JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING

AGENDA

One New Century Parkway
New Century, KS 66031

Wednesday, January 28, 2015 – 9:00 a.m.

I. APPROVAL OF MINUTES for the December 3, 2014 meetings.

II. REPORT OF THE CHAIRMAN

IV. EXECUTIVE SUMMARY

A. Review staff reports.

B. Summary of Financials.

C. Consider ratifying the November and December 2014 expenditures as presented.

V. DISCUSSION ITEMS

A. Johnson County Executive Airport: T-Hangar Update.

B. Consider approving a Cell Tower Lease Agreement with Municipal Communications, LLC.

C. Consider approving an Estoppel Agreement with Steel and Pipe Supply Company, Inc.

D. Discuss New Century AirCenter Airport Layout Plan “ALP.”

E. Discuss improvements to the New Century water distribution facility.

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

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION – LEGAL AND REAL ESTATE MATTERS

A. Legal

B. Real Estate

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

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

I. APPROVAL OF MINUTES

MOVED BY MR. HARRIS AND SECONDED BY MR. MOORE TO APPROVE THE MINUTES OF THE DECEMBER 3, 2014 MEETING AS PRESENTED. APPROVED (5-0).

II. REPORT OF THE CHAIRMAN

No Report of the Chairman.

IV. EXECUTIVE SUMMARY

A. Review staff reports:

Mr. McKee commented, if the board didn’t have any objections, that he would like to change the phase I operation plan to begin with renovations of the two back offices instead of the two front offices in the Administration building. There were no objections from the board.

B. Summary of Financials:

Mr. Peet stated the County has not closed out financials for 2014 yet. They expect that to occur mid-February 2015. The Airport Commission estimated income is about $454,000 with reserves estimated at $6,400,000.

C. Consider ratifying the November and December 2014 expenditures as presented:

MOVED BY MR. MOORE AND SECONDED BY MR. HARRIS TO RATIFY THE NOVEMBER AND DECEMBER 2014 EXPENDITURES AS PRESENTED. APPROVED (5-0).
V. DISCUSSION ITEMS

A. Johnson County Executive Airport: T-Hangar Update.

Mr. Peet stated that the t-hangar project should be complete by this week. He has received great feedback from the tenants on their appreciation for the siding updates.

Mr. McKee updated the board regarding FAA funding. Last year, discretionary funding from the FAA for use of construction of the apron around Air Associates and the west t-hangars was pushed back by the FAA. KDOT grant funds will be used beginning July 1st on the far north apron and FAA funding will begin October 1st.

Mr. Harris asked how much of the Airport Commission funds have been used on the residing project. Mr. McKee replied the expenditures were around $90,000. Mr. Harris suggested sending a letter to the t-hangar tenants letting them know that increasing rental rates over a ten year period would not come close to covering the expenditures made by the Airport on the recent residing project.

B. Consider approving a Cell Tower Lease Agreement with Municipal Communications, LLC.

Mr. McKee briefed the board on discussions and negotiations with Municipal Communications, LLC.

MOVED BY MR. HARRIS AND SECONDED BY MR. WITTENBORN TO APPROVE A CELL TOWER LEASE AGREEMENT WITH MUNICIPAL COMMUNICATIONS, LLC, AS PRESENTED. APPROVED (5-0).

C. Consider approving an Estoppel Agreement with Steel and Pipe Supply Company.

MOVED BY MR. HARRIS AND SECONDED BY MR. MOORE TO APPROVE AN ESTOPPEL AGREEMENT WITH STEEL AND PIPE SUPPLY COMPANY, AS PRESENTED. APPROVED (5-0).

D. Discuss New Century Aircenter Airport Layout Plan “ALP.”

Mr. McKee updated the board on the Airport Layout Plan “ALP” from last month’s meeting and introduced Dave Hadel and Bob Crane of Burns & McDonnell. Mr. Crane gave a recap of last month’s meeting and previous studies for attracting cargo and commercial air services to the airport. Historically, the studies showed 45,000 operations daily, take-off and landings, a year in 2014. The studies show that it was very unlikely to have cargo and commercial air services to the airport. The maximum capacity is 230,000 operations a year and currently we are at 20% of what the maximum capacity should be to keep the additional runway in the ALP. Mr. McKee commented that the airport cost center is not self-sufficient. The airport is subsidized by the business park and for every dollar that can be made by developing the land around the airport is a dollar that is not needed from the general fund or from hangar rent increases. Mr. Moore stated that the Airport Commission is charged by the FAA with defending the air space off of the end of the proposed runway and if you take the runway out you no longer have a justification for defending the airport. He added that it is a better use of the land to develop it and remove the runway from the master plan. Mr. Wittenborn added that he was in agreement for removing the runway. Although, he is interested with looking into extending the length of the current runways. After a lengthy discussion, it was approved by the board to remove runway 36/18 from the Airport Layout Plan. The next steps will be to submit
MOVED BY MR. HARRIS AND SECONDED BY MS. MCCARTHY TO APPROVE TO REMOVE RUNWAY 36/18 FROM THE AIRPORT LAYOUT PLAN “ALP,” AS PRESENTED. APPROVED (5-0).

E. Discuss improvements to the New Century water distribution facility.

Mr. McKee updated the board on improvements to the New Century water distribution facility. Part of the bid was to repaint the outside and re-inspect and paint the inside of the tank.

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

Mr. McKee introduced Greg Martinette as the new Southwest Johnson County KS EDC president. Mr. Martinette briefed the board on his economic development background and he introduced Krista Klaus, KMBZ 98.1 business reporter, who will be assisting with marketing and social media.

VI. BUSINESS FROM THE FLOOR

Commissioner John Toplikar asked what the military has going on with increased activity at the New Century AirCenter. Mr. McKee stated that they are training with the new Chinook models.

VII. EXECUTIVE SESSION – LEGAL AND REAL ESTATE MATTERS

MOVED BY MR. MOORE AND SECONDED BY MR. HARRIS TO RECESS THE OPEN MEETING AT 10:05 A.M. FOR A PERIOD OF 30 MINUTES FOR THE PURPOSE OF RECEIVING ADVICE OF COUNSEL TO DISCUSS PRELIMINARY DISCUSSIONS RELATING TO THE ACQUISITION OF REAL PROPERTY. RECONVENE IN OPEN SESSION AT APPROXIMATELY 10:35 A.M. OR SOON THEREAFTER AS THE EXECUTIVE SESSION ENDS. APPROVED (5-0).

MOVED BY MR. MOORE AND SECONDED BY MR. WITTENBORN TO EXTEND THE EXECUTIVE SESSION MEETING FOR 10 MINUTES FROM 10:35 A.M. TO 10:45 A.M., APPROVED (5-0).

RECONVENED IN OPEN SESSION AT APPROXIMATELY 10:42 A.M.

VIII. ADJOURNMENT

There being no further business, at 10:45 a.m. the meeting was adjourned.

MOVED BY MR. MOORE AND SECONDED BY MR. WITTENBORN TO ADJOURN. APPROVED (5-0).
I. APPROVAL OF MINUTES for the January 28, 2014 meetings.

II. REPORT OF THE CHAIRMAN

IV. EXECUTIVE SUMMARY
   A. Review staff reports.
   B. Summary of Financials.
   C. Consider ratifying the January 2015 expenditures as presented.

V. DISCUSSION ITEMS
   A. Consider approving Searles Valley Minerals Rail Use Agreement
   B. Discuss preliminary plan proposal from JR Dodson, Dodson International, Inc.
   C. Discuss preliminary plan proposal from Steve Broussard, Twist Air, Inc.
   D. Report of the President, Southwest Johnson County EDC.

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION – LEGAL AND REAL ESTATE MATTERS
    A. Legal
    B. Real Estate

VIII. ADJOURNMENT
Airport Commission

Present: Messrs. Brockhaus, Harris, and Moore

Present by Phone: Ms. McCarthy

Absent: Messrs. Spence, Weisenburger and Wittenborn

Staff: McKee, Peet, Dunham, Hyder and Bellinger

Others: Steve Broussard, Twist Air, Inc.
J.R. Dodson, Dodson International, Inc.
Mike Dolin, T-hangar tenant
Penny Postoak Ferguson, Johnson County Manager’s Office
Dave Hadel, Burns & McDonnell

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

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

I. APPROVAL OF MINUTES

MOVED BY MR. MOORE AND SECONDED BY MS. MCCARTHY TO APPROVE THE MINUTES OF THE JANUARY 28, 2015 MEETING AS PRESENTED. APPROVED (4-0).

II. REPORT OF THE CHAIRMAN

No Report of the Chairman.

IV. EXECUTIVE SUMMARY

A. Review staff reports:

No Additions to the Staff Reports.

B. Summary of Financials:

No Additions to the Summary of Financials.

C. Consider ratifying the January 2015 expenditures as presented:

MOVED BY MR. BROCKHAUS AND SECONDED BY MR. MOORE TO RATIFY THE JANUARY 2015 EXPENDITURES AS PRESENTED. APPROVED (4-0).
V. DISCUSSION ITEMS

A. Consider approving Searles Valley Minerals Rail Use Agreement

Mr. McKee briefed the board on a local glass company, Searles Valley Minerals, interested in storing rail cars at New Century.

MOVED BY MR. MOORE AND SECONDED BY MS. MCCARTHY TO APPROVE A RAIL USE AGREEMENT FOR SEARLES VALLEY MINERALS, AS PRESENTED. APPROVED (4-0).

B. Discuss a preliminary plan proposal from J.R. Dodson, Dodson International, Inc.

Mr. Dodson presented background information on his current operations and plans for expansion. A preliminary design, created by Burns & McDonnell, was presented to the board for the expansion for new corporate operations.

C. Discuss a preliminary plan proposal from Steve Broussard, Twist Air, Inc.

Mr. Broussard presented a preliminary site plan for building operations at Executive Airport (OJC) or New Century AirCenter (IXD). The plan is to create a hangar area which would include a customer lounge and lobby area, potential restaurant with a fenced in area, conference rooms, access for aircraft coming onto the ramp, and parking for clients and restaurant customers. There will be a showroom where an aircraft can be pulled into the lobby. Typically, it would be a delivery and showcase center. The location preference for operations would be for Executive Airport.

Mr. Harris thanked both Mr. Dodson and Mr. Broussard for presenting their preliminary proposals and asked them to continue working with Airport Commission staff.

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

Mr. Martinette was out of town on business for a RILA (Retail Industry Leaders Association) Convention and unable to attend.

VI. BUSINESS FROM THE FLOOR

No Business from the Floor.

VII. EXECUTIVE SESSION – LEGAL AND REAL ESTATE MATTERS

VIII. ADJOURNMENT

There being no further business, at 9:55 a.m. the meeting was adjourned.

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

_________________________________________  _________________________________________
John Wittenborn, Secretary                    Colin McKee, Executive Director
(Revised – March 24, 2015)

JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING
AGENDA
One New Century Parkway
New Century, KS 66031

Wednesday, March 25, 2015 – 9:00 a.m.

I. APPROVAL OF MINUTES for the February 25, 2015 meetings.

II. REPORT OF THE CHAIRMAN
   A. Darrell King – 30 Year Anniversary

IV. EXECUTIVE SUMMARY
   A. Review staff reports.
   B. Summary of Financials.
   C. Consider ratifying the February 2015 expenditures as presented.

V. DISCUSSION ITEMS
   B. 2015 Hangar Rates
   C. Report of the President, Southwest Johnson County KS EDC.

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION – LEGAL AND REAL ESTATE MATTERS
    A. Legal
    B. Real Estate

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

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

I. APPROVAL OF MINUTES

MOVED BY MR. HARRIS AND SECONDED BY MR. WITTENBORN TO APPROVE THE MINUTES OF THE FEBRUARY 25, 2015 MEETING AS PRESENTED. APPROVED (6-0).

II. REPORT OF THE CHAIRMAN

A. Darrell King – 30 Year Anniversary

Chairman Weisenburger congratulated Darrell King and expressed the board’s appreciation for his thirty years of dedicated service to the Airport Commission.

IV. EXECUTIVE SUMMARY
A. Review staff reports:

No Additions to the Staff Reports.

B. Summary of Financials:

No Additions to the Summary of Financials.

C. Consider ratifying the February 2015 expenditures as presented:

Mr. Harris requested that additional information, on major purchasing card items, be listed on all future expenditures.

MOVED BY MR. HARRIS AND SECONDED BY MR. WITTENBORN TO RATIFY THE FEBRUARY 2015 EXPENDITURES AS PRESENTED. APPROVED (6-0).

V. DISCUSSION ITEMS


MOVED BY MR. WITTENBORN AND SECONDED BY MR. HARRIS TO APPROVE AN FBO “FIXED-BASE OPERATOR” AGREEMENT FOR BUTLER NATIONAL CORPORATION AS PRESENTED. APPROVED (6-0).

B. 2015 Hangar Rates.

Mr. Peet briefed the board on several projects that will occur over the next year or two, as well as runway and pavement projects at New Century AirCenter “IXD” and Executive Airport “OJC.” Mr. McKee commented that a few of the projects that directly affect and are related to the t-hangars include replacing the pads inside the hangars, reskinning of the west hangars at OJC. Additionally, the plans are to replace the pads of the east hangars at OJC, electrical upgrades, and temporary patches along the t-hanger taxilanes at both airports. By far, the expenditures far outweigh incoming revenue for t-hangars. FAA will not cover the expenses of repaving the twenty-seven feet of pavement to goes right up to the hangars. Mr. Peet presented a comparison spreadsheet on rates of the competition throughout the region. Basically, on average, we are twenty-two percent (22%) lower than everyone else throughout the region. To adjust and normalize, we are looking at adjusting to a constant square footage price. At $.26 per square foot we are still on average of 18% lower throughout the region. Currently, we charge $.26 per square foot on the small t-hangars. The rate increase would directly affect the small end-units from $310 to $313, large end-units from $375 to $415, and large standard t-hangars from $330 to $356. As an AIP funded entity, we have grant compliances we are required to meet and that includes fair market value. Mr. McKee stated the revenue would be an increase of about $16,000 per year.

MOVED BY MR. HARRIS AND SECONDED BY MS. MCCARTHY TO APPROVE RAISING
C. Report of the President, Southwest Johnson County EDC.

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

VI. BUSINESS FROM THE FLOOR

No Business from the Floor.

VII. EXECUTIVE SESSION – LEGAL AND REAL ESTATE MATTERS


VIII. ADJOURNMENT

There being no further business, at 9:45 a.m. the meeting was adjourned.

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

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John Wittenborn, Secretary     Colin McKee, Executive Director
(Revised – Tuesday, April 21, 2015)

JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING
AGENDA
One New Century Parkway
New Century, KS 66031

Wednesday, April 22, 2015 – 9:00 a.m.

I. APPROVAL OF MINUTES for the March 25, 2015 meetings.

II. REPORT OF THE CHAIRMAN

IV. EXECUTIVE SUMMARY

A. Review staff reports.

B. Summary of Financials.

C. Consider ratifying the March 2015 expenditures as presented.

V. DISCUSSION ITEMS

A. Discuss proposed 2016 Budget and CIP.

B. Consider approving a Lease Agreement with Johnson County Wastewater.

C. Consider approving an Amendment to Ground Lease for JBS USA, LLC.

D. Consider approving a Lease Agreement for RIC, LLC dba Renaissance Infrastructure Consulting.

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

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION – REAL ESTATE MATTERS

A. Real Estate

VIII. ADJOURNMENT

IX. JOINT BOCC/AIRPORT COMMISSION MEETING
Annual Joint Meeting

AGENDA

Board of County Commissioners
And
Airport Commission
One New Century Parkway
New Century, KS 66031

Wednesday, April 22, 2015 – 9:30 a.m.

I. Welcome/Introductions
   Colin McKee, Executive Director, Airport Commission
   Ed Eilert, Chairman, Board of County Commissioners

II. Fire District #1 Update
    Johnson County Legal

III. Executive Airport Lawsuit Update
     Johnson County Legal

IV. Branding Initiatives
    Sharon Watson, Director, Public Affairs and Communications

V. Overview of the County Airports
   Colin McKee, Executive Director, Airport Commission

VI. Other Items of Interest Raised by either Board

VII. Open Discussion

VIII. Adjournment
JOHNSON COUNTY AIRPORT COMMISSION

MINUTES – April 22, 2015, 9:00 a.m. – New Century, KS

Airport Commission

Present: Messrs. Brockhaus, Moore, Spence, Wittenborn and Ms. McCarthy

Present by Phone: Mr. Harris

Absent: Mr. Weisenburger

Staff: McKee, Peet, Dunham, Hyder and Bellinger

Others: Commissioner Michael Ashcraft, Johnson County BoCC
Les Barnt, GBA Architects & Engineers
Mike Dolin, T-hangar tenant
Chairman Ed Eilert, Johnson County BoCC
Dave Hadel, Burns & McDonnell
Greg Martinette, Southwest Johnson County KS EDC
Ray Olsen, AOPA/Ray Olsen, LLC
Commissioner Jason Osterhaus, Johnson County BoCC
Penny Postoak Ferguson, Johnson County Manager’s Office
Commissioner Ron Shaffer, Johnson County BoCC
Commissioner John Toplikar, Johnson County BoCC
Sharon Watson, Johnson County Public Information Office
Hannes Zacharias, Johnson County Manager’s Office

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

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

I. APPROVAL OF MINUTES

MOVED BY MR. MOORE AND SECONDED BY MS. MCCARTHY TO APPROVE THE MINUTES OF THE MARCH 25, 2015 MEETING AS PRESENTED. APPROVED (6-0).

II. REPORT OF THE CHAIRMAN

No Report of the Chairman

IV. EXECUTIVE SUMMARY

A. Review staff reports:

   No Additions to the Staff Reports.
B. Summary of Financials:

Mr. Brockhaus asked for more information on expenditures for the spring clean-up and replanting of the north and south New Century Parkway islands. Mr. McKee stated it consists of the clean-up and re-installation of plants and landscaping along the islands.

C. Consider ratifying the March 2015 expenditures as presented:

Mr. Harris thanked staff for the additional breakdown for expenditures.

MOVED BY MR. HARRIS AND SECONDED BY MR. MOORE TO RATIFY THE MARCH 2015 EXPENDITURES AS PRESENTED. APPROVED (6-0).

V. DISCUSSION ITEMS

A. Discuss proposed 2016 Budget and CIP.

Mr. Peet briefed the board and presented a proposed 2016 Budget and CIP for discussion. Mr. McKee commented there are several projects going on right now and a few of the larger ones, water project and locomotive, are being carried over to the next year. In 2017, there will be a significant wastewater project at Executive Airport “OJC.” After it’s said and done, it may run up to $2.5M to $3M with the costs of tying into the wastewater lines. Staff is trying to be conservative on spending of the projects.

Mr. Spence asked for additional clarification on the miscellaneous line items showing in the proposed 2016 Budget for Business Park expenditures. Ms. Hyder stated the line item is to cover branding expenditures and if bonds would need to be issued.

MOVED BY MS. MCCARTHY AND SECONDED BY MR. MOORE TO APPROVE THE 2016 BUDGET AND CIP AS PRESENTED. APPROVED (6-0).

B. Consider approving a Lease Agreement with Johnson County Wastewater.

MOVED BY MR. MOORE AND SECONDED BY MS. MCCARTHY TO APPROVE THE LEASE AGREEMENT WITH JOHNSON COUNTY WASTEWATER AS PRESENTED. APPROVED (6-0).

C. Consider approving an Amendment to Ground Lease for JBS USA, LLC.

MOVED BY MR. SPENCE AND SECONDED BY MR. MOORE TO APPROVE AN AMENDMENT TO GROUND LEASE FOR JBS USA, LLC AS PRESENTED. APPROVED (6-0).

D. Consider approving a Lease Agreement for RLC, LLC dba Renaissance Infrastructure Consulting.

Mr. McKee stated this is a five year lease for Building 2, which is directly across the street, with
RLC, LLC dba Renaissance Infrastructure Consulting. They have offices located in both Riverside, Missouri and Kansas City, Kansas. RLC has been awarded a few projects south of the Intermodal and would like office space for about four or five of their engineers. An estimation of $49,000 in improvements will need to be made prior to leasing the office.

MOVED BY MR. MOORE AND SECONDED BY MR. BROCKHAUS TO APPROVE A LEASE AGREEMENT FOR RLC, LLC DBA RENAISSANCE INFRASTRUCTURE CONSULTING AS PRESENTED. APPROVED (6-0).

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

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

VI. BUSINESS FROM THE FLOOR

Mr. Dolin stated that he was surprised to see a fire in a hangar, C-07, and requested fire extinguishers placed in every hangar. Mr. Peet commented that the fire happened on Monday, April 13, 2015. There was a fire extinguisher in the hangar and it wasn’t enough to put out the fire; the tenant called 911. As a result, the Airport Commission will be placing a five-pound fire extinguisher in all hangars. Mr. McKee replied that the rules will now require tenants, who have propane bottles and fuel, to have a fire-rated locker in the hangar to store them. In addition, there will now be lock boxes on the end of the hangar rows for access by the fire departments.

Commissioner Toplikar asked about the monthly FRA inspection on the BNSF Spur/56 Highway Crossing expenditure of $350 a month for the signal, what does FRA stand for and who’s responsible for installing crossing arms. Mr. Peet replied it is the Federal Railroad Administration and the Airport Commission is fully responsible for the crossing arms. Mr. McKee responded to Commissioner Toplikar that he did check into this and had sent him an email regarding the crossing arms and would be working on a program to get them installed.

Acting Chairman Wittenborn recessed the normal business meeting and reconvened into open session.

VII. JOINT BOCC/AIRPORT COMMISSION MEETING

Chairman Eilert welcomed everyone to the annual Joint Board of County Commissioners and Airport Commission meeting. After self-introductions, Chairman Eilert asked Ms. Dunham to give a Fire District #1 update.

Ms. Dunham gave an update on the Inter-local Agreement between Johnson County and Fire District #1 for fire services provided at New Century. Under the agreement, payments are made annually in the amount of $291,000 and airport funds can no longer be used for making those payments. The County will make the remainder of the payments and are currently negotiating with Fire District #1 for a lower amount. This will be concluded prior to budget presentations in July.
Ms. Watson, Director of Public Affairs and Communications, gave a presentation on the County’s branding initiatives.

Mr. McKee gave an overview of the Airport Commission’s financials and projects.

At 10:15 a.m., after a question and answer session, the Joint Board of County Commissioners and Airport Commission meeting adjourned.

VIII. EXECUTIVE SESSION – LEGAL AND REAL ESTATE MATTERS

MOVED BY MR. SPENCE AND SECONDED BY MR. BROCKHAUS TO RECONVENE THE OPEN SESSION AND CONVENE INTO EXECUTIVE SESSION AT 10:25 A.M. FOR A PERIOD OF 10 MINUTES FOR THE PURPOSE OF PRELIMINARY DISCUSSIONS RELATING TO THE ACQUISITION OF REAL PROPERTY. RECONVENE IN OPEN SESSION AT APPROXIMATELY 10:35 A.M. OR SOON THEREAFTER AS THE EXECUTIVE SESSION ENDS. APPROVED (6-0).

MOVED BY MR. SPENCE AND SECONDED BY MR. BROCKHAUS TO EXTEND THE EXECUTIVE SESSION MEETING FOR 10 MINUTES FROM 10:35 A.M. TO 10:45 A.M., APPROVED (6-0).

IX. ADJOURNMENT

There being no further business, at 10:45 a.m. the meeting was adjourned.

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

MONTHLY MEETING

AGENDA
One New Century Parkway
New Century, KS 66031

Wednesday, May 27, 2015 – 9:00 a.m.

I. APPROVAL OF MINUTES for the April 22, 2015 meeting.

II. REPORT OF THE CHAIRMAN

IV. EXECUTIVE SUMMARY
   A. Review staff reports.
   B. Summary of Financials.
   C. Consider ratifying the April 2015 expenditures as presented.

V. DISCUSSION ITEMS
   A. Consider approving the proposed 2016 Budget and CIP.
   B. Consider approving a Ground Lease Agreement for Ervin Cable Construction, LLC.
   C. Report of the President, Southwest Johnson County KS EDC.

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION – REAL ESTATE MATTERS
   A. Real Estate

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

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

I. APPROVAL OF MINUTES

MOVED BY MR. HARRIS AND SECONDED BY MR. SPENCE TO APPROVE THE MINUTES OF THE APRIL 22, 2015 MEETING AS PRESENTED. APPROVED (4-0).

II. REPORT OF THE CHAIRMAN

No Report of the Chairman

IV. EXECUTIVE SUMMARY

A. Review staff reports:

   No Additions to the Staff Reports.

B. Summary of Financials:

   No Additions to the Summary of Financials.
C. Consider ratifying the April 2015 expenditures as presented:

MOVED BY MR. HARRIS AND SECONDED BY MR. SPENCE TO RATIFY THE APRIL 2015 EXPENDITURES AS PRESENTED. APPROVED (4-0).

V. DISCUSSION ITEMS

A. Consider approving the proposed 2016 Budget and CIP.

Mr. Peet briefed the board on the County’s budget process. Mr. Harris asked for an explanation of cost allocation budget expenses. Mr. McKee responded it is County provided services for Human Resources, Legal, DTI, and Financial to the Airport Commission. The 2016 Budget and CIP were approved by the Airport Commission board at the April 22, 2015 meeting.

B. Consider approving a Ground Lease Agreement for Ervin Cable Construction, LLC.

Mr. McKee briefed the board on a Ground Lease Agreement with Ervin Cable Construction, LLC. They are working with Google to place fiber optics in the area. Mr. Harris asked if negotiations for the agreement were based on fair market value; Mr. McKee replied yes.

MOVED BY MR. HARRIS AND SECONDED BY MR. SPENCE TO APPROVE THE GROUND LEASE AGREEMENT WITH ERVIN CABLE CONSTRUCTION, LLC AS PRESENTED. APPROVED (4-0).

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

Mr. Martinette gave a presentation to the board on the Southwest Johnson County KS EDC, services the EDC provides, and updates on current projects and proposals for the Southwest Johnson County KS EDC.

VI. BUSINESS FROM THE FLOOR

No Business from the Floor.

VII. EXECUTIVE SESSION – REAL ESTATE MATTERS

MOVED BY MR. SPENCE AND SECONDED BY MR. HARRIS TO RECESS THE OPEN SESSION AND CONVENE INTO EXECUTIVE SESSION AT 9:45 A.M. FOR A PERIOD OF 20 MINUTES FOR THE PURPOSE OF PRELIMINARY DISCUSSIONS RELATING TO THE ACQUISITION OF REAL PROPERTY. RECONVENE IN OPEN SESSION AT APPROXIMATELY 10:05 A.M. OR SOON THEREAFTER AS THE EXECUTIVE SESSION ENDS. APPROVED (4-0).

MOVED BY MR. SPENCE AND SECONDED BY MR. HARRIS TO EXTEND THE EXECUTIVE SESSION MEETING FOR 10 MINUTES FROM 10:05 A.M. TO 10:15 A.M., APPROVED (4-0).
VIII. ADJOURNMENT

There being no further business, at 10:15 a.m. the meeting was adjourned.

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

____________________________________  ______________________________________
John Wittenborn, Secretary              Colin McKee, Executive Director
I. APPROVAL OF MINUTES for the May 27, 2015 meeting.

II. REPORT OF THE CHAIRMAN

IV. EXECUTIVE SUMMARY
   A. Review staff reports.
   B. Summary of Financials.
   C. Consider ratifying the May 2015 expenditures as presented.

V. DISCUSSION ITEMS
   A. Consider approving a Consent to Sublease for Howell Real Estate L.L.C.
   B. Consider approving Assignment, Assumption, Consent and Amendment of Ground Lease and Right of First Refusal Agreement from Unilever Manufacturing (US) Inc. to Unilever BCS Sourcing US Inc.
   C. Discuss Remodeling of Airport Commission Board Room.
   D. Discuss Navy Park and Static Aircraft Display Repainting.
   E. Report of the President, Southwest Johnson County KS EDC.

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION – LEGAL AND REAL ESTATE MATTERS
   A. Legal
   B. Real Estate

VIII. ADJOURNMENT
I. APPROVAL OF MINUTES

MOVED BY MS. MCCARTHY AND SECONDED BY MR. WITTENBORN TO APPROVE THE MINUTES OF THE MAY 27, 2015 MEETING AS PRESENTED. APPROVED (5-0).

II. REPORT OF THE CHAIRMAN

No Report of the Chairman

IV. EXECUTIVE SUMMARY

A. Review staff reports:

Mr. Peet briefed the board on moving the runway regulators from outdoors, just north of Signature Flight, to the indoors north bay of the maintenance building.

Mr. McKee stated that the old pump house at 39B and the underground water tank, that is cracked, will be demolished and condemned building just north of the maintenance shop. Mr. Hadel, Burns & McDonnell, added that a request of additional entitlement funds of $200,000 from KDOT was made for leftover entitlement funds to use toward this project at a ninety-ten ratio. Mr. McKee commented that the project is working out well and bricks are being salvaged and reutilized.

Mr. Wittenborn asked if changing out the t-hangar locks was close to completion. Mr. Peet
responded that the project is now complete and there are about thirty-eight tenants that still need to pick up their new keys.

B. Summary of Financials:

No Additions to the Summary of Financials.

C. Consider ratifying the May 2015 expenditures as presented:

MOVED BY MR. MOORE AND SECONDED BY MS. MCCARTHY TO RATIFY THE MAY 2015 EXPENDITURES AS PRESENTED. APPROVED (5-0).

V. DISCUSSION ITEMS

A. Consider approving a Consent to Sublease for Howell Real Estate L.L.C.

MOVED BY MR. WITTENBORN AND SECONDED BY MS. MCCARTHY TO APPROVE A CONSENT TO SUBLEASE FOR HOWELL REAL ESTATE L.L.C. AS PRESENTED. APPROVED (5-0).

B. Consider approving Assignment, Assumption, Consent and Amendment of Ground Lease and Right of First Refusal Agreement from Unilever Manufacturing (US) Inc. to Unilever BCS Sourcing US Inc.

MOVED BY MR. WITTENBORN AND SECONDED BY MS. MCCARTHY TO APPROVE THE ASSIGNMENT, ASSUMPTION, CONSENT AND AMENDMENT OF GROUND LEASE AND RIGHT OF FIRST REFUSAL AGREEMENT FROM UNILEVER MANUFACTURING (US) INC. TO UNILEVER BCS SOURCING US INC. AS PRESENTED. APPROVED (5-0).

C. Discuss Remodeling of Airport Commission Board Room.

Mr. McKee briefed the board on the status of remodeling the board room, the brig, and government procurement system, ezIQC. Basically, contractors bid on the project and it goes through a schedule and with this process the bids typically comes in just above the lowest bidder. It greatly expedites the process and staff would like to move forward with utilizing the ezIQC’s procurement system for bidding. Chairman Weisenburger asked when the new board room would be finished. Mr. McKee replied, with the board direction, staff could get started right away with utilizing the ezIQC procurement system for the rest of the renovation project.

D. Discuss Navy Park and Static Aircraft Display Repainting.

Mr. McKee introduced Mr. Dale Duncan of Make It Count Foundation, Inc. Mr. Duncan’s son, Spencer Duncan, was one of the door gunners in the Chinook that was shot down in Afghanistan. For the past two years there has been a 5K memorial run, named after his son, at New Century Business Park. The idea is to redo the current memorial at the Navy Park and incorporate the Army as well as the Navy with utilizing a decommissioned Chinook as a static aircraft display. Mr. Duncan gave a presentation to the board on recreating the memorial at the Business Park to honor all branches of the service.
E. **Report of the President, Southwest Johnson County KS EDC.**

Mr. Martinette gave an update on current projects and proposals for the Southwest Johnson County KS EDC.

VI. **BUSINESS FROM THE FLOOR**

No Business from the Floor.

VII. **EXECUTIVE SESSION – REAL ESTATE MATTERS**

MOVED BY MR. MOORE AND SECONDED BY MR. WITTENBORN TO RECESS THE OPEN SESSION AND CONVENE INTO EXECUTIVE SESSION AT 9:47 A.M. FOR A PERIOD OF 13 MINUTES FOR THE PURPOSE OF RECEIVING ADVICE OF COUNSEL REGARDING PENDING OR THREATENED LITIGATION PRELIMINARY DISCUSSIONS RELATING TO THE ACQUISITION OF REAL PROPERTY. RECONVENE IN OPEN SESSION AT APPROXIMATELY 10:00 A.M. OR SOON THEREAFTER AS THE EXECUTIVE SESSION ENDS. APPROVED (5-0).

MOVED BY MR. MOORE AND SECONDED BY MR. BROCKHAUS TO EXTEND THE EXECUTIVE SESSION MEETING FOR 5 MINUTES FROM 10:02 A.M. TO 10:07 A.M., APPROVED (5-0).

VIII. **ADJOURNMENT**

There being no further business, at 10:07 a.m. the meeting was adjourned.

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

_________________________________________  _______________________________________
John Wittenborn, Secretary                      Colin McKee, Executive Director
I. APPROVAL OF MINUTES for the June 24, 2015 meeting.

II. REPORT OF THE CHAIRMAN

IV. EXECUTIVE SUMMARY
   A. Review staff reports.
   B. Summary of Financials.
   C. Consider ratifying the June 2015 expenditures as presented.

V. DISCUSSION ITEMS
   A. Update from staff on ongoing airport construction projects.
   B. Report of the President, Southwest Johnson County KS EDC.

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION – LEGAL AND REAL ESTATE MATTERS
   A. Legal
   B. Real Estate

VIII. ADJOURNMENT
JOHNSON COUNTY AIRPORT COMMISSION

MINUTES – July 22, 2015, 9:00 a.m. – New Century, KS

Airport Commission

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

Present by phone: Mr. Brockhaus

Absent: Messrs. Weisenburger Wittenborn

Staff: McKee, Dunham, Bellinger and Hyder

Others: Jim Boughan, Commemorative Air Force
       Mike Dolin, T-hangar tenant
       Greg Martinette, Southwest Johnson County KS EDC
       David Swartzbaugh, Commemorative Air Force

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

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

I. APPROVAL OF MINUTES

MOVED BY MS. MCCARTHY AND SECONDED BY MR. MOORE TO APPROVE THE MINUTES OF THE JUNE 24, 2015 MEETING AS PRESENTED. APPROVED (5-0).

II. REPORT OF THE CHAIRMAN

No Report of the Chairman

IV. EXECUTIVE SUMMARY

A. Review staff reports:

No Additions to the Staff Reports.

B. Summary of Financials:

No Additions to the Summary of Financials.

C. Consider ratifying the June 2015 expenditures as presented:

MOVED BY MR. MOORE AND SECONDED BY MS. MCCARTHY TO RATIFY THE JUNE 2015 EXPENDITURES AS PRESENTED. APPROVED (5-0).

V. DISCUSSION ITEMS

A. Update from staff on ongoing airport construction projects.

Mr. McKee gave an update and slide show presentation of current projects at Executive Airport and New Century AirCenter.
B. Report of the President, Southwest Johnson County KS EDC.

Mr. Martinette gave an update on current projects and proposals for the Southwest Johnson County KS EDC.

VI. BUSINESS FROM THE FLOOR

David Swartzbaugh and Jim Boughan of the Commemorative Air Force “CAF” briefed the board on the history of the Heart of America Wing Annual Air Show. Mr. Boughan stated the CAF is a 502(c)3 non-profit educational association with sponsorship and proceeds from Annual Air Show ticket sales, rides, and fund-raising events that go to support the community education programs and to keep the vintage military aircraft in flying condition. This year’s event will be on September 26-27. Dick Cole, 99 years of age and lone survivor of the Doolittle Raiders will be highlighting this year’s Annual Air Show as well as the Boeing B-29 “FIFI,” the only one currently flying as of July 2015. The Air Show typically brings in around 10,000 attendees over the two-day period. Heart of America Wing is requesting support and sponsorship of $4,590 from the Airport Commission for this year’s event.

Mr. Dolin asked Mr. Martinette what is the risk of flying drone’s near an airport. Mr. Martinette replied that drones do not fly higher than two hundred feet, there is very low risk, and the tower was contacted for prior approval.

VII. EXECUTIVE SESSION – REAL ESTATE MATTERS

MOVED BY MR. MOORE AND SECONDED BY MR. WITTENBORN TO RECESS THE OPEN SESSION AND CONVENE INTO EXECUTIVE SESSION AT 9:45 A.M. FOR A PERIOD OF 20 MINUTES FOR THE PURPOSE OF RECEIVING ADVICE OF COUNSEL AND PRELIMINARY DISCUSSIONS RELATING TO THE ACQUISITION OF REAL PROPERTY. RECONVENE IN OPEN SESSION AT APPROXIMATELY 10:05 A.M. OR SOON THEREAFTER AS THE EXECUTIVE SESSION ENDS. APPROVED (5-0).

VIII. ADJOURNMENT

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

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

__________________________    ______________________________
John Wittenborn, Secretary    Colin McKee, Executive Director
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING
AGENDA
One New Century Parkway
New Century, KS 66031

Wednesday, August 26, 2015 – 9:00 a.m.

I. APPROVAL OF MINUTES for the July 22, 2015 meeting.

II. REPORT OF THE CHAIRMAN

IV. EXECUTIVE SUMMARY
   A. Review staff reports.
   B. Summary of Financials.
   C. Consider ratifying the July 2015 expenditures as presented.

V. DISCUSSION ITEMS
   A. Consider approving Office Lease Agreement with Greater Kansas City Foreign Trade Zone.
   B. Consider approving Ground and Office Trailer Lease Agreement with Kansas Department of Revenue.
   C. Consider approving and making a recommendation for the Board of County Commissioners to approve a water purchase contract between Johnson County and the City of Olathe, Kansas.
   D. Discuss airport land development strategies.
   E. Report of the President, Southwest Johnson County KS EDC.

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION – LEGAL AND REAL ESTATE MATTERS
   A. Legal
   B. Real Estate

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

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

I. APPROVAL OF MINUTES

MOVED BY MR. MOORE AND SECONDED BY MR. WITTENBORN TO APPROVE THE MINUTES OF THE JULY 22, 2015 MEETING AS PRESENTED. APPROVED (6-0).

II. REPORT OF THE CHAIRMAN

No Report of the Chairman

IV. EXECUTIVE SUMMARY

A. Review staff reports:

Mr. McKee gave an update on the Taxiway Alpha project at New Century AirCenter. There has been issues with buckling, due to subgrade of the old military concrete below the pavement, and has delayed the opening of Alpha.

B. Summary of Financials:

Ms. Hyder commented that some of the payments on the expenditures did not process through the county this month. It was a timing issue and the remainder of the payments will show on the actual financials in September.

C. Consider ratifying the June 2015 expenditures as presented:

MOVED BY MR. WITTENBORN AND SECONDED BY MS. MCCARTHY TO RATIFY THE JULY 2015 EXPENDITURES AS PRESENTED. APPROVED (6-0).
V. DISCUSSION ITEMS

A. Consider approving an Office Lease Agreement with The Greater Kansas City Foreign Trade Zone.

Mr. McKee stated this is a standard office lease agreement and The Greater Kansas City Foreign Trade Zone would be located at the New Century AirCenter administration office.

MOVED BY MR. BROCKHAUS AND SECONDED BY MR. MOORE TO APPROVE AN OFFICE LEASE AGREEMENT WITH THE GREATER KANSAS CITY FOREIGN TRADE ZONE AS PRESENTED. APPROVED (6-0).

B. Consider approving a Ground and Office Trailer Lease Agreement with the Kansas Department of Revenue.

Mr. McKee commented that the paperwork was not ready to go before the board and therefore pulled until the next board meeting in September. He stated that the Kansas Department of Revenue has recently lost the lease for their commercial driver’s license facility at the Great Mall of the Great Plains and are looking for a temporary and long-term location. There are several locations at New Century AirCenter that are being looked into for a permanent location and a location just east of the Butler building, on the north end of the ramp, for a temporary location.

C. Consider approving and making a recommendation for the Board of County Commissioners to approve a water purchase contract between Johnson County and the City of Olathe, KS.

Mr. McKee briefed the board on the history of the term and supply contract agreement of purchasing water from the City of Olathe, KS. Unilever’s expansion is the main driver for the additional water capacity.

MOVED BY MR. MOORE AND SECONDED BY MS. MCCARTHY TO APPROVE AND MAKING A RECOMMENDATION FOR THE BOARD OF COUNTY COMMISSIONERS TO APPROVE A WATER PURCHASE CONTRACT BETWEEN JOHNSON COUNTY AND THE CITY OF OLATHE, KS AS PRESENTED. APPROVED (6-0).

D. Discuss airport land development strategies.

Mr. McKee stated that he would like to have a discussion, and the board’s direction, regarding airport land development strategies. The intermodal has opened within the past year, bringing in more businesses, and it’s time for the Airport Commission to step up and become more competitive in maintaining a good revenue stream in support of airport business. He proposed that the Development Committee, consisting of Mr. Harris, Mr. Wittenborn and Ms. McCarthy, to meet and begin working on an RFP (Request for Proposal) and Master Developer’s agreement with outside counsel. Mr. McKee suggested working with Kaplan Kirsch Rockwell to help develop the agreement and ensure compliance with FAA assurances. To create a separate panel group to include Messrs. McKee, Harris, Weisenburger, Ms. Dunham, a representative from the County Manager’s Office and Board of County Commissioner’s. Mr. Brockhaus asked if this would be on a fee basis or commission. Mr. McKee replied both and that would be one of the things that could be worked out, in the agreement, with outside counsel assistance. Ms. McCarthy added that it makes perfect sense to go in this direction with the
recent development activities and projects ending up at the intermodal. The airport does not have the resources nor connections of an outside developer and they can competitively assist us with becoming prime players in development. Mr. Harris replied that the Development Committee will meet in the upcoming week to discuss and create an RFP to present before the board at the September meeting. With direction from the board Mr. McKee will meet with Kaplan Kirsch Rockwell.

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

Mr. Martinette gave an update on current projects and proposals for the Southwest Johnson County KS EDC.

VI. BUSINESS FROM THE FLOOR

Alan Winiesdorffer, KHP, LLC, stated the challenge for his business is not enough hangar opportunities at New Century AirCenter. Additionally, paying 25% property taxes seems very high. Mr. McKee replied that the airport is at capacity and currently there are a few businesses that have an interest in building hangars. As far as the tax issue, the Airport Commission is completely separate and has no control over taxes. On the airport and business park side there are some businesses that have contested their tax bill. A form, consent to attest, is required to come before the airport first for signature approval and they have always been signed. Mr. Wittenborn asked why the tax structure for businesses is 25%. Ms. Dunham stated it is state law. Mr. Harris added that there is an appeal process that would go to the county and can be advanced before BOTA (Board of Tax Appeals) at the state level.

Mr. Dolin asked when Taxiway Alpha would be open. Mr. McKee restated his earlier staff summary comments regarding the delayed opening of Taxiway Alpha.

VII. EXECUTIVE SESSION – REAL ESTATE MATTERS


VIII. ADJOURNMENT

There being no further business, at 10:58 a.m. the meeting was adjourned.

MOVED BY MR. HARRIS AND SECONDED BY MS. MCCARTHY TO ADJOURN. APPROVED (6-0).
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING

AGENDA

One New Century Parkway
New Century, KS 66031

Wednesday, September 23, 2015 – 9:00 a.m.

I. APPROVAL OF MINUTES for the August 26, 2015 meeting.

II. REPORT OF THE CHAIRMAN

IV. EXECUTIVE SUMMARY

A. Review staff reports.

B. Summary of Financials.

C. Consider ratifying the August 2015 expenditures as presented.

V. DISCUSSION ITEMS

A. Easement discussion with Steve Barclay.

B. Consider approving a Landlord’s Estoppel Agreement for Heartland Precision Fasteners in favor of Missouri Bank & Trust Company.

C. Consider approving a Ground Lease for Dodson International, Inc.

D. Royal Tractor discussion.

E. Discuss Master Development Agreement.

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

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION – LEGAL AND REAL ESTATE MATTERS

A. Legal

B. Real Estate

VIII. ADJOURNMENT
I. APPROVAL OF MINUTES

MOVED BY MR. WITTENBORN AND SECONDED BY MR. HARRIS TO APPROVE THE MINUTES OF THE AUGUST 26, 2015 MEETING AS PRESENTED. APPROVED (5-0).

II. REPORT OF THE CHAIRMAN

No Report of the Chairman

IV. EXECUTIVE SUMMARY

A. Review staff reports:

Mr. McKee gave an update on the progress of the administration building renovation.

Mr. Peet stated the Alpha, Bravo, Hotel, and Fox mill and overlay will be complete this week; before the airshow.

Mr. McKee commented that Burns & McDonnell originally repaired the cracks and did a seal coat on the Signature Flight ramp. There were quite a few missed cracks so had Burns & McDonnell come back out. In addition, Mr. McKee and the maintenance crew spent a lot of time sealing cracks over the past few weeks.
B. Summary of Financials:

Ms. Hyder commented that some of the payments showing on the expenditures did not process through the county last month. It was a timing issue and the remainder of the payments are showing on the actual financials for September.

C. Consider ratifying the August 2015 expenditures as presented:

MOVED BY MR. SPENCE AND SECONDED BY MR. WITTENBORN TO RATIFY THE AUGUST 2015 EXPENDITURES AS PRESENTED. APPROVED (5-0).

V. DISCUSSION ITEMS

A. Easement discussion with Steve Barclay.

Mr. McKee requested to table the discussion as Mr. Barclay was not present at today’s meeting.

B. Consider approving a Landlord’s Estoppel Agreement for Heartland Precision Fasteners in favor of Missouri Bank & Trust Company.

MOVED BY MR. HARRIS AND SECONDED BY MR. SPENCE TO APPROVE A LANDLORD’S ESTOPPEL AGREEMENT FOR HEARTLAND PRECISION FASTENERS IN FAVOR OF MISSOURI BANK & TRUST COMPANY AS PRESENTED. APPROVED (5-0).

C. Consider approving a Ground Lease for Dodson International, Inc.

Mr. McKee requested to table the discussion as Mr. Dodson was not present for today’s meeting.

D. Royal Tractor discussion.

Mr. McKee stated Royal Tractor is one of the longer tenants since the 1980’s. Ms. Dunham commented the actual lease agreement is with LIJIKA and technically Royal Tractor is a subtenant. Royal Tractor went into default of their lease as of last year; over $30,000. She reminded the board the building is owned by Johnson County and leased to LIJIKA. Mr. Kurlbaum, attorney representing LIJIKA, introduced partner Karen Mellody and her husband, Jim. Other LIJIKA partners, not present, include Jim Hardwick and Linda Hicks. Mr. Kurlbaum stated that they are very close for getting a resolution to pay the Airport Commission in full and that all future payments would be made in a timely manner. If not resolved before the next payment is due, October 4, they are asking for an additional thirty day extension. Mr. Harris asked if there is a back-up plan for the property if not successful in selling Royal Tractor. Mr. Kurlbaum responded there is a back-up plan.

MOVED BY MR. HARRIS AND SECONDED BY MR. WITTENBORN TO PROPOSE THAT LIJIKA PAY $5,000 TOWARDS BACK RENT BY OR BEFORE OCTOBER 4TH WITH AN EXTENSION DEADLINE OF OCTOBER 31. IF NOT RESOLVED BY PAYMENT IN FULL, OR BACK-UP PLAN FOR FULL PAYMENT, BY OCTOBER 31 THEN COMMENCE WITH EVICTION PROCEEDINGS. APPROVED (5-0).
E. **Discuss Master Development Agreement.**

Mr. McKee commented that the Development Committee has been working with outside counsel to prepare a Master Development Agreement. A first draft of the agreement was prepared and presented to the board. Infrastructure discussions still need to be made with internal departments such as Planning, Wastewater, and Public Works. Mr. Harris has an issue with section four of page seven. He asked if the contracting firm would be able to make a lease offer without approval from the Airport Commission. Mr. McKee replied, yes, that is a possibility. He addressed the board on their thoughts about spec buildings and the initial rent due until the building is occupied. Mr. Wittenborn stated that his understanding was the initial rent was due upon signing of a lease. Mr. Harris stated there needs to be flexibility and had no issues with rent not being due until occupied. Mr. Wittenborn asked if there was a plan to identify the available parcels. Mr. McKee replied that it would be part of the master development plan. Chairman Weisenburger asked Mr. McKee about the RFP process. Mr. McKee responded that work is not complete as they are trying to merge it after the County’s Procurement RFP and it would be handled like any other RFP process. Chairman Weisenburger commented he wanted to ensure it meets the County’s planning, zoning and building process. Ms. Dunham replied the next steps would be to meet with the County departments. Chairman Eilert stated there is a Joint BoCC/Airport Commission meeting scheduled for this very discussion. After a lengthy discussion, the Airport Commission board agreed to move forward and have an update discussion at the next Airport Commission Board meeting.

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

Mr. Martinette gave an update on current projects and proposals for the Southwest Johnson County KS EDC.

VI. **BUSINESS FROM THE FLOOR**

Mr. Wittenborn stated that the airport operations were very accommodating to their recent club’s flying event.

VII. **ADJOURNMENT**

There being no further business, at 10:13 a.m. the meeting was adjourned.

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

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John Wittenborn, Secretary  Colin McKee, Executive Director
Joint Meeting

AGENDA

Board of County Commissioners
And
Airport Commission
Johnson County Administration Building
111 South Cherry Street
Lower Level Room 200
Olathe, KS 66061

Thursday, October 15, 2015 – 1:00 p.m.

I. Welcome/Introductions
   Colin McKee, Executive Director, Airport Commission
   Ed Eilert, Chairman, Board of County Commissioners

II. Airport Master Development Agreement
    Colin McKee, Executive Director, Airport Commission

VI. Open Discussion

VII. Adjournment
I. APPROVAL OF MINUTES for the September 23 and October 15, 2015 meeting.

II. REPORT OF THE CHAIRMAN

A. Jason Parrish – 10 Year Anniversary.

B. Discuss combining the Airport Commission November and December meetings to Wednesday, December 2, 2015.

IV. EXECUTIVE SUMMARY

A. Review staff reports.

B. Summary of Financials.

C. Consider ratifying the September 2015 expenditures as presented.

V. DISCUSSION ITEMS

A. Discuss state aviation sales tax update.

B. Easement discussion with Steve Barclay.

C. Consider approving a Ground Lease for Dodson International, Inc.

D. Consider approving a Parking License Agreement for FedEx Ground Package System, Inc.

E. Consider approving an Amendment and Assignment of Ground Lease for Marquardt and Lewis Land Company, LLC (Stouse).

F. Consider approving an amendment to the 2015 Budget.

G. Continue discussion of Master Development Agreement.

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

VI. BUSINESS FROM THE FLOOR

VII. ADJOURNMENT
JOHNSON COUNTY AIRPORT COMMISSION

MINUTES – October 15, 2015, 100 p.m. – New Century, KS

Airport Commission

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

Absent: Messrs. Brockhaus and Moore

Staff: McKee, Dunham, and Bellinger

Others: Commissioner Jim Allen, Johnson County BoCC
Commissioner Michael Ashcraft, Johnson County BoCC
Sherburne Dunn, Harmony View West Homeowners Association
Chairman Ed Eilert, Johnson County BoCC
Paul Greeley, Johnson County Planning Office
Greg Martinette, Southwest Johnson County KS EDC
Commissioner Jason Osterhaus, Johnson County BoCC
Dean Palos, Johnson County Planning Office
Penny Postoak Ferguson, Johnson County Manager’s Office
Commissioner Ron Shaffer, Johnson County BoCC
Commissioner John Toplikar, Johnson County BoCC
Hannes Zacharias, Johnson County Manager’s Office

Acting Chairman Wittenborn called the meeting to order at 1:00 p.m.

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

I. JOINT BOCC/AIRPORT COMMISSION MEETING

Chairman Eilert welcomed everyone to the annual Joint Board of County Commissioners and Airport Commission meeting. After self-introductions, Chairman Eilert turned the meeting over to Chairman Weisenburger.

Chairman Weisenburger asked Mr. McKee to brief the board and give an overview presentation on the Airport Master Development Agreement. In addition, Mr. McKee addressed current infrastructure issues and the loss of potential tenants due to the competition.

After a question and answer session, the Board of County Commissioners were in favor of the proposed Airport Master Development Agreement and requested to see the formal agreement and RFP (Request for Proposal), for review, prior to it going before the Airport Commission for approval.

II. ADJOURNMENT
There being no further business, at 1:41 p.m. the meeting was adjourned.

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

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John Wittenborn, Secretary   Colin McKee, Executive Director
Chairman Weisenburger called the meeting to order at 9:00 a.m.

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

I. APPROVAL OF MINUTES

MOVED BY MR. WITTENBORN AND SECONDED BY MS. MCCARTHY TO APPROVE THE MINUTES OF THE SEPTEMBER 23 AND OCTOBER 15, 2015 MEETING AS PRESENTED. APPROVED (6-0).

II. REPORT OF THE CHAIRMAN

A. Jason Parrish – 10 Year Anniversary

Chairman Weisenburger congratulated Jason Parrish and expressed the board’s appreciation for his ten (10) years of dedicated service to the Airport Commission.

B. Discuss combining the November and December Airport Commission meetings to Wednesday, December 2, 2015.

MOVED BY MR. WITTENBORN AND SECONDED BY MS. MCCARTHY TO APPROVE COMBINING THE NOVEMBER AND DECEMBER MEETING FOR DECEMBER 2, 2015 AS PRESENTED. APPROVED (6-0).

IV. EXECUTIVE SUMMARY

A. Review staff reports:
Mr. McKee gave an update on the progress of the administration building renovation.

B. Summary of Financials:

No additions to the Summary of Financials.

C. Consider ratifying the September 2015 expenditures as presented:

MOVED BY MR. WITTENBORN AND SECONDED BY MS. MCCARTHY TO RATIFY THE SEPTEMBER 2015 EXPENDITURES AS PRESENTED. APPROVED (6-0).

V. DISCUSSION ITEMS

A. Discuss state aviation sales tax update.

Mr. McKee updated the board on discussions with County Manager Zacharias and Chairman Eilert regarding the aviation sales tax. The FBOs (Fixed Based Operators) will begin identifying how much sales tax is paid to the states on their fuel flowage reports. The estimated amount paid to the State of Kansas for aviation fuel sales tax, which should be directed back to the Airport Commission, is $16,000. As of December 30, 1987 the aviation sales tax is supposed to be grandfathered in at the 1987 sales tax rate or if it keeps increasing the difference between the 1987 and current sales tax rate needs to go back into the Airport Commission accounts. Mr. Wittenborn asked if the numbers included the arrears or going forward. Mr. McKee responded it would be going forward.

B. Easement discussion with Steve Barclay.

Mr. Barclay presented a proposal for a temporary easement to the board. Mr. McKee gave background information on Mr. Barclay’s project that would also involve the Airport Commission, Johnson County Wastewater, and KDHE (Kansas Department Health and Environmental). Mr. Peet stated that Johnson County Wastewater’s plan, in the future, will include bringing the Airport Commission sewer system in line with them because we are within a quarter mile. Mr. McKee added this goes back to the 1990’s when Mr. Metcalfe and Mr. Perry requested permits from KDHE that would add a time extension up to 2017 from KDHE. The cost to hook up to the Johnson County Wastewater is around $3,000,000. Mr. Barnt, GBA, stated that the agreement made in the 1990’s was as soon as Johnson County Wastewater has sewers in the area the Airport Commission would then be required to go offline, treatment plant and lagoon, and tie into Johnson County Wastewater’s sewer system. That system became available sometime within 2004-2005. The design life of the lagoons were estimated for twenty years and has now surpassed that timeline. If Mr. Barclay continues with his project then the overflow of water would dump into the creek which in turn would flow into the lagoon. The driving force is KDHE and they are requiring the lagoons to become dry basins. After a lengthy discussion, it was determined the best for all concerned is for Mr. Barclay to build his own basin.

C. Consider approving a Ground Lease for Dodson International, Inc.

MOVED BY MR. WITTENBORN AND SECONDED BY MR. BROCKHAUS TO APPROVE A GROUND LEASE FOR DODSON INTERNATIONAL, INC. AS PRESENTED. APPROVED (6-0).
D. Consider approving a Parking License Agreement for FedEx Ground Package System, Inc.

MOVED BY MR. HARRIS AND SECONDED BY MS. MCCARTHY TO APPROVE A PARKING LICENSE AGREEMENT FOR FEDEX GROUND PACKAGE SYSTEM, INC. AS PRESENTED. APPROVED (6-0).

E. Consider approving an Amendment and Assignment of Ground Lease for Marquardt and Lewis Land Company, LLC (Stouse).

MOVED BY MR. HARRIS AND SECONDED BY MR. WITTENBORN TO APPROVE AN AMENDMENT AND ASSIGNMENT OF GROUND LEASE FOR MARQUARDT AND LEWIS LAND COMPANY, LLC (STOUSE) AS PRESENTED. APPROVED (6-0).

F. Consider approving an amendment to the 2015 Budget.

MOVED BY MR. HARRIS AND SECONDED BY MS. MCCARTHY TO AUTHORIZE AN AMENDMENT $500,000 TO THE 2015 BUDGET FOR ROOF REPLACEMENT AND WATER SYSTEM AS PRESENTED. APPROVED (6-0).

G. Continue discussion of Master Development Agreement.

Mr. McKee stated that the Development Committee continues working on the agreement and are having discussions with the county planning & zoning, finance, and purchasing departments. Mr. McKee will work on completing additional changes to the agreement and meet with the Development Committee for discussions.

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

Mr. Martinette gave an update on current projects and proposals for the Southwest Johnson County KS EDC.

VI. BUSINESS FROM THE FLOOR

VII. ADJOURNMENT

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

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

MONTHLY MEETING

AGENDA

One New Century Parkway
New Century, KS 66031

Wednesday, December 2, 2015 – 9:00 a.m.

I. APPROVAL OF MINUTES for the October 28, 2015 meeting.

II. REPORT OF THE CHAIRMAN

IV. EXECUTIVE SUMMARY

A. Review staff reports.
B. Summary of Financials.
C. Consider ratifying the October 2015 expenditures as presented.

V. DISCUSSION ITEMS

A. Consider approving a Ground Lease Agreement with Kansas Department of Revenue.
B. Consider approving Ground Lease Agreement with H & L Investments, Inc.
C. Consider amending Office Lease Agreement with Kansas City Foreign Trade Zone.
D. Consider approving Storage Lease Agreement with Johnson County Sheriff.
E. Continue discussion of Master Development Agreement.
F. Report of the President, Southwest Johnson County KS EDC.

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION – LEGAL AND REAL ESTATE MATTERS

A. Legal
B. Real Estate

VIII. ADJOURNMENT
I. APPROVAL OF MINUTES

MOVED BY MR. HARRIS AND SECONDED BY MR. WITTENBORN TO APPROVE THE MINUTES OF THE OCTOBER 28, 2015 MEETING AS PRESENTED. APPROVED (6-0).

II. REPORT OF THE CHAIRMAN

A. United Way Power of Sharing 1st Place Award.

The United Way Power of Sharing 1st Place Award was presented at the December 2, 2015 Airport Commission Board meeting to Chairman Brad Weisenburger. The Power of Sharing award is given to the Johnson County department for the highest percentage of employee participation. Chairman Weisenburger and the board congratulated staff on a job well done.

IV. EXECUTIVE SUMMARY

A. Review staff reports:

Mr. McKee gave an update on the progress of the administration building renovation.

B. Summary of Financials:

No additions to the Summary of Financials.

C. Consider ratifying the October 2015 expenditures as presented:

MOVED BY MR. HARRIS AND SECONDED BY MR. MOORE TO RATIFY THE OCTOBER 2015 EXPENDITURES AS PRESENTED. APPROVED (6-0).

V. DISCUSSION ITEMS
A. **Consider approving a Ground Lease Agreement with Kansas Department of Revenue.**

Mr. McKee updated the board on discussions with the Kansas Department of Revenue for a temporary commercial driver’s license “CDL” testing area. The agreement was not ready for board approval and tabled.

B. **Consider approving a Ground Lease Agreement with H & L Investments, Inc.**

Mr. McKee updated the board on discussions for the Ground Lease Agreement with H & L Investments, Inc. Ms. Dunham suggested changing the CPI Adjustment for rent to annually.

MOVED BY MR. MOORE AND SECONDED BY MR. WITTENBORN TO APPROVE A GROUND LEASE AGREEMENT WITH H & L INVESTMENTS, INC, SUBJECT TO MODIFICATION CHANGE OF CPI ADJUSTMENT ON RENT ANNUALLY AS PRESENTED. APPROVED (6-0).

C. **Consider amending an Office Lease Agreement with Kansas City Foreign Trade Zone**

Mr. McKee updated the board on discussions for the Office Lease Agreement with Kansas City Foreign Trade Zone. Ms. Dunham suggested changing the CPI Adjustment for rent to annually.

MOVED BY MR. WITTENBORN AND SECONDED BY MR. MOORE TO APPROVE AN OFFICE LEASE AGREEMENT WITH KANSAS CITY FOREIGN TRADE ZONE, SUBJECT TO MODIFICATION CHANGE OF CPI ADJUSTMENT ON RENT TO ANNUALLY AS PRESENTED. APPROVED (6-0).

D. **Consider approving a Storage Lease Agreement with Johnson County Sheriff.**

MOVED BY MR. WITTENBORN AND SECONDED BY MS. MCCARTHY TO APPROVE A STORAGE LEASE AGREEMENT WITH JOHNSON COUNTY SHERIFF AS PRESENTED. APPROVED (6-0).

E. **Continue discussion of Master Development Agreement.**

Mr. McKee stated that the Development Committee continues working on the agreement and are having discussions with the county planning & zoning, finance, and purchasing departments. Mr. McKee will work on completing additional changes to the agreement and the next steps are to go before the BoCC. If they do not have any changes it will be ready to go out for RFP. Then, it will come back before the Airport Commission board for final approval.

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

Mr. Martinette gave an update on current projects and proposals for the Southwest Johnson County KS EDC.

VI. **BUSINESS FROM THE FLOOR**

Ms. Dunham announced the closing on the purchase of the Hodges property.
VII. EXECUTIVE SESSION – LEGAL AND REAL ESTATE MATTERS

MOVED BY MR. MOORE AND SECONDED BY MR. WITTENBORN TO RECESS THE OPEN SESSION AND CONVENE INTO EXECUTIVE SESSION AT 10:00 A.M. FOR A PERIOD OF 5 MINUTES FOR THE PURPOSE OF RECEIVING ADVICE OF COUNSEL REGARDING PENDING OR THREATENED LITIGATION AND RECONVENE IN OPEN SESSION AT APPROXIMATELY 10:05 A.M. OR SOON THEREAFTER AS THE EXECUTIVE SESSION ENDS. APPROVED (6-0).

VIII. ADJOURNMENT

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

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

_________________________________________    __________________________________________
John Wittenborn, Secretary                        Colin McKee, Executive Director
JOHNSON COUNTY AIRPORT COMMISSION

SPECIAL MEETING

AGENDA

One New Century Parkway
New Century, KS 66031

Thursday, December 10, 2015 – 9:00 a.m.

DISCUSSION ITEM:

A. Consider approving a Ground Lease Agreement with Kansas Department of Revenue.

ADJOURNMENT
JOHNSON COUNTY AIRPORT COMMISSION

SPECIAL MEETING MINUTES – December 10, 2015, 9:00 a.m. – New Century, KS

Airport Commission

Present by phone: Messrs. Harris, Spence, Weisenburger, and Ms. McCarthy

Absent: Messrs. Moore, Wittenborn

Staff: Dunham, Peet, Hyder and Bellinger

Staff by phone: McKee

Others:

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

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

V. DISCUSSION ITEMS

A. Consider approving a Ground Lease Agreement with Kansas Department of Revenue.

MOVED BY MR. HARRIS AND SECONDED BY MR. SPENCE TO APPROVE A GROUND LEASE AGREEMENT WITH KANSAS DEPARTMENT OF REVENUE AS PRESENTED. APPROVED (4-0).

VI. ADJOURNMENT

There, being no further business, the meeting was adjourned at 9:17 a.m.

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

________________________________________       ________________________________________
John Wittenborn, Secretary                          Colin McKee, Executive Director