BY MR. NOHE, SECONDED BY MR. SELLERS TO ACCEPT THE RECOMMENDATION OF THE EXECUTIVE DIRECTOR TO START THE PURCHASING PROCESS OF BUYING A CHEVROLET LUMINA AS A STAFF CAR AT A COST OF \$10,840. APPROVED (6-0).

Chairman Winn commented that this is a proper car for our marketing purposes.

D. Discuss Procedure for Executive Director's Performance Evaluation. Mr. Metcalfe wanted to confirm with the board that the process used for his evaluation in the past is still acceptable. He had provided to each board member a copy of his job description, a summary of accomplishments/goals and a grading sheet where they can comment and give a numerical score. The chairman compiled the results into a generic evaluation, reviewed it with the board and presented it to the Executive Director at the February meeting in a private session. Chairman Winn concurred that this same method is still appropriate. He recommended that the board take the time to write in comments as numeric grading most often reflects varied standards. The Executive Director said the comments are more valuable to him than the numbers. It is an important issue for the Airport Commission and should be taken seriously by each board member. Mr. Craig reminded the board that this evaluation will reside in the Executive Director's personnel file with the County Personnel Department.

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Mr. Nolte mentioned that there was a freeze on salary increases last year for people in the "executive" bracket but this should not be the case this year. Mr. Nolte indicated that the rate increase can range up to 7% depending on where the person is in their job level. Wage increases are based on merit, not across the board cost of living.

Mr. Nohe commented on a similar topic discussed at the governance conference. They introduced some conceptual views on how boards should operate differently than they traditionally did to create a more effective system of governance. He suggested the board grade their own performance in much the same way they are grading the Executive Director's. Chairman Winn concurred that the governance conference was very good; however, he would grade the relationship between the Airport Commission and the staff pretty high. Mr. Nohe disagrees because a great deal of time is spent on administrative items. The basis of the conference was to shift away totally from the administrative and deal with the conceptual policy direction. Chairman Winn feels it is a matter of degree. He too agrees that the Airport Commission should not be micro-managing the day-to-day operations of the airport staff. The board has a legal obligation to not give the staff a blank check but the major portion of the board's time should be spent on decisions regarding capital improvements and the implementation of the master plans. Ms. Thomen commented that the role of the airport commission should be in planning and the chairman should be a little more involved with how things are being managed. The chairman responded that the on-going relationship between him and the executive director is somewhat transparent to the rest of the board, but they communicate via telephone and FAX on almost a daily basis. The chairman commented that Mr. Nohe's suggestion is worth following up on and wants the feed back to go both ways.

Mr. Metcalfe said we have been going through a therapeutic phase since the previous administration, when very little information was being provided to the board. Basically, the board was showing up and just rubber-stamping everything, although that had started to change with new members. The staff purposely provides a great deal of information and basic documents so the Airport Commission gets a feel for the money flow and inner-workings. The character of our meetings or the relationship between the airport board and staff could certainly be modified if the board sees a need to do so.

Mr. Metcalfe agreed to send the evaluation materials to the board members the following week.

V. DISCUSSION ITEMS:

A. Master Plan Implementation. The chairman felt that as this was covered at the Development Committee meeting on Saturday, there was no need to go into it further. Chairman Winn said that he had heard from Sue Weltner about the budget hearings and we need to state our needs. The pre-budget hearing is Thursday, January 28. Commissioner Nolte said although staff is welcome to attend, it is important for the board members to be present. The Board of County Commissioners indicated that they need more input from the agency boards

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before they get into the number crunching. The object is to develop a common understanding of the objectives of all the boards and determine the priorities. Chairman Winn mentioned that there are some monies the airport has as a result of a savings due to the consolidation of emergency services with Fire District #1. We want to direct that money to a specific need, such as implementation of the master plan.

The minutes from the Development Committee will be sent out the week of February 1, 1993.

B. Policy on "Rental-In-Lieu-of-Tax" Payments. This is primarily a tax abatement issue. There is some pending legislation that would limit the ability of municipalities and local jurisdictions to grant tax abatements. There is now pending, in Salina, Kansas, a major proposal to grant a tax abatement to Beech. The Airport Commission may have to consider doing the same if we want to attract companies with a big employment base. However, it is clear that there have been abuses as they have been granted to companies that added very little to the tax base.

The commissioner's position is basically against abatements but consideration is given to individual cases.

The staff recommendation is dependent on what the Legislature does with tax abatements and payments-in-lieu-of-taxes. Where it is obvious to all concerned that the economy and community would be better off from the net positive impact of jobs and economic activity, an abatement could be considered, but it won't be automatic. Chairman Winn indicated that there are some misconceptions on the negative impact abatements have on school funding. The increase in sales and income tax revenues from the new jobs may more than offset the foregone property tax revenues. He isn't sure that the turmoil over abatements is justified and a statement of this nature (adamant opposition to abatements) should not categorically be made until one goes through the entire calculations of each project. There could be projects that are worthy of giving abatements to. There is some pending legislation that would give abatements to companies exporting services.

Staff will follow the legislative activity on this issue closely and formulate recommendations accordingly.

MOVED BY MR. VIETS, SECONDED BY MR. SELLERS TO ADJOURN TO EXECUTIVE SESSION AT 9:50 A.M. FOR 40 MINUTES TO DISCUSS PENDING LITIGATION, LAND ACQUISITION AND NON-ELECTED PERSONNEL. APPROVED (6-0).

The meeting reconvened at 10:27 a.m. No formal action was taken as a result of the executive session discussion. Chairman Winn directed Legal Counsel to proceed on what was discussed reiterating that there is no need for any further action from the Airport Commission.

VI. BUSINESS FROM THE FLOOR:

Mr. Metcalfe attended the "public information" meeting held by the County Planning Commission on Tuesday, Jan. 26. It was an informational meeting on the airport zoning plan by the County Planning Commission. They combined the airport zoning plan with a broad update of the county-wide zoning regulations. It started with the

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airport piece and expanded to cover zoning regulations in general. There was no provision for public comment, other than to ask questions for clarification. The majority of the public in attendance were the people who have large parcels of land near Executive airport and neighbors of the airport who made comments about the noise factor. The two primary issues raised in the public comments were residential density and sewers. If the plan is adopted as proposed, we will be limiting residential density around Executive which will make sewers "impossible" according to the developers. Comments was received but not reacted to by the planning commission. There will be a public hearing Tuesday night, February 23, 1993.

Mr. Roger Sellers announced his resignation due to a need to provide care for his wife who is having major orthopedic surgery. Chairman Winn mentioned that Mr. Sellers is an extraordinary and valuable member of the commission and his input as a civil engineer will be missed. Mr. Sellers will serve his term through February and his replacement will be at the March meeting.

Commissioner Nolte announced that Annabeth Surbaugh will be replacing him as liaison for the Airport Commission and will be in place for the February meeting. Commissioner Nolte mentioned that he enjoyed working with the Airport Commission members the past year and will have no less interest in the airport activities. Chairman Winn said that Mr. Nolte was an effective voice for the Airport Commission and the results are very noticeable. He too, will be missed.

MOVED BY MR. NOHE, SECONDED BY MR. SELLERS TO ADJOURN. APPROVED UNANIMOUSLY (6-0).

The meeting was adjourned at 10:45 a.m.

Phyllis Thomen, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES - February 24, 1993 9:00 a.m. - INDUSTRIAL AIRPORT, KS

Airport Commission

Present: Messrs. Winn, Meyer, Craig, Nohe, Viets, Ms. Thomen

Absent: Roger Sellers

Staff: Metcalfe, Lanser, Ford, Smyth, Howard, Fredrichs

Others Annabeth Surbaugh, County Commissioner
John Holloway, Sun Publications
Phil Brown, Black & Veatch Engineers
Michael Perkins, Kansas City Aviation Center

The meeting was called to order at 9:00 a.m. by Chairman Winn

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

I. APPROVAL OF THE MINUTES

MOVED BY MR. CRAIG, SECONDED BY MR. MEYER TO APPROVE THE MINUTES OF THE JANUARY 27, 1993 MEETING AS PRINTED AND DISTRIBUTED. APPROVED (5-0).

II. REPORT OF THE CHAIRMAN

Chairman Winn announced that there will be an Executive Session at the end of the meeting to discuss the Executive Director's performance evaluation.

Commissioner Surbaugh was welcomed as the new BoCC liaison to the Airport Commission.

III. CONSENT AGENDA ITEMS

A. Consider approval of an engineering agreement with Burns and McDonnell for design and construction management of the east FBO apron expansion and overlay; and beacon rehabilitation at Executive Airport.

The Executive Director reported that this project was not listed in the Howard, Needles, Tammen and Bergendoff contract, so competitive proposals were solicited. Burns & McDonnell was chosen by the

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selection committee from among three firms, including HNTB and Bucher Willis Ratliff.

MOVED BY MR. NOHE, SECONDED BY MR. CRAIG TO ACCEPT STAFF'S RECOMMENDATION TO APPROVE AN ENGINEERING AGREEMENT WITH BURNS AND McDONNELL FOR DESIGN AND CONSTRUCTION MANAGEMENT OF THE EAST FBO APRON EXPANSION AND OVERLAY; AND BEACON REHABILITATION AT EXECUTIVE AIRPORT. APPROVED (5-0).

The total amount of the project is \$132,000, including engineering, of which 90% is covered by a FAA grant.

IV. EXECUTIVE SUMMARY

Mr. Meyer asked about the following from the Payment Voucher List:

1. \$15,166.12 expenditure to Johnson County Fire District #1.

This was the total payoff for sick leave and vacation accrued through the end of December, 1992, for fire department personnel transferred to the Fire District. It was paid as stipulated in our formal agreement with the Fire District and charged to 1993. Eleven employees were involved. In consideration for the payment, the Fire District is crediting the employees for an amount of sick and vacation time equal to what they had on the books with the county.

MOVED BY MR. NOHE, SECONDED BY MR. CRAIG TO RATIFY THE JANUARY EXPENDITURES AS SUBMITTED. APPROVED (5-0).

V. DISCUSSION ITEMS:

- A. Consider approval of a Non-Disturbance Agreement with First American Bank for Air Associates of Kansas.
Mr. Ford explained that a non-disturbance agreement is a guarantee to the lender (when the lease is used as collateral) that the lessor will notify the lender if the lessee has defaulted on the lease so that the lender will have the opportunity to cure it. It is a customary document.

Mr. Metcalfe expressed concern about the lender having the right to substitute tenants without approval of the Airport Commission. It is an issue because this property is an air-side access, FBO-type facility and we need control over who is in the building. Air Associates is not a Fixed Base Operator as they have refused to sign an FBO agreement. This situation could perpetuate the problem if we had another tenant. It should also be noted that a non-aviation use of that building could mean it becomes taxable in the following tax year.

Legal Counsel pointed out that the lease has an impositions clause that states taxes on the property will be paid by the lessee. All conditions and obligations of the lease pass on to a new tenant. Mr. Craig has seen leases that state the lender can change tenants subject to the approval of the lessor, which would not be

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unreasonably withheld. He suggested we place a phrase with like language in the agreement.

Chairman Winn disclosed that he was a board member of First American Bank until September of 1992; therefore, he requested the document be prepared for the date the loan was made (April, 1992), and that the chairman at the time, Ben Craig, sign the document.

MOVED BY MR. VIETS, SECONDED BY MR. NOHE TO APPROVE THE NON-DISTURBANCE AGREEMENT WITH FIRST AMERICAN BANK FOR AIR ASSOCIATES OF KANSAS SUBJECT TO REVIEW BY THE LEGAL DEPARTMENT AND THE INCLUSION OF LANGUAGE PERTAINING TO THE LESSOR RESERVING THE RIGHT TO APPROVE ANY NEW OR DIFFERENT TENANT. THE DOCUMENT WILL BE POST-DATED APRIL, 1992 AND THE CHAIRMAN OF THE AIRPORT COMMISSION AT THAT DATE, CHAIRMAN CRAIG, WILL BE THE SIGNATORY. (APPROVED 5-0, CHAIRMAN WINN ABSTAINED).

B. Consider recommending approval to the BoCC of the 1994-98 Airport Commission capital improvement projects: Mr. Metcalfe explained that the county has started its budget preparation cycle earlier this year, primarily to accommodate a new approach to the preparation of the budget. It is an effort to look at the budget from a program perspective as opposed to a line item perspective. The county commission has asked that we prepare program summaries to account for all the expenditures. In our case, it was relatively easy. We have defined the programs as:

1. Executive Airport
2. Industrial Airport, aviation side
3. Industrial Park
4. Water Utility

The airport staff will be making a budget presentation to the Board of County Commissioners on March 8, 1993. There is also a meeting scheduled with the BOCC on March 4, 1993 regarding the implementation of the master plan and recommended purchases using unbudgeted revenues. Some of this revenue could be used for the implementation of our master plan. The decisions on these issues would have a bearing on the capital improvement program submittal.

Mr. Viets would like to see more of the unbudgeted funds allocated to the master plan implementation.

Mr. Metcalfe felt it more appropriate that these major improvements be funded from the CIP program. The airport staff believes that because the unbudgeted funds are extraordinary income, they should not be used for operating expenses. Staff has identified continuing capital needs they feel are the highest priorities. For example, two of our most important pieces of snow removal equipment broke down when we had our last big snow fall. They have to be replaced and at this point we have no means to fund this expenditure other than the unbudgeted revenues.

Mr. Craig wondered whether mechanical equipment, which depreciates from the day we receive it, should be

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funded through the capital improvement program or the operating budget. The airport commission has not been allowed to accumulate a replacement reserve and has been leasing equipment such as the fire truck and the locomotive. By leasing equipment, the cost becomes part of our operating budget. The handicap is that we can't plan beyond a 12-month (fiscal year) time frame.

Chairman Winn felt that the airport commission needs to advocate to the Board of County Commissioners our capital improvements and he recommended directing Mr. Metcalfe to follow through with the process to see what can be funded through the capital improvements program. Mr. Craig stated that the airport commission must have created an atmosphere of confidence with the Board of County Commissioners by virtue of the fact that since Mr. Metcalfe has been the Executive Director, we have increased our self-generated revenues and spent less than our budgeted expenditures. If we can implement our master plan, we can become self sustaining. It is recognized that it can be difficult to convince government that it takes money to make money because their classic function is public services. But, so long as we are responsible for the facility, we will have expenses maintaining it and the cost will continue to rise. We must aggressively pursue development to generate off-setting revenues and to fulfill our economic development program by bringing jobs to Johnson County. The airport is different than other agencies. We have aviation businesses and land development. We also have a World War II facility with equipment that is equally as old.

Mr. Craig commented that we have seen a very positive attitude among the Board of County Commissioners, within the available resources; witness the fact that we received funding for the master plan, the demolition of buildings 43 and 45 and the water source project. These are significant projects. The record shows that the Board of County Commissioners recognizes what is needed and is funding them as rapidly as they can. We need to go in with an attitude of gratitude for support of past projects.

Mr. Metcalfe suggested that we not approve the 1994-98 Airport Commission capital improvement projects until the outcome of our discussion on March 4 and March 8. We need to have an understanding of what the county commissioners want us to do and what they are willing to support.

Mr. Viets, as chairman of the Development Committee, suggested a breakfast development committee meeting be scheduled sometime during the week of March 9 to discuss this topic in depth.

(Note: This meeting was held Wednesday, March 10, 1993.)

No formal action on Discussion Item "B" was required at this time.

C. Consider recommending approval to the Board of County Commissioners a proposed expenditure of 1992 and 1993 unanticipated revenues.

The airport staff suggested the following expenditures as the best use of the unanticipated revenues.

1. Maintenance Equipment
2. Industrial Airport Entrance Enhancements

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3. HVAC for Airport Administration Building
4. Automated Phone Answering system
5. Autocad & Property Management Software and Hardware
6. Executive Airport Signs
7. Industrial Airport Equipment Shed Roof Repair and Construction
8. Executive Airport Maintenance Shop/Office
9. Street and Address Signage System
10. 20' Plow (replace marginally operable unit)

In addition to the above list, the staff asked the airport commission to seriously consider adding another staff member as there are many major projects in the system. A person with a civil engineering background and the qualifications to be a project supervisor would be desirable. This person could save us considerable amounts in consulting fees.

It is staff's recommendation to earmark the \$104,000 savings from the merging of the Fire Department with Fire District #1 for such marketing items as brochures, a public relations consultant, broker commissions, etc.

Chairman Winn was confident that if the Board of County Commissioners gives our legal counsel the green light to finish our land acquisition, there could be some development opportunities. The chairman would like to be assured that front-end money for such items as engineering studies, consultants, signage, etc. would be available. He suggested that we may want to reserve some funds for these purposes. Chairman Winn stated that unless we proceed to implement the master plan, the money we spent to have it done would be a complete waste. We would have spent \$100,000 and accomplished nothing.

Mr. Metcalfe mentioned that it would be helpful to have as many board members as possible at the meeting when we present our master plan implementation ideas on March 4 and the program budget presentation on March 8. He suggested that the issue of the "rental-in-lieu-of-taxes" payments be tabled until after the legislature has dealt with the several major bills that could have an impact on what we do.

Chairman Winn acknowledged and expressed his appreciation to the airport board for taking time out of their busy schedules to attend previous meetings with the Board of County Commissioners. He encouraged them to attend the March 4 meeting as well as it creates a positive atmosphere. The county commissioners are just like us in that they are trying to do what's best for the county. The dialogue is excellent and the attendance of the airport board is appreciated by the Board of County Commissioners.

No formal action on Discussion Item "C" was required at this time.

VII. BUSINESS FROM THE FLOOR:

Mr. Metcalfe reported on the Orman condemnation appeal trial. We had the Orman property condemned in 1992 for aviation purposes. It was the only one of the nine pieces of property we acquired that we could not negotiate

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within the appraisal range. The parcel involved is a rectangular strip, 10.369 acres in size, that is immediately south of the Executive Airport control tower.

The condemnation panel at that time awarded exactly what we had offered. The landowner appealed it to the district court. The trial was held Monday, February 22 and Tuesday, February 23. The jury was out for 30 minutes and came back with what the Executive Director and Legal Counsel consider a favorable verdict for the County. The jury increased the award only slightly. Our appraisers valued the property at \$8,500/acre. The claimants had it appraised at \$16,500/acre. The jury awarded \$10,000 per acre. For a job well done, Mr. Metcalfe awarded Mr. Ford a spool of red tape. With tears in his eyes, Mr. Ford humbly and graciously accepted this prestigious award.

Mr. Winn commented on a letter that was received pertaining to noise abatement at Executive Airport. Even though these people knew the airport was there when they bought their property, they apparently expected it to go away. We seem to be put in the position of protecting people against themselves and this reinforces the airport's position of acquiring land close to the airport.

VI. EXECUTIVE SESSION:

Mr. Metcalfe reported that there were two issues to be discussed in Executive Session.

1. Attorney/client discussion regarding the tax clause in the lease of Olathe Manufacturing.
2. The Executive Director's performance evaluation.

MOVED BY MR. NOHE, SECONDED BY MS. THOMEN TO ADJOURN TO EXECUTIVE SESSION AT 9:57 A.M. FOR 20 MINUTES TO DISCUSS WITH LEGAL COUNSEL THE TAX CLAUSE IN THE LEASE OF OLATHE MANUFACTURING AND TO DISCUSS THE EXECUTIVE DIRECTOR'S PERFORMANCE EVALUATION. APPROVED (5-0).

The meeting reconvened at 10:20 a.m.. No formal action was taken as a result of the Executive Session discussion.

MOVED BY MR. NOHE, SECONDED BY MR. MEYER TO ADJOURN. APPROVED UNANIMOUSLY (5-0).

The meeting adjourned at 10:25 a.m.

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Phyllis Thomen, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES - April 28, 1993 9:00 a.m. - INDUSTRIAL AIRPORT, KS

Airport Commission

Present: Messrs. Winn, Meyer, Craig, Nohe, Viets, Ms. Thomen, Mullin

Staff: Metcalfe, Ritter, Ford, Smyth, Howard, Fredrichs

Others Annabeth Surbaugh, County Commissioner
John Holloway, Sun Publications
Ron Kleier, Country Mart
Mayor Carol Lehman, City of Gardner
Rhonda Humble, Tri-County News
Steve Porter, Olathe Daily News
Kenneth Moll, Blue Ribbon Realty

The meeting was called to order at 9:00 a.m. by Chairman Winn

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

I. APPROVAL OF THE MINUTES

MOVED BY MS. THOMEN, SECONDED BY MR. MEYER TO APPROVE THE MINUTES OF THE FEBRUARY 28, 1993 MEETING AS PRINTED AND DISTRIBUTED. APPROVED (5-0).

II. REPORT OF THE CHAIRMAN

Chairman Winn requested to change the date for the May meeting to Monday, May 24, 1992 due to the Executive Director's conference on May 25, 26, and 27 in Washington, D.C. The conference is a work session on sponsor assurances, non-discrimination clauses and provisions, and related subjects.

III. CONSENT AGENDA ITEMS

A. Consider approval of an agreement with Larkin Associates to conduct a water rate study for Industrial Airport in an amount of \$8,000.

Chairman Winn suggested that Item A be pulled off the consent agenda and have it as a discussion item due to the fact that this issue may have some history that may be beneficial to the newest members.

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B. Consider approval of a five year lease extension for the Old Olathe Naval Air Museum, Inc.

Mr. Craig expressed concern on what was happening with the museum, including the hours and exterior appearance. Chairman Winn suggested that Item B be pulled of the consent agenda and to have it as a discussion item.

C. Consider closing t-hangar rental deposit bank account.

Mr. Meyer asked why the rental deposit bank account was set up the way it was and if we have any obligations to the tenants to keep the account the way it is. Mr. Metcalfe responded that at the time we began leasing hangars, we had our own bank accounts. The hangar deposits were put in a separate "trust" account to keep the funds separate and protected. When the Airport Commission's accounts were closed and the funds deposited with the County, the hangar deposit accounts were kept to keep the funds from being "lost" in the accounting system, and also to allow for quick refund of the deposit when a hangar was vacated. At the time it was taking three to four weeks to get a check issued by the County finance department. In 1987, \$8,000 was transferred from the hangar deposit accounts into the airport operating fund for use in operations, leaving an unfunded liability. It was determined by the Airport Commission to replace that amount with interest earnings, so it was further desirable to keep the funds separate to ensure proper crediting of interest earnings to the account. This arrangement has drawn comment from the County's auditors for the last several years. Staff is now convinced that the funds can be moved to the County treasury and proper accounting can be done to fulfill the trust responsibilities we have for the deposits.

D. Consider recommending approval of the bid award for the construction of taxiway guidance signs at Industrial Airport.

MOVED BY MR. NOHE, SECONDED BY MR. VIETS TO ACCEPT STAFF'S RECOMMENDATION TO CLOSE THE T-HANGAR RENTAL DEPOSIT BANK ACCOUNT AND TO APPROVE THE BID AWARD FOR THE CONSTRUCTION OF TAXIWAY GUIDANCE SIGNS AT THE INDUSTRIAL AIRPORT. APPROVED (5-0).

V. DISCUSSION ITEMS:

A. Consider approval of an agreement with Larkin Associates to conduct a water rate study for Industrial Airport in an amount of \$8,000.

This item was pulled from consent agenda item by Chairman Winn to be added as a discussion item.

Mr. Metcalfe explained that when the Board of County Commissioners agreed to fund the water system improvements with G.O. bonds they made a point that they want to be assured that the utility will ultimately pay back the investment. As a result, staff isolated the water utility as a cost center for capturing all the costs and revenue. Staff also adjusted the water rate upward by an incremental amount. The Airport Board requested that a water rate study be completed. Originally, the idea was to tag onto a study being done by Water District No. 1. The water district did not think that was a good idea because of problems it was

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having with the study, and because it was much more comprehensive than what the airport needed. Larkin Associates had been contracting with the Airport Commission on the water system rehabilitation studies. Staff asked them about doing a rate study as an add-on to the existing contract or separate agreement. Larkin quoted a flat rate of \$8,000.

Mr. Craig inquired regarding where the airport is now in relationship to where the airport was a few years ago on the rate the Airport Commission is charging. Mr. Metcalfe replied that all rates were increased by 50¢ per thousand gallons as an interim step. It did not seem fair or reasonable to double the rates immediately, instead, gradually phasing them in. Chairman Winn stated that at the end of this study we will be able to show the tenants why their water rates are actually what they are.

MOVED BY MR. CRAIG, SECONDED BY MR. NOHE TO APPROVE THE AGREEMENT WITH LARKIN ASSOCIATES TO CONDUCT A WATER RATE STUDY IN THE FLAT RATE CONTRACT OF \$8,000. APPROVED (5-0).

B. Consider approval of a five year lease extension for the Old Olathe Naval Air Museum, Inc.

This item was pulled from consent agenda item by Chairman Winn to be added as a discussion item.

Mr. Craig asked what the Old Olathe Naval Air Museum's status is and how long they expect to be here at the airport. Mr. Metcalfe reported that they are making progress and rehabilitating the buildings, mostly from the interior. The museum has been open for over two years, making significant improvements during this period. They plan on painting the exterior this spring. The museum also fell under the ADA requirements because they are a public facility. Mr. Metcalfe stated that they have asked for an extension of their lease in order to ensure a reasonable amortization of the improvements they are making, and he feels that they are moving in the right direction and sees no reason for not extending the lease. The museum has also expressed interest in building a totally new hangar to store aircraft donated to them, implying that there are long-term possibilities.

Mr. Nohe questioned who the museum group was. Mr. Metcalfe responded that they are a corporation and that the organizers are mostly Navy retirees who live near the airport and who were stationed here forty to fifty years ago, hoping to preserve the memories. The museum has received donations from across the country. Mr. Metcalfe also stated that the size of the organization is in the several hundreds and received grants from foundations, one being the Woodlands Racetrack.

Mr. Nohe asked if the Airport Commission should consider extending the lease with stipulations as to what type of improvements happen during the period of the lease. Mr. Craig questioned if the lease had any provisions for cancellation in the event that they do not meet maintenance standards. Mr. Metcalfe responded that the lease had the same generic verbiage as all other leases regarding maintenance of the improvements and compliance with architectural standards, etc. Mr. Winn replied that he would like to see some incentive, whether in the lease or whether Mr. Metcalfe expresses the Airport Commission's concerns that measurable progress continues in a letter.

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Mr. Viets questioned if there was an asbestos problem at the museum. Mr. Metcalfe reported that given the vintage, there was probably some level of asbestos content in the buildings. Mr. Metcalfe also stated that the museum was inspected by the fire department and building codes officials.

Chairman Winn suggested that the Airport Commission put the museum in touch with the Johnson County Park and Recreation Foundation, which is a fund raising group to advance the parks. Mr. Nohe suggested that in conjunction with the lease extension, Mr. Metcalfe needs to express the Commission's concern that the museum develop a time line indicating what projects they plan on completing and a time frame. Also requested was a description of the organization and the viability. Mr. Nohe also questioned the long term plans that the museum had to continue as a viable organization. Mr. Metcalfe responded that he had talked to the museum regarding this issue, expressing the Airport Commission's concern that there be continuity in the organization. The museum is actively bringing in younger persons.

Chairman Winn suggested to extend the lease five years, with a letter drafted by Mr. Metcalfe to provide information for continuity of operation, scope of organization and time line for improvements.

MOVED BY MR. CRAIG, SECONDED BY MS. THOMEN TO APPROVE A FIVE YEAR LEASE EXTENSION WITH THE OLD OLATHE NAVAL AIR MUSEUM, INC. APPROVED (5-0).

A. Discuss the concept of a Gardner Area Economic Development Corporation.

Mr. Metcalfe introduced members of the Gardner Area Economic Development Corporation and stated that there have been a series of meetings to flesh out a concept for the organization. The idea was far enough along to talk about it publicly and to see if there is support within the Airport Commission, the City of Gardner and the Chamber for formalizing this organization.

Chairman Winn asked about the staff position. Mr. Metcalfe explained that the idea came from a study group empaneled by the Gardner Chamber of Commerce. The group was a broad cross-section of the community. The Chamber has been struggling for a few years and does not have a full time staff person. The group sees this as a free-standing organization, a corporation that would apply for 501C3 status immediately. It would be a broad community membership based organization. The City of Gardner, Gardner School District, Gardner Chamber, and various business, as well as the Airport Commission, would be members.

Ms. Carol Lehman stated that the School District is restricted by state statute from contributing any money to this organization. The school district would be a member but would not be required to pay dues, and could support efforts in other ways. The intent is to generate enough funding to hire a full time person. With the budget put together, the organization would end up generating \$40,000 to \$45,000 at start-up. This would be done by dues paid by full voting members and fund raising campaigns. Another possibility would be to have the Airport Commission contract with the organization to provide marketing services for the Industrial Park. Mr. Metcalfe stated that the Airport Commission does not have enough staff time to properly perform the marketing function. This is one way to have a dedicated full time marketing person plus contribute to the Gardner Area Economic Development Corporation.

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Mr. Nohe was concerned with potential conflicts of interest that could arise if a prospect could locate to either the city of Gardner or the Industrial Park. He also asked if it makes any difference from the city or the school district's perspective whether they are physically located in the city or the Industrial Park. Ms. Lehman stated that the city of Gardner benefits when a company locates at the Industrial Airport and is happy if a business locates at either entity. Ms. Lehman said that the city targets generally smaller businesses than that of the Industrial Airport; it would be a logical progression to know where a business fits in, from the size of business, and what size of land each entity has available. The city of Gardner has land available along I-35 and Highway 56, Center Street in Gardner, and ten acres at the Gardner Business Park located on 175th Street. The Industrial Airport would have around 700 to 800 acres, compared to the 40 or 50 acres in Gardner. The Gardner Area Economic Development Corporation hopes to be running in 1993. They do not feel that there would be any conflict of interest between the Industrial Airport and the City of Gardner.

Mr. Craig stated that this proposal has a lot of merit because it ties the interest of the nearest community to the airport. He also stated that most of the land available happens to be on the airport, which could be an unfair advantage except that it benefits the entire region. Chairman Winn asked if Mr. Metcalfe had concluded, on a budgeted standpoint, the political reality that the Airport Commission would not be able to assimilate, in-house, a person that could carry out responsibilities whose sole obligation is to the Airport Commission. Mr. Metcalfe stated that if the Airport Commission chose to create a new position, it could certainly be done, but it would entail spending twice as much. The process to create and fill a new position would be at least six months due to the necessity to have the new position classified by the Personnel Dept., then authorized by the County Commissioners, and then go through the County's recruitment process.

Chairman Winn's concern was that the level of funding was very low and needed to be higher to attract the appropriate level of person to fill the position. He suggested that the organization get with the Overland Park Chamber or their counterparts at Olathe, and compare organizations to see if they are on-line with other economic development agencies. Mr. Craig feels that there needs to be a base salary of at least \$40,000. Additional costs need to be taken under consideration, like trips and other items. He would be surprised if anything could be done under \$75,000 to \$80,000. Chairman Winn liked the idea of government entities sharing costs. He would rather contribute a percentage to an appropriate package rather than to save \$10,000 and contribute to something that is doomed to fail..

Mr. Viets asked why Olathe has not been included in the group. He feels that it would benefit the airport, even though he is fully aware of the struggles between Olathe and the airport. Mr. Metcalfe said he has talked to Charlie Vogt on several occasions about the idea of the Airport Commission contracting with the Olathe Economic Development group. He said he had also talked to the former chamber director, Don Goss, who had expressed concern about the apparent conflict of interest. The Industrial Airport competes more with Olathe for clients than with Gardner. Chairman Winn stated that Gardner has a good, positive image, and is perceived as a new, young, developing town. Olathe seems to carry a certain amount of baggage, such as an unstable political situation in the school district. It has also not gotten the credit it deserves due to the perceived lack of stability and direction in city government.

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Chairman Winn would like to see more thought given to the budget situation and the levels of funding, certainly in the areas of the actual budget as opposed to a targeted amount of money, and a budget for personnel. He also feels that the contacts between the organizations need to network together to be more effective. Mr. Metcalfe stated that no one on the Airport Commission staff has time to handle all the efforts that are required to properly process inquiries and leads, and to properly participate in the economic development network. Chairman Winn suggested that Mr. Metcalfe be the closer, but most of the preliminary tasks could be done by someone else.

Mr. Nohe felt that it is important that we do have a formal vote saying the Airport Commission is supportive and will be a member. He also wants the organization to think through the size of the budget, but wanted to formally go on record supporting this issue. Questions arose about the Airport Commission's level of participation, particularly funding from the airport to the Gardner Area Economic Development Corporation. He also thought that if the Airport Commission goes in front of the Board of County Commissioners for budget approval, and shows an increase of \$30,000 or \$40,000 a year for marketing, they may make an issue of the Airport Commission spending tax dollars for this reason. Chairman Winn thought that the Airport Commission and the Board of County Commissioners were beyond that point. He felt that the Board of County Commissioners knows that nothing will happen at the Industrial Airport unless it is actively promoted. One possibility is the joint arrangement with an entity that we have a natural relationship with, like Gardner. It needs to be decided if it is cost effective and more efficient than hiring a brand new employee and all the costs that go along with the employee.

Mr. Viets asked why the GAEDC couldn't include Olathe in the group, and ask for a donation, causing the funding problems to be solved. Mr. Metcalfe stated that they could do that, but did not think that there would be a very favorable reception. Olathe inevitably will be included in the situation and will end up sharing information with other organizations. Chairman Winn questioned why the Gardner/Olathe area wasn't a natural economic development area in itself, adding that this could have been sorted out, with or without the airport, years ago.

Mr. Nohe stated that this discussion is good for the organizers, both the level of support and the team level of interest that it work in a cooperative spirit. Chairman Winn requested that the Airport Commission examine the budget, the viability, the funding mechanism, and have a major role in the hiring of the individual that might be considered.

MOVED BY MR. NOHE, SECONDED BY MR. CRAIG TO INDICATE FULL SUPPORT OF THE ORGANIZATION, SUBJECT TO REFINEMENT OF THE PROPOSED BUSINESS PLAN OF THE ORGANIZATION, AND, ASSUMING THAT THE ORGANIZATION IN FACT IS FORMED, TO CONTRACT WITH THE ORGANIZATION TO PROVIDE MARKETING AND INDUSTRIAL RECRUITMENT AND ECONOMIC DEVELOPMENT SERVICES FOR THE INDUSTRIAL AIRPORT. APPROVED (5-0).

IV.EXECUTIVE SUMMARY

Mr. Meyer explained the procedures for financials and commented that staff has done a good job preparing financials and presenting explanations for variances from budget. Chairman Winn asked if there were any items within the budget or expenditures where we see a major variance that should be brought to the Board's attention. Mr. Meyer stated that there were a few, but they were covered by the comments well and did not have any further questions.

Ms. Smyth stated that the additional revenues the Airport Commission was expecting are from the additional building rents from Dazey, Olathe Manufacturing and Grindsted and that we have previously discussed the proposed capital expenditures.

MOVED BY MS. THOMEN, SECONDED BY MR. VIETS TO RATIFY THE MARCH EXPENDITURES AS PRESENTED. APPROVED (5-0).

B.Consider approval of the proposed 1994 operating budget.

Ms. Smyth commented on the change in format in the draft budget documents submitted to the Airport Commissioners. Ms. Evon Williams from the Budget Office stated that the Budget Office was not seeing any indications of any problems currently this year, stressing the importance of maintaining a conservative stance, hoping to generate revenues and hopefully helping reduce the need for new tax dollars.

Mr. Viets was concerned that the Courthouse was sending a philosophical signal that is negative toward encouraging us to create self-generated revenue. Commissioner Surbaugh stated that when the Board of County Commissioners were going through the program budgeting process, she thought it was said numerous times that, from the county commission's standpoint, they wanted to encourage economic progress and let departments keep their "profit" within their organization as much as possible.

Mr. Craig asked about getting reasonable assurances that the new rent payments will be received from Olathe Manufacturing and Dazey Corporation. Ms. Smyth stated that staff made an adjustment in Olathe Manufacturing's rent based on the previous Airport Commission action. Olathe Manufacturing has submitted their appraiser's opinion of what their building's appraised value is. This was used in the operating budget calculations. Mr. Winn asked what the appeal process was on determining the fair market value. Mr. Metcalfe stated that we have authorized their appraiser to represent the Airport Commission in the appeal process.

MOVED BY MR. VIETS, SECONDED BY MR. NOHE TO APPROVE THE PROPOSED 1994 OPERATING BUDGET. APPROVED (5-0).

Chairman Winn requested a motion to go into Executive Session for ten minutes.

MOVED BY MR. NOHE, SECONDED BY MS. THOMEN TO ADJOURN TO EXECUTIVE SESSION

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AT 11:00 A.M. FOR 10 MINUTES TO DISCUSS WITH LEGAL COUNSEL THE LAND ACQUISITION NORTH OF THE INDUSTRIAL AIRPORT. APPROVED (5-0).

The meeting reconvened at 11:10 a.m.. No formal action was taken as a result of the Executive Session discussion.

MOVED BY MR. NOHE, SECONDED BY MR. MEYER TO ADJOURN. APPROVED UNANIMOUSLY (5-0).

The meeting adjourned at 11:10 a.m.

Phyllis Thomen, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES - May 24, 1993 9:00 a.m. - INDUSTRIAL AIRPORT, KS

Airport Commission

Present: Messrs. Winn, Meyer, Craig, Nohe, Viets, Ms. Mullin

Absent: Phyllis Thomen

Staff: Metcalfe, Ritter, Ford, Smyth, Howard, Fredrichs

Others: Annabeth Surbaugh, County Commissioner
Steve Porter, Olathe Daily News

The meeting was called to order at 9:00 a.m. by Chairman Winn.

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

I. APPROVAL OF THE MINUTES

MR. VIETS REQUESTED THAT ADDITIONAL COMMENTS REGARDING THE ANNEXATION AGREEMENT BETWEEN THE CITIES OF GARDNER AND OLATHE BE ADDED TO THE APRIL 28, 1993 MINUTES.

II. REPORT OF THE CHAIRMAN

Chairman Winn noted that we are meeting on Monday, May 24, 1993 due to the director going to Washington D.C.

Staff requested that Chairman Winn schedule a meeting on June 2 or June 3 to discuss the Request For Qualifications (RFQ) for a public relations marketing firm and also to get a final input from the Airport Commissioners as to what the RFQ should contain and how to decide what type of person to hire for the position. Mr. Nohe suggested that when the Airport Commission adjourns today's meeting that they could discuss the RFQ now instead of setting up another meeting for June 2 or 3.

III. CONSENT AGENDA ITEMS

There were no consent agenda items.

IV. EXECUTIVE SUMMARY

A. Consider ratifying the April expenditures as presented.

Questions regarding the activity report were made. Mr. Nohe stated that it appears that airport operations are still below the five year average. Mr. Metcalfe replied that the trend has been, for the past several years, decreasing, most likely due to weather conditions, general aviation operations being down due to costs, the fact that fewer airplanes are being built, and insurance is harder to get. The entire general aviation industry is in a depressed mode. It was asked if there was anything that the Airport Commission could do to encourage or stimulate activity, since the sale of fuel is part of the revenue base. Mr. Metcalfe said that staff could be working with the Fixed Base Operators (FBO) directly to promote the use of airfields. An example was that Salina joined with its FBO and created a marketing effort to attract flights transiting the continent that needed to stop for fuel mid-way.

Another option would be to recruit more based aircraft, probably pulling aircraft out of the Downtown Airport and perhaps Richards-Gebaur, creating a competitive situation. This is an option that should be done jointly with FBO's because they are more directly impacted with regard to based aircraft. Mr. Nohe asked if this is something the Commission should be thinking about and also asked if Mr. Metcalfe does not see the economic trend making up for what is lost. Mr. Nohe also added that one of the Airport Commission's objectives is to increase our revenue base, and this subject is clearly one that we may have some positive impact on. Mr. Metcalfe thinks that we ought to be doing something about it, but feels that there are two factors that could pose problems. One problem is staffing. Mr. Fredrichs, Director of Aviation, is totally emersed in the grant projects and cannot currently dedicate sufficient time to this matter. The other problem is the political sensitivity regarding the Industrial and Executive Airports competing with Kansas City airports. Questions arose on why there was political sensitivity with this subject.

Chairman Winn asked if having the FBO's and the Airport Commission promote the airports is something that, once the marketing firm is aboard, could be related to drawing attention to the airports generally, and could be a subsection of the marketing effort. Mr. Metcalfe explained that that has been the general concept in his mind. Mr. Metcalfe sees three focuses for targeting the marketing efforts: real estate development, aviation and general public relations and communications efforts. Chairman Winn sees it as a piece of larger puzzle in an effort to draw attention to the airports. He also thinks that it is a good idea to combine the marketing and the aviation efforts. An example of one of the politically sensitive issues that have arose in the past is that aircraft based in the state of Kansas and used exclusively for business are exempt from personal property taxes, which is not the case in the state of Missouri. We have in the past, actively recruited based aircraft using that tool and, as a result, encountered political difficulties. Chairman Winn stated that the political concerns should not be a factor and feels that we are past that issue.

Mr. Meyer asked if there were any new drawings on the monument signs. Mr. Metcalfe stated that the signs were very similar to what the standard sign is at the Industrial Airport. Basically, they would consist of a bronze anodized aluminum frame with a white background and back lighted. The locations of these signs would be the southeast corner of 151st and Pflumm Road and on the northeast corner of the airport property next to Blue Valley Nursery. The two signs would be identical in appearance with the appropriate

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information of each area of the airport. (Drawings of the signs were circulated to the Commission later in the meeting.)

Mr. Metcalfe stated that the tenants would be paying for whatever they chose to put on the sign. Staff has not yet developed a recommendation on fees for sign space. The signs will have interior lighting and would be 8' X 6-1/2', complying with Olathe city sign ordinance. Mr. Metcalfe commented that the FBO's will not have their logos on the signs and that they will be specifically for guidance information. Chairman Winn suggested developing a policy of charging each FBO a certain amount for having their company name on the signs, also noting that it needs to stay consistent to avoid the appearance of favoritism.

Mr. Craig noted that for several years the Airport Commission had discussed enhancing the west entrance of the Executive Airport, while waiting to see how the grant projects were developing. He also asked if there were enough funds to cover the west entrance signs. Mr. Metcalfe stated that it is possible we could be receiving grant money to rebuild the road leading to Kansas City Aviation Center (KCAC) and the north side of the T-hangars. Mr. Viets suggested that an additional airport information sign be placed at the west entrance of the airport. Mr. Fredrichs stated that there will be two signs on the west entrance, with one being located at the corner of 151st and Pflumm Road. Kansas City Aviation Center is also planning on erecting their own sign at the west entrance near the beacon. KCAC is designing the sign and has said that it is somewhat similar to our projected signs, also commenting that it will be brought to the Airport Commission for their approval when the design is completed. The reason for staff's position with KCAC is that they are the only business on that side of the airport, and since they are funding the sign, it would save Airport Commission dollars as opposed to having us building another sign. Mr. Metcalfe also commented that there was a preapplication for grant money to be used to upgrade the road leading to KCAC. Since there is only one facility on that side of the airport, staff has been reluctant to spend too much public money on the road.

MOVED BY MR. MEYER, SECONDED BY MR. NOHE TO RATIFY THE APRIL EXPENDITURES AS PRESENTED. APPROVED (5-0).

V. DISCUSSION ITEMS:

A. Consider recommending approval to the Board of County Commissioners to award the proposal for engineering services for projected airport improvement to Burns and McDonnell.

Mr. Metcalfe reminded the Airport Commission that this is a standard process that we go through every three years. The Federal Aviation Administration allows the Airport Commission to retain an engineer over a specific period of time for certain projects in our FAA approved Capital Improvement Plan for grant eligible projects. Staff meets with the FAA every two years to update the Capital Improvement Projects list, and then the FAA informally approves a list of projects. We then submit preapplications for each of these projects. At that time we can retain an engineer to complete those projects within a multi-year time frame or we can choose to hire an engineer for each project on a stand-alone basis. It has been the Airport Commission's practice to retain an engineer on a one-year rolling contract, typically being a one year term and two one-year renewal periods. Howard Needles Tammen and Bergendoff was the engineer for the last three years. This year they came in third behind Burns and McDonnell and Bucher Willis & Ratliff. Overall staff was very pleased with all of the

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presentations. Burns and McDonnell will be the engineer for one year with two one-year extensions.

MOVED BY MR. CRAIG, SECONDED BY MR. VIETS TO RECOMMEND APPROVAL TO THE BOARD OF COUNTY COMMISSIONERS TO AWARD THE PROPOSAL FOR ENGINEERING SERVICES FOR PROJECTED AIRPORT IMPROVEMENTS TO BURNS AND MCDONNELL. APPROVED (5-0).

Chairman Winn commented on the appearance of Buildings 43 and 45 and questioned why staff was not able to make sufficient progress in such an extended time. Mr. Metcalfe stated that the process has been difficult, especially considering that the Board of County Commissioners wanted the project to be fast-tracked. Last year around this time staff received approval from the BOCC to take steps necessary to tear buildings down. Mr. Howard initiated action immediately and received three estimates from environmental contractors to complete assessments on the buildings.

Staff developed the specifications initially and turned them to the Purchasing Office two weeks after the authorization from the BOCC. It then was in Purchasing for approximately one month. Purchasing then replied that our specifications were not satisfactory and that the Airport Commission needed to retain an engineer to develop the specifications for us. Mr. Howard obtained three proposals from various consultants that primarily specialized in asbestos matters. Quotes came into the Airport Commission for these services and ranged from \$5,000 to \$10,000. At that time staff turned the proposals into the Purchasing Office, hoping to award it under the rule that we can do professional services under \$10,000 without having to go through the competitive process. Mr. Metcalfe met with the Purchasing Manager to attempt to reach agreement on the process. Mr. Metcalfe commented that in the meeting with the Purchasing Manager, most of the content was based on what the Airport Commission could *not* do instead of on what *could* be done. At that time, the Purchasing Office suggested that we contract with the consultant that had completed a related asbestos removal for the City of Kansas City, Missouri. The Purchasing Manager's logic was that this approach would eliminate the need for a formal competitive proposal process. Mr. Metcalfe said he was unable to convince the Purchasing Manager that the competitive process the airport staff had already gone through would satisfy statutory requirements. At this point, it had been approximately ninety days after the BOCC requested this as a fast-track item. Mr. Metcalfe did not feel comfortable with this particular approach, but agreed due to the fact that there needed to be forward movement on this matter. A few weeks after that, Purchasing arranged a meeting with a representative of the consulting firm. Mr. Metcalfe asked them to give him a proposal based on the specifications that Airport Commission used. Approximately thirty days later the consultant gave Mr. Metcalfe the proposal, which was three times greater than the amount of the original proposals, but also included other items, which later turned out not to be required by KDHE. Mr. Metcalfe added that the proposal went beyond the basic asbestos removal, including testing of all materials, determination that there were no underground contaminated tanks and also to write the bid specifications for the actual demolition. At the end of August, the Board of County Commissioner approved the use of Industrial Compliance and Safety as the contractor to develop specifications for the asbestos removal. Staff and the Purchasing Office debated on whether or not this should have been put out as two separate bids for the asbestos removal and the demolition of the buildings. The consultants said that it would be better to have one contractor and have it as one bid. The first version of specifications was completed in December. The consultants had gotten a copy of the specifications that were used to remove asbestos at the Kansas City Downtown Airport terminal building. Those specifications were for a building that would remain

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intact and would be occupied by persons during and after the asbestos removal. When the specifications came back, the monitoring requirements were not appropriate for our circumstances. Staff then asked the consultants to take out of the specifications the monitoring and testing requirements related to the reoccupancy of the buildings, as well as correct numerous typos and oversights, such as failing to remove all references to the Kansas City Aviation Department. After repeatedly our asking for another meeting, they finally agreed to meet to go over the changes in detail. This meeting occurred in early January. During that meeting, staff had to explain to them what needed to be changed, even though they were contracted for \$5,500 to develop the specifications. The specifications were sent back to the consultant completely edited by the Airport Commission as to what the specifications needed to include and what typos needed correction. Even though staff had limited knowledge of asbestos removal, there were obvious changes that needed to be made. The specifications were returned to the staff for a third time and the changes that staff requested were still not corrected. There were also numerous difficulties with the billing process. A one line item invoice was received for \$33,000 which did not have any back-up documentation. Chairman Winn commented that the Airport Commission has spent over \$50,000 just to talk about how to take the asbestos out of a building that was to be demolished. Mr. Metcalfe stated that the specifications were finally approved by the Purchasing Office. The Airport Commission submitted the corrected specifications to Purchasing in late March, and the pre-bid conference was May 7. Mr. Metcalfe explained that there was a considerable amount of confusion at the pre-bid conference due to the fact that the buyer was completely unprepared and spent the first quarter hour just figuring out what to do. Once the bidders had an opportunity to discuss the specifications, they commented that the specifications were grossly overwritten for what needed to be completed at the Industrial Airport and that the specifications were written for a building that was going to be occupied by persons again. After numerous comments from the contractors on the specifications, Mr. Metcalfe stopped the meeting and suggested that the specifications be rewritten from scratch.

Comments were made by the Airport Commission that they could not understand, after spending \$50,000 on a consulting firm that Purchasing recommended, and that the Airport Commission did not specifically want, after the fact that the Airport Commission found a firm that could meet our needs under \$10,000. Chairman Winn said that this was appalling. He also commented that there were only a handful of firms that have any business doing this type of work, by EPA standards. Those firms have a level of sophistication that could have bid a job which would have included the asbestos removal, the demolition and have all the capabilities in-house. The \$50,000 that was spent on the development of the specifications could have been applied to the demolition of the buildings. Mr. Metcalfe commented that we did receive some value for what was spent, and Mrs. Smyth also corrected the amount involved to approximately \$38,000. Mr. Metcalfe felt that we probably paid a premium for some of the work that was done, but that we did in fact get something for our money. He felt that the specifications, for which we paid \$3,900, were probably a write-off. Other amounts included in the \$38,000 total were the installation of fencing that, according to the consultant, was required by the Kansas Department of Health and Environment, in the amount of \$6,000. They also had to demolish the trusses over the pool area at Building 45 for a charge of \$7,000. Mr. Howard stated that staff did not confirm with KDHE directly all of the regulatory compliance aspects of the specs, but rather relied on the consultants to ensure the project was accomplished in accordance with all regulatory requirements. Staff, overall, questions the entire job by the consultants, including whether some of the precautions designed into the project were indeed required by KDHE.

Chairman Winn commented that the problem is larger than just the consultants. He stated that the system has to be changed so that the Airport Commission does the due diligence itself. Mr. Viets feels that there is a problem

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with the bureaucracy. We have, voluntarily or involuntarily, chosen to participate in the professional procurement of services and goods through a professional staff throughout the county. What we are questioning is if they are capable of fulfilling their job. Mr. Viets does not feel that the Airport Commission should have to repeat Purchasing's job. Time and time again the staff has complained about the slowness, bureaucratic nature, and the elongated process to acquire goods and services. He also stated that this needs to be changed and thinks that it is foolish to have staff go out and replicate what Purchasing should be doing anyway.

Chairman Winn stated that there is a major difference between buying a commodity and contracting for professional services. These are definitely specialized areas. There are only a few firms that can handle these specific jobs. Mr. Viets suggested that we let the BOCC know how we feel towards this subject, also commenting that he cannot imagine that the BOCC, as a body, understands that what they authorized as a fast-track has turned into a year long process. Mr. Meyer commented that he felt the specifications written by staff would have done an adequate job. He also thinks that it was not the Purchasing staff's expertise in tearing down an airport hangar building. What can be done now is go back to the original approach. Mr. Metcalfe stated that Purchasing does not like design-build process. Mr. Meyer replied that maybe that is where we need to have changes. Chairman Winn stated that the design-build process is how things are being done. He also requested that Commissioner Surbaugh bring this subject up with the Board of County Commissioners at their agenda review.

B.Update on the water source connection and engineering study

Mr. Metcalfe stated that the water connection with Gardner is operational. Gardner and their engineers completed all the planning and engineering with cooperation from the airport water staff, and Mr. Metcalfe noted that they had moved expeditiously and will probably come in below what the Airport Commission had budgeted. Mr. Metcalfe also stated that the system works better than staff had expected and had added automatic controls that save labor. Before the automatic valves, the water supervisor would have to monitor the water consumption on a daily basis and call the water plant to have water pumped into the reservoir and then monitor it to be sure there was adequate water, due to the fact of no automatic shut-off. Because of the automation, there are a set of sensors in the reservoir that senses the level of the reservoir. Below a certain level, it automatically turns on the system and water is distributed to the airport at any time of the day. The half million gallon reservoir will essentially stay nearly full at all times, unless we get a very high demand period that draws the reservoir down faster that it can be replenished by the supply pipe. Our consultant, Larkin Associates, is going to check on the amount of water that is coming into the reservoir.

Mr. Metcalfe informed the Airport Commission that staff has had the proposal from the city of Olathe for some time, and also commented that the proposal came in twice as much as what Olathe had originally estimated. The first estimate was \$600,000 to hook up to Olathe and the latest estimate is \$1,200,000. He also indicated that staff is not sure exactly what the cost estimate included, but suspects that it is a high estimate for purposes of the agreement. Larkin Associates will evaluate and furnish the Airport Commission a written analysis of the proposal. They have also warned us that we will be getting suggestions different than what Olathe had proposed. He also stated that it does not appear that the Airport Commission will make the connection with Olathe this year unless necessary and thinks that it will be too expensive and not cost justifiable. The preliminary indication from the city of Gardner is that Gardner will sell us enough water to cover our needs for this year. They have had an abundance of water due to the fact that this has been a heavy rain year and that the rate of water flow is

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projected to be very high due to the water in the ground. This allows the Airport Commission time until Larkin Associates can inform us what the best arrangement is.

Mr. Metcalfe stated that Gardner is apparently following through with the Four Corners Lake Project, which is located one mile west of Gardner Lake, at 151st and Kill Creek Road. Gardner thinks that it can meet the Airport Commission's needs indefinitely, noting that it has 350 acres of lake surface. Our engineers did not agree with that, but Mr. Metcalfe suggested that it could be a viable project. The city is promoting the Four Corners Lake, and if the city can get that on line within the next two years, we may not need, for the interim, the connection with the city of Olathe. Meanwhile, Water District #1 is looking into extending a main into the southeastern part of the county to the former Water District #5 and possibly including Water District #7. This could take place in the next two to three years, suggesting that the Water District could be a viable option. If the airport can live on the Gardner supply until then, we may not need the Olathe connection. Supply-wise this year looks favorable, but he added that if next year is a dry year, there may be a problem. Larkin Associates is in the process of evaluation of the distribution system, with the report due in July.

C.Review proposal to Sprint for development of an expanded corporate flight facility at Industrial Airport.

The particulars of the staff's written proposal to Sprint were reviewed. The issue of tax abatements was raised, and it was generally agreed that this project probably did not warrant abatement considering that few, if any, new jobs would be created. Mr. Metcalfe did point out that if the hangar building is built by the airport using revenue bonds, it would be the property of the county and would be eligible for exemption under the airport tax laws passed in 1991 and 1992. There was discussion about whether the land could be sold to Sprint. Mr. Metcalfe stated that Sprint had not specifically requested to buy the land, and he would not recommend selling airside land. Mr. Metcalfe pointed out that water service to the existing Sprint hangar is not adequate for sprinklers, and that the new hangar would undoubtedly require sprinklers. It may cost \$30,000 to \$40,000 to upsize the water main to that part of the airport, however such an upgrade is contemplated in the water system rehab program currently being designed by Larkin Associates.

CHAIRMAN WINN COMMENTED THAT THIS WOULD NOT REQUIRE FORMAL ACTION, AND CONSENSUS IS THAT THE EXECUTIVE DIRECTOR CONTINUE NEGOTIATIONS AND DISCUSSIONS WITH SPRINT AND REPORT BACK TO THE AIRPORT COMMISSION ACCORDINGLY.

D.CONSIDER RECOMMENDING APPROVAL TO THE BOCC OF A GRANT OFFER IN THE AMOUNT OF \$667,080 TO ACQUIRE LAND IN FEE OF RUNWAY PROTECTION ZONE AND APPROACH PROTECTION (PRETZ PROPERTY).

Mr. Metcalfe reported that we have received a grant offer for the Pretz property which is the western piece of property up north that the Airport Commission would like to acquire. He stated that staff is having it resurveyed and reappraised to exclude the farmstead and the west 45 acres of the property. The surveyors have had some problems getting onto the property due to uncooperative actions by the landowner. Mr. Metcalfe suggested to

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the Airport Commission that they recommend to the BOCC that they accept the grant.

MOVED BY MR. CRAIG, SECONDED BY MR. NOHE TO RECOMMEND TO THE BOARD OF COUNTY COMMISSIONERS APPROVAL OF A GRANT OFFER IN THE AMOUNT OF \$667,080 TO ACQUIRE LAND IN FEE FOR RUNWAY PROTECTION ZONE AND APPROACH PROTECTION. APPROVED (5-0).

MOVED BY MR. NOHE, SECONDED BY MR. VIETS TO ADJOURN TO EXECUTIVE SESSION AT 10:20 A.M. FOR 15 MINUTES TO RECEIVE AN UPDATE FROM LEGAL COUNSEL REGARDING THE PARSONITT SITUATION. APPROVED (5-0).

The meeting reconvened at 10:35 a.m. No formal action was taken as a result of the Executive Session discussion.

MOVED BY MR. NOHE, SECONDED BY MR. VIETS TO ADJOURN AND TO RECONVENE AS A COMMITTEE MEETING OF THE WHOLE. APPROVED UNANIMOUSLY (5-0).

The meeting adjourned at 10:35 a.m.

Phyllis Thomen, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES - June 23, 1993 9:00 a.m. - INDUSTRIAL AIRPORT, KS

Airport Commission

Present: Messrs. Winn, Meyer, Viets, Ms. Thomen, Mullin

Absent: Messrs. Craig, Nohe, Commissioner Surbaugh

Staff: Metcalfe, Ritter, Ford, Smyth, Howard, Fredrichs

Others: Steve Porter, Olathe Daily News
Jan Durrett, Johnson County League of Women Voters
Rhonda Humble, Gardner News
Mayor Carol Lehman, Gardner
Dr. Gary George, Gardner-Edgerton-Antioch School District #231
Ron Klier, Country Mart

The meeting was called to order at 9:00 a.m. by Chairman Winn.

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

I. APPROVAL OF THE MINUTES

MOVED BY MR. VIETS, SECONDED BY MR. MEYER TO APPROVE THE MINUTES OF THE JUNE 23, 1993 MEETING AS PRINTED AND DISTRIBUTED. APPROVED (5-0).

II. REPORT OF THE CHAIRMAN

The Chairman had nothing to report.

III. CONSENT AGENDA ITEMS

There were no consent agenda items.

IV. EXECUTIVE SUMMARY

A. Consider ratifying the May expenditures as presented.

Mr. Meyer asked if the Airport Commission provided safety shoes for the field employees. Mr. Metcalfe informed Mr. Meyer that it is a county policy for departments to furnish safety shoes to all persons that are applicable. Questions also arose regarding if the tractor and mower in the May, 1993 disbursements were budgeted. Ms. Smyth stated that they were unbudgeted revenues from 1991 and 1992 and that delivery was taken in May, 1993. Mr. Metcalfe pointed out that replacement mowers have been on our capital improvements requests for several years.

Comments arose regarding the stormwater management plan and if it would take care of the needs of industrial park and the tenants. Mr. Howard replied that staff's current thinking is that the permit would include the tenants, which would complicate the permit more due to the unique nature of the industrial park tenants. Mr. Metcalfe said staff has discussed the possibility of asking the tenants to contribute to the Airport Commission's costs if they are to benefit from the permit, but also added that one of the main concerns throughout the process is whether or not it is in the best interest of the Airport Commission to include the tenant businesses in the airport's permit at all. The problem with including the tenants is that the Airport Commission may be assuming liability. But the airport probably has the ultimate liability anyway, since it owns both the ground the tenants occupy as well as all of the ground around them.

Mr. Metcalfe stated that Kansas is a designated Environmental Protection Agency (EPA) enforcement state and therefore will issue the permit. At this time, the state has not stated if they will accept a group permit as opposed as to a site specific permit. Mr. Howard commented that on October 1, 1993, the state is due to publish what the requirements for the permit will be.

Questions arose as to how the Airport Commission will get compliance from the tenants. Mr. Metcalfe reported that once we know what it would cost and what it would entail, then staff would be required to monitor the outfalls. The tenants would also be required to monitor areas that the stormwater runs off of their leased property. Chairman Winn stated that staff needed to take a look at our current standard environmental clause in the leases and see if it needs to be strengthened.

MOVED BY MR. MEYER, SECONDED BY MS. THOMEN TO RATIFY THE MAY EXPENDITURES AS PRESENTED. APPROVED (5-0).

V. DISCUSSION ITEMS:

A. Consider recommending to the Board of County Commissioners award of equipment bids.

Chairman Winn noted that in all instances except one, the low bidder was the low *qualified* bid.

MOVED BY MR. MEYER, SECONDED BY MR. THOMEN TO RECOMMEND TO THE BOARD OF COUNTY COMMISSIONERS AWARD OF EQUIPMENT BIDS. APPROVED (5-0).

B.Consider approving the Request for Proposal for a Stormwater Management Consultant.

Mr. Meyer questioned why the Airport Commission feels that this is the right time to move forward with this project. Mr. Howard replied that by the time it is processed by the Purchasing Office, we would not have a consultant hired until probably September. Once October arrives, and the state makes its decision, we have a six month time frame to complete the project. Staff feels that the consultant will need as much time as possible to complete the project.

Questions arose as to where the monetary amount of the project derived from. Mr. Howard stated that several of the consultants he has spoken to estimated between \$30,000 - \$50,000. One consultant said that it could be over \$100,000. Staff estimates the amount to be \$60,000. Mr. Metcalfe stated that he believed that the Airport Commission could recover a significant amount of the cost from the tenants participating in the permit. Mr. Meyer replied that the Airport Commission needs to resolve the status of tenants before we go forward with the process. Chairman Winn felt that he does not want to start the consultant on the payroll prematurely but also realizes the importance of getting someone in place to assure completion of the project in a timely manner.

MOVED BY MS. MULLIN, SECONDED BY MR. VIETS TO RECOMMEND TO THE BOARD OF COUNTY COMMISSIONERS APPROVAL THE REQUEST FOR PROPOSAL FOR A STORMWATER MANAGEMENT CONSULTANT. APPROVED (5-0).

C.Consider recommending to the Board of County Commissioners selling of the property on the west side of Industrial Airport, commonly known as "Triangle Park".

Mr. Metcalfe stated that in order for the property to be sold and the title transferred, the Airport Commission needs to recommend to the BOCC that they declare the property to be surplus, and authorize the sale of that property under statutory procedures. Staff is still awaiting the decision from the City of Gardner as to what involvement they would like to have in this issue. It was staff's understanding that this matter was discussed at a recent city council meeting and that Gardner was still interested in the acquisition of that property. Until there is a formal decision by the city, no action can be taken by the Airport Commission due to the fact that we have a contractual obligation to attempt to negotiate, in good faith, the conveyance of the property to the City of Gardner. The major factor is that the Federal Aviation Administration (FAA) has stated that under no circumstances shall the property be released without our being able to demonstrate that we are receiving cash or in kind the market value for that property. Mr. Ford and Mr. Metcalfe heard discussion on this matter in Washington, D.C., and realize that the FAA will not tolerate any other action. Mr. Metcalfe also added that the FAA requires any other county agency that uses airport property to pay rent for that property. The reason is that by federal law, we cannot use federal aviation funds or revenues generated from airport property to subsidize any other government agencies. By allowing them to remain here rent-free, we in fact, are subsidizing. Mr. Viets feels that we should be very careful to sell this land at least at the appraised price, because we may be selling more property inside our boundary. He also commented that we do not want to be selling property at a bargain rate for our friends. Mr. Metcalfe stated that we have a moral obligation to the City of Gardner. They city was promised many years ago, by the preceding staff and possibly the Airport Commission, that we would figure out a way to get them the property. Mr. Metcalfe also stated that

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the promise was made without full understanding of what the FAA's restrictions were. The FAA was very firm that fair market value be received for any property sold or otherwise conveyed by the airport. What also complicates the matter for the city is that the Airport Commission has received a cash offer for the property in excess of the appraised value. Mr. Metcalfe feels we cannot ignore the cash offer for the sake of negotiating with the city, and he believes this is also FAA's stand on this issue.

MOVED BY MR. VIETS, SECONDED BY MS. THOMEN TO RECOMMEND TO THE BOARD OF COUNTY COMMISSIONERS APPROVAL OF THE SALE OF PROPERTY ON THE WEST SIDE OF INDUSTRIAL AIRPORT, COMMONLY KNOWN AS "TRIANGLE PARK". APPROVED (5-0).

D.Update on Gardner Area Economic Development Corporation.

Mr. Metcalfe introduced Mayor Carol Lehman, Rhonda Humble, Dr. Gary George, and Ron Klier and reported that the GAEDC has made considerable progress on formalizing the organization. It has been incorporated and has filed for not-for-profit status and has received its provisional tax status from the Internal Revenue Service (IRS). Ms. Humble has been working in the community to verify that there is monetary support from all sectors. Mr. Metcalfe said that we are at a point where the Airport Commission must make a decision on where it stands regarding the GAEDC. Mayor Lehman stated that the city of Gardner has pledged \$10,000 and has indicated that they would seriously consider another \$5,000. It is the city's belief that they must take part in the economic growth in this area, and coupling with the Industrial Airport seems like a natural "marriage" to the city.

Chairman Winn asked exactly what the Airport Commission is being asked to do and at what level. Mr. Metcalfe stated that there was discussion in the last Airport Commission meeting as to where the level of funding was and other concerns. In response to that discussion, the GAEDC has developed a job description for the director, a strategic plan, and a budget. The budget is in accordance with the requests of the Airport Commission. It shows a contribution of \$30,000 from the Airport Commission. Total Revenues would total \$62,000, and the committee feels that they can hire a well-qualified, experienced executive with the salary allowed by this budget. There would be an allowance for health insurance instead of the GAEDC furnishing it for that person.

Mr. Metcalfe feels that this would be a realistic budget. Ms. Humble stated that she called the Kansas Chamber of Commerce and Industry to get some input on economic development budgets. She found out that most economic development groups are funded with about \$50,000. In fact, only 5% state-wide have a budget in excess of \$75,000. Paola has a budget of \$55,000. Ms. Humble feels that this a good starting point for the committee and added that Olathe would be encouraged to join the economic development committee after the group is started.

Chairman Winn asked about the timing of when the corporation would be up and running. Mr. Metcalfe stated that if firm commitments were made by the Airport Commission and the City of Gardner, they could at least immediately to solicit the new members. Indications were that the corporation could also receive grants or donations which are not included in the budgeted revenues. The other thing that can be done is to

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start recruiting for the director position.

Mr. Meyer asked where the centralized office for the GAEDC would be. Mr. Metcalfe stated that he made the offer to the GAEDC to house the director at the Industrial Airport temporarily at no cost. Ms. Thomen also stated that the Gardner Chamber of Commerce had offered to house the corporation also. Mr. Meyer feels that if the GAEDC was housed in the Industrial Airport, then the Airport Commission would get additional benefits, due to the fact that the Airport Commission would be funding the corporation by 50%. Mr. Metcalfe assumed that the Airport Commission would benefit from the GAEDC in a proportion exceeding our contribution.

Mr. Viets stated that he had a problem with the Airport Commission joining with anyone. He would rather spend \$60,000 to hire our own person and avoid the conflict all together. Mr. Viets also stated that he has gotten more uncomfortable as the discussion furthers and cannot understand why the cities of Overland Park and Olathe were not included and also why *anyone* was included. He also stated that he would have to vote against this proposal if he does not hear any evidence to change his position. Ms. Humble stated that she had a discussion with the City of Overland Park regarding this issue. The City of Overland Park's response was that if the prospects did not locate within the City of Overland Park, at least get it located in Johnson County. Most of the persons that were included in the discussion felt this way and that this a big piece of pie and everyone needs to get a piece of it. Ms. Humble does not feel ready to ask Olathe to join as of yet because we do not have firm commitments with the Industrial Airport. She also said the community of Gardner feels that they have more in common with the Industrial Airport than with the cities in the northeast part of the county.

Chairman Winn commented that the development agencies really do work together and have less hostility than one might think. He also feels that the main objective is to get companies interested in the area, and work on pulling them closer to the Industrial Airport and Gardner later in the process. He also stated that he can see Mr. Viets' point in having someone to call our own, but also stated that he does not know exactly how realistic that is. Mr. Viets feels that for another \$30,000 the Airport Commission can complete this ourselves, and include *all* the surrounding areas in *our* recruiting efforts. He also feels that the circumstances are inevitable that a company considering locating in the area will pit the agencies against each other. Comments were also made that the Airport Commission wants to be a county agency rather than a city/county agency.

Chairman Winn feels that it would be in the best interest of everyone for the entire Airport Commission to discuss this as a whole. Mr. Metcalfe stated that before the GAEDC can seriously recruit for the executive position, they need to be able to tell that person they will have a job for more than one year. He feels that no one worth having will take the position if there is not some assurance that there will be some longevity to the organization. Chairman Winn tabled the matter for further discussion in the next Airport Commission meeting.

E.Consider recommending approval to the Board of County Commissioners of a budget republication to expend 1993 unanticipated revenues.

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Ms. Smyth stated that the Board of County Commissioners would be considering the republication of the 1993 budget in conjunction with the review of the 1994 budget in August. Chairman Winn commented that the Airport Commission had discussed this issue at a previous Airport Commission meeting and also welcomed to review this with anyone that had any questions or concerns.

MOVED BY MS. THOMEN, SECONDED BY MR. VIETS TO RECOMMEND TO THE BOARD OF COUNTY COMMISSIONERS A BUDGET REPUBLICATION TO EXPEND 1993 UNANTICIPATED REVENUES. APPROVED UNANIMOUSLY (5-0).

F.Discuss Office of Management and Budget's recommendation for the 1994 Airport Commission operating budget.

Chairman Winn feels that just because we generated revenues in excess of the budget does not necessarily mean we have to spend those revenues. On the other hand, the airport has used these revenue increases to make major, overdue, long-deferred capital improvements to the facilities and equipment. It does not go any good to pretend that there are not improvements needing to be made. If improvements need to be made, then the County Commissioners need to make them when funds are available. It would seem logical to decrease the long list of capital improvement needs that are still going to be around if they are not recognized soon. Chairman Winn is not inclined to accept the Budget Office's recommendation at this time.

Mr. Metcalfe stated that the increased revenues for 1994, approximately \$250,000, are structural. Additional leased space, escalator clauses and "building rent" clauses in leases have caused the increase in the revenues. The county has taken the position that departments are not automatically able to increase their annual budgets due to increases in self-generated revenues. The Airport Commission submitted a budget that was exactly in accordance with the Office of Management and Budget guidelines. We were required by their procedure to identify the incremental increase in self-generated revenues and submit a supplemental request to be able to spend the additional revenue. Some of that additional revenue is to be used for the payments on the heavy equipment that we are purchasing this year. If the Board of County Commissioner's does not allow us to have that money to make these payments, then we will have to reduce line items in our base budget by \$100,000 in order to cover those payments. Chairman Winn stated that if it were not for our accumulated capital needs, he would not oppose the Office of Management and Budget's recommendation. Chairman Winn suggested that the Airport Commissioners meet with the BOCC to plead our case regarding this issue. Mr. Meyer feels that this is a wise approach and also mentioned that the BOCC should be complimented on the support that the Airport Commission has received from them on various issues. Mr. Metcalfe stated that our operating budget has only increased 13% in the last five years, which averages out to be 2.5% per year (which amounts to salary increases). In all actuality, the operating budget probably has *decreased* if you factor out salary increases and benefit costs. Chairman Winn suggested that the Airport Commission not pass a resolution or motion other than to express a concern and have staff inform the commissioner's of the budget hearing so that they can attend to discuss this issue.

The meeting adjourned by Chairman Winn at 10:10 a.m.

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Phyllis Thomen, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES - July 28, 1993 9:00 a.m. - INDUSTRIAL AIRPORT, KS

Airport Commission

Present: Ms. Thomen, Mullin, Messrs. Winn, Craig, Meyer, Nohe, Viets

Staff: Metcalfe, Ritter, Ford, Smyth, Howard, Fredrichs

Others: Commissioner Annabeth Surbaugh
Steve Porter, Olathe Daily News
Marilyn Uppman, Johnson County Parks and Recreation District
Bill Chiles, Air Racing, Limited
Greg Morse, Air Racing, Limited
Dave Mortensen, Air Racing, Limited

The meeting was called to order at 9:00 a.m. by Chairman Winn.

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

I. APPROVAL OF THE MINUTES

Ms. Thomen questioned the motion to recommended to the BoCC to approve the sale of property on the west side of Industrial Airport, commonly known as "Triangle Park". It was her understanding, when the motion was made, that the Airport Commission agreed that the property was surplus, and that is what the Airport Commission acted on. *Staff reviewed the tapes of the June 23, 1993 meeting. Chairman Winn stated that the decision to declare Triangle Park surplus was previously made, and stated that the action required was to recommend the BoCC approve the sale of Triangle Park. The subject motion was by Mr. Viets and was seconded by Ms. Thomen to recommend to the BoCC approval of the sale of property on the west side of Industrial Airport, commonly known as "Triangle Park".*

MOVED BY MR. VIETS, SECONDED BY MS. THOMEN TO APPROVE THE MINUTES OF THE JUNE 23, 1993 MEETING AS WITH THE ABOVE CLARIFICATION. APPROVED (5-0).

II. REPORT OF THE CHAIRMAN

Chairman Winn noted that it is time again to elect the officers for this year and appointed Messrs. Craig and Meyer as the nominating committee and asked them to recommend a slate of candidates for officers at the August meeting.

III. CONSENT AGENDA ITEMS

A. Consider recommending approval of The Fagan Company in the amount of \$123,248 for HVAC at the Industrial Airport Administration Building.

Mr. Craig commented that there was quite a contrast in the amount of the bids. Mr. Meyer asked if the request for bids included an outline of the scope of the project. Mr. Metcalfe replied that Jim Howard wrote the scope, which was modified based on input from the potential bidders. He felt that, based on pre-bid conferences with the bidders, there was very clear understanding of what the Airport Commission's expectations were from the contractors. Mr. Meyer felt that The Fagan Company was a very capable company. Jim Howard felt that The Fagan Company was very straight-forward and had the simplest approach. Mr. Metcalfe stated that all of the bidders spent considerable time viewing and understanding the structure of the Administration Building.

Mr. Craig asked if there was any consideration given to a substitute for freon in the system. Mr. Meyer presumed that the system would contain the new coolant and replied that there was probably not an option to have anything but the new coolant. Chairman Winn requested that staff investigate exactly what type of coolant would be used. Mr. Nohe stated that in the event there is a problem, staff should bring this matter back to the Airport Commission for further review.

MOVED BY MR. CRAIG, SECONDED BY MR. VIETS TO RECOMMEND APPROVAL OF THE FAGAN COMPANY IN THE AMOUNT OF \$123,248 FOR HVAC AT THE INDUSTRIAL AIRPORT ADMINISTRATION BUILDING. APPROVED (5-0).

IV. EXECUTIVE SUMMARY

A. Consider ratifying the June expenditures as presented.

Mr. Metcalfe noted that an item on the expenditures for \$1,600 was for the cost of both Mr. Metcalfe's and Mr. Ford's trip to Washington, D.C, including air travel, lodging and meals. Mr. Meyer commented on the cost of the asbestos testing for the roof rehab on buildings 26 & 27, which was \$50.00. Chairman Winn felt that we could have easily spent \$5,000 on the testing. Mr. Meyer noted that it was a very good move to go ahead with the testing.

MOVED BY MR. MEYER, SECONDED BY MS. THOMEN TO RATIFY THE JUNE EXPENDITURES AS PRESENTED. APPROVED (5-0).

V. DISCUSSION ITEMS:

A. Consider approving Air Racing, Limited (ARL) to conduct air races at the Industrial Airport October 21-24, 1993.

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Mr. Metcalfe reported that he was very pleased and excited to inform the commissioners of the opportunity that the Airport Commission has with ARL. ARL is a relatively new organization having been in the planning and organizing phases for about four years. They are currently going public with their plan, which is to conduct sanctioned air races throughout the country that would be a series that would lead into the National Air Racing Championships which are held in Reno, Nevada. Mr. Metcalfe commented that ARL intends to become to air racing what NASCAR is to auto racing. He also feels that this idea was very well planned, and he was extremely impressed with the preparation of the proposal package.

Mr. Metcalfe introduced Mr. Greg Morse, President of ARL, to explain the concept of air racing at Industrial Airport. Mr. Morse introduced ARL's Vice-President of Marketing Systems, Dave Mortensen, and Mr. Bill Chiles, who will be involved in the local arrangements. Mr. Morse commented that the sport of air racing is over eighty years old, and is the world's fastest motor sport. The airplanes, which are typically World War II-vintage fighters, run on the straights at over 530 miles per hour, and average 470-480 miles per hour per lap. Air racing has the best safety record of any motor sport in the history of the country. ARL's plan is to put air racing on the map, capitalizing on sponsorships, and to establish an eight to ten race per year series over the next four to five years. Until now, the sport has never been commercially legitimized. Over the last four years, ARL has spent considerable time and money trying to bring together those business facets which have made Winston Cup and Indy Car competition successful.

ARL has thus far put together a series of five event venues, including Johnson County Industrial Airport. Others include Dallas, Las Vegas, Cleveland and Reno. Those five event venues will comprise the series for at least the first two years. Other sites being considered are Denver, Miami and Lancaster, California. As teams acquire sponsorship and financial support, and as they develop their capabilities, there will be opportunity to expand. At this point, ARL can only fairly support, for national television purposes, five races per year.

The sport of air racing has not in the past received the financial backing that ARL is attempting to bring to it. The financial support concept includes network television, using a production company out of the Clearwater, Florida area. Its goal has been stated to become the primary motor sports production company in motor sports programming for ESPN. As an example, they have been fundamentally involved in the Open Ocean Power Boat series and the Unlimited Hydroplane series.

Mr. Morse complemented the beauty of the Industrial Airport as a site and stated that it is geographically situated in a way that is well-suited for television production. He also commented that that has been the missing ingredient in all of air racing, especially at Reno. Network television is not interested in producing only one event because they do not have any carry-over for sponsor participation in other geographically significant areas in the county. ARL has been able to offer them a five-event series on an annual, recurring basis, beginning at Industrial Airport. Because of the rolling hills, trees, greenery, Industrial Airport provides a more appealing setting than Reno or Las Vegas. Mr. Morse feels that they can set the standard for motor sports production at the first event at the Industrial Airport.

Mr. Morse explained that Mr. Mortensen has been working on the technical capabilities of being able to produce a one hour television program that captivates the audience. ARL has interviewed Indy Car and Winston Cup officials to find out what their programs can and cannot do and the reasons. ARL has developed a system where a sponsoring company can, at the end of the day, get actual crowd movement

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demographics over the entire facility, and have the ability to read exactly what type of impact their advertising had on the crowd. ARL's concept also includes special attention to television coverage, with cameras mounted on the race planes to show the cockpit view, the exterior view and a view of the pilot. ARL will use technology similar to what is now being seen other sports television networks in auto racing; remotely controlled cameras that can be panned and zoomed from the ground. Every effort will be made to enable the spectators and the TV audience to "share the thrill" with the race pilots.

Mr. Viets asked about the noise implications, the pylons that the airplanes race around, and the physical impact on the airport. Mr. Morse stated that the noise implications will be very minimal, having four races per day of about 45 minutes in duration. The pylons would be on the airport property and are helium-filled inflatables that are used for marketing purposes. Each pylon would be used as an advertising billboard. ARL expects the four-day event, scheduled for October 21-24, 1993, to draw 150,000 to 250,000 spectators. Unlimited Class racing teams from all over North America are expected to participate in the series. The goal is to keep the cost of the tickets at around \$8.00. The spectators would get two shows for one price; the races themselves and the ground displays of aircraft and aviation related merchandise. Secondly, there would be a vary patriotic theme, because ARL is closely linked to the Air Force Memorial Foundation and the Air Force Association. There will be numerous military aircraft in static display and military fly-overs. There will also be aerobatic events to fill in the void when races are not being conducted.

Ms. Mullin asked about safety precautions with not only the pilots, but also with the observers and homes in the area. Mr. Morse replied that the race course is designed to be kept away from the crowd, with the airplanes turning away from the crowd. He also noted that safety is their first consideration. Mr. Nohe asked if the Airport Commission had any control over the advertisers. Mr. Morse replied that the Airport Commission does, in fact, have control over them and also commented that he would like to make this pleasing for everyone. He also stated that he would be in contact with Mr. Metcalfe on a daily basis, making sure everything is going satisfactorily. He commented that ARL will be as concerned about "image" as the Airport Commission.

As compensation to the Airport Commission for the use of the airfield facilities, ARL has offered a five percent share of the adult gate. Mr. Metcalfe estimated that the Airport Commission's share would be \$60,000 if they drew 150,000 adults. Mr. Meyer asked what the expense would be to the airport. Mr. Metcalfe stated that that has not been thoroughly discussed yet, but added that the Airport Commission could take the position that we did not want to have any participation at all with anything other than providing the facility, leaving everything else to ARL. As a matter of reality, the Airport Commission should at least provide oversight for any matters the FAA would determine as our responsibility.

Mr. Craig was concerned about the insurance coverage. He would like to have information on exactly what type of insurance and their coverage and limits. Mr. Morse responded that Forbes West Star Aviation Insurance was ARL's insurance agent. They work directly with Shannon and Luchs. They are the largest air show/air event insurance provider in the world. Shannon and Luchs has agreed to underwrite the events to the extent ARL wants and is willing to pay for. The types of insurances that ARL will be carrying are: air-meet liability, which covers the actual aviation part of the event; general liability, for everyone on the ground; concessions insurance and a liquor liability policy, if alcohol is allowed. They also have a general liability policy, which is for the owners and directors of the company. Rain-out insurance is also being available for ARL's protection in case there is inclement weather. Chairman Winn suggested that Mr. Morse

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gather all relative insurance information and return it to Mr. Metcalfe so it can be given to Mr. Ford and the Risk Manager for review. Chairman Winn stated that he would like to look behind those coverages and find out who reinsures the policy.

Chairman Winn appointed Messrs. Nohe and Meyer to a special event subcommittee to work directly with the staff on negotiations regarding financial items, additional discussions with promoters, or to be of any other assistance to staff.

MOVED BY MR. VIETS, SECONDED BY MR. NOHE TO APPROVE AIR RACING, LIMITED (ARL) TO CONDUCT AIR RACES AT THE INDUSTRIAL AIRPORT SUBJECT TO APPROVAL OF ALL DOCUMENTS, INSURANCE AND ALL LEGAL ASPECTS. APPROVED (5-0).

MOVED BY MR. NOHE, SECONDED BY MR. CRAIG TO ADJOURN TO EXECUTIVE SESSION AT 9:50 A.M. FOR 15 MINUTES TO DISCUSS WITH LEGAL COUNSEL THE AIR ASSOCIATES RENTAL DISPUTE. APPROVED (5-0).

The meeting reconvened at 10:05 a.m. As a result of the discussion in executive session, attorney Bob Ford was directed to initiate lease default notification to Air Associates. The meeting was adjourned by Chairman Winn at 10:09 a.m. The Airport Commission then travelled by bus to tour the industrial areas of Gardner and to meet with the city officials of Gardner at city hall. The Airport Commission and its staff discussed issues of mutual interest with the mayor, city council and city administrator of Gardner, including water supply, the transfer of the "Triangle Park" property, and economic development. No formal action was taken by either body during this meeting.

Phyllis Thomen, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES - August 25, 1993 9:00 a.m. - INDUSTRIAL AIRPORT, KS

Airport Commission

Present: Ms. Thomen, Mullin, Messrs. Winn, Craig, Meyer,

Absent: Messrs. Nohe, Viets

Staff: Metcalfe, Ritter, Ford, Smyth, Howard, Fredrichs

Others: Steve Porter, Olathe Daily News
Rhonda Humble, Economic Development
Jan Durrett, League of Women Voters
Janet Swanson, Gardner News

The meeting was called to order at 9:00 a.m. by Chairman Winn.

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

I. APPROVAL OF THE MINUTES

MOVED BY MS. THOMEN, SECONDED BY MR. MEYER TO APPROVE THE MINUTES OF THE JULY 28, 1993 MEETING AS PRINTED AND DISTRIBUTED. APPROVED (4-0).

II. REPORT OF THE CHAIRMAN

Chairman Winn recognized maintenance superintendent Bob Hilgers for his fifteen years of service for the Airport Commission. Mr. Metcalfe stated that Mr. Hilgers received a fifteen year pin in a formal presentation by Commissioner Surbaugh at the Board of County Commissioner's meeting last Thursday.

III. CONSENT AGENDA ITEMS

A. Consider recommending approval to the BOCC of a FAA grant in the amount of \$506,223.00 to rehabilitate the east transient ramp and replace the rotating beacon at Executive Airport.

B. Consider recommending to the BOCC declaring surplus property for sale at the county auction.

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Mr. Metcalfe reported that all of the items on the surplus property list were all surplus items that the airport has acquired over the years; all of which were acquired as used equipment, with the exception of the 1985 Cavalier. All of the proceeds from these items will be placed in the Airport Commission's revenue budget.

MOVED BY MR. CRAIG, SECONDED BY MR. MEYER TO APPROVE THE CONSENT AGENDA AS PRESENTED. APPROVED (4-0).

IV. EXECUTIVE SUMMARY

A. Consider ratifying the July expenditures as presented.

Mr. Meyer asked about the progress on the reimbursement attempts from National Railway. Mr. Metcalfe stated that staff is not optimistic on receiving reimbursement for the repairs on the locomotive from National Railway. Their position is that they have done more than they were required to by the warranty and that they absorbed the entire cost of rebuilding the engine. National Railway originally made a demand that the Airport Commission absorb half the cost of the repair of the engine, which staff refused. The consultant felt strongly that the cause of the failure was due to National Railway's performance or lack of performance. Mr. Metcalfe feels that the Airport Commission does not have any legal recourse to recover the cost at this time.

Mr. Meyer asked if the expenses for the locomotive engine inspection paid to Mr. Gann were required due to the situation with National Railway. Mr. Metcalfe replied that Mr. Gann served as a consultant for staff and inspected the engine to determine his own conclusion on the problem, and to see if it coincided with National Railway's conclusion. Mr. Gann played a critical role in the negotiations with National Railway over financial responsibility for the repairs.

Mr. Meyer inquired if Olathe Manufacturing's settlement on additional rent costs were proceeding according to the agreement. Dede Smyth replied that Olathe Manufacturing has made two payments on their back building rent and will continue to make payments in upcoming months.

Chairman Winn stated that the commission needs to start taking a closer look at the financials, and therefore suggested that an Item B in the executive summary be added as a summary of financials.

Mr. Meyer asked if legal services were built into the Airport Commission operating budget or if paid by the county. Mr. Metcalfe stated that the legal services in question were expenses for David Tripp, who is the airport's environmental counsel. Those fees were not budgeted and have been paid out of the airport's operating revenues to date. He also stated that it is getting to a point that a separate project account will need to be created and another source of funds identified due to the Parsonitt issue becoming increasingly expensive. Chairman Winn stated that it is almost impossible to anticipate and budget for unforeseen, outside, legal expenses. Mr. Metcalfe stated that for now these particular legal services have been absorbed within contractual line items and unexpected available revenue. He stated that there are new personnel at the Kansas Department of Health and Environment, and airport staff is

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still in the process of working out a new relationship and finding out exactly what their expectations for the site are. It appears that the newer personnel expectations will be greater than their predecessors, which will ultimately increase costs. Chairman Winn suggested that in the future, staff consider creating an environmental line item.

Chairman Winn asked what the outcome was on the airport's budget submissions. Mr. Metcalfe stated that the airport's 1993 budget has been republished and that staff has received authorization to increase expenditure authority, which has been reflected in the 1993 end of year budget projections and summary. He also feels that the airport is in good shape budget-wise this year.

The airport was required to submit a supplemental budget request on increased self-generated revenues for 1994, which were \$251,316. From that amount, staff had planned to use \$102,375 for equipment purchases and the remainder for image enhancement projects at the Industrial Airport. The 1994 budget was approved with only the amount needed for debt service on the equipment, in effect reducing General Fund support of the airport's operating budget by \$149,000.

MOVED BY MR. MEYER, SECONDED BY MS. THOMEN TO RATIFY THE JULY EXPENDITURES AS PRESENTED. APPROVED (4-0).

V. DISCUSSION ITEMS:

A. Update on Air Races.

Mr. Metcalfe reported that he was very pleased with the progress of the air races. Mr. Ford has completed the final version of the agreement between the Airport Commission and ARL. Mr. Metcalfe advised that, per the commission's direction, a clause was added stating that ARL cannot conduct any type of air race within one hundred miles for a period of five years. Considerable time was spent focusing on liability issues and "defend and hold harmless" language. Mr. Metcalfe personally contacted ARL's insurance broker and got them in contact with the county's Risk Manager. The broker and Risk Management have reached an agreement in principal on coverages. Essentially, ARL is required to provide the form of the policy immediately. Certificates of insurance will be provided within ten days of the event. If proof of insurance is not provided, then the air races will not be held. By contract, ARL is financially liable for any costs that have been incurred by the Airport Commission or any other public agency in the support of the air races. Mr. Metcalfe feels that all questions regarding the insurance and liability have been sufficiently answered and he is personally satisfied, assuming proof of insurance is provided per the agreement.

Initial meetings have been held with the six committees to organize this event. The committees consist of:

- | | |
|--|------------------|
| Crash/Fire/Rescue/EMS | Hospitality |
| Traffic/Off-Site Public Safety | Public Relations |
| Crowd Management/On-Site Public Safety | Operations |

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The proposed race course, subject to FAA approval, was developed with the assistance of the FAA and ARL. Racing is not permitted over populated areas, such as homes or roads that are not closed. Due to those restrictions, a six mile course was designed around those obstacles, meeting all safety criteria. As the course is currently layed out, there are three houses that will be impacted by the air race; one house being in the area that is in the "race shadow" (within the boundaries of the race course), one house will be noise impacted and one house which will be in the infield of the race course (no direct impact, however occupants would not be able to drive under the race course during the race). All occupants of these homes will be invited to the air race while the races are being conducted. The Lakestone subdivision is also fairly close to the course, and may also be extended an invitation upon the discretion of the organizers. (**NOTE:** A subsequent adjustment to the course layout to accommodate improved safety setbacks now causes a total of six homes to be noise impacted).

Each turn in the race course has a safety radius, allowing for the racers to swing around the corners. The closet part of the race course to the crowd is a straight-away, and the planes will be over one-quarter of a mile from and flying parallel to the crowd line. The planes will be accelerating in straight-aways, and will decelerate when reaching turns. Thursday, October 21, and Friday, October 22 will be limited flying and practice runs. Friday, October 22 will also consist of qualifying runs. Saturday, October 23 will consist of preliminary races with Sunday, October 24, being the semi-final and final races, with six planes in each heat and nine planes in the semi-finals and finals. In between the races, there will be air show events and aerobatics.

Transportation and parking will be a major factor in getting spectators in and out of the airport. The air show in 1978 had a significant problem with transportation. With the new interchange, staff is expecting more expeditious routes to and from the airport. Organizers would like to maximize advance ticket sales and provide packets with parking passes and road maps to avoid long lines and transportation problems.

Chairman Winn asked how ARL would be promoting this event to the general public. Mr. Metcalfe replied that Henderson/HPK has been retained by ARL and will be managing the public relations and marketing issues. Crowd Systems will also be handling a portion of the crowd management and transportation issues. These firms are professional firms, paid by ARL, and will be doing most of the planning. An official press announcement will be held at the Industrial Airport, with television stations being present.

B. Consider approving the Airport Commission's participation in the southwest Johnson County economic development group.

Ms. Thomen stated that in the last few weeks, the economic development group has addressed questions, such as a job description and tasks that need to be accomplished, that concerned the Airport Commission. The group is even more convinced than ever that this area needs an economic development person, after attending a Johnson County Partnership meeting. Ms. Thomen feels that it is the sensible thing to do and also fees it is taxpayer friendly.

Mr. Craig asked if there has been a name adopted for the group. Ms. Thomen stated that the articles of incorporation states it as the Gardner Economic Development Area. She also feels that changing it to

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Southwest Johnson County, which is agreeable to all parties involved, is a minor issue. Mr. Craig was asked to convey Mr. Nohe's thoughts on this issue since he was absent from this meeting. Mr. Nohe felt that in order to try to avoid some of the parochialism, that the name ought to be Southwest Johnson County. Ms. Thomen stated that that was a reasonable suggestion and one that is supported. Mr. Nohe also felt that it ought to be made clear that this partnership should be a commitment that is on a trial basis, preferably year to year. Ms. Thomen feels that for any governmental agency it needs to be on a one year basis. She feels that the intent should be a three year trial basis due to the need of hiring someone experienced, but agrees that a governmental agency cannot commit to three years due to budget laws.

Mr. Craig talked with members of the economic development group and feels that with the confidence he has in the members, the Airport Commission should join the group. He also feels the Airport Commission would be able to do this cooperatively for significantly less money than if a new position were created on the airport staff. Chairman Winn said that he concurs with Mr. Craig's opinion. He also feels that the airport is coming out extremely well with the cost-sharing arrangement. Chairman Winn feels at this point, there are more positive aspects than negative aspects.

Ms. Mullin asked what other cities have committed to the southwest Johnson County economic development group. Ms. Thomen stated that Edgerton and Olathe have inquired about being members and Spring Hill has been asked but added that she feels that Spring Hill is not ready to commit. Ms. Mullin also asked about the airport's contribution financially. Ms. Thomen stated that anyone can be a member for \$500.00. As far as the airport share of \$30,000.00, it is not in proportion to the land area that the Airport Commission has to offer. She thinks that the airports financial share is probably not as much as it should be. Ms. Thomen also stated that the members of the Johnson County Partnership have volunteered to help in setting the organization's structure.

Mr. Metcalfe said that the concept is for the airport to become a member for \$500.00 and then contract with the group after a executive has been identified to provide marketing services for the airport. Mr. Metcalfe also stated that the contract would be performance-based, contingent upon their performance meeting the airports expectations.

Ms. Mullin feels that her largest concern with the airport joining the economic development group is that it is promoting a county-city partnership and not maintaining self-sufficiency. She also feels that it would be inhibiting competition with other areas of the county. Her other concern is the amount of the contribution and if the amount for being a member is \$500.00, then the additional money would be for direct services that are specific to the airports needs only. Ms. Thomen stated that the tasks have been outlined that were to be accomplished for the area, but nothing has been stated for the airport in general as of yet. Mr. Metcalfe feels that we will be receiving \$60,000 of service for \$30,000. Ms. Mullin stated that she has less of a problem with joining the Southwest Johnson County Economic Development group knowing that we are a player but still has reservations regarding this issue. Ms. Mullin stated that conceptually, she is not in support of joining, but would support what the Airport Commission decides as a whole.

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Mr. Craig feels that there is not much risk financially on having the bulk of the airport's money on a contractual basis. He also acknowledges that there is great sincerity among the Airport Commission and feels that we ought to give this a try. Chairman Winn feels that the airport is clearly in an economic development arena. Unfortunately, the airport does have the acreage that must be developed and it will not happen if Airport Commission does not give the economic development idea a shot. Chairman Winn also feels that it is the best option at this time.

Ms. Mullin had three main conditions that she would like to see addressed: having the Airport Commission's participation on an experimental basis; having the name change to Southwest Johnson County Economic Development Group take effect; and also develop some type of outline requirement to state the Airport Commission's expectations. Chairman Winn feels that those are good points. He feels that the first two items are self explanatory. He also feels that the name change is a condition preceding the participation of the Airport Commission.

MOVED BY MR. CRAIG, SECONDED BY MR. MEYER THAT THE AIRPORT COMMISSION JOIN THE ECONOMIC DEVELOPMENT GROUP, SUBJECT TO AGREEMENT ON THE CHANGE OF NAME TO THE SOUTHWEST JOHNSON COUNTY ECONOMIC DEVELOPMENT CORPORATION, FOR INITIAL ANNUAL FEE OF \$500.00, AND THAT THE AIRPORT COMMISSION AGREES TO CONSIDER, UP TO \$29,500, FOR CONTRACTUAL SERVICES TO BE NEGOTIATED AND DETERMINED WITH THE AIRPORT COMMISSION'S SUBSEQUENT APPROVAL OF THE CONTENT OF THE CONTRACT. APPROVED (4-0).

C.Consider conceptual approval of a modification of legal description for Olathe Manufacturing South.

Mr. Metcalfe informed the Airport Commission that Olathe Manufacturing South was built by Conergics and was later bought by Buck Rogers, president of Olathe Manufacturing. Mr. Rogers requested that the Airport Commission modify the legal property description, and redescribe property boundaries. It would consist of the same, exact, square footage, but realigned to coincide with the actual fence line and use of the property. Staff has discussed this issue and feels that it is basically a good idea except for the fact that it does not integrate perfectly with the concept of how the general area would be laid out in the future under the airport's master plan. Mr. Rogers acknowledges that he is also using land that he is not currently paying for. This realignment would resolve this issue.

Chairman Winn asked if it would have any impact regarding the tax issues between the airport and Olathe Manufacturing. Mr. Metcalfe feels that it should not have any impact and would be a modification or addendum to their existing lease changing the legal description. Mr. Meyer stated that it would not coincide with the airport's master plan and that there would be odd-shaped pieces of property.

Mr. Craig asked if an alternative would be to lease Mr. Rogers additional land to square up his property. Mr. Metcalfe stated that he did not believe Mr. Rogers would be interested, also adding that Mr. Rogers is trying to minimize his financial exposure. Chairman Winn stated that these changes are not large enough to materially impact the airport's ability to get other businesses in and around that area, adding that the street concern is one area that could pose a problem. Mr. Metcalfe stated that staff could make sure that Mr. Rogers does not go over the boundary within set-backs to streets and square that side of

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the property off. Chairman Winn suggests that staff return to further discuss options with Olathe Manufacturing. He also stated that the Airport Commission would like to accommodate expanding companies at the Industrial Airport, but does not want to jeopardize future development projects.

NO FORMAL MOTION WAS REQUIRED.

D.Election of Officers.

Chairman Winn appointed Messrs. Craig and Meyer to the Nominating Committee at the last Airport Commission meeting. The committee has conferred and the individuals who were placed in nomination have agreed to serve, if elected. Mr. Craig's perspective is that Chairman Winn and Vice-chairman Nohe have been at these positions for only one year and feels that the first year is a learning experience and was pleased that the officers were willing to accept the nomination for reelection.

THE NOMINATING COMMITTEE NOMINATES THE FOLLOWING SLATE OF OFFICERS FOR 1994:

Chairman - Larry Winn
Vice-chair - Marty Nohe
Treasurer - Stan Meyer
Secretary - Phyllis Thomen

MOTION BY MS. MULLIN, SECONDED BY MS. THOMEN, THAT ALL NOMINATIONS CEASE AND THAT THE SECRETARY BE INSTRUCTED TO CAST A UNANIMOUS BALLOT. APPROVED (4-0).

VI.EXECUTIVE SESSION: Air Associates.

MOVED BY MS. THOMEN, SECONDED BY MR. CRAIG TO ADJOURN TO EXECUTIVE SESSION AT 10:40 A.M. FOR 15 MINUTES TO DISCUSS WITH LEGAL COUNSEL THE AIR ASSOCIATES LEASE MATTER. APPROVED (4-0).

VII.BUSINESS FROM THE FLOOR:

Chairman Winn stated the Mr. Craig had informed him that this will be his last Airport Commission meeting due to his term expiring at the end of July. Chairman Winn congratulated Mr. Craig and wished him well on his retirement from the Airport Commission.

Maintenance Building at Executive Airport.

Staff has been pursuing plans to build a new maintenance building at Executive Airport. Linscott, Haylett, Wimmer and Wheat created prints based on the target budget amount, \$120,000.00. The architects feels that do the building "right" could be closer to \$140,000.00. Mr. Metcalfe stated that the current

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maintenance shop is a house off of Pflumm Road and is totally unsuitable. He also stated that the building foundation is falling. Staff is also using a t-hangar to store parts in, therefore losing an additional \$188.00 per month of rental revenue.

The architects designed a 40' X 90' pre-engineered metal maintenance barn, with three overhead doors on the back side. Utilities are in a close proximity, minimizing utility extension costs. The building would consist of three large bays with floor drains, conveniently holding two to three vehicles per bay, other machinery and a small office area with a full restroom and shower. An added feature that could be deleted to save money is a multi-purpose room. Mr. Metcalfe suggested that the Airport Commission should meet at Executive Airport from time to time, and the multi-purpose room, which would be about the same size as of the Airport Commission administrative building's conference room, could be used for that purpose. Overall, this would be a basic, standard, maintenance building with a few added features. Mr. Metcalfe also stated that the old house would be torn down. Chairman Winn stated that he did not have any reservations on a multi-purpose room, but felt that it was not necessary just to make the Airport Commissioners comfortable. He also stated that he would like to see that room promoted to the public as opposed to a place for the Airport Commission to meet. Mr. Craig stated that if staff had to reduce the budget, the multi-purpose room would be the obvious alternative to cut out.

MOTION BY MR. MEYER, SECONDED BY MS. THOMEN, TO AUTHORIZE STAFF TO PROCEED WITH THE DESIGN AND BID PROCESS FOR A MAINTENANCE/OFFICE BUILDING AT EXECUTIVE AIRPORT. (APPROVED 4-0).

The meeting was adjourned by Chairman Winn at 11:04 a.m.

Phyllis Thomen, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES - September 22, 1993 9:00 a.m. - INDUSTRIAL AIRPORT, KS

Airport Commission

Present: Ms. Thomen, Mullin, Messrs. Nohe, Heaven, Meyer, Viets

Absent: Chairman Winn

Staff: Metcalfe, Ritter, Ford, Smyth, Howard, Fredrichs

Others: Steve Porter, Olathe Daily News
Mike Miller, Universal Sign Company

The meeting was called to order at 9:00 a.m. by Vice-Chairman Nohe due to Chairman Winn's absence.

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

I. APPROVAL OF THE MINUTES

MOVED BY MS. THOMEN, SECONDED BY MR. VIETS TO APPROVE THE MINUTES OF THE AUGUST 25, 1993 MEETING AS PRINTED AND DISTRIBUTED. APPROVED (5-0).

II. REPORT OF THE CHAIRMAN

Vice-chairman Nohe welcomed Mr. Pete Heaven to the Airport Commission. Mr. Heaven replaced Airport Commissioner Ben Craig upon his retirement from the commission. Vice-Chairman Nohe also recognized Water Systems Operator Melvin Filkins and Mechanic Steve Paulsen for their twenty years of service for the Airport Commission. Mr. Metcalfe advised the commission that Messrs. Filkins and Paulsen received twenty-year pins in a formal presentation by Commissioner Surbaugh at the Board of County Commissioner's meeting last Thursday.

III. CONSENT AGENDA ITEMS

There were no consent agenda items.

IV. EXECUTIVE SUMMARY

A.Consider ratifying the August expenditures as presented.

MOVED BY MR. MEYER, SECONDED BY MS. THOMEN TO RATIFY THE JULY EXPENDITURES AS PRESENTED. APPROVED (5-0).

B.Summary of Financials.

Mr. Metcalfe stated that overall, the Airport Commission is doing well budget-wise. Fuel flowage fees at both airports are below budget due to the lower than average aviation operations. Water revenues have been budgeted at the increased rate, however, the budgeted rate will not be adopted until the rate study is completed. Mr. Metcalfe stated that the rate study was completed this week and will be discussed later in the meeting.

Vice-Chairman Nohe asked about the gas well royalties shown in the financials. Mr. Metcalfe reminded the board of the process that was undertaken to lease the airport's gas wells to Brock Oil and Gas Corporation. There are six wells on the airport's property, some of which were believed to contain commercial quantities of gas. Staff had them analyzed and a competitive process was used to identify a commercial operator for the wells. Brock Oil and Gas Corporation was selected and has renovated the wells and hooked them up to a collection system and is now producing gas. We have received two monthly royalty checks from Brock Oil and Gas Corporation, but we don't expect a large revenue from the wells. Mr. Metcalfe also pointed out that an advantage to the Airport Commission is that the we are relieved from the liability for plugging the wells. Brock Oil and Gas Corporation has assumed responsibility for plugging the six wells at their cost, according to state standards. Mr. Metcalfe feels that the Airport Commission has saved \$18,000.

Mr. Metcalfe stated that the budget has been republished and has increased the commission's expenditure authority by \$423,000. Mr. Metcalfe stated that expense-wise, everything is on schedule.

V. DISCUSSION ITEMS:

A.Water Rate Study.

Mr. Metcalfe stated that staff had budgeted an increased water rate for 1993. The amount that was budgeted was based on what staff had calculated as a reasonable water rate. The Board of County Commissioners were told at the time of the discussion of the method of financing the water system improvements that even the increased amount would not fully cover debt service. It was felt that we could not raise the rates to the full debt service level due to the huge increase this would cause. The Airport Commissioners chose to increase the rate at the beginning of this year from \$1.10 to \$1.60 per 1,000 gallons as an interim step while the rate study was performed.

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Larkin and Associates was hired and was asked to produce a water rate study for the Airport Commission. Mr. Metcalfe pointed out that the airport's fully loaded cost is \$5.18 per 1,000 gallons of water. He also feels that the Airport Commission could not possibly charge the tenants that amount. The surrounding areas charge between \$2.50 - \$3.00 per 1,000 gallons. Larkin and Associates recommends that the Airport Commission increase their rate to \$2.30 per 1,000 gallons. Vice-Chairman Nohe asked if staff has planned on increasing the amount to break even with the cost including debt service. Mr. Howard stated that Larkin has not made that recommendation in their report. Mr. Metcalfe stated that he does not think that an increase of that magnitude is feasible at this time.

Mr. Metcalfe stated that Larkin and Associates will be completing, in the near future, a water rehabilitation study which will include capital improvement recommendations. He feels that with both studies, the Airport Commission will get a better understanding of the situation as a whole. Mr. Metcalfe stated that he understands if the Airport Commission would like to wait to make a decision until the rehabilitation study is completed, but cautioned the commissioners that the budgeted water revenues will be effected. Ms. Mullin asked how the water rate increase would effect the Industrial Airport competition-wise with other industrial parks. Mr. Metcalfe replied staff's primary concern was how the increase would impact prospective tenants and feels that \$2.30 per 1,000 is justifiable.

Vice-Chairman Nohe's concern is that the Airport Commission should be at a rate comparable to surrounding areas. Mr. Metcalfe replied that staff's concern was that the current tenants at Industrial Airport have already faced a 40% increase earlier this year. This would make two large increases in a one year period and staff is concerned about the impact on tenants. Vice-Chairman Nohe stated that he would not object to \$2.30 per 1,000 gallons, but would like to see more input from staff on long-range terms as to breaking even regarding the water rates. Mr. Viets added that the water rate issue should be very market-sensitive, to current tenants and prospective tenants. He also stated that he has some reservations on voting on this issue without all of the information, specifically the water rehabilitation study, which is not currently available at this time. Vice-Chairman Nohe stated that he felt comfortable with raising the water rate and suggested that the Airport Commission authorize the rate increase and have staff provide the board with information on further studies.

MOVED BY MR. HEAVEN, SECONDED BY MR. VIETS TO RAISE THE WATER RATE TO \$2.30 PER 1,000 GALLONS, EFFECTIVE IMMEDIATELY ON AN INTERIM BASIS, WITH FEEDBACK FROM STAFF ON FURTHER STUDIES AND ADDITIONAL INFORMATION. APPROVED (5-0).

B. Status of water source connection with Olathe.

Mr. Metcalfe reported that staff has been negotiating with the City of Olathe for a connection to their water system to supplement the Airport Commission's water connection with the City of Gardner's system. By contract, the City of Gardner is not required to furnish the airport any more water than 100,000,000 gallons of water per year. Staff estimates that the Industrial Airport will use 170,000,000 gallons of water this year. Fortunately, Gardner has a sufficient amount of water available and will be able to supply the airport with enough water for the remainder of this year.

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The original estimate from Olathe for water connection was about \$600,000. Staff discussed options with Olathe's engineers. The engineers created a detailed plan and furnished staff with another estimated cost of \$1,200,000. Staff felt that that type of connection was not cost justifiable at that amount. Larkin and Associates was asked to review Olathe's figures and determine if they thought it would be a reasonable amount for Olathe's water connection. As a result, Olathe's estimate decreased to \$691,000. The largest difference was that Olathe had made some assumptions regarding the airport's consumption that were not supported by the facts. Mr. Metcalfe added that Olathe also applied their standard peaking formula, which is on a residential basis. Larkin pointed out to them that the Industrial Airport should have been based primarily on industrial usage patterns. Olathe's calculations had the airport using a 16" pipe instead of an 8" pipe, which is the size Larkin is recommending. The 8" connection to Olathe will provide us a greater amount of water than what Gardner can provide. Larkin and Associates believes that the connection with Olathe would take the airport through the remainder of this decade and probably well into the next, and allows for some growth. Mr. Metcalfe stated that funds will come from the \$3.1 million general obligation bond proceeds. Staff recommends that the Airport Commission authorize staff to conclude the arrangement with Olathe and prepare a package for the Airport Commission's approval.

MOVED BY MR. VIETS, SECONDED BY MR. MEYER TO AUTHORIZE STAFF TO CONCLUDE THE NEGOTIATION AND PREPARE DOCUMENTS FOR THE AIRPORT COMMISSION'S APPROVAL AT THE OCTOBER MEETING. APPROVED (5-0).

C.Update on 1st Annual Kansas City Air Races.

Mr. Metcalfe reported that he attended the Reno, Nevada air races with Chief Paul Adams of Johnson County Fire District #1 on September 17, 18, and 19. Overall, he felt that it was a very educational experience. He also spoke with the racers and was very enthused to learn that they too were excited about the 1st Annual Kansas City Air Races. Mr. Metcalfe stated that the Kansas City air races will be the first in a series five of races to be held this season.

Mr. Viets asked what would happen regarding the air races if it rains. Mr. Metcalfe replied that everything should be satisfactory unless it rains for a few days before the races. The grounds will be saturated with rain and could cause problems with parking, since all parking will be done on grass areas of the airport. As for the air race itself, the flight visibility must be five miles with a 3,000' ceiling.

Several meetings have been held with each of the five committees to organize this event. The Transportation/Safety/Crowd Management Committee has developed a plan to rout the ingress and egress traffic of the Industrial Airport. This has been one of the most focused areas of importance. The air show in 1978 had a considerable amount of traffic problems. Law enforcement agencies including the Johnson County Sheriff's Office, Kansas Highway Patrol, Gardner Public Safety and the Olathe Police Department have met weekly to discuss plans on how to expedite the traffic.

Mr. Metcalfe stated that there will be signs throughout all major roads and entries leading to the airport for directing traffic. He also stated that there will not be shuttle buses transporting persons from their cars to the gates. Mr. Metcalfe reported that at the Reno air race, it was not uncommon to see persons walking a mile or more to get from their cars to the gates. Walking distance from the furthest cars to the

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gates at Industrial Airport will not be more than 3/4 of a mile. He also stated that there will be dedicated handicapped parking close to the gates and reserved parking for officials and staff.

The schedule of events over the three day period include the Confederate Air Force's famous "Tora!Tora!Tora!" show, which is a reenactment of the Japanese attack on Pearl Harbor, and numerous and exciting fly-by's, aerobatics, demonstrations and static displays. The "CBS This Morning" show is scheduled to air their weather broadcast live from the Industrial Airport on Friday, October 22, 1993.

Mr. Meyer asked if plans to have Building 43 demolished by the air race were on schedule. Mr. Metcalfe reported that the demolition of Building 43 will begin the week of September 27. Mr. Howard stated that Building 45 will not be demolished by the date of the race. The main focus has been on Building 43 since it would be more noticeable.

Mr. Meyer asked if there were plans to have security monitoring the facilities at the Industrial Airport. Mr. Metcalfe replied that law enforcement officers will be setting up a 24 hour command post near the fire department. There will be a communications system throughout the airport so that officers can be notified at a moments notice. The army has also offered helicopters to monitor the facilities above ground and would be in close contact with the law enforcement officers. Mr. Metcalfe also noted that all costs of any agencies contributing their services will be paid by Air Racing, Limited.

D.Recommend approval to BoCC of a Quit Claim Deed and Pipe Line Easement transferring gas line to United Cities Gas.

Mr. Metcalfe reminded the Airport Commission that it owns a system of gas distribution pipes located at Industrial Airport. These pipes are currently being used by United Cities Gas Company with no compensation to the Airport Commission. The Airport Commission does not have any desire to own the pipes and felt this issue needed to be clarified. Staff contacted United Cities Gas Company and started discussions on conveyance of those pipes. The original position was that there was some value to that system and the airport wanted to be compensated in the amount of \$100,000. United Cities Gas stated that they were actually doing the Airport Commission a favor in taking the system over due to them assuming the liability and the fact that they probably already owned them due to adverse possession.

When Graphic Technology wanted to expand their facility at Industrial Airport, it was learned that there was a gas line interfering with Graphic Technology's ability to expand and it was decided that the line needed to be moved. United Cities Gas Company stated that they needed to be the company to move the line since they were responsible for meeting regulatory requirements. Graphic Technology had agreed with the Airport Commission to pay up to \$6,000 for the cost of moving the line, which was based on an engineer's estimate. United Cities Gas Company charged \$13,323.52 which Graphic Technology refused to pay. Because the Airport Commission was at that time asserting ownership of the lines in posturing for negotiations for the conveyance of the entire system, it was determined that airport would assume the responsibility for the cost of the line relocation. Because United Cities was firmly entrenched in their position that the system should be conveyed at no cost to United Cities, staff asked United Cities if they would forgive the Graphic Technologies debt if the lines were conveyed to them. An agreement was made and staff asked the gas company to provide a survey of the gas lines. Staff recommends that the Airport Commission execute the agreements with United Cities Gas

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Company. Mr. Ford commented that the Airport Commission has the authority to sign the easements, but the quit claim deed for the property will need to go before the Board of County Commissioners.

MOVED BY MR. VIETS, SECONDED BY MR. MEYER TO REQUEST THAT THE BOARD OF COUNTY COMMISSIONERS SIGN A QUIT CLAIM DEED AND AUTHORIZE CHAIRMAN WINN TO SIGN AN EASEMENT CONVEYING THE SYSTEM OF GAS DISTRIBUTION PIPE LINES AT INDUSTRIAL AIRPORT TO UNITED CITIES GAS COMPANY. APPROVED (5-0).

E.Private hangars at Executive Airport.

Mr. Metcalfe stated that he had been approached by Dr. Richard Combs who had inquired about constructing privately owned hangars on private property adjacent to the Executive Airport. These hangars would have restroom facilities, heating and other features that the Executive Airport t-hangars currently do not have. Dr. Combs had stated that his intentions would be to construct the hangars on the remaining property at the Orman tract, which he has not made a formal offer on yet.

Mr. Metcalfe explained to Dr. Combs that the Airport Commission has a monopoly, which is allowed by FAA regulations, and he was not sure how receptive the Airport Commission would be about having competition. Dr. Combs response was that his product would differ from the Airport Commission's product due to the amenities of his t-hangars. Dr. Combs would charge more for the rental of his t-hangars than what the Airport Commission charges.

Mr. Metcalfe explained that Dr. Combs would like to have access from his proposed t-hangars to the Executive Airport taxiways. This is called a "through-the-fence" operation. In order to allow Dr. Combs to do this, FAA would require the airport to ensure that he meets all their standards when accessing the airport taxiway. Mr. Metcalfe stated that the Airport Commission is not required by the FAA to allow a through-the-fence operation. Mr. Metcalfe also stated that a through-the-fence operation invites problems, such as having to closely monitor the access, and having such things as remote-controlled gates through the airport fence.

Mr. Metcalfe stated that FAA regulations require the Airport Commission to charge Dr. Combs market value for access to the taxiways. Mr. Metcalfe does not know at this time what that charge would be but believes that it could be quite costly. Mr. Meyer asked if there was a demand for an up-scale type of hangar. Mr. Fredrichs feels that there is not a strong demand due to the cost.

Mr. Metcalfe stated that private hangars could potentially hurt the Fixed Base Operators (FBOs) at Executive Airport. He also stated that at one time, Kansas City Aviation Center (KCAC) had looked into building their own t-hangars, but declined to do so after research. Vice-Chairman Nohe asked if Dr. Combs was capable of financing this type of enterprise. Mr. Metcalfe said that he had not done any significant research on the proposal, pending a determination by the Airport Commission as to whether they would even consider such a proposal. Vice-Chairman Nohe felt that the Airport Commission should be given a formal proposal, including financial information on the proponent and an analysis of the financial and operational impact on the airport.

VI.EXECUTIVE SESSION: Contract Issues - Olathe Manufacturing.

MOVED BY MR. MEYER, SECONDED BY MR. HEAVEN TO ADJOURN TO EXECUTIVE SESSION AT 10:55 A.M. FOR 15 MINUTES TO DISCUSS WITH LEGAL COUNSEL THE CONTRACT ISSUES WITH OLATHE MANUFACTURING. APPROVED (5-0).

VII. BUSINESS FROM THE FLOOR:

Mr. Ford reported that on Monday, September 20, the Board of County Commissioners were asked for authorization to condemn the properties of Messrs. Pretz and Busch. Questions arose in Monday's meeting that could not be answered because Mr. Metcalfe was unable to attend due to his attendance at the Reno air races. Mr. Ford also stated that a meeting would be held on Thursday, September 23, where the County Commissioners would formally vote on this issue. Due to the fact that Mr. Metcalfe will not be able to attend the Thursday meeting due to a meeting with FAA officials on the air races, it will be postponed until after the air races. Mr. Metcalfe spoke with Mr. Denton, County Administrator, and Mr. Denton felt that Mr. Metcalfe needed to attend the meeting to be sure that all the facts were available and answer any questions that the BOCC may have.

VIII. ADJOURNMENT

The meeting was adjourned by Vice-Chairman Nohe at 11:15 a.m.

Phyllis Thomen, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES - October 27, 1993 9:00 a.m. - INDUSTRIAL AIRPORT, KS

Airport Commission

Present: Ms. Thomen, Mullin, Messrs. Winn, Heaven, Meyer, Nohe, Viets

Staff: Metcalfe, Ritter, Smyth, Howard, Fredrichs

Others: Commissioner Annabeth Surbaugh
Steve Porter, Olathe Daily News

The meeting was called to order at 9:00 a.m. by Chairman Winn.

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

I. APPROVAL OF THE MINUTES

MOVED BY MR. HEAVEN, SECONDED BY MS. THOMEN TO APPROVE THE MINUTES OF THE SEPTEMBER 22, 1993 MEETING AS PRINTED AND DISTRIBUTED. APPROVED (6-0).

II. REPORT OF THE CHAIRMAN

Chairman Winn appointed Mr. Heaven to the Development Committee to replace the position previously held by Mr. Craig. A Development Committee meeting was scheduled for November 17, 1993 at 7:30 a.m. at the Doubletree Hotel. Ms. Thomen stated that she would be out of town that day and would not be able to attend. The Development Committee members are as follows:

Mark Viets, Chairman	Phyllis Thomen
Marty Nohe	Larry Winn III
Pete Heaven	

III. CONSENT AGENDA ITEMS

A.Consider recommending to the BoCC to award RFP No. 93-094 for a Stormwater Management Consultant to Woodward-Clyde Consultants in the amount of \$41,358.00.

Mr. Metcalfe stated that the Airport Commission is required under Federal Environmental Protection Agency (EPA) regulations to examine the airport for any possible stormwater pollution problems and identify all outflow points from the airport property to submit for testing. A Stormwater Management

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Plan is also required along with periodical testing. The regulations have yet to be issued by the EPA, and the deadline is October 31, 1993. The State of Kansas is a delegated state and the Kansas Department of Health and Environment (KDHE) would be the enforcement agency. At this time, KDHE has not issued any guidelines or regulations.

The Industrial and Executive Airports participated in the submittal of a group application by the American Association of Airport Executives (AAAE). AAAE submitted a group application in behalf of over 800 airports around the country. Because of that group application, the Industrial and Executive Airports have met all requirements to date.

Mr. Metcalfe feels that airport stormwater permitting costs may be eligible for Airport Improvement Program (AIP) Funding. He also feels that if it would be eligible for funding, it would be low on the priority list and would not likely be funded in fiscal 1994. Mr. Howard stated that the Airport Commission could wait to proceed until KDHE produces its final version of the industry group permit. That could be as late as spring of 1994. Mr. Howard commented that the consultants feel that such things as the stormwater pollution prevention plan (a major element of the permit process) will not change regardless of what final form the KDHE permit for the airports takes.

Mr. Nohe asked who presented proposals for this project. Mr. Howard stated that proposals were received from Black and Veatch, Mintech, Woodward-Clyde and Montgomery Watson. Mr. Nohe also asked if the contract amount would be likely to expand. Mr. Howard stated that it is possible the cost could increase, but does not feel that it would be a major difference. Chairman Winn stated that he had two reservations with this plan. First, he feels that governments, generally, are adept at hiring engineers to generate plans that then sit on the shelf, many of which are never implemented. Secondly, he was concerned that the Airport Commission would be engineering ourselves right into a capital project that we may not have the funds to implement. Chairman Winn suggested that this matter be tabled for further discussion in the November 17, 1993 Development Committee Meeting.

MOVED BY MR. NOHE, SECONDED BY MS. THOMEN, TO REFER THE STORMWATER MANAGEMENT CONSULTANT ISSUE FOR FURTHER DISCUSSION AT THE NOVEMBER 17, 1993 DEVELOPMENT COMMITTEE MEETING. APPROVED (6-0).

IV. EXECUTIVE SUMMARY

A. Consider ratifying the September expenditures as presented.

Mr. Nohe commented that the budgeting process seems to be doing better. Mr. Metcalfe stated that the budget had been amended to reflect the unanticipated revenues that we had started with this year and feels we are in good shape budget-wise.

Chairman Winn asked what the level of airport operations was this year at Industrial and Executive Airports. Mr. Metcalfe stated that both airports are running between 10-15% behind average of the previous years. He also feels that this is mainly due to the inclement weather this year. Mr. Nohe asked why Executive Airport's daily totals fluctuate as opposed to the steady totals at Industrial Airport. Mr.

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Metcalfe stated that Executive Airport has heavy student traffic, which is severely reduced by inclement weather, while Industrial has heavy corporate traffic, which is not nearly as sensitive to weather.

MOVED BY MR. MEYER, SECONDED BY MS. THOMEN TO RATIFY THE SEPTEMBER EXPENDITURES AS PRESENTED. APPROVED (6-0).

B.Summary of Financials.

Mr. Nohe commented that this year the Airport Commission has heard relatively little negative feedback regarding the airport staff's relationship with the county's Budget and Finance Offices as opposed to last year. He asked staff if there has been an improvement in the dealings with other county departments. Ms. Smyth reported that all parties are communicating better and that an increase in trust has developed. Mr. Metcalfe stated that the county now has program that has been influential in improving communications between departments and feels that this has changed the attitudes from "gatekeepers" to "service providers".

MOVED BY MR. NOHE, SECONDED BY MR. MEYER THAT A COMMENDATION RESOLUTION BE PREPARED FOR CONSIDERATION IN THE DECEMBER MEETING RECOGNIZING THE SERVICE EFFORTS FROM THE COUNTY DEPARTMENTS.

MOVED BY MR. NOHE, SECONDED BY MS. THOMEN TO RATIFY THE SEPTEMBER FINANCIALS AS PRESENTED. APPROVED (6-0).

V. DISCUSSION ITEMS:

A.Report on 1st Annual Kansas City Air Races.

Mr. Metcalfe said he was very pleased to report that the 1st Annual Kansas City Air Races went off without a major hitch. He stated that the support from the county agencies was outstanding and that he was proud of the agencies and their quality of work. Mr. Metcalfe stated that the volunteers worked very hard and were very enthusiastic. He stated that the race pilots and many others were very complimentary of the efforts of all involved.

Mr. Metcalfe stated that the television production company shot tape for a one hour show on the air races and the airport, which will be aired February 12, 1994. Mr. Metcalfe reported that ESPN will be giving more consideration to the Kansas City Air Race since this is the first air racing event outside of Reno, Nevada. They plan to produce what Mr. Metcalfe called "Air Racing 101", which introduces people to air racing. He also stated that there was some spectacular footage that was shot at the airport and he is very excited about the publicity that the airport will be given.

Mr. Nohe asked if it was likely that Air Racing, Limited will continue to bring air racing to the Industrial Airport. Mr. Metcalfe stated at this time, he sees no reason why they would not. He also stated that the racers have an association among themselves, and that association voted to sign a contract with Air Racing, Limited to allowing ARL to be the official sanctioning body for air racing.

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Mr. Nohe suggested that the Airport Commission buy a page in a local newspaper thanking everyone who has helped. Chairman Winn thought that that was an excellent idea and would like staff to discuss this with our marketing firm, Corporate Communications Group.

Mr. Meyer stated that the Airport Commission needs to promote goodwill towards all persons that were impacted due to the race course. Chairman Winn suggested that a thank-you letter be sent to surrounding persons who were affected by the air races.

Mr. Nohe asked what the final crowd total was for the three day event. Mr. Metcalfe replied that the final tally had not been completed and the final results will probably not be known for a few more days. He also replied that the delay was partly caused by the differentiation between adult and child tickets. The Airport Commission will receive 5% of all adult ticket sales.

Ms. Mullin stated that it was her understanding that there would be a meeting to critique the event and share comments and ideas for further improvements of future events. Mr. Metcalfe stated that he is planning to write an after-action report that will be sent to ARL for their information. He also stated that there was a meeting held after the races to discuss some of the important issues.

B.Consider recommending approval to the BoCC of an agreement with the City of Olathe for the supplemental source of water at Industrial Airport in the amount of \$691,130.00.

Mr. Metcalfe stated that a demand study was done in 1988 by Wilson & Company that projected demand for water starting in 1990 for twenty years. A.C. Kirkwood Associates was retained in 1991 to provide a source study to examine alternatives to fulfill the need for additional water. The Airport Commission is limited to 100,000,000 gallons of water from Gardner Lake. A.C. Kirkwood Associates identified numerous potential sources of water. The options were reduced to the cities of Olathe and Gardner with the long term source identified as Water District No. 1. The Airport Commission entered into an agreement with the city of Gardner to refurbish the water treatment plant at Gardner Lake and turn that over to the city of Gardner to supply the airport with water from a different pipe. That pipe is currently in place and the airport is currently receiving more water on a daily feed through that pipe.

By contract, the Airport Commission is now receiving the maximum gallons of water from Gardner Lake due to the state allocation, which is 100,000,000 gallons. Mr. Metcalfe stated that the airport needs an additional 60-70 million gallons of water to adequately supply tenants at Industrial Airport. Mr. Metcalfe reported that staff began negotiating with the city of Olathe for a connection to their water system. The original estimate from Olathe for water connection was about \$600,000. Staff discussed options with Olathe's engineers. The engineers created a detailed plan and furnished staff with another estimated cost of \$1,200,000. Staff felt that that type of connection was not cost justifiable. Larkin Associates, airport water rehabilitation engineers, was asked to review Olathe's figures and determine if they thought it would be a reasonable amount and design for Olathe's water connection. As a result of resizing the line, Olathe's estimate decreased to \$691,000. The city of Olathe is providing, at their cost, the engineering and construction supervision as well as the fire hydrants that will be placed on the pipe on Lakeshore Road. Larkin Associates believes that the connection with Olathe would take the airport through the remainder of this decade and probably well into the next, and allow for some

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growth. Mr. Metcalfe stated that funds will come from the \$3.1 million general obligation bond proceeds.

Mr. Viets asked what will happen to the 100,000,000 gallons of water that we currently use from the city of Gardner. Mr. Metcalfe replied that the airport will continue to use the allocations from Gardner Lake and supplement it with Olathe water. He also replied that Olathe will charge the airport between \$2.00 - 2.25 per thousand gallons, and Gardner charges \$1.25 per thousand gallons.

Mr. Meyer asked what would happen to the bonded indebtedness if the airport water system was merged with Water District No. 1. Mr. Metcalfe replied that in order for someone to want to take over our water system, it would have to be cost-beneficial to them and the airport's position should be that they take over everything, including the debt. Mr. Metcalfe also stated that by the time the system is completed the Airport Commission will have invested over 3 million dollars.

Mr. Meyer also asked how the airport's loss of 30% in the system was addressed in the rate setting. Mr. Howard replied that Larkin Associates does not feel that the airport will have a 30% loss when improvements are made to the system. They feel that a 10 - 12% loss is more typical loss for a municipal system, and that is what was factored into the rate. Mr. Metcalfe feels that when the airport got off the pipe at 151st Street, that the airport solved a large part of the loss problem.

Mr. Nohe asked about the construction schedule. Mr. Metcalfe reported that the system will be engineered this winter, bid in early spring and built as soon as weather allows. He stated that if Gardner does not cover the overage as they did this year, the airport will run out of water by June.

Mr. Metcalfe reported that the City of Olathe and staff had discussed the term length for the agreement and determined ten years would be an appropriate term. Mr. Nohe asked what the bond issue term was. Ms. Smyth stated that the term for the general obligation bonds ran twenty years. Mr. Nohe felt that the agreement terms should coincide with the general obligation terms. Mr. Metcalfe felt that the Airport Commission may not want to commit to a long term agreement due to other options becoming available. Mr. Metcalfe stated that there is a provision to terminate the agreement by either party with a one year notice. Mr. Nohe commented that if the Airport Commission has an option to terminate the agreement with a one year notice, then we should go for the twenty year term. Mr. Viets agreed.

MOVED BY MR. THOMEN, SECONDED BY MR. NOHE TO RECOMMEND APPROVAL TO THE BOCC OF AN AGREEMENT WITH THE CITY OF OLATHE FOR THE SUPPLEMENTAL SOURCE OF WATER AT INDUSTRIAL AIRPORT IN THE AMOUNT OF \$691,130.00, COTERMINOUS WITH THE MATURITY OF THE GENERAL OBLIGATION BONDS, WHICH IS 2012. APPROVED (6-0).

VI. BUSINESS FROM THE FLOOR:

Mr. Nohe commented on the dates of the next two Airport Commission meetings. Both meetings are during the week of a holiday. He suggested that both meetings be changed to the fourth Monday of the month instead of the fourth Wednesday of the month. The changes were agreed upon and the dates for November

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and December's meeting are as follows:

November meeting	Monday, November 22, 1993 9:00 a.m.
December meeting	Monday, December 20, 1993 9:00 a.m.

VII. ADJOURNMENT

The meeting was adjourned by Chairman Winn at 10:19 a.m.

Phyllis Thomen, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES - November 22, 1993 9:00 a.m. - INDUSTRIAL AIRPORT, KS

Airport Commission

Present: Ms. Thomen, Mullin, Messrs. Winn, Heaven, Meyer, Viets

Absent: Mr. Nohe

Staff: Metcalfe, Ritter, Smyth, Howard, Fredrichs

Others: Commissioner Annabeth Surbaugh
Steve Porter, Olathe Daily News
Jan Durrett, Johnson County League of Women Voters
Chuck Welty, Larkin Associates
Bob Quick, Larkin Associates
Lieutenant Commander Doug Woodworth, Naval Air Reserve Center
Chief Paul Adams, Johnson County Fire District #1

The meeting was called to order at 9:00 a.m. by Chairman Winn.

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

I. APPROVAL OF THE MINUTES

MOVED BY MR. VIETS, SECONDED BY MR. MEYER TO APPROVE THE MINUTES OF THE OCTOBER 27, 1993 MEETING AS PRINTED AND DISTRIBUTED. APPROVED (4-0).

II. REPORT OF THE CHAIRMAN

Chairman Winn announced that an Airport Commission Strategic Management Retreat was scheduled at the Doubletree Hotel on Saturday, January 8, 1993 at 8:00 a.m. A continental breakfast will be served at 7:30 a.m.

III. CONSENT AGENDA ITEMS

There were no consent agenda items.

IV. EXECUTIVE SUMMARY

A. Consider ratifying the October expenditures as presented.

Mr. Meyer asked whether the architectural service fees for the metal maintenance garages at Industrial and Executive Airports were a part of the bond issue or a part of the budgeted items. Ms. Smyth stated that funds for those items came from unbudgeted revenues from the this year and last year.

Mr. Meyer asked who authorizes and approves the computer expenditures. Ms. Smyth stated that staff has been working with county Data Services Dept. on implementing the Local Area Network system (LAN), and based on their recommendations the county Purchasing Department bids out hardware and software purchases to term and supply vendors. Ms. Smyth reminded the commission that the LAN package had been listed as one of the projects to be completed with unbudgeted revenues and that commission had approved that listing earlier this year.

Chairman Winn asked if all the airport improvement projects will be completed this year. Mr. Fredrichs replied that all projects were on schedule and that the transient and t-hangar ramp were completed.

MOVED BY MR. HEAVEN, SECONDED BY MR. MEYER TO RATIFY THE OCTOBER EXPENDITURES AS PRESENTED. APPROVED (4-0).

B. Summary of Financials.

MOVED BY MR. HEAVEN, SECONDED BY MR. MEYER TO RATIFY THE OCTOBER FINANCIALS AS PRESENTED. APPROVED (4-0).

V. DISCUSSION ITEMS:

A. Recommend approval to the BoCC for the renewal of the Midwest Air Traffic Control Service, Inc. agreement to provide air traffic control services at Industrial Airport for the period of January 1, 1994 to December 31, 1994.

Mr. Metcalfe stated that Midwest Air Traffic Control Service, Inc. (MWATC) was awarded the contract to provide air traffic control services at the Industrial Airport in 1990 with the option for four one-year extensions. The Airport Commission renewed the contract with MWATC in 1991 and 1992. This is the third extension to that agreement. He also stated that MWATC did not receive an increase in last year's contract price.

Mr. Metcalfe reported that MWATC bases their rates on the amount of traffic volume and the hours that they must staff the tower. He also stated the MWATC uses the tower as their corporate headquarters, and feels that the Airport Commission receives a significant break in the service charges because of the savings MWATC gains in not having to pay for separate

quarters.

MOVED BY MS. THOMEN, SECONDED BY MR. HEAVEN TO RECOMMEND APPROVAL TO THE BOCC FOR THE RENEWAL OF THE MIDWEST AIR TRAFFIC CONTROL SERVICE, INC. AGREEMENT TO PROVIDE AIR TRAFFIC CONTROL SERVICES AT INDUSTRIAL AIRPORT FOR THE PERIOD OF JANUARY 1, 1994 TO DECEMBER 31, 1994. (APPROVED 4-0).

B. Consider recommending approval to the BoCC for the renewal of the Johnson County Fire District #1 interlocal agreement for fire and rescue services.

Mr. Metcalfe reported that the Airport Commission transferred the responsibility for fire protection at Industrial Airport from ourselves to Johnson County Fire District #1 last year. In that process, the Airport Commission also transferred all of the full-time firefighting staff to the Fire District. At that time, an agreement was entered into for the Fire District to provide the same fire protection service that the Industrial Airport was receiving before the transferring of services.

The interlocal agreement was reviewed by the legal departments of both parties and all feel that the basic document is still valid. The amount of compensation will remain the same as last year. Adjustments for peripheral arrangements in the interlocal agreement include a revision in the office arrangements. Mr. Metcalfe explained that the Fire District was in need for larger office space than what they are currently using. The payment schedule was also adjusted to move the payments from the Airport Commission to Fire District #1 forward one month to assist the Fire District's cash flow. Payments would be made quarterly as follows: January 15, April 15, July 15, and October 15.

Mr. Meyer asked if there was any lag in the response time or service from Fire District #1 as opposed to the previous service from the Airport Commission Fire Department. Mr. Metcalfe stated that he felt that the Industrial Airport actually receives better service than before for less money. Chief Adams stated that the Fire Board was very pleased with the arrangements. Chairman Winn asked what the response time was for the Industrial Airport. Chief Adams replied that the response time was between one to two minutes from the station. He also reported that all pumpers are equipped as First Responders for medical calls. Johnson County Med-Act also responds and then transports to local hospitals if necessary.

MOVED BY MR. VIETS, SECONDED BY MR. MEYER TO RECOMMEND APPROVAL TO THE BOCC FOR AN ADDENDUM TO THE JOHNSON COUNTY FIRE DISTRICT #1 INTERLOCAL AGREEMENT FOR FIRE AND RESCUE SERVICES. (APPROVED 5-0).

C. Consider approving a building and office agreement with Johnson County Fire District #1.

Mr. Metcalfe informed the Airport Commission that the Fire District is requesting larger office space at the Airport Commission Administrative Offices. Currently, the Civil Air Patrol occupies the largest available space at the Administration Building. The agreement with the Civil Air Patrol (CAP) allows them to occupy the space for \$1 per year until such time as a

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prospective tenant offers to rent the space at market rate. The Fire District is interested in leasing this particular space at market rate, which is \$8.50 per square foot. The CAP has a right of first refusal to rent the space at the offered rate. Mr. Howard stated that the CAP is not prepared to pay market rate for the office space. There is a smaller office which the CAP could use on the same basis as their current arrangement.

Mr. Metcalfe stated the revised agreement is the same agreement for their existing space except redefining the space and a rate change. Mr. Metcalfe also stated that the original agreement was reviewed by Mr. Rick Lind in the Legal Department.

MOVED BY MR. MEYER, SECONDED BY MR. VIETS TO APPROVE THE BUILDING AND LEASE AGREEMENT WITH JOHNSON COUNTY FIRE DISTRICT #1 AS PROPOSED. (APPROVED 4-0).

F. Consider adopting a resolution commending those involved in the Kansas City Air Races.

Personal letters of appreciation from Mr. Metcalfe, as well as copies of letters from Commissioners Weltner and Surbaugh to the Airport Commission, were sent to all the volunteers who participated in the air races.

MOVED BY MR. VIETS, SECONDED BY MR. HEAVEN TO PASS THE RESOLUTION COMMENDING THOSE INVOLVED IN THE KANSAS CITY AIR RACES. (APPROVED 4-0).

D. Discuss Water Rehabilitation Study.

Mr. Metcalfe reviewed the history of the rehabilitation of the storage and distribution system. Larkin Associates were retained to develop studies for a long-term plan for a rehabilitation system and plans for the distribution system at Industrial Airport. Larkin completed their studies and recommend that certain sections of the pipe at Industrial Airport be replaced. The Development Committee, at their November 17, 1993 meeting, recommended that Larkin Associates explain their recommendations to the Airport Commission.

Mr. Metcalfe introduced Mr. Chuck Welty and Mr. Bob Quick of Larkin Associates. Mr. Viets was concerned about the storage tank. He asked why the water should be stored at all with a distribution system that cannot take pressure and that can only supply water for a few days. Mr. Quick replied that our current system has 85 pounds of pressure nearly all the time. All of the buildings that had fire sprinklers were checked by Larkin and they found that all of the those buildings were designed for that amount of pressure. To provide static pressure of 85 pounds would require an elevated tank of a little over 200 feet. The Federal Aviation Administration height limitations for the airport would not allow construction of an elevated storage tank at that height (150 feet is the maximum within one mile of the runways). Larkin assessed that a ground storage tank must hold at least 500,000 gallons at the absolute minimum for daily operations. Mr. Quick reported that our current 500,000 gallon tank has been within a few inches of being empty on several occasions.

Mr. Quick advised that water is needed for firefighting purposes at all times. When the water is

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used for fires, water will be taken out of the tank at 3,500 gallons per minute. That magnitude of water cannot be accessed from Gardner or Olathe. Olathe would be able to provide around 400 gallons per minute with Gardner providing 700 gallons per minute. The Airport Commission needs the water on-site for fire flows.

Mr. Quick also informed the Airport Commission that it would be more cost effective to build a 3 million gallon storage tank than to build a 1 or 2 million gallon storage tank. The cost of building a 3 million gallon storage tank was previously estimated at \$1.25 million. Larkin assumed it would cost between \$1 million and \$1.1 million at this time due to favorable bidding conditions.

Mr. Viets asked about using untreated water from our various impoundments around the airport for landscape irrigation and emergency fire flows. Mr. Quick responded that lake water would need to have a totally separate distribution system to avoid contaminating the potable water system. Larkin does not feel that lake water would be the best choice at this time because there would not be enough tenants that would benefit from it and there is not enough water impounded to really make a difference.

Mr. Viets asked if the new proposed system would be better than surrounding industrial parks. Mr. Quick replied most industrial parks operate at 55 gpi where the Industrial Airport operates with 85 gpi. Overall, Mr. Quick feels that the airport will have an advantage over other industrial parks due to the fact that most companies feel that gpi's are an important factor in determining their location because of the installation of their sprinkler system. Mr. Welty feels that the storage will give the Airport Commission an ability to negotiate better contracts due to peak and off-peak periods. Mr. Heaven stated that he supports the water rehabilitation study and Larkin Associates recommendations. (Mr. Heaven left at 10:05 a.m.)

MOVED BY MR. VIETS, SECONDED BY MS. MULLIN, TO AUTHORIZE STAFF TO PROCEED WITH LARKIN ASSOCIATES RECOMMENDATION OF ITEMS 2, 3, AND 4 OF THE TABLE 7 CAPITAL IMPROVEMENT PACKAGE TO INCLUDE ADDITIONAL WATER STORAGE, IMPROVEMENTS TO THE SYSTEM CONTROLS AND A REPLACEMENT PROGRAM FOR WORN PIPES. (APPROVED 3-0).

MOVED BY MR. MEYER, SECONDED BY MS. MULLIN TO AUTHORIZE STAFF TO NEGOTIATE APPROPRIATE FEE ARRANGEMENTS WITH LARKIN ASSOCIATES TO COMPLETE THE ABOVE MENTIONED ITEMS. (APPROVED 3-0).

E. Discuss Water Rates.

Mr. Viets stated the consensus of the Development Committee was that the Airport Commission was constrained to charge our water customers whatever the surrounding cities charge for their water. He feels that we cannot underprice our neighbors, and to overprice would put us at a competitive disadvantage. Mr. Metcalfe stated that the city of Olathe's rate

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charge for the Airport Commission is still unknown until Olathe completes a rate study currently underway. Mr. Welty feels that with the approval of the rehabilitation of the water system, the airport's operating cost will decrease. He also feels that it is difficult to calculate an exact water rate today until the rehabilitation is completed and the true operating costs are known. Mr. Quick stated that in two years, the Airport Commission will have a good, basic amount of data to work with to determine and justify the rate increase.

Lieutenant Commander Woodworth of the United States Navy stated the Navy was not hit so hard on the rate increase, but rather in the billing process. He reported that the Navy has individual meters on each of their nine buildings. Previously, the Navy was billed on total usage and now they are being billed on the minimum usage and a meter charge on each of their nine buildings. He stated that their water bill has increased 500% and asked the Airport Commission if there was some way that he could be billed as before on total usage.

Mr. Howard stated that he encouraged a representative of the Navy to attend the Airport Commission meeting to explain their situation. Staff has assessed a meter charge along with the water rate increase. Mr. Howard explained that meters were placed on the buildings at the Navy's request 2 years ago. He stated the reasoning was that it would be more costly to replumb their connections to allow a one meter system. Mr. Howard understood their problem with the meters, but felt that if one exception was made to a tenant, then other exception would be expected from other tenants. The decision made by Mr. Howard was based on the fee for reading and maintaining the meters, which the Airport Commission would still incur if the Navy was charge on a total usage basis.

Chairman Winn asked exactly why the Navy had nine meters. Mr. Metcalfe stated that the Airport Commission completed a study on the unmetered connections at Industrial Airport 3 years ago. About half the connections were not metered. The Airport Commission, at that time, asked staff to look into putting meters on the tenants that did not have them. Meanwhile, Johnson County Wastewater Department started a new billing system, which was based on water consumption. The Navy received new sewer bills, which were based on flat rate water consumption. The Navy thought that the new amount was too high and produced an agreement that stated when the Airport Commission took over the facility we would put meters on all of the Navy's water connections. The Airport Commission researched installing a meter for the Navy and found out that it would be cheaper to install nine meters that to replumb it and put in one meter.

Chairman Winn asked Larkin Associates to research this issue with the Navy and prepare a recommendation.

VI. BUSINESS FROM THE FLOOR:

Chairman Winn asked the Development Committee had a chance to discuss the Triangle Park issue. Mr. Metcalfe stated that he met with Mr. Chip Corcoran from Public Works and consulting engineers Mr. Jim Schertzberg and Mr. Joe Brand from Howard, Needles, Tammen and Bergendoff (HNTB) for an update on the 21st Century Parkway. During the conversation on the impacts at Industrial Airport due to the 21st Century Parkway, they advised Mr. Metcalfe

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that the Triangle Park property would be heavily impacted by the future roadway. The planned interchange has a road going directly through Triangle Park.

Until the plan for the road is more well defined, HNTB and Mr. Corcoran asked that the Airport Commission wait to sell Triangle Park to avoid condemnation of the property at a later date. Mr. Metcalfe stated that he strongly suggested to Mr. Corcoran and HNTB that they inform the city of Gardner of the plans. Mr. Metcalfe asked Mr. Corcoran when the completion date of the road could be expected. Mr. Corcoran replied that assuming funding for the road is granted, the road could be built as soon as 1996 or 1997.

VII. ADJOURNMENT

The meeting was adjourned by Chairman Winn at 10:25 a.m.

Phyllis Thomen, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES - December 20, 1993 9:00 a.m. - INDUSTRIAL AIRPORT, KS

Airport Commission

Present: Ms. Thomen, Mullin, Messrs. Winn, Heaven, Meyer, Nohe, Viets

Staff: Metcalfe, Ritter, Ford, Smyth, Howard, Fredrichs

Others: Commissioner Annabeth Surbaugh
Steve Porter, Olathe Daily News

The meeting was called to order at 9:00 a.m. by Chairman Winn.

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

I. APPROVAL OF THE MINUTES

MOVED BY MS. THOMEN, SECONDED BY MR. HEAVEN TO APPROVE THE MINUTES OF THE NOVEMBER 22, 1993 MEETING AS PRINTED AND DISTRIBUTED. APPROVED (6-0).

II. REPORT OF THE CHAIRMAN

The Chairman had nothing to report.

III. CONSENT AGENDA ITEMS

There were no consent agenda items.

V. EXECUTIVE SUMMARY

A. Consider ratifying the November expenditures as presented.

Ms. Mullin asked about the advertising costs from the November expenditures list. Mr. Metcalfe replied that the costs were the Airport Commission's share of the Johnson County Partnership costs to advertise in various magazines and newspapers. Mr. Metcalfe also added that the Airport Commission has not advertised individually this year.

MOVED BY MR. MEYER, SECONDED BY MR. NOHE TO RATIFY THE NOVEMBER EXPENDITURES AS PRESENTED. APPROVED (6-0).

B. Summary of Financials.

MOVED BY MR. HEAVEN, SECONDED BY MR. MEYER TO RATIFY THE NOVEMBER FINANCIALS AS PRESENTED. APPROVED (6-0).

V. DISCUSSION ITEMS:

A. Consider recommending approval to the BoCC to award RFP No. 93-094 for a Stormwater Management Consultant to Woodward-Clyde Consultants in the amount of \$41, 358.00.

Mr. Metcalfe informed the Airport Commission that this a continuation of discussions that the Airport Commission has had for the past two months. Mr. Howard researched, per the Airport Commission's request, the surrounding airports in the state of Kansas in regard to their action on the stormwater permit. Mr. Howard reported that some of the airports were hiring firms to handle the stormwater permit and other airports were working on the issue in-house. Others were not working on the issue at all.

Mr. Meyer asked Mr. Howard to elaborate on the American Association of Airport Executives (AAAE) application. Mr. Metcalfe stated that the AAAE decided to submit a group application for its member airports. The Environmental Protection Agency (EPA) indicated that this was acceptable and would satisfy the regulations as they existed at that time, which was three years ago. A model group permit has been offered on a 90 day notice of proposed rule making under the EPA. This group permit will satisfy federal regulations up to the point where the regulations are developed, which aren't completely developed yet. Mr. Metcalfe also stated that Kansas is a delegated state, in which the KDHE is responsible for EPA enforcement in the state of Kansas. Kansas may either adopt the EPA regulations (partial or entirely) or may develop their own. Mr. Howard feels that there will be little or no changes to the permit.

In order for the Airport Commission to obtain a permit that is site specific, we will be required to have a stormwater pollution prevention plan in place. Staff is proposing to hire Woodward-Clyde to develop the stormwater pollution prevention plan site study and to test any out-flows that may need to be done. Chairman Winn asked if the study covered the entire geographical limits of the airport. Mr. Howard stated that it depends on how the airport structures its permit (i.e. whether we have one general permit for the entire airport including aviation and industry, or if the Airport Commission has a permit and the tenants obtain their own permits). It will eventually impact the entire limits of the airport because, as the land owner, the Airport Commission will ultimately be responsible for it.

Mr. Metcalfe stated that once the stormwater prevention plan in place, staff will develop what are called "best management practices". Once the best management practices are in place, an area that needs to be addressed is new development on airport property, mainly stormwater run-off. Chairman Winn stated that we will require some type of stormwater management on the tenant's part in the future. Mr. Metcalfe feels that obtaining the stormwater permit will put the airport in a better position to deal with regulatory agencies. We will have already inventoried the situation and will know about the out-flows and potential problems. He also feels that the Airport Commission will be taking a leadership role and feels comfortable that the airport will not be wasting money on this issue.

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Ms. Mullin asked if the tenants were aware of the airport's intentions with Woodward-Clyde. Mr. Howard replied that the tenants were aware of the stormwater permit application, but were not aware of the contractor. Ms. Mullin stated that retaining Woodward-Clyde was a positive move. She also stated that the tenants need to be informed on exactly where the airport is headed in regard to the permit.

Messrs. Meyer and Viets were still uncomfortable with the stormwater consultant being retained so soon. Suggestions were to submit the contract for the Airport Commission's review and negotiate the contract with Woodward-Clyde Consultants, and contract with them in the spring of 1994 or such time as KDHE issues a final airport permit. Chairman Winn feels that the Airport Commission is still not familiar enough with the matter to make a decision at this time. Mr. Nohe felt that the Airport Commission has debated this issue for two months, and he thinks that waiting another thirty days is not going to yield anymore information. He also stated that staff has dealt with this issue for quite some time and he senses a level of frustration. Mr. Nohe stated that everyone is in agreement that this issue is something that needs to be done at some point and staff would prefer to go ahead now rather than delay.

Mr. Meyer was still concerned about whether the airport will be doing things that are the tenants' responsibility, and about the airport being responsible for violations by the tenants. He feels that the tenants should correct a problem, if found, and not have the Airport Commission get involved. He also stated that we should not be taking the liability for that and we may be exposing ourselves. Mr. Metcalfe stated that he fears if the tenants do not take responsibility for themselves, then the airport will be responsible since it owns all the property. Mr. Metcalfe's concern is that by default, we will ultimately be responsible for non-compliance by tenants. Mr. Meyer asked if the Airport Commission would be taking an enforcement stand. Mr. Metcalfe replied that the Airport Commission, as landlord and enforcer of the lease provisions requiring compliance with all applicable laws and regulations, is responsible for identifying issues of non-compliance by the tenants and for seeking correction of a violation, and he feels that we will be ultimately responsible for compliance sooner or later.

Mr. Viets asked who would monitor and test the run-off. Mr. Howard stated that staff will do the testing and monitoring yearly. Under the permitting process, we will be required to complete the testing (or having it done by a contractor). Mr. Howard stated that KDHE probably will not do random testing, but stated that if a complaint is filed against the Airport Commission, we could be penalized severely. If we do not do the testing we would be in technical violation of the regulations. Mr. Metcalfe also added that much of the Industrial Airport's stormwater run-off runs into Gardner Lake. If contaminated run-off from one of the tenants gets into one of the ponds at Industrial Airport, it will run directly into Gardner Lake. Having the run-off getting into Gardner Lake is one potential for having someone complain.

After this explanation, Chairman Winn felt that he had a better understanding of the situation. The Airport Commission requested that staff prepare a contract with Woodward-Clyde to be presented to the board at the January meeting and have representatives from Woodward-Clyde present to answer any questions.

**MOVED BY MR. NOHE, SECONDED BY MS. MULLIN TO ACCEPT STAFF'S
RECOMMENDATION AND AWARD RFP NO. 93-094 FOR A STORMWATER MANAGEMENT**

**CONSULTANT TO WOODWARD-CLYDE CONSULTANTS IN THE AMOUNT OF \$41,358.00.
(APPROVED 6-0).**

- B. Consider recommending approval to the BoCC to award RFP No. 93-087 to Strickland Construction to construct a maintenance shop at Executive Airport in the amount of \$183,776.00.

Questions arose as to the performance of the proposed bidder for the maintenance shop. Ms. Smyth stated that the architectural firm (Linscott Haylett Wimmer Wheat) hired to develop the specifications personally knows the company and stated that Strickland Construction is a very competent company. Mr. Metcalfe reported that the original staff target to construct the maintenance shop was \$120,000.00. After an architectural firm was retained to develop the specifications, the estimate rose to \$150,000.00. Low bidder was Strickland Construction, which bid \$183,776.00. This bid included alternates of brick trim and fascia to the building. Mr. Metcalfe also stated that the alternates (brick trim and fascia) do not increase the cost significantly. Funds are available from unbudgeted revenues to cover the cost of the project.

**MOVED BY MR. VIETS, SECONDED BY MR. NOHE TO RECOMMEND TO THE BOCC TO
AWARD RFP NO. 93-087 TO STRICKLAND CONSTRUCTION TO CONSTRUCT A
MAINTENANCE SHOP AT EXECUTIVE AIRPORT IN THE AMOUNT OF \$183,776.00.
(APPROVED 6-0).**

- C. Review Corporate Communications Group agreement for marketing services.

Mr. Metcalfe reported that Corporate Communications Group (CCG) submitted a model contract for staff to use to create the agreement between the Airport Commission and CCG. He also stated that he revised the draft last week, which was reviewed by Mr. Ford of the Legal Department. At this time, staff has not heard from CCG on the draft agreement. Staff recommends that the Airport Commission authorize the Chairman to sign the completed agreement when all parties have reviewed the agreement.

Mr. Nohe stated that it seems that the Airport Commission does not have control over the fees for authorizing increments of work and stated that a provision needs to be added for the Airport Commission to have authority to authorize the increments of work. Mr. Nohe also stated that there needs to be a contract maximum amount. General consensus of the Airport Commission agreed that the Executive Director and Legal Counsel needed to fine tune this portion of the contract with CCG.

Mr. Nohe stated that the indemnity section of the agreement seemed to be lop-sided. Mr. Ford agreed and stated that there should be a two-sided clause added. Mr. Heaven asked about the indemnity provision. Mr. Ford stated that there indeed is a provision of that nature in the agreement and added that the agreement with the Southwestern Johnson County Economic Development Corporation (SWJCEDC) also has an indemnity provision as well.

**MOVED BY MR. NOHE, SECONDED BY MR. VIETS TO AUTHORIZE STAFF TO PROCEED
WITH THE FINAL CONTRACT AND AUTHORIZE THE CHAIRMAN TO SIGN THE COMPLETED**

AGREEMENT WITH THE ABOVE MENTIONED REVISIONS. WHEN THE PROVISIONS HAVE BEEN MADE, IT WILL BE SENT TO THE AIRPORT COMMISSION MEMBERS FOR THEIR REVIEW. IF ANY COMMENTS, THEY ARE TO GET BACK TO THE EXECUTIVE DIRECTOR. WHEN A FINAL AGREEMENT IS REACHED, THE AGREEMENT WILL BE EXECUTED. (APPROVED 6-0).

D. Staff recommendation on Navy water meters.

Mr. Metcalfe reported that at last month's Airport Commission meeting a representative from the Navy expressed concern about the meter charge for the Navy facilities at Industrial Airport. He also reported that the Navy has individual meters on each of their nine buildings. Previously, the Navy was billed on total usage and now they are being billed on the minimum usage and a meter charge on each of their nine buildings. The Navy had stated that their water bill has increased 500% and asked the Airport Commission if there was some way that he could be billed as before on total usage.

Mr. Metcalfe stated that the Airport Commission completed a study on the unmetered connections at Industrial Airport three years ago. About half the connections were not metered. The Airport Commission, at that time, asked staff to look into putting meters on the tenants that did not have them. Meanwhile, Johnson County Wastewater Department started a new billing system, which was based on water consumption. The Navy received new sewer bills, which were based on flat rate water consumption. The Navy thought that the new amount was too high and produced an agreement that stated when the Airport Commission took over the facility, we would put meters on all of the Navy's water connections. The Airport Commission researched installing a meter for the Navy and found out that it would be cheaper to install nine meters than to replumb it and put in one meter.

Mr. Metcalfe stated that the staff's recommendation was to charge one meter charge for all of the Navy's facilities and change the meter charge to a service charge based on the volume of water that goes into the meter and the minimum flow. Mr. Metcalfe also added that the Navy would also be responsible for reading their own meter.

Commission Surbaugh asked if we would be giving special considerations to the Navy and not other tenants by charging one meter charge as opposed to charging them per meter. Mr. Ford stated that he does not feel that this would be a problem. Mr. Metcalfe stated that he feels that this is a special circumstance under the original duties of the quit claim deed. He also commented that the one meter charge would be for both locations at the Industrial Airport. Chairman Winn stated that best option would be to use staff's recommendation if there was only one site in question as opposed to two sites. Consensus of the Airport Commission was that staff reconsider and submit in final form at the January meeting.

E. Review the Southwest Johnson County Economic Development Corporation (SWJCEDC) agreement.

Mr. Viets asked about the inclusive nature of SWJCEDC. Mr. Metcalfe responded that anyone can be a member of the group and is eligible for a seat on the board of directors.

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Municipalities could also contract with SWJCEDC to have services provided to them. Mr. Viets would also like staff to monitor the success of SWJCEDC and report back to the Airport Commission on a monthly basis.

MOTION BY MR. NOHE, SECONDED BY MR. HEAVEN, TO AUTHORIZE THE EXECUTIVE DIRECTOR AND LEGAL COUNSEL TO NEGOTIATE THE SWJCEDC CONTRACT AND AUTHORIZE THE CHAIRMAN TO SIGN THE CONTRACT UPON ITS FINALIZATION. (APPROVED 6-0).

F. Consider approval of a fee in an amount not to exceed \$143,775 for Phase III engineering work as defined in Section 4.2 of the agreement dated 3/17/93 between Johnson County Airport Commission and Larkin Associates.

Mr. Metcalfe reported that Larkin Associates was retained for the rehabilitation of the water system. A Request for Proposal (RFP) divided the work into three phases. These phases include the inventory and assessment, design and construction and monitoring. The current contract for the water system rehabilitation covers all three phases. The maximum fee for Phase III would not exceed \$143,775.00.

MOVED BY MR. NOHE, SECONDED BY MR. HEAVEN TO RECOMMEND APPROVAL OF A FEE IN AN AMOUNT NOT TO EXCEED \$143,775 FOR PHASE III ENGINEERING WORK AS DEFINED IN SECTION 4.2 OF THE AGREEMENT DATED 3/17/93 BETWEEN JOHNSON COUNTY AIRPORT COMMISSION AND LARKIN ASSOCIATES. (APPROVED 6-0).

VI. BUSINESS FROM THE FLOOR:

Commissioner Surbaugh brought to the Airport Commission's attention a meeting (regarding area airport zoning at Executive Airport) that was held on December 9, 1993 at the City of Overland Park's Community Development Committee meeting. It appears that the city of Overland Park is not convinced that joint regulations are great enough to offset the added development complexity and the loss of local authority. Chairman Winn suggested that Mr. Metcalfe contact the Overland Park Planning Department to discuss this issue in detail.

Mr. Nohe asked if the Airport Commission had a legislative program in place. Mr. Metcalfe stated that the Airport Commission does not at this time have a program in place but added that the BoCC has established a legislative program. Mr. Viets expressed his anxiety and frustration with the BoCC that the zoning and subdivision regulations issues were not moving at a faster pace.

Chairman Winn asked staff to explain the BoCC's action on the land acquisition issue. Mr. Metcalfe reported that the BoCC asked the Airport Commission to continue negotiations with the land owners. He also stated that the landowners still feel that there are other avenues that can be followed. Messrs. Metcalfe and Fredrichs are to meet with the Federal Aviation Administration (FAA) to further explore options regarding the land acquisition.

Mr. Metcalfe felt that the Airport Commission has two obstacles if the land acquisition is not obtained. He feels that there will be virtually no assurance that the funds will be available if the

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land acquisition is drawn out or dismissed by the BoCC. The Airport Commission will then have to get a grant amended or reapply for a new grant. Mr. Metcalfe feels that this process could be lengthy in nature and is not optimistic that if the current grant is declined by the Airport Commission and the BoCC, that the Airport could receive another grant. Mr. Metcalfe also stated that we would be at the mercy of the landowners and the market value if this issue is drawn out. The longer this issue is drawn out, the shorter amount of time that the grant remains available for the airport's use. If the airport loses the grant, then we would be forced to repay monies already expended to the FAA.

Mr. Metcalfe explained that the farm buildings had been carved out of the acquisition for the Pretz property and feels that there will be little impact on them. He also stated that Mr. Pretz tells people that they are being thrown off their farm, which is not the case. Other options would be to have an avigation easement for the property, which would require the use of County taxpayers' money instead of using the FAA grant funds. Chairman Winn feels that the airport has no interest in acquiring an avigational easement. He stated that the Airport Commission needs to either acquire the land or surrender that particular part of the master plan for the Industrial Airport. Chairman Winn feels that the three months that the BoCC has allotted the Airport Commission to continue negotiation needs to be used as creative time to pursue the land acquisition issue.

Another issue regarding the land acquisition is the proposed water line from the city of Olathe. The Pretz property will play a vital role in the implementation of the water line system. The proposed line will run down 151st street and go south over the property into the Industrial Airport. If the property is not acquired, the lines will have to be rerouted, causing higher costs than originally proposed.

Mr. Nohe complemented the staff on their hard work and dedication this past year to the Airport Commission. Commissioner Surbaugh expressed her gratitude to the Airport Commission for serving on the board.

VII. ADJOURNMENT

The meeting was adjourned by Chairman Winn at 11:02 a.m.

Phyllis Thomen, Secretary

R. Lee Metcalfe, Executive Director

"REVISION A"
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING AGENDA

Industrial Airport, Kansas

Wednesday, June 23, 1993 - 9:00 A.M.

TAB

A

I. **APPROVAL OF MINUTES** of May 24, 1993 meeting.

II. **REPORT OF THE CHAIRMAN:**

III. **CONSENT AGENDA ITEMS:**

B

IV. **EXECUTIVE SUMMARY:**

A. Consider ratifying the May expenditures as presented.

C

V. **DISCUSSION ITEMS:**

A. Consider recommending to the BoCC award of equipment bids.

B. Consider approving the Request for Proposal for a Stormwater Management Consultant.

C. Consider recommending to the BoCC selling of property on the west side of Industrial Airport, commonly known as "Triangle Park."

D. Update on Gardner Area Economic Development Corporation.

E. Consider recommending approval to the BoCC of a budget republication to expend 1993 unanticipated revenues.

F. Discuss Office of Management and Budget's recommendation for the 1994 Airport Commission operating budget.

VI. **BUSINESS FROM THE FLOOR:**

VII. **ADJOURNMENT**

JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING AGENDA

Industrial Airport, Kansas

Wednesday, July 28, 1993 - 9:00 A.M.

TAB

A I. APPROVAL OF MINUTES of June 23, 1993 meeting.

II. REPORT OF THE CHAIRMAN:

A. Election of Officers

B III. CONSENT AGENDA ITEMS:

A. Consider recommending approval of The Fagan Company in the amount of \$123,248 for HVAC at the Industrial Airport Administration Building.

C IV. EXECUTIVE SUMMARY:

A. Consider ratifying the June expenditures as presented.

D V. DISCUSSION ITEMS:

A. Consider approving Air Racing Limited (ARL) to conduct air races at the Industrial Airport October 21-24, 1993.

VI. EXECUTIVE SESSION: Air Associates - Building Rent.

VII. BUSINESS FROM THE FLOOR:

10:00 a.m. VIII. BUS TOUR AND MEETING WITH GARDNER CITY OFFICIALS

VIX. ADJOURNMENT

"REVISION A"
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING AGENDA
Industrial Airport, Kansas

Wednesday, August 25, 1993 - 9:00 A.M.

TAB

A

I. APPROVAL OF MINUTES of July 28, 1993 meeting.

II. REPORT OF THE CHAIRMAN:

A. Recognition of employee service -
Bob Hilgers, Maintenance Superintendent, 15 years.

B

III. CONSENT AGENDA ITEMS:

A. Consider recommending approval to the BOCC of a FAA grant in the amount of \$506,223.00 to rehabilitate the east transient ramp and replace the rotating beacon at Executive Airport.

(AIP 3-20-0062-11)

B. Consider recommending to the BOCC declaring surplus property for sale at the county auction.

C

IV. EXECUTIVE SUMMARY:

A. Consider ratifying the July expenditures as presented.

D

V. DISCUSSION ITEMS:

A. Update on air race.

B. Consider approving the Airport Commission's participation in the southwest Johnson County economic development group.

C. Consider conceptual approval of a modification of legal description for Olathe Manufacturing South.

D. Election of Officers.

VI. EXECUTIVE SESSION: Air Associates.

VII. BUSINESS FROM THE FLOOR:

VIII. ADJOURNMENT

JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING AGENDA

Industrial Airport, Kansas

Wednesday, September 22, 1993 - 9:00 A.M.

TAB

A

I. APPROVAL OF MINUTES of August 25, 1993 meeting.

II. REPORT OF THE CHAIRMAN:

A. Introduce new Airport Commissioner -
Lewis "Pete" Heaven, Jr.

B. Recognition of employee service -
Melvin Filkins, Water Systems Operator, 20 years.
Steve Paulsen, Mechanic, 20 years.

III. CONSENT AGENDA ITEMS:

B

IV. EXECUTIVE SUMMARY:

A. Consider ratifying the August expenditures as
presented.

B. Summary of financials.

C

V. DISCUSSION ITEMS:

A. Water rate study.

B. Status of water source connection with Olathe.

C. Update on 1st Annual Kansas City Air Race.

D. Recommend approval to BoCC of a Quit Claim Deed and
Pipe Line Easement transferring gas lines to
United Cities Gas.

E. Private hangars at Executive Airport.

VI. EXECUTIVE SESSION: Contract Issues - Olathe Manufacturing.

VII. BUSINESS FROM THE FLOOR:

VIII. ADJOURNMENT

JOHNSON COUNTY AIRPORT COMMISSION
"REVISION A"

MONTHLY MEETING AGENDA
Industrial Airport, Kansas

Wednesday, October 27, 1993 - 9:00 A.M.

TAB

A

I. APPROVAL OF MINUTES of September 22, 1993 meeting.

II. REPORT OF THE CHAIRMAN:

A. Appoint Development Committee.

Current Development Committee:

Mark Viets, Chairman	Phyllis Thomen
Marty Nohe	Larry Winn III
VACANT	

B. Schedule a Development Committee Meeting.
(November 17, 1993)

B

III. CONSENT AGENDA ITEMS:

A. Consider recommending to the BoCC to award RFP No. 93-094 for a Stormwater Management Consultant to Woodward-Clyde Consultants in the amount of \$41,358.00.

C

IV. EXECUTIVE SUMMARY:

A. Consider ratifying the September expenditures as presented.

B. Summary of financials.

D

V. DISCUSSION ITEMS:

A. Report on 1st Annual Kansas City Air Race.

B. Consider recommending approval to the BoCC of an agreement with the City of Olathe for the supplemental source of water at Industrial Airport in the amount of \$691,130.00.

VI. BUSINESS FROM THE FLOOR

VII. ADJOURNMENT

JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING AGENDA
Industrial Airport, Kansas

Monday, November 22, 1993 - 9:00 A.M.

TAB

A

I. APPROVAL OF MINUTES of October 27, 1993 meeting.

II. REPORT OF THE CHAIRMAN:

A. Strategic Management Retreat
(Tentatively scheduled for January 8, 1994)

B

III. CONSENT AGENDA ITEMS:

C

IV. EXECUTIVE SUMMARY:

A. Consider ratifying the October expenditures as presented.

B. Summary of financials.

D

V. DISCUSSION ITEMS:

A. Consider recommending approval to the BoCC for the renewal of the Midwest Air Traffic Control Service, Inc. agreement to provide air traffic control services at Industrial Airport for the period of January 1, 1994 to December 31, 1994.

B. Consider recommending approval to the BoCC for the renewal of the Johnson County Fire District #1 interlocal agreement for fire and rescue services.

C. Consider approving a building and office agreement with Johnson County Fire District #1.

9:30 a.m. **D.** Discuss Water Rehabilitation Study.

E. Discuss Water Rates.

F. Consider adopting a resolution commending those involved in the Kansas City Air Races.

VI. BUSINESS FROM THE FLOOR

VII. ADJOURNMENT

JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING AGENDA
Industrial Airport, Kansas

Monday, December 20, 1993 - 9:00 A.M.

TAB

A

I. APPROVAL OF MINUTES of November 22, 1993 meeting.

II. REPORT OF THE CHAIRMAN:

B

III. CONSENT AGENDA ITEMS:

C

IV. EXECUTIVE SUMMARY:

A. Consider ratifying the November expenditures as presented.

B. Summary of financials.

D

V. DISCUSSION ITEMS:

A. Consider recommending approval to the BoCC to award RFP No. 93-094 for a Stormwater Management Consultant to Woodward-Clyde Consultants in the amount of \$41,358.00.

B. Consider recommending approval to the BoCC to award RFP No. 93-087 to Strickland Construction to construct a maintenance shop at Executive Airport in the amount of \$183,776.00.

C. Discuss Corporate Communications Group agreement for marketing services.

D. Staff recommendation on Navy water meters.

VI. BUSINESS FROM THE FLOOR

VII. ADJOURNMENT