I. APPROVAL OF MINUTES of June 28, 1991 meeting.

II. REPORT OF THE CHAIRMAN:
1. Discuss election of officers.  
   (By-laws call for elections to be held in August)

III. REPORT OF THE TREASURER:
B. Receivables report.
C. 1991 actuals vs. budget report.
D. End-of-year projections.

IV. COMMITTEE REPORTS:
A. Administrative Committee:
B. Industrial Committee:
C. Air Show Committee:

V. STAFF REPORTS:
A. Report of the Director, Aviation:
   1. Status of Airport Improvement Program (AIP) projects.
B. Report of the Director, Emergency Services:
   1. Status of installation of modular living quarters.
C. Report of the Director, Planning & Administration:
   1. Status of capital improvement projects.
D. Report of the Director, Property Management:
   1. Status of railroad operations.
   2. Status of Industrial Airport land acquisition.

E. Report of Legal Counsel:

F. Report of the Executive Director:
   1. Update on Executive Airport lease transactions.
   2. Update on the Interim Committee on Assessment and Taxation.

VI. UNFINISHED BUSINESS:
   9:30 a.m.
   A. Consider approval of draft comprehensive compatibility plans for Industrial and Executive Airports.

VII. NEW BUSINESS:
   A. Consider approval of a sublease between Olathe Manufacturing, Inc. and The Toro Company for floor space within 100 and 150 Industrial Parkway.

VIII. BUSINESS FROM THE FLOOR:

IX. ADJOURNMENT
JOHNSON COUNTY AIRPORT COMMISSION

MINUTES - JULY 24, 1991 - 9:00 a.m. - INDUSTRIAL AIRPORT

Airport Commission: Present
Craig Meyer Nohe
Viets Thomen

Absent
Winn Walter

Staff:
Metcalfe Smyth Lind
Fredrichs Adams Howard

Others:
Connie Bye, Kansas City Star
Lisa Beeman, Planning Office

The meeting was called to order at 9:00 A.M. by Chairman Craig.

I. APPROVAL OF MINUTES:

MOVED BY MR. MEYER, SECONDED BY MR. NOHE TO APPROVE THE MINUTES OF
THE JUNE 28, 1991 MEETING. APPROVED UNANIMOUSLY (4-0).

II. REPORT OF THE CHAIRMAN:

Chairman Craig reported that the BoCC was meeting at this time to
wrap-up budget discussions. Mr. Metcalfe reported that the small
business incubator, an engineering study for the water distribution
system, the railroad rehabilitation, sewer assessment, and the
demolition of buildings 43 and 45 are all on a list to be revisited
during wrap-up session. Chairman Craig commended the Airport
Commission on their involvement in the budget process and felt like
the dedicated involvement has had an impact on the 1992 budget.

1. Discuss election of officers.
(By-laws call for elections to be held in August)

Chairman Craig reported that the Airport Commission Rules of
Procedure call for election of officers annually at the August
meeting. He invited input from the Airport Commission for
officers. He also invited suggestions on other policies such as
the maximum number of terms for officers. Mr. Nohe suggested a
committee review the rules of procedure and complete the review
during 1991. Chairman Craig assigned the review to the
Administrative Committee. Legal Counsel was directed to review the
statutory framework for the rules of procedures, and which form
they should take based on the organization of the Airport
Commission. He should also review whether the rules should be
binding or simply procedural. Mr. Metcalfe stated that the issue
is part of a bigger question which involves the authority and limitations the Airport Commission has to conduct various types of business. Mr. Metcalfe stated that Don Jarrett, Chief County Counsel addressed the issue a couple of years ago in a memo (will be sent to Airport Commission). His memo stated that according to the statute the BoCC could give blanket approval to the Airport Commission to conduct all business or the BoCC could approve each action. The reality of the situation is that the Airport Commission is somewhere in between those extremes. Mr. Nohe suggested that the definition of our framework be established before we begin developing the Industrial Park so we know what we can and can't do.

III. REPORT OF THE TREASURER:

Mr. Meyer discussed the savings and checking accounts used to retain and disburse t-hangar deposits and questioned the amount that represents active security deposits and the amount of accumulated income. Mr. Metcalfe explained there are 192 t-hangars and that the total of the two accounts should reflect the deposits being held of $100 per t-hangar ($19,200). However, three or four years ago $10,000 from the accounts was transferred to the operating budget for an unbudgeted expense. Mr. Nohe suggested a footnote on the report showing the accrued liability and as interest earnings build, to decrease the liability. Staff was directed to deposit excess funds in the checking account into the savings account, leaving a checking account balance of $1,000.


The voucher list was discussed. Mr. Metcalfe explained that the Gardner water bill was for City of Gardner staff operating the Airport Commission water treatment plant. The bill includes minor maintenance items, with major maintenance being paid directly by the Airport Commission. Mr. Metcalfe stated that when the revenue bond issue is considered for the new water source it will be necessary to set up water activities as a separate cost center. Staff is currently reviewing the situation of Gardner's operation of the plant. MOVED BY MR. VIETS, SECONDED BY MR. NOHE TO RATIFY THE DISBURSEMENTS FOR JUNE AS PRESENTED. APPROVED UNANIMOUSLY (4-0).

B. Receivables Report.

The accounts receivable list was reviewed and no problems were noted.
C. 1991 actuals vs. budget report.

The report was reviewed and discussed. Mr. Metcalfe explained that the $37,942 in the matching fund line item in the Executive Airport cost center was transferred there from a consolidated county project account. This account was closed out at the end of 1990, and the remaining balance credited to the Airport Fund. This FAA grant project was for the west transient ramp overlay and seal project completed in 1988 at Executive Airport. The local match was advanced from the Airport Commission operating budget as the project proceeded, with the understanding that Kansas City Aviation Center was to ultimately pay the local match share. The Airport Commission also inadvertently paid more than 10% of the project cost. KCAC paid the Airport for their 10% share in the summer of 1989 and the FAA reimbursed the Airport for our overpayment. Both payments were credited to the project account, leaving the $37,942 balance. In closing out the account, the amount was credited back to the Airport operating budget, and by agreement with the Budget Office, must be used as match money on future FAA projects.

D. End of Year Projections.

The report was reviewed and discussed. Mr. Metcalfe requested the Airport Commission prioritize the items as presented by staff to be funded by the $129,325 in uncommitted funds, which are primarily due to unbudgeted revenues. He also reported it is likely the Budget Office will recommend the funds be used to pay a $163,000 sewer assessment to Wastewater for vacant non-aviation land at Industrial Airport. Staff has already started the process to purchase the melter/applicator, which will be used to repair pavement. Mr. Metcalfe reported that some track repairs have been completed because of the urgency of the situation but others are needed. Staff would request the purchase of at least one of the pickups with a snow plow attachment to replace an old vehicle at Executive Airport. Mr. Nohe suggested purchasing as many of the small operational equipment items with the current cash on hand as can be ordered this year. Mr. Metcalfe pointed out that we have not received official notification of the sewer assessment. County budget officials have stated that the Airport Commissions operating budget will be the first place to obtain funds to pay the sewer assessment. The assessment will be an annual payment based on three EDU's per acre for all the vacant, non-aviation land at Industrial Airport. A portion of the capital items on the priority list were originally requested by the Airport Commission for the 1991 budget. The budget office took $150,000 of them out of the approved budget and allocated the funds for the temporary water connection we thought at the time would be constructed in 1991 because of the 151st Street construction. We are not required to construct the water line and now have those funds available for other capital items. $75,000 of the funds have been committed to purchase the modular living quarters for the Fire Department. Mr. Metcalfe stated that to spend the unbudgeted revenue the 1991
budget would have to be republished to give us the budget authority. The Airport Commission was in consensus to purchase the small capital items as soon as possible and to direct staff to prioritize the items listed according to the needs.

IV. COMMITTEE REPORTS:

A. Administrative Committee

There having been no meeting in the interim, there was no report.

B. Industrial Committee

There having been no meeting in the interim, there was no report.

C. Air Show Committee

Mr. Meyer discussed the Air Show Committee meeting. (see attached minutes). The committee identified the positive public relations aspects of an air show as well as exposure to the community. The committee recognized the negatives to holding an air show in 1992 were the construction of the I-35 interchange, which is the major entrance to the airport, and the deteriorating condition on Building 45 and Hangar 43. The committee recommended a static display instead of a flying air show which would reduce the number of spectators and would also disperse the total number of people over a several day period. The committee proposed the Confederate Air Force be the sponsor and organizer of a static display with the Naval Museum Group in charge of the concessions. The committee proposed the Airport Commission would be responsible for parking and perhaps portable toilets. The display would be held in conjunction with the other 50th anniversary events such as the reunion and the USO-type dance. The Confederate Air Force is considering a static display in 1991 and is requesting Airport Commission approval. Mr. Metcalfe did not see a reason to give approval until a formal request was submitted. Chairman Craig favored the air show only if Building 45 and Hangar 43 are demolished, which will be known when the county completes the 1992 budget process. Mr. Metcalfe concurred with the committee recommendation. The Airport Commission discussed providing in-kind support, but not to expend any Airport Commission funds for the static display events. The sponsors of the show will discuss various options to raise money to offset the expenses of the event. Mr. Meyer requested the right to review fund raising plans, costs involved and insurance coverage of the sponsors. (Connie Bye arrived) THE AIRPORT COMMISSION DIRECTED STAFF TO PERSUE THE STATIC DISPLAY EVENT FURTHER AND PRESENT A FORMAL PROPOSAL AT THE NEXT MEETING.

A five minute break was taken from 10:36 a.m. - 10:41 a.m.
VI. UNFINISHED BUSINESS:

A. Airport Zoning Update - Review land use maps.

Mrs. Thomen disclosed she is currently serving on the Gardner Planning Commission and will not participate in the discussion and will abstain from voting on the compatibility plans.

Lisa Beeman, Planning Office, was present to discuss the comprehensive compatibility plans and proposed land use maps for Executive and Industrial Airports as drafted by the airport-area zoning study group. The plans are policy documents that set forth land use compatibility plans around Executive and Industrial Airports. The zoning regulations currently being developed will include specific methods of construction and construction materials used on buildings located within the airport interest areas and the critical corridor zones. The regulations will also require that any land in this area will require a blanket avigational easement when the property is platted which will alert a potential property owner that the land is within the airport interest area. The ultimate intent is to have an identical set of regulations for all the jurisdictions involved in the airport interest area. The compatibility plans are being reviewed by all the entity's governing bodies. Mr. Viets suggested discussing further with the study group limiting the multi-family zoning district area in the critical corridor zone on the south end of Runway 17-35 at Industrial Airport. Mr. Metcalfe stated that the development of the plans were subject to compromise by all jurisdictions and that he feels that any more compromises would be to the detriment of the airport. Some residential development areas had been conceded but in return we have gained the respect and cooperation of the cities professional staff and hopefully the political bodies will concur. MOVED BY MR. NOHE, SECONDED BY MR. VIETS TO APPROVE THE DRAFT AIRPORT ZONING COMPATIBILITY PLANS FOR EXECUTIVE AND INDUSTRIAL AIRPORTS. APPROVED (4-0 THOMEN ABSTAINING).

Mr. Metcalfe reported that there have been three zoning applications submitted (two with the City of Olathe, and one with the County Planning Department) for property located within the airport interest area at Executive Airport. The rezoning requested (single family residential, 4 units per acre) is inconsistent with the proposed airport land use plans. Mr. Metcalfe stated that the flight pattern at Executive Airport was shifted to the west side of the airport because of complaints from the residents on the east side of the airport. The proposal for rezoning would put us in the same position as before with high density residential development directly under the flight pattern. Staff has discussed the application with county planning staff and City of Olathe planning staff. The Airport Commission has been asked, per the MOU adopted this spring, for input on the applications. Mr. Metcalfe explained that the approval of the applications could eventually cause enough residential development to cause the closing of Executive Airport.
When many complaints are received, political bodies must listen and may begin to restrict usage of the airport and eventually put everyone out of business. Mrs. Beeman stated that Mr. Metcalfe’s written input would be incorporated into the staff report and presented at the public hearing. MOVED BY MR. NOHE, SECONDED BY MR. VIETS TO OPPOSE ANY REZONING APPLICATIONS IN THE AIRPORT INTEREST AREA THAT ARE INCONSISTENT WITH THE PROPOSED COMPATIBILITY PLANS. There was discussion about implementing the one mile zoning jurisdiction and applying it to this situation if the decision was not favorable. The City of Olathe may table the review of the applications until after the compatibility plans are adopted. APPROVED UNANIMOUSLY (4-0). The Airport Commission commended Mrs. Beeman’s work on the airport-area zoning issue.

V. STAFF REPORTS:

A. Report of the Director, Aviation:

1. Status of Airport Improvement Program (AIP) projects.

Mr. Fredrichs reported that the notice to proceed has been issued for the east entrance road and ramp project at Executive Airport. Construction should begin July 29 and should be completed within 90 days. We have been notified by Senator Dole’s office that we have received a grant allocation for $387,000 for the west transient ramp at Executive Airport. Preapplications for the east transient ramp at Executive Airport and for land acquisition at Industrial Airport are being prepared for submittal to FAA. The results of a study of the ILS installation at Executive Airport indicate the project will cost less than originally anticipated due to a different siting arrangement and configuration for the glide slope antenna. The balance of funds may be allocated to other Airport Commission FAA eligible projects. The Executive Airport land acquisition is continuing and staff will be meeting with property owners within the next two weeks.

B. Report of the Director, Emergency Services:

Mr. Adams reported that the modular living quarters will be delivered on August 20. Contractors will begin work soon on the site preparation.

C. Report of the Director, Planning & Administration:

1. Status of capital projects.

Mr. Metcalfe reported for Mr. Schaefer who was attending the BoCC budget wrap-up session. He reported the all the capital improvement projects are complete. There is a meeting on Tuesday July 30 with the Industrial Park Master Plan consultants.
D. Report of the Director, Property Management.

1. Status of railroad operations.

Mr. Howard reported that specifications for the locomotive have been submitted to the Purchasing Department for bid advertisement. He also reported that there was a derailment on July 12. The car went off the track but there was no spillage. Some emergency repairs have been completed on one area of the track, but many are still needed. The estimate for repairs for those areas is $16,800. Mr. Metcalfe explained that railroad tracks need ongoing maintenance because they are designed to absorb the shock of the engine and cars and therefore need periodic realignment and reshaping. A scheduled program of preventative maintenance is being developed.

2. Status of Industrial Airport land acquisition.

Mr. Howard reported that ownership and encumbrance reports are being prepared for the identified properties and four appraisers are developing bids to appraise the property. The funding will come from the $1,000,000 approved by the BoCC in the capital improvement program for 1991, of which $170,000 has been spent to date.

F. Report of the Executive Director:

1. Update on Executive Airport lease transactions.

Mr. Metcalfe reported that staff is continuing to finalize the lease documents for the transactions at Executive Airport. The terms have been settled on with all the parties and the final documents are being completed. Mr. Metcalfe requested approval of final documents and authorization for the Chairman to sign. MOVED BY MR. NOKE, SECONDED BY MRS. THOMEN TO AUTHORIZE THE CHAIRMAN TO SIGN THE LEASE DOCUMENTS, A NEW LEASE, AN AMENDMENT TO AN EXISTING LEASE AND A TWO PAGE AGREEMENT REGARDING REMEDIATION OF THE UNDERGROUND STORAGE TANK SITUATION, WITH K.C.H., INC. AND KANSAS AIRCRAFT CORPORATION SUBJECT TO FINAL REVIEW BY THE AIRPORT COMMISSION. APPROVED UNANIMOUSLY (4-0).

2. Update on the Interim Committee on Assessment and Taxation.

Mr. Metcalfe reported that he has a tentative schedule for the committee and will distribute it when finalized. The committee will tour Industrial Airport on August 26 and return to Johnson County Community College for a hearing. The afternoon hearings will address consolidation of local government units and sales tax on services.

Mr. Metcalfe reported that the County Financial Advisor submitted his report on the t-hangar bond refinancing. The report was sent to Mr. Nohe for his comment. Mr. Metcalfe stated that it appears refinancing would be beneficial. It appears that the original idea of the G.O. bond issue will not be feasible, but research is continuing.

VII. NEW BUSINESS:

A. Consider approval of a sublease between Olathe Manufacturing, Inc. and The Toro Company for floor space within 100 and 150 Industrial Parkway.

Mr. Metcalfe reported that Olathe Manufacturing is requesting approval of a sublease with The Toro Company within their leased space. Toro has acquired the rights to certain products that Olathe Manufacturing produces and has an equity interest in the company. They will be setting up a marketing and engineering office. Mr. Metcalfe stated that we received, via fax, a copy of the sublease late yesterday and he recommends approval. An environmental audit has been completed, which was satisfactory except one small oil spillage problem which is being cleaned up. There will be no increase in revenue to the Airport Commission nor will the facade of the building be changed due to the sublease.

MOVED BY MR. MEYER, SECONDED BY MR. VIETS TO APPROVE THE SUBLEASE BETWEEN OLATHE MANUFACTURING AND THE TORO COMPANY SUBJECT TO REVIEW BY STAFF AND TO DIRECT THE EXECUTIVE DIRECTOR TO OFFICIALLY WELCOME TORO TO THE INDUSTRIAL AIRPORT. The Olathe Manufacturing lease does not specifically require review of the sublease document but they have voluntarily provided the lease. There may be a slight increase in the Olathe Manufacturing employment if Toro is successful in marketing the products. Toro will be employing approximately six employees at Industrial Airport. APPROVED UNANIMOUSLY (4-0).

VIII. BUSINESS FROM THE FLOOR:

Mr. Nohe suggested scheduling visits with other Johnson County jurisdictions, such as the Parks and Recreation Commission, the Planning Commission and the Library Board to promote visibility and awareness of the Airport Commission. Mrs. Thomen suggested scheduling tours with other cities similar to the tour with the Olathe officials.

Mrs. Thomen discussed the process of conveying information to employees. Mr. Metcalfe reported that there was a quarterly employees meeting held. Mr. Howard is also working on ideas to include the maintenance department on information. He is
scheduling bi-weekly staff meetings with the maintenance department to assist in the process.

The meeting was adjourned at 11:55 p.m.

Phyllis Thomen, Secretary

R. Lee Metcalfe, Executive Director
JOHNSON COUNTY AIRPORT COMMISSION
MONTHLY MEETING AGENDA
Industrial Airport, Kansas
Wednesday, August 28, 1991 - 9:00 A.M.

I. APPROVAL OF MINUTES of July 24, 1991 meeting.

II. REPORT OF THE CHAIRMAN:

III. REPORT OF THE TREASURER:
B. Receivables report.
C. 1991 actuals vs. budget report.
D. End-of-year projections.
E. Consider submitting a request to the BoCC to amend the Airport Commission budget authority.

IV. COMMITTEE REPORTS:
A. Administrative Committee:
   1. Discuss proposed t-hangar bond refinancing.
   2. Discuss proposed meetings with various governing boards.
B. Industrial Committee:

   9:05 a.m.
   1. Discuss proposed addendum to Grindsted lease.

V. STAFF REPORTS:
A. Report of the Director, Aviation:
   1. Status of Airport Improvement Program (AIP) projects.
B. Report of the Director, Emergency Services:
   1. Status of installation of modular living quarters.
   2. Update on discussions regarding Fire District legislation.
C. Report of the Director, Planning & Administration:
   1. Consider approval of surplus property list to be sold at county auction.

D. Report of the Director, Property Management:
   1. Status of railroad operations.
   2. Status of Industrial Airport land acquisition.

E. Report of Legal Counsel:
   1. Status of property tax legislation/BOTA.

F. Report of the Executive Director:
   2. Update on rezoning applications for property adjacent to Executive Airport.

VI. UNFINISHED BUSINESS:

VII. NEW BUSINESS:
A. Election of officers.

   Present: Nominees*:

   Chairman - Ben Craig
   Vice-Chair - Mark Viets
   Treasurer - Stan Meyer
   Secretary - Phyllis Thomen

   *(Positions to be filled for one year term.)

VIII. BUSINESS FROM THE FLOOR:

IX. ADJOURNMENT
JOHNSON COUNTY AIRPORT COMMISSION

MINUTES – AUGUST 28, 1991 – 9:00 a.m. – INDUSTRIAL AIRPORT

Airport Commission: Present
Craig Meyer Nohe
Viets Thomen Winn Walter

Staff: Metcalfe Smyth Lind Schaefer
Fredrichs Howard Williams

Others: Connie Bye, Kansas City Star
Jan Durrett, League of Women Voters
John Vratil, Attorney for Grindsted Products
John Miller, Grindsted Products
Lee Sammons, Hammer Siler George Associates
Don Jarrett, Chief County Counsel

The meeting was called to order at 9:00 A.M. by Chairman Craig.

Mr. Metcalfe introduced Lee Sammons with Hammer Siler George Associates, consultants on the industrial park master plan, who was present to observe the meeting.

I. APPROVAL OF MINUTES:

MOVED BY MRS. THOMEN, SECONDED BY MR. MEYER TO APPROVE THE MINUTES OF THE JULY 24, 1991 MEETING. APPROVED UNANIMOUSLY (6-0).

II. REPORT OF THE CHAIRMAN:

Mr. Craig congratulated Mrs. Thomen on her reappointment to the Airport Commission for another three year term.

He commended Mr. Metcalfe on a good job conducting a tour for the Interim Committee on Assessment and Taxation. Mr. Craig stated that he and Commissioner Nolte spoke on the airport's behalf at a later hearing.

Mr. Craig assigned the to the Industrial Committee the project of researching the eligibility and advisability of establishing an enterprise zone at Industrial Airport. Mr. Viets stated that he would also like to research establishing a tax increment financing district.
IV. COMMITTEE REPORTS:

B. Industrial Committee

1. Discuss proposed addendum to Grindsted lease.

Mr. Vratil requested the Airport Commission grandfather Grindsted from the environmental audit requirement for the one acre they have requested as an addendum to their existing lease which will be used for the construction of a wastewater pre-treatment facility. He stated that Grindsted was well into the planning process, including developing a budget for the project that had been approved by their parent company in Denmark, before the environmental audit policy was instituted. Grindsted does not object to the Airport Commission conducting and paying for an environmental audit. He contended that Grindsted feels confident that they did nothing to contaminate the land. They are concerned that the environmental audit will delay the construction of the project. Grindsted is currently under a mandated schedule from Kansas Department of Health and Environment and are already behind schedule in the project. Mr. Viets reported that the Industrial Committee met with Grindsted officials and discussed the issue. The committee agreed that the land would be leased in an "as is" basis and that any problems encountered on the land would become Grindsted's responsibility. The committee agreed to recommend grandfathering Grindsted from the environmental audit policy on this one acre piece of land only and to declare that from this point on when land is leased, the potential tenant will complete an audit and if they decline to have an audit done they will become responsible for any contamination found on the site. Mr. Winn commented that he agrees with Grindsted's principle in that they were well along in the process before the policy was adopted. Mr. Winn suggested that the Airport Commission complete an environmental audit of the one acre tract. Mr. Nohe questioned whether the term grandfathering or waiver should be used. Mr. Viets stated that it should be grandfathered because there is not a clearly defined policy to waive, only a few sentence declaration of a policy. Mr. Nohe stated that he feels it should be a waiver and is hesitant to use the term grandfather because anything they may do in the future may be affected by the action to grandfather them from that policy. Mr. Vratil responded to a question from Chairman Craig and stated that Grindsted, by not completing the audit themselves, is not taking responsibility for any contamination problems found at some time in the future. They would, however, accept responsibility if the contamination was proved to be a result of Grindsted's operation. Mr. Winn stated that some of the language in the lease should be changed to include that Grindsted leases the property in an "as is" condition. He also stated that if contamination is found, the Airport Commission is not committing to cleanup. Mr. Lind stated that the Airport Commission should not be that concerned with using grandfather or waiver but should specifically list the reasons why the action was taken. Mr. Vratil stated that
Grindsted does not intend to take responsibility for contamination on the land before they take possession. Mr. Metcalfe stated that in the Navy days there was a nearby tank farm which stored coconut oil but there appears to be no contamination. MOVED BY MR. VIETS, SECONDED BY MR. NOHE TO GRANT GRINDELSTED PRODUCTS, INC. A WAIVER FROM THE POLICY THAT REQUIRES A LEVEL I ENVIRONMENTAL AUDIT DUE TO THE FACT THAT THEY WERE IN THE PLANNING PROCESS FOR THE PROJECT AND MADE SIGNIFICANT EXPENDITURES IN THE DEVELOPMENT PLANS. Additional reasons were cited by the Airport Commission for the waiver such as that Grindsted was unaware of the environmental audit policy, that they are under a KDHE order to complete construction and are also being pressured by the Unified Wastewater District for completion. There was discussion about precluding other tenants from using the same argument as Grindsted. Mr. Winn stated that the planning must be more than conceptual plans. Mr. Metcalfe stated that he had already been discussing the improvements prior to the adoption of the environmental audit policy. There was consensus from Mr. Viets and Mr. Nohe to incorporate the abovementioned facts in making the decision to waive the audit policy clarifying the Airport Commission's position. Mr. Nohe criticized Grindsted for their dispute of the policy on such a small parcel and for such a nominal dollar amount. APPROVED UNANIMOUSLY (6-0).

MOVED BY MR. VIETS, SECONDED BY MR. WINN TO AUTHORIZE STAFF TO CONTRACT TO CONDUCT A LEVEL I ENVIRONMENTAL AUDIT OF THE ONE ACRE TRACT REQUESTED BY GRINDELSTED PRODUCTS AT AN APPROXIMATE COST OF $2,500. APPROVED UNANIMOUSLY (6-0).

V. STAFF REPORTS:

E. Report of Legal Counsel:


Mr. Jarrett, Chief County Counsel was present to discuss the status of the wastewater finance plan. He reported that the BoCC has adopted a charter resolution authorizing the Capital Projects Plan. There is a sixty day waiting period for petitions before the resolution becomes effective. There has been word received that there are petitions circulating opposing the plan. The plan treats all users in the Wastewater District equitably with respect to allocation of capital improvements costs. The costs are based on Equivalent Dwelling Unit (EDU) assignments. EDU's are determined by taking the typical residential dwelling, making some engineering calculations with regard to standard discharges of residential wastes and then looking at different classification of users and evaluate what their strength, volume, quantity of their discharge is compared to the residential and finding that ratio tells how many EDU's will be assigned to that particular user. When the EDU's are determined for each classification the BoCC will determine a dollar amount to be assessed to each EDU. The BoCC has
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used $62.00 per EDU in the budget revenues for 1992. The BoCC is currently scheduled to discuss the classification measurement assignment process on September 5. When that is approved work will begin to assess individual properties for the CPP amount. If the CPP is not implemented then the original financing tool of allocating costs based on usage will be developed. The period for accepting petitions against the charter resolution ends October 3. Vacant ground is assigned 3 EDU's per acre if it is considered developable and there are no deferments. Airport ground needed for airport operation is exempt. Property can qualify for deferment if it is used for true agriculture purposes or is FAA mandated set aside property. The Industrial Park property would be included in the assessment because it is considered developable property. The unusable ground (drainage etc.) is not exempt, however if the property can be identified as a flood way, it may be eligible for exemption. The majority of the Airport Commissions leases allow for the pass-through of the sewer assessment to the tenants. Mr. Metcalfe reported that the bond leases have the impositions clause which should allow us to pass the special assessment to the tenant, however, the ground leases and county owned buildings do not have the clause. Mr. Nohel questioned the future monitoring and change in uses and how adjustments or changes in the EDU assignment will be made. Mr. Jarrett stated that the Wastewater staff will continue monitoring large users, there will also be cross-checking with planning and appraisers for building modifications and new building construction and lastly, the property owner has appeal procedures both administrative and a variance procedure through the BoCC. The EDU's will stay the same on a piece of property as long as the classification stays the same. Mr. Jarrett defined agricultural land as growing crops with an attempt to make economic viable use of the property as farm ground. Mr. Metcalfe reported that he has worked with Wastewater staff and agrees with the assigned classifications, but believes they have miscalculated on the developable acreage. He reported that before any recalculation was completed, the assessment for on 800 acres was estimated at $149,000. He will continue to work with the Wastewater staff to ensure the calculation of assessable land is accurate.

2. Status of property tax legislation/BOTA.

Mr. Jarrett reported that HB2194 was passed by the Kansas Legislature in the 1991 session which says that property that is used for airport purposes including that which is leased for non-essential airport operations and related purposes shall be exempt from all property and ad valorem taxation for tax years 1983-1992. The exemption extends beyond 1992 if the ground is leased and the lease extends beyond 1992. Mr. Jarrett stated that the bill clearly applies to the gas well property tax situation. It also applies to all the applications that are pending at the Board of Tax Appeals (BOTA) that were filed in June of 1990. The time period stated in the bill does not match with the our situation, in that the County Appraiser went back to 1981 for back taxes, while
the bill only goes back to 1983. The bill also does not provide for procedures to claim exemption so it categorically throws us into the old standard procedures of filing applications with BOTA. Mr. Jarrett reported that there was discussion about BOTA rendering a generic decision but the membership of the board has fully rotated since then and it has been decided not to do that. Staff will refile the applications on the gas well property taxes and amend the applications currently pending. The appraiser will then recommend approval citing HB2194. There are, however pre-1983 taxes due and legal staff is processing a memorandum of recommendation to BOTA stating that the appraiser will not object to including those properties. Mr. Jarrett stated that the amendments will be filed the first week of September. If hearings are necessary the cases will probably be put on the docket after the first of the year.

Chairman Craig stated that several existing tenants wish to expand, but their plans are contingent upon the favorable resolution of both the property tax and sewer financing issues. He emphasized that these tenants have been waiting for more than two years for these issues to be resolved.

Mr. Metcalfe stated that the tax base continues to stand as it was two years ago with $17 million in assessed valuation under dispute but still on the rolls. This is causing serious problems for the Fire District who will have a 44% shortfall in their tax revenues in 1991. The Gardner school district lobbied for special legislation to remedy their situation. Mr. Jarrett stated that there is no way to get the property off the tax rolls for this year. He stated that new tenants and tenants wanting to expand could be told that they are eligible for tax exemption if the county owns the land and facility. If there is no petition protesting the CPP, the sewer assessments will be on the November tax bill. Mr. Jarrett stated in response to a question from Mr. Metcalfe, that special assessments cannot be protested and can be paid even if the remainder of the tax bill is being protested. Mr. Metcalfe stated that the Airport Commission attempted to pay a special assessment that was included in a tax bill for Executive Airport and the County Treasurer said he could not accept partial payment of a tax bill. Mr. Jarrett stated he would speak with the County Treasurer, because the special assessment can be paid.

A five minute recess was taken from 10:14 a.m. to 10:19 a.m.

III. REPORT OF THE TREASURER:


The voucher list was discussed. The cellular phones were purchased for the ambulance and fire truck to be used as a direct connection to medical providers and the emergency management center as an
alternative to radio transmission. The computers were purchased for Jim Howard, Paul Adams and Lee Metcalfe. Jim's and Paul's were specifically budgeted for. Lee has been using his own personal computer since arriving in March, 1989. MOVED BY MR. MEYER, SECONDED BY MRS. THOMEN TO RATIFY THE DISBURSEMENTS FOR JULY AS PRESENTED. APPROVED UNANIMOUSLY (6-0).

B. Receivables Report.

The accounts receivable list was reviewed and the Airport Commission commented the list was the shortest it has been since it has been presented. Mr. Metcalfe commended Jonette Bauman, Mike Fredrichs, Wanda Cowan and Tom Schaefer on their diligence in collecting accounts receivables.

C. 1991 actuals vs. budget report.

The report was reviewed and discussed. Staff will establish cost centers for water and railroad operations for 1992.

D. End of Year Projections.

The report was reviewed and discussed.

E. Consider submitting a request to the BoCC to amend the Airport Commission budget authority.

Mr. Metcalfe explained the summary page outlining the expected revenues and proposed expenditures for those revenues. He stated that the budget office has indicated they would look to Airport Commission operating funds as the primary source to pay the unbudgeted sewer assessment. Since the amount of the sewer assessment is still being debated it causes difficulty in making additional purchases. Evon Williams, Budget Analyst stated that the budget is not republished until late October. It is possible a project account can be established to transfer the excess Airport Commission funds for payment of the sewer assessment when it is determined. She stated that the Airport Commission revenues are strong and will be adequate to pay the sewer assessment. Mr. Winn asked if other county departments are paying their share of the sewer assessment. Mrs. Williams stated that the Airport Commission is the only department with vacant land of this nature that is subject to the assessment. Mr. Winn stated that he totally supports the CPP but believes it is a folly that the county should tax itself for it's own use of the sanitary sewer facility to the detriment of those agencies carrying on the programs they are supposed to. He stated that the assessment should be paid from some type of general county fund for utility charges. Mr. Metcalfe stated there is an inconsistency in that we are expected to pay the 1991 assessment out of our own revenues but 1992 general fund support was increased to pay the assessment since it was a surprise. MOVED BY MR. WINN, SECONDED BY MR. NOHE TO DIRECT STAFF
TO SUBMIT TO THE BOCC A REQUEST FOR AN INCREASE TO THE AIRPORT COMMISSION BUDGET AUTHORITY AS SUMMARIZED BY STAFF ON THE END-OF-YEAR PROJECTION REPORT. APPROVED UNANIMOUSLY (6-0).

IV. COMMITTEE REPORTS:

A. Administrative Committee

1. Discuss proposed t-hangar bond refinancing.

Mrs. Thomen reported that the committee was in consensus to refinance the three outstanding t-hangar bond issues and to include additional debt of $1,000,000 for construction of new t-hangars at Executive Airport. Mr. Metcalfe reported that he met with officials from Piper-Jaffray and their analysis netted savings of $34,000 not including the increment of new money. The savings is a reduction of interest costs over the life of the bonds. There was discussion about approaching the BoCC about issuing G.O. bonds instead of revenue bonds only to obtain a better interest rate. Mr. Viets voiced concern about that request because of the present discussions by all Johnson County governments about the increasing debt load of taxing entities. Refinancing the existing issues and constructing new hangars improve the Airport Commission bottom line by $220,000 annually. That includes the debt service savings and increased t-hangar revenues. MOVED BY MR. VIETS, SECONDED BY MR. WINN TO RECOMMEND TO THE BOCC THE REFINANCING OF THE EXISTING T-HANGAR REVENUE BOND ISSUES INCLUDING ADDITIONAL DEBT OF APPROXIMATELY $1,000,000 TO CONSTRUCT NEW T-HANGARS. The per-unit t-hangar cost will be approximately $40,000 compared to $25,000 in 1985, due to cost-of-living increases and increased site preparation costs. APPROVED UNANIMOUSLY (6-0).

2. Discuss proposed meetings with various governing boards.

Mrs. Thomen discussed the meeting minutes. Chairman Craig suggested meeting with the City Council's currently considering the airport-area zoning plans as soon as possible. The Airport Commission directed staff to set up meetings with the Cities of Olathe, Overland Park, and Gardner to observe the airports, discuss the economic impact of the airports to the county and to gather their input on the Industrial Park master plan.


Mrs. Thomen discussed the meeting minutes. Staff was directed to proceed with the development of the policy.
V. STAFF REPORTS:

A. Report of the Director, Aviation:

1. Status of Airport Improvement Program (AIP) projects.

Mr. Fredrichs reported that 8 of the 10 land purchases at Executive Airport have been settled. The east ramp project is 20% complete. The ILS engineering study is being reviewed by FAA. A letter of allocation has been received for the west aircraft ramp project in the amount of $387,000. A application for grant funding has been submitted for the land buy at Industrial Airport.

B. Report of the Director, Emergency Services:

1. Status of installation of modular living quarters.

Mr. Metcalfe reported for Mr. Adams. The modular living quarters has been delivered and will be set up today and ready for occupancy within a week. Chairman Craig commended staff for the expeditious handling of this project and expressed appreciation to the County administrative staff for their support and cooperation.

2. Update on discussions regarding Fire District legislation.

Staff provided input to the BoCC on the new Fire District legislation. The BoCC is developing the process to hear the appeals from the cities and fire districts.

Rural Fire District #1, with whom we contract to provide certain services, has approached us about providing administrative services. Mr. Metcalfe commended Paul Adams for his work in developing that relationship, which has been strained in the past.

C. Report of the Director, Planning & Administration:

1. Consider approval of surplus property list to be sold at county auction.

MOVED BY MR. NOHE, SECONDED BY MRS. THOMEN TO APPROVE THE SURPLUS PROPERTY LIST TO BE SOLD AT THE COUNTY AUCTION. APPROVED UNANIMOUSLY (6-0).

D. Report of the Director, Property Management.

1. Status of railroad operations.

Mr. Howard reported that the locomotive bid opening will be September 10. An engineer has inspected the track and recommended areas for repair at an approximate cost of $20,000. Those repairs are on the list for the unanticipated revenues. Santa Fe has countered our request of $60 per car for switching with $30 per car
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... and staff will counter with another offer. Santa Fe has changed the delivery point of the cars saving the Airport Commission time and labor. The Finance Department has recommended the locomotive be purchased instead of leased because it will save interest costs. The Airport Commission had previously directed staff to lease a locomotive. Staff will pursue the issue further.

2. Status of Industrial Airport land acquisition.

Mr. Howard reported that ownership and encumbrance reports have been received on all the parcels and the appraisal contracts are being prepared. MOVED BY MR. VIETS, SECONDED BY MR. WALTER TO ADJOURN TO EXECUTIVE SESSION AT 11:16 A.M. FOR 10 MINUTES TO DISCUSS LAND ACQUISITION AT INDUSTRIAL AIRPORT. APPROVED UNANIMOUSLY (6-0). The meeting was reconvened at 11:26 a.m. MOVED BY MR. MEYER, SECONDED BY MR. WINN TO AUTHORIZE THE CHAIRMAN TO APPOINT A MEMBER OF THE AIRPORT COMMISSION AND LEGAL COUNSEL TO NEGOTIATE ON A PARCEL OF LAND AT INDUSTRIAL AIRPORT IN WHICH THE EXECUTIVE DIRECTOR HAS A CONFLICT OF INTEREST DUE TO OWNERSHIP BY HIS FATHER-IN-LAW. APPROVED UNANIMOUSLY (6-0). Chairman Craig appointed Mr. Winn to represent the Airport Commission in the abovementioned transaction. (NOTE: this action was taken at the Executive Director's request.)

F. Report of the Executive Director:


Mr. Metcalfe reported that he felt the meeting went well. Chairman Craig stated that it is important to note that the other airports affected by HB2194 want total exemption and that the Airport Commission was only asking that the previous exemptions that were granted in lease agreements be perfected.

2. Update on rezoning applications for property adjacent to Executive Airport.

The Neighbors application which is in the county but in an urban fringe area where it is reviewed by Olathe Planning Commission was recommended to be denied because there are no utilities, development is premature for the neighborhood, and because it is not consistent with the airport compatibility plan. That denial was supplemented by a staff recommendation at the Oxford Township Zoning Board and was also denied by them. The Smith and Taylor applications were heard by the Olathe Planning Commission and tabled until November 25 which is the date it is hoped the airport-area zoning regulations will be completed. Mr. Viets commented that the public should take notice that McDonnell-Douglas Company in their request of the City of Kansas City for property asked for a three mile sterilization perimeter which is much larger than the
defined airport interest area. Mr. Winn commented that the cities will face difficult decisions when adopting the proposed airport-area zoning regulations because of the existing landowners contention that the rules of the game have changed in midstream. Mr. Metcalfe reminded everyone that the development of the zoning plan was a joint effort with equal representation by all the cities and the Airport Commission.

(Mr. Nohe left the meeting at 11:30 a.m.)


Mr. Metcalfe reported that the Confederate Air Force has officially withdrawn their interest in rehabilitating Hangar 43 due to the extreme deteriorating condition and the lack of funds available from the county.


Mr. Metcalfe reported that the "Cutlass" displayed at Navy Park has been replaced by an A-7 Corsair. The Airport Commission was approached by the National Museum of Naval Aviation in Pensacola, Florida about acquiring the airplane, which they believe to be the only one intact, for refurbishing and display in the museum. They offered in trade a newly refurbished A-7 Corsair. The museum is picking up the Cutlass and will reassemble the A-7 Corsair in the park. The Airport Commission had previously expressed concern about the deteriorating condition of the Cutlass, and it was felt that the trade arrangement was the only reasonable way to preserve the rare Cutlass and maintain a "Navy jet" presence in the park.

VII. NEW BUSINESS:

A. Consider paying a water line special assessment for Executive Airport to the City of Olathe.

Mr. Schaefer reported that there is a special assessment due for a water line at Executive Airport for 1989 and 1990 in the amount of $31,000. The County Treasurer would not accept payment for the assessment in 1989 as it was included in a property tax bill that was being protested. It has been determined by working with the County Treasurer and Clerk's office that payment can be made directly to the City of Olathe for 1990. The 1989 portion needs BoCC approval to abate that amount from the tax bill and pay that amount directly to the City of Olathe. The payment will pay the assessment in full. Mr. Meyer moved, seconded by Mr. Walter to approve the payment of the 1990 special assessment for the water line at Executive Airport directly to the City of Olathe and to recommend approval to the BoCC to abate the 1989 amount from the tax bill and to pay that amount to the City of Olathe. Approved unanimously (6-0).
B. Election of officers.

Present: 

Chairman - Ben Craig  
Vice-Chair - Mark Viets  
Treasurer - Stan Meyer  
Secretary - Phyllis Thomen

*(Positions to be filled for one year term.)*

**MR. VIETS MOVED, SECONDED BY MR. MEYER TO NOMINATE THE FOLLOWING SLATE OF OFFICERS FOR 1992:**

Chairman - Ben Craig  
Vice-Chair - Larry Winn  
Treasurer - Stan Meyer  
Secretary - Phyllis Thomen

**APPROVED UNANIMOUSLY (5-0).**

**MR. WALTER MOVED, SECONDED BY MRS. THOMEN THAT ALL NOMINATIONS CEASE AND THAT THE SECRETARY BE INSTRUCTED TO CAST THE UNANIMOUS BALLOT. APPROVED UNANIMOUSLY (5-0)**

Chairman Craig reappointed the same committees with the same chairmen as 1991.

**VIII. BUSINESS FROM THE FLOOR:**

Mr. Lee Sammons reported that they are just getting started in the master plan process and are interviewing individuals from the public and private sector. Mr. Viets suggested that through the master planning process the developable and non-developable land be identified which would have an impact on both the sewer assessment and property tax situation.

The meeting was adjourned at 11:47 p.m.

Phyllis Thomen, Secretary  
R. Lee Metcalfe, Executive Director
Johnson County Airport Commission  
One Industrial Parkway  
Industrial Airport, Kansas  66031  
913/782-5335  Fax: 913/782-1775  

August 7, 1991

Mr. John Miller  
Grindsted Products, Inc.  
P.O. Box 26  
Industrial Airport, KS  66031

Dear John:

This is to confirm the understanding between the Johnson County Airport Commission and Grindsted Products, Inc., concerning an environmental audit of the one acre tract Grindsted has requested to lease for the purpose of constructing a wastewater pre-treatment facility. The parties agree that a Level I environmental audit will be completed by a firm contracted by Grindsted Products, Inc. and approved by the Johnson County Airport Commission. Grindsted Products, Inc. will provide a copy of the Level I environmental audit to the Airport Commission. The cost of the audit will be shared 50% by Grindsted Products and 50% by the Airport Commission. The Airport Commission’s share of the audit will be credited to the rental account of Grindsted Products, Inc. for the new one acre tract each month until Grindsted has received full credit for the Commission’s share.

If the Level I environmental audit reveals the need for remediation of the one acre site, the responsibility for the cost of the remediation will be based on the nature and source of the contamination. If the contamination is clearly attributable to Grindsted’s activities, or those of its contractors, Grindsted shall arrange and pay for the remediation. If the source of the contamination is clearly from activities predating Grindsted’s tenancy on the adjacent land, the Airport Commission shall expeditiously pursue remediation by the responsible parties. If responsibility for the contamination cannot be readily determined, Grindsted and the Commission shall negotiate an appropriate course of action.

This letter shall serve as the formal agreement to the above terms when countersigned by all parties.

JOHNSON COUNTY AIRPORT COMMISSION

R. Lee Metcalfe  
Executive Director

ACKNOWLEDGED AND AGREED TO:

John J. Miller, for Grindsted Products, Inc.
JOHNSON COUNTY AIRPORT COMMISSION

ADMINISTRATIVE COMMITTEE AGENDA

Thursday, August 15, 1991 - 7:30 a.m.

Doubletree Restaurant
10100 College Boulevard
Overland Park

1. Discuss proposed t-hangar bond refinancing.
2. Discuss proposed meetings with various governing boards.
JOHNSON COUNTY AIRPORT COMMISSION
ADMINISTRATIVE COMMITTEE MINUTES
Thursday, August 15, 1991 - 7:30 a.m.
Doubletree Restaurant
College Boulevard, Overland Park

Committee Members Present: Thomen, Nohe, Walter
Others Present: Lee Metcalfe, Dede Smyth, Tom Schaefer, Rick Lind

1. Discuss proposed refinancing of T-hangar bonds.

The report from the county's financial advisor was discussed. The refinancing all three outstanding issues would only net a savings of $10,554. Mr. Metcalfe stated that the refinancing would be advisable if the outstanding issues were refinanced with the additional debt of approximately $1,000,000 for construction of two more rows of t-hangars because the total annual debt service would be decreased. Mr. Nohe stated that the county should be approached about issuing G.O. bonds which would make the interest rate and marketability of the bonds more favorable. Mr. Metcalfe said that the county Finance Director and Budget Director have indicated some concern about adding to the county's G.O. debt load and that such an approach may not receive a warm reception. With regard to revenue bonds, Mr. Metcalfe stated that he prefers a shorter term with higher payments so the revenues can be used for other needs sooner. Mr. Nohe suggested going with a longer term to keep the payments lower but structuring an early call into the resolution so if additional revenues are available the bonds can be paid sooner and the revenues could then be used elsewhere. Mr. Metcalfe stated that the cost per unit on the t-hangar construction estimates is extremely high due to site preparation costs. Mr. Fredrichs has stated previously that he feels confident the t-hangars would be filled immediately. There was discussion about the privatization of the t-hangars but it was determined that the Airport Commission would benefit more by retaining ownership. CONSENSUS OF THE COMMITTEE WAS TO RECOMMEND TO THE AIRPORT COMMISSION TO PROCEED WITH THE REFINANCING OF THE T-HANGAR BONDS AND ADD ADDITIONAL DEBT TO CONSTRUCT TWO ROWS OF T-HANGARS AT EXECUTIVE AIRPORT AS RECOMMENDED BY STAFF.

2. Discuss proposed meetings with various governing boards.

The committee discussed meeting with governing boards in the county to inform them about what's happening at the airports and increase awareness of what our business is about. The committee agreed we should have an active public relations program that would emphasize the positive aspects of the airports and preempt the negative. The committee agreed that all the commissioners should have the basic
facts about the airports so any of them could make presentations. The committee agreed to make the visits with other county governing boards a goal to be completed in 1992. Mr. Metcalfe commented that he has been thinking about a joint-marketing concept with the adjoining cities to market the airport as an employment center for skilled and semi-skilled workers and to market the communities as places to live for those workers. He also suggested pursuing the location of a voc-tech school at Industrial Airport which would train the much-needed workers for tenants in the Industrial Park as well as for other areas of Johnson County. There was discussion about the small business incubator and Mr. Nohe suggested contracting with someone to provide the executive support. Mr. Metcalfe discussed constructing a large "spec" building (100,000 sq. ft. or so) to house the incubator and to use the remainder of the space for businesses looking for small basic spaces. He thinks it may be possible to generate enough rent from the non-incubator tenants to cover the basic capital cost of the building.


The committee reviewed the documents prepared by staff. It was agreed that the Airport Commission should update its operating standards and procedures as well as procedures for Airport Commission meetings. THE COMMITTEE DIRECTED STAFF TO PREPARE OPERATING STANDARDS CONSIDERING AREAS SUCH AS BYLAWS, BUSINESS POLICY, PROCEDURAL POLICY AND MISCELLANEOUS RULES AND REGULATIONS.

The meeting was adjourned at 9:15 a.m.
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING AGENDA

Industrial Airport, Kansas

Wednesday, September 25, 1991 - 9:00 A.M.

TAB

A  I. APPROVAL OF MINUTES of August 28, 1991 meeting.

II. REPORT OF THE CHAIRMAN:

1. Report on the joint meeting with the Olathe City Council.
2. Discuss work session with BoCC. (October 7 at 2:30 p.m.)
3. Discuss date for November meeting. (regular date is day before Thanksgiving)

B  III. REPORT OF THE TREASURER:

B. Receivables report.
C. 1991 actuals vs. budget report.
D. End-of-year projections.

C  IV. COMMITTEE REPORTS:

A. Administrative Committee:

B. Industrial Committee:

1. Environmental Audit policy.
2. Water rates.
3. Property taxes.
4. Enterprise zone.
5. Tax increment financing district.

D  V. STAFF REPORTS:

A. Report of the Director, Aviation:

1. Status of Airport Improvement Program (AIP) projects.
B. Report of the Director, Emergency Services:
1. Status of installation of modular living quarters.
2. Update on discussions regarding Fire District legislation.

C. Report of the Director, Planning & Administration:

D. Report of the Director, Property Management:
1. Status of Industrial Airport land acquisition.

E. Report of Legal Counsel:

F. Report of the Executive Director:
2. Status of airport-area zoning.
3. Review the locomotive bids and confirm financing.

VI. UNFINISHED BUSINESS:

VII. NEW BUSINESS:

A. Consider approval of Authorization No. 4 for Professional Services with Howard Needles Tammen Bergendoff in accordance with the Retainer Agreement dated June 21, 1990, for design services and construction monitoring of the west apron expansion project at Executive Airport.

VIII. BUSINESS FROM THE FLOOR:

IX. ADJOURNMENT
JOHNSON COUNTY AIRPORT COMMISSION

MINUTES - SEPTEMBER 25, 1991 - 9:00 a.m. - INDUSTRIAL AIRPORT

Airport Commission: Present
Craig        Meyer        Nohe
Viets        Winn         Walter

Absent
Thomen

Staff:        Metcalfe   Smyth   Lind    Schaefer
Fredrichs    Howard     Adams

Others:      Commissioner Dan Hosfield
             Jan Durrett, League of Women Voters

The meeting was called to order at 9:00 A.M. by Chairman Craig.

I. APPROVAL OF MINUTES:

MOVED BY MR. NOHE, SECONDED BY MR. WALTER TO APPROVE THE MINUTES OF THE AUGUST 28, 1991 MEETING. APPROVED UNANIMOUSLY (5-0).

II. REPORT OF THE CHAIRMAN:

1. Report on the joint meeting with the Olathe City Council.

Chairman Craig reported that the focus of the discussion with the Olathe City Council was on the zoning compatibility plan at Executive Airport. Olathe did profess support for the success of the Airport but also was supportive of the developers. The biggest concern was potential development west of Executive Airport along Pflumm. The council stated they would discuss the issue at a study session the next week. Chairman Craig stated that he felt that the council's perception was not clear on the zoning issue, but commented that six of the eight members are new and are not familiar with the particulars of this matter. Mr. Winn requested Mr. Lind to research a lawsuit regarding an airport and a city being sued because of an aircraft accident which resulted in a residential fatality. The airport had recommended clear zones and densities adjacent to the airport and the city ignored them and allowed some type of high density development. The city was named a defendant because they overrode the densities suggested by the airport. Chairman Craig stated that the Olathe City Council has agreed to compromise on stipulating some type of public notice on property in the vicinity of the airport. Mr. Winn directed Mr. Metcalfe to research the rezoning given to Ross Steiner north of Industrial Airport to see if the City of Olathe has performance
requirements on rezonings. Mr. Metcalfe stated that there is a distinct lack of trust among area neighbors because they think the Airport Commission is going to expand Executive Airport. Responding to a question from Mr. Meyer, Mr. Metcalfe stated that the compatibility plan goes well beyond FAA standards and he didn't think the FAA would be able to officially support our position. Mr. Metcalfe reported that statistics from the National Transportation Safety Board showed that among all aircraft accidents in 1990, 52% occurred on or within two miles of an airport, with only 4% of that 52% occurring on airport property. 48% occurred within two miles of the airport but off of airport property. Mr. Nohe suggested sharing information with the Council about political closures of airports. He also suggested monetary participation in the acquisition of the land which would be affected by the airport-area zoning plan. Mr. Winn stated that something more simple than those steps would be to transfer the higher density from the side of the property nearest to the airport to further away from the airport boundaries. He also stated with the concurrence of the Airport Commission, that he would prefer in-kind instead of monetary participation. The Airport Commission was in agreement to establish a group to discuss compromise on the compatibility plan and to remember that our main objective is to protect the airports.

2. Discuss work session with BoCC.
   (October 7 at 2:30 p.m.)

Mr. Metcalfe reported that the Airport Commission master plan consultant will be invited to the work session to solicit BoCC input for the master plan. Other items to be discussed are the t-hangar revenue bond refinancing, airport-area zoning and the proposed increase in budget authority for 1991.

3. Discuss date for November meeting.
   (regular date is day before Thanksgiving)

The majority of the Airport Commission indicated there were no conflicts with the November meeting. It will be discussed again at the October meeting.

III. REPORT OF THE TREASURER:


The voucher list was discussed. The Burns and McDonnell fee for phase I engineering on the Parsonott site is currently projected to reach $100,000. The current authorization is $71,000. The next increment of work will require approval of an increase in the contract amount by the BoCC. The Shaner appraisal bill for property at Industrial Airport may be eligible for reimbursement subject to approval of a pre-application submitted to FAA. The
locomotive repair was for the air compressor which operates the brakes. Moved by Mr. Nohe, seconded by Mr. Winn to ratify the disbursements for August as presented. Approved unanimously (5-0).

B. Receivables Report.

The accounts receivable list was reviewed. No particular concerns were noted.

C. 1991 actuals vs. budget report.

The report was reviewed and discussed. No particular concerns were noted.

D. End of Year Projections.

The report was reviewed and discussed. No particular concerns were noted.

IV. COMMITTEE REPORTS:

A. Administrative Committee

There having been no meeting in the interim, there was no report.

B. Industrial Committee

1. Water rates.

A proposed water rate schedule will be submitted for Airport Commission discussion at the October meeting.

2. Property taxes.

Mr. Metcalfe gave the updated information on the Interim Committee on Taxation and Assessment. The committee determined, after a series of public hearings, that there is no way to write a bill to address everyone's needs. Their recommendation is to let HB2194 stand as is and to take no further action. The bill allows the Airport Commission to perform on the exemptions and abatements in place and may also allow us to collect the payment in lieu of taxes in some of our current leases. The granting of future exemptions is covered under other statutes.

3. Enterprise zone and tax increment financing district.

These issues will be addressed in the industrial park master plan.
4. Fire district.

The committee minutes were reviewed.

5. Environmental Audit policy.

Mr. Viets reviewed the committee minutes and stated that the committee has directed staff to review industry standards for a Level I Environmental Audit and to define a policy for Airport Commission use. Department of Defense participation covering the Navy's occupancy will also be investigated. Staff was also directed to notify the tenants of the policy and to solicit their input on the implementation plan. Mr. Nohe suggested the Airport Commission set the framework for other public jurisdictions concerning environmental issues. He recommended expanding the notification of the policy to other jurisdictions and soliciting their input. Chairman Craig suggested that we may be approaching the environmental issue from the wrong direction in requiring a prospective tenant to complete an audit and should focus on completing the audit ourselves and determine ways to recover the cost. Mr. Winn reiterated his discussion at the committee meeting to pass through the cost of the audit to the lease rates. It may be necessary to build an environmental reserve fund for the initial testing and cleanup. Mr. Metcalfe stated that the development will run concurrently with the implementation of the EPA stormwater run-off regulations. Staff was directed to develop a draft environmental audit policy for review at the November Airport Commission meeting. (NOTE: staff has gotten a quote for a Level I audit of the entire airport for $6,600. The comprehensiveness of this audit is currently being confirmed.)

V. STAFF REPORTS:

A. Report of the Director, Aviation:

1. Status of Airport Improvement Program (AIP) projects.

Mr. Fredrichs reported the east ramp project is 40% complete. The ILS engineering study is still being reviewed by FAA. It is anticipated that the ILS will be installed by the end of 1992. Eight of the ten land acquisitions have been completed at Executive Airport. Two are still being negotiated, with one having the potential to go to condemnation proceedings.

2. The Confederate Air Force is displaying a WWII vintage B-17 on the ramp at Executive Beechcraft until Friday. (Several Airport Commissioners toured the aircraft after the meeting.)

3. Mr. Fredrichs reported that he believes the substantial decrease in operations is due to economic conditions. Mr. Schaefer reported that he attended the American Association of Airport
Executive (AAAЕ) convention in Dallas this past week and reported the trend is similar throughout the United States. Recreational flying activities are down due to economic conditions. Fuel flowage fees will be adversely affected, although the dollar amount is not expected to be significant. Mr. Fredrichs noted that the decrease in operations is in local not transient traffic and that Richards-Gebaur is experiencing the same decreases.

B. Report of the Director, Emergency Services:

1. Mr. Adams reported that there was an in-flight emergency at Industrial Airport on Friday that ended with no injuries and only minor damage to the airplane. There was good cooperation from all surrounding agencies.

2. Status of installation of modular living quarters.

The living quarters are being occupied.

2. Update on discussions regarding Fire District legislation.

Mr. Adams reported that the Industrial Airport is included in Fire District No. 1. Senate Bill 24, passed in the 1991 legislative session, provides for a process wherein property in a fire district which is annexed by a municipality is subject to negotiations between the fire district and the municipality. If negotiations fail the case is then heard before the Board of County Commissioners where the ultimate decision is made. If either party is not satisfied they can appeal the decision to District Court for a final ruling. The BoCC has requested county staff mediate the disputes between the cities and fire districts. Mr. Adams reported that the driving force behind the bill is annexation and it would appear at this point that the most logical solution would be some form of consolidation. Mr. Winn stated that he would like to be open to considering consolidation if it is beneficial to the Airport Commission and the public at large. Mr. Metcalfe asked for any opposing ideas to Mr. Winn's comments because staff would like to proceed in exploring the concept. No opposing comments were heard. Mr. Metcalfe reported that the Airport Commission practice has been to provide crash/rescue/fire (CFR) service, even though it is not required by our current airport rating, as a marketing tool. We also have a contractual obligation with the tenants to provide structural fire service which might be interpreted to mean a station located on airport property. Mr. Winn stated that he is not suggesting conceding to moving the station to another location, but some type of consolidation should be considered. Mr. Adams stated that CFR is an area of specialization but is not difficult to incorporate into a typical department. The equipment is specialized for airport operations and under a consolidation proposal would continue to be based at the airport. Mr. Metcalfe reported that we have submitted an application to FAA for CFR equipment to replace the old crash truck which recently became
Air

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unable, and FAA has indicated that there is a good chance it will get funded this year. (NOTE: we subsequently received notification that this grant has been approved.)

C. Report of the Director, Planning & Administration:

Mr. Schaefer reported that environmental policy was the theme of the AAAE conference. Issues to be included in a comprehensive environmental policy were clean air, recycling, noise control, USTs, hazardous materials, motor fuels and oil. Congress is currently reviewing the FAA noise regulations. EPA may evolve on their storm water run-off regulations and the implementation dates may be extended, therefore the conference presenters recommended proceeding very carefully with any policy. There has been no model policy developed. Mr. Metcalfe reported that the AAAE has professional staff that keeps us updated on this information.

D. Report of the Director, Property Management.

1. Status of Industrial Airport land acquisition.

Mr. Howard reported that the final drafts of the appraisal contracts are expected from the legal department this week. After approval from the contractors, the appraisals are expected back within 30 days. Mr. Metcalfe stated that there will be two efforts for land acquisition at Industrial Airport, one with county bond money and the other with FAA funds. Mr. Metcalfe reported that the county's environmental department completes an environmental investigation on each parcel of land acquired.

E. Report of Legal Counsel:

Mr. Lind reported that BOTA is due to issue orders on the exemption applications the third week in October.

Mr. Lind reported that the protest petition period for the charter resolution adopted by the BoCC for the wastewater capital projects plans (CPP) ends October 1. Commissioner Hosfield commented that if a petition is filed it is not likely anything new will happen this year on the tax bills. He stated that he feels it should go to a referendum if a petition is filed. Mr. Winn commended Commissioner Hosfield and county staff for their monumental efforts in the development of the CPP. Mr. Metcalfe stated that the Industrial Airport tenants have had no formal communication on this subject from the Wastewater Department since March of 1989. The lack of resolution of this issue is causing delays in major tenant expansion projects.
F. Report of the Executive Director:

1. Mr. Metcalfe reported that Thursday, September 26, 1991 a public informational meeting will be held at the Olathe South High School on the airport-area zoning plans. Members of the study group will make presentations about the development of the plan and explain the recommendations.

2. Review the locomotive bids and confirm financing.

Mr. Metcalfe explained that he had previously discussed leasing the locomotive. That practice is used by railroads who lease new engines for approximately ten years and then trade them in for new ones. The Airport Commission will likely keep this locomotive for a longer period of time. The Finance Department did analyze purchasing vs. leasing and will recommend the financing that is most economical. Most likely, the Finance Department would purchase the locomotive with debt financing and the Airport Commission would make payments to the then similar to a closed-end lease (lease/purchase). Mr. Winn suggested that any purchases made taking anything other than the low bid should be explained on the record. The existing locomotive will be sold independently. The 1992 budget includes an installment payment for a locomotive. **THERE WAS CONSENSUS TO AUTHORIZE STAFF TO INVESTIGATE THE LOCOMOTIVE BIDS AND TO RETAIN THE SERVICES OF THE CONSULTANT WHO WROTE THE SPECIFICATIONS TO VIEW AND QUALIFY THE ENGINES.**


Mr. Metcalfe reported that he is the 1991 United Way Campaign Chairman for Johnson County. The campaign will run October 10-18.

VI. UNFINISHED BUSINESS:

Staff will present a draft of the rules of procedure for discussion with the Administrative Committee.

VII. NEW BUSINESS:

A. Consider approval of Authorization No. 4 for Professional Services with Howard Needles Tammen Bergendorf in accordance with the Retainer Agreement dated June 21, 1990, for design services and construction monitoring of the west apron expansion project at Executive Airport.

**MR. WINN MOVED, SECONDED BY MR. NOHE TO AUTHORIZE THE CHAIRMAN TO SIGN THE AUTHORIZATION NO. 4 WITH HNTB FOR DESIGN SERVICES AND CONSTRUCTION MONITORING OF THE WEST APRON EXPANSION PROJECT AT EXECUTIVE AIRPORT UPON STAFF RESEARCH OF THE FEE AND ADEQUATE EXPLANATION TO THE CHAIRMAN OF THE HIGH COST.** There was discussion
and concerns expressed about the fee for the project and its large percentage of the total project cost. Mr. Schaefer stated that the construction monitoring would be under our control, therefore the fee could be less. Mr. Metcalfe stated that FAA will review the authorization. **APPROVED UNANIMOUSLY (5-0).**

B. Consider recommending approval to the BoCC of an easement to Kansas City Power and Light Company for the relocation of an existing power cable due to the construction of the east tiedown project.

**MR. NOHE MOVED, SECONDED BY MR. MEYER TO RECOMMEND APPROVAL TO THE BOCC OF AN EASEMENT TO KANSAS CITY POWER AND LIGHT COMPANY FOR THE RELOCATION OF AN EXISTING POWER CABLE DUE TO THE CONSTRUCTION OF THE EAST TIEDOWN PROJECTS, OMITTING THE LANGUAGE ABOUT ERECTING POLES. APPROVED UNANIMOUSLY (5-0).**

The meeting was adjourned at 11:23 p.m.

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Phyllis Thomen, Secretary

R. Lee Metcalfe, Executive Director
JOHNSON COUNTY AIRPORT COMMISSION

INDUSTRIAL COMMITTEE AGENDA

Thursday, September 19, 1991 - 7:00 a.m.

Doubletree (Terrace Room) - Overland Park
10100 College Boulevard

(Dan Guimond, Hammer Siler George Associates, our master plan consultants, will be present for the meeting)

1. Environmental Audit policy.
2. Water rates.
3. Property taxes.
4. Enterprise zone.
5. Tax increment financing district.
JOHNSON COUNTY AIRPORT COMMISSION

INDUSTRIAL COMMITTEE MINUTES

Thursday, September 19, 1991 - 7:00 a.m.

Doubletree - College Blvd.
Overland Park, KS

Committee Members Present: Viets, Winn, Meyer
Others Present: Ben Craig, Marty Nohe, Lee Metcalfe, Tom Schaefer, Dede Smyth, Jim Howard, Rick Lind, Dan Guimond, HSGA

1. Environmental Audit policy.

Mr. Metcalfe stated that staff has discussed the current policy and doesn't feel it is appropriate to require a prospective tenant to pay for an environmental audit of property they are considering leasing. He also stated that with the new storm water run-off regulations we will probably be required to test, analyze, and report on all potential run-off areas. This process will probably be similar to a Level I environmental audit of the entire airport and would answer questions about the land for proposed development. When Mr. Lind was researching language to include in the Grindsted modification agreement for the "as is" clause, he discovered regulations which do not allow the shifting of liability from conditions of the land through language in a lease. The committee agreed the military should participate in this matter. Mr. Winn stated that everyone agrees to the need to lease clean land. The buyer should determine that the land is suitable. The cost of the environmental work should be built into the operating budget and the potential lease rates should be adjusted to reflect those costs. It may be necessary to include an impositions clause for environmental costs in future leases. Mr. Craig stated that if a prospective tenant is seeking private financing, the lender will require an environmental audit. Mr. Metcalfe stated that staff agrees with the concept to check out the land, but need additional time to develop an implementation plan including what is involved in a Level I environmental audit. Mr. Metcalfe stated that as an example of the ambiguousness of the existing policy, Dazey Corporation is making a decision to build a warehouse on property they are currently leasing which used to be a site with old Navy buildings and staff is unsure how to proceed with implementation of the current policy. Mr. Winn suggested the Airport Commission make it practice to complete and pay for the audit and recover the cost in future lease rates. Mr. Winn also suggested completing an audit of the entire airport as a capital project, spanning over a four to five year period, starting with areas around potential tenant expansions. Mr. Meyer suggested beginning to build files and documents with information about the property to aid in the historical search portion of the audit. Mr. Metcalfe stated that staff will research the cost of completing an environmental audit of the entire airport. The Army Corps of Engineers has completed some audit work and staff will investigate the standards they
used. Mr. Nohe suggested proceeding with notification of the policy to the tenants stating that the policy has been adopted and that we are currently working on implementation and would request input on the refinement of the policy. Mr. Guimond said that during the master plan process the lease rates and their competitiveness will be studied to determine if it is possible to increase rates to future tenants to recover environmental costs. The committee directed staff to research the components of a Level I environmental audit to determine some type of industry standard. Mr. Meyer suggested meeting with tenants regarding the policy. Mr. Winn stated that it should be done on a one on one, informal basis.

The committee briefly discussed the Grindsted modification for the one acre tract for the wastewater pre-treatment facility and agreed to proceed with previous action to adopt the modification as has been agreed on by all parties, including the "as is" clause suggested by legal counsel.

2. Water rates.

The committee directed staff to present a proposed water rate schedule which includes a graduated increase in rates over a specified period of time.

3. Property taxes.

Mr. Metcalfe reported that he attended a hearing of the Interim Committee on Assessment and Taxation in Topeka on Monday. He stated that many of the airports in the state were represented. The committee has admitted that HB2194 cannot address every situation. The bill does, however, allow the Airport Commission to perform on the current leases. Some leases have provisions to collect rent in lieu of taxes. Staff will continue to interpret the provisions of the bill and how it relates to our situation. Mr. Metcalfe reported that the Committee was impressed with the Johnson County airports.

4. Airport-area zoning.

Mr. Metcalfe reported that Olathe is currently considering the compatibility plans. The biggest concern of everyone involved are the proposed residential densities. There has been discussion about transferring the densities in the critical areas and to cluster higher densities further away from the airport. The developers have essentially agreed to this concept and would also agree to stringent notification to potential property buyers on the proximity to the airport. Mr. Metcalfe said that he has been very pleased with the education of the public about the airports during this process.

5. Enterprise zone.

6. Tax increment financing district.

Mr. Metcalfe reported that Hammer Siler George Associates will be researching both these issues during the industrial park master planning
process. Mr. Craig stated that during the 1991 legislative session there were discussions about limitations on enterprise zones and if it is discussed again in 1992, there may be some changes made to the laws.

7. **Fire district legislation.**

Mr. Metcalfe reported that Chief Adams has been asked to research the effect of the SB24, the bill relating to fire districts and cities and annexed property on the county.
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING AGENDA

Industrial Airport, Kansas

Wednesday, October 23, 1991 - 9:00 A.M.

TAB

A  I. APPROVAL OF MINUTES of September 25, 1991 meeting.

II. REPORT OF THE CHAIRMAN:

1. Discuss date for November and December meeting.

B  III. REPORT OF THE TREASURER:

B. Receivables report.
C. 1991 actuals vs. budget report.
D. End-of-year projections.

C  IV. COMMITTEE REPORTS:

A. Administrative Committee:
B. Industrial Committee:

1. Discuss date for meeting. (week of Nov. 4 or 11)

D  V. STAFF REPORTS:

A. Report of the Director, Aviation:

1. Status of Airport Improvement Program (AIP) projects.
B. Report of the Director, Fire/Rescue Services:

1. Update on discussions regarding Fire District legislation.

C. Report of the Director, Planning & Administration:
D. Report of the Director, Property Management:
   1. Status of environmental audit implementation.

E. Report of Legal Counsel:
   1. Report on BOTA rulings. (due Oct. 18)

F. Report of the Executive Director:
   2. Status of water rate study.
   3. Update on water source proposals.

VI. UNFINISHED BUSINESS:
   A. Consider recommending approval to the BoCC of a bid for the purchase of a locomotive.

VII. NEW BUSINESS:

3:30 a.m.
A. Presentation by Byram and Associates of a concept for a golf course near Industrial Airport.

10:30 a.m.
B. Consider a request from Howell Mouldings, Inc. for reimbursement of expenses related to sewer line rodding caused by excessive grease accumulation.
C. Consider approval of appraisal contracts with Shaner, Donoho and Nunnink to conduct appraisals at Industrial Airport.

VIII. BUSINESS FROM THE FLOOR:

IX. ADJOURNMENT
JOHNSON COUNTY AIRPORT COMMISSION

MINUTES - OCTOBER 23, 1991 - 9:00 a.m. - INDUSTRIAL AIRPORT

Airport Commission: Present
Craig Meyer Thomen
Viets Winn Walter

Absent
Nohe

Staff:
Metcalfe Smyth Lind Schaefer
Fredricks Howard Adams

Others:
Commissioner Dan Hosfield
Evon Williams, Budget Analyst
Connie Bye, Kansas City Star
Russ Byram, Byram and Associates
Kirk Randall, Byram and Associates
Lee Brodbeck, Byram and Associates

The meeting was called to order at 9:00 A.M. by Chairman Craig.

I. APPROVAL OF MINUTES:

MOVED BY MR. MEYER, SECONDED BY MR. WALTER TO APPROVE THE MINUTES

II. REPORT OF THE CHAIRMAN:

1. Discuss date for November and December meeting.

There was general consensus to reschedule the November meeting to
Tuesday, November 26, 1991 at 9:30 a.m., and the December meeting
to Wednesday, December 18, 1991 at 9:00 a.m.

Mr. Metcalfe commented on the display in the lobby which will be
taken to the National Business Aircraft Association (NBAA) 
convention in Houston October 29-31.

Mr. Metcalfe reported that the County's United Way Campaign is
complete. The goal of $57,500 was exceeded by 29% for a total of
$70,760.

III. REPORT OF THE TREASURER:


The voucher list was discussed. Interest on the savings account
accumulates in that account and helps offset the unfunded hangar deposit liability. There was no insurance claim made on the railroad car derailment; the amount involved is well below the county's "deductible." The county does carry insurance for the railroad for major incidents. MOVED BY MR. WALTER, SECONDED BY MRS. THOMEN TO RATIFY THE DISBURSEMENTS FOR SEPTEMBER AS PRESENTED. APPROVED UNANIMOUSLY (5-0).

B. Receivables Report.

The accounts receivable list was reviewed. It was noted that the Menezes account has been paid in full. Mr. Fredrichs reported that the American Geotek account has been turned over to the Legal Department for collection.

C. 1991 actuals vs. budget report.

The report was reviewed and discussed. No particular concerns were noted.

D. End of Year Projections.

The report was reviewed and discussed. Mr. Schaefer reported that the personal services costs in 3120 and 3121 are currently being audited to determine if their were duplicate charges during 1991. It appears that the salary accounts have been overcharged through some computer/bookkeeping error in the Payroll or Finance departments.

IV. COMMITTEE REPORTS:

   A. Administrative Committee

There having been no meeting in the interim, there was no report.

   B. Industrial Committee

There having been no meeting in the interim, there was no report. The committee will meet before the November meeting.

V. STAFF REPORTS:

   A. Report of the Director, Aviation:

1. Status of Airport Improvement Program (AIP) projects.

Mr. Fredrichs referred to the report as previously mailed.

   B. Report of the Director, Emergency Services:
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1. Update on discussions regarding Fire District legislation.

Mr. Adams reported that discussions between the City of Gardner and the Fire District are continuing. The parties are looking at alternatives to the situation. Mrs. Thomen expressed some concerns about the perception that the consolidation will increase the operational costs, which is contrary to her opinion that consolidation should save money. Mr. Metcalfe responded that part of the problem is that it is difficult to compare costs between agencies because of different methods of accounting, so it appears that consolidation will cost more. Mr. Adams added that he had estimated the costs in the consolidation proposal, and had been purposely conservative on the high side. He hoped the parties would take a realistic look at the numbers and show a savings in overall costs. Mr. Metcalfe stated that also at this point all parties are willing to discuss consolidation but are not willing to give anything up, so the costs may be higher than necessary.

D. Report of the Director, Property Management.

1. Status of environmental audit implementation.

Mr. Howard stated that he is currently exploring the elements of the bid received for an environmental audit of the entire airport property. He referred to the report in the packet which will be discussed at the Industrial Committee meeting.


Mr. Howard reported on recent down time of 24 hours at the water plant due to a valve failure. The City of Gardner pumped from their plant directly to our system and no problems with tenants were encountered. A report in the packet addresses proposed repairs to the plant.

E. Report of Legal Counsel:

Mr. Lind requested the Airport Commission adjourn to executive session near the end of the regular business session to discuss potential litigation matters.

VII. NEW BUSINESS:

A. Presentation by Byram and Associates of a concept for a golf course near Industrial Airport.

Mr. Metcalfe introduced Russ Byram, Kirk Randall and Lee Brodbeck of Byram and Associates. They were present to discuss a concept of a golf course and commercial development at Industrial Airport. Mr. Byram discussed their concept combining private enterprise and public land and developing a golf course project on airport
property that is basically unusable except for agricultural land. The golf course would conceptually be leased by the golf course developer from the Airport Commission and the developer would pay all the cost associated with the course. The concept also includes various commercial development throughout the golf course, including a hotel. Mr. Byram verified with statistics the need for additional golf courses in this area. This type of project serves the Airport Commission by providing a prime industrial development amenity and also provides the citizens of the county an additional recreational facility. The course would be a public golf course. The entire parcel proposed is 300 acres with 180 acres needed for the actual golf course and the balance being used for commercial development. Mr. Metcalfe explained the location was picked because the master plan shows much of this property as agricultural and because of the topography. The property is located between the existing and proposed runways. Mr. Metcalfe stated that he has seen this type of development at Centennial Airport in Denver and feels it would be appropriate for our situation. Mr. Viets stated the concept is exciting, however, has reservations about blocking out such a large chunk of land and feels it should be integrated with the Industrial Park master plan. Mr. Byram stated that they have considered using the sewer effluent to irrigate the golf course. Mr. Metcalfe stated that the Wastewater District has agreed with the concept because they do need to do something with the effluent in the long term. The state is not happy with the nutrient problem our effluent creates for Hillsdale Lake. Mr. Winn agreed the concept should mesh with the master plan. He suggested further analyzing the demand using local statistics and acquiring data on Heritage Park golf course. He would also like to see a pricing structure for user fees. Mr. Byram stated that at this point they are talking to golf course developers with the concept of this being a privately owned, for profit, public golf course. Mr. Metcalfe stated that the concept of a golf course has been discussed with the master plan consultants. Mr. Viets stated he would like to see a formal study of the economics of the project completed. There was discussion about noise in relation to golfers. Mr. Winn stated he feels it would be no problem, that people understand they get what they pay for and that this course would not be competing with the country club courses in the area. Conceivably, the term of the lease would be 30-50 years. Mr. Winn suggested presenting a 3-5 year budget on maintenance of the proposed course. Mr. Metcalfe relayed Mr. Nohé's comments on the proposal; he thinks the concept needs further research and study, he had concerns about public/private partnership, he believes we would be competing against the county's golf course activities, and he questioned if the use of the land would affect the eligibility of FAA funding. Mr. Winn stated he feels that this is a perfect place because the area between runways is a maintenance problem and the golf course would be an attractive addition from an aesthetic standpoint.
V. STAFF REPORTS:

F. Report of the Executive Director:

1. Report on BOTA rulings. (due Oct. 18)

Mr. Metcalfe reported that we have received the rulings from BOTA. Legal, Appraisal and Airport staff are reviewing and interpreting the rulings on a property-by-property basis. Staff will provide a summary of the rulings when it is prepared.


Mr. Metcalfe reported that the BoCC has tentatively agreed on the financing of the wastewater treatment plant at Industrial Airport. It is essentially a combination of the Capital Projects Plan (CPP) logic and the previous logic based on strength and flow. Mr. Metcalfe stated that he believes it will be acceptable to the majority of the tenants. The BoCC will take formal action on the plan next Thursday, October 31.


Mr. Metcalfe reported that the City of Olathe has made a proposal for a compromise on the residential density west of Executive Airport. Airport staff feels this is the best we can do and the study group is looking into integrating the compromises into the compatibility plan. Mr. Metcalfe also reported that he has been contacted by some homeowners in that area that are in favor of our plan of limiting the density to one acre. They have offered their support to go back to the City of Olathe and ask for something less than three units per acre. Their primary objective is probably to avoid having a sewer district formed. The next step in the process will be for the study group to consider modifying the plan to include Olathe's compromise to three units per acre west of the pipeline easement west of Pflumm. The "buffer zone" that would be created between Pflumm and any residential areas to the west of the pipeline easement would be approximately 700 feet. The city has not agreed to this proposal for the property north of Executive Airport. They will stick with their comprehensive plan of two units per acre which is compatible with the airport-area zoning plan. The deed restrictions for notification of the airport's presence would include all property inside the airport interest areas and would include a plat notation and an affidavit of interest. For property within the critical corridor the study group is still working on stronger language. Mr. Metcalfe explained that the implementation will be an amendment to each of the cities' and the county's comprehensive master plans and amendments to their zoning regulations. The airport interest area will actually be set up as a zoning overlay district.
VII. NEW BUSINESS:

B. Consider a request from Howell Mouldings, Inc. for reimbursement of expenses related to sewer line rodding caused by excessive grease accumulation.

Tom Howell was present to request reimbursement of sewer line rodding expenses caused by excessive grease accumulation. Mr. Howell reported that his company occupies approximately 100,000 square feet of property at Industrial Airport. Three times in 1991 he had his sewer lines rodded by Roto Rooter because of the back up of grease into his restrooms and offices. The grease flooded the basement to a depth of six inches. The expenses to date to have the grease removed from the inlets are approximately $1,200. Half of the restrooms in the buildings are shut down for at least two days when the backup occurs, causing him a loss of production time. The Wastewater District has been contacted and says they cannot do anything about the problem except clear out their portion of the sewer main because of the pending lawsuits over the sewer. Mr. Howell requested financial relief for his actual costs and also a long-term solution to the original problem so it does not continue to occur. Chairman Craig asked the status of Van Den Bergh's pre-treatment facility. Mr. Metcalfe reported that the Wastewater District has just approved the engineering plans for the facility. Mr. Metcalfe stated that the flushing of the substance from the processing at Van Den Bergh's is not permitted by Wastewater regulations, however they have two lawsuits filed against the county, one contesting the legality of forming the benefit district and the other which sought injunctive relief against the district for imposing those limitations and charging any fees over and above what they had been paying. Mr. Metcalfe stated that Wastewater cleans out the main lines on the average of every two weeks. MOVED BY MR. VIETS, SECONDED BY MR. WALTER TO REIMBURSE HOWELL MOULDINGS $1,202.76 FOR COSTS ASSOCIATED WITH CLEANING GREASE ACCUMULATION FROM THE SEWER LINES AND TO REIMBURSE ANY ADDITIONAL COSTS ASSOCIATED WITH THE CLEANING OF THE LINES FOR A PERIOD OF UP TO ONE YEAR AND TO AUTHORIZE MR. METCALFE TO CONTACT THE WASTEWATER DISTRICT TO OFFICIALLY TRANSMIT THE AIRPORT COMMISSION'S CONCERNS ABOUT THE SITUATION AND ENCOURAGE THEM TO TAKE ACTION TO SOLVE THE PROBLEM. APPROVED UNANIMOUSLY (5-0). Mr. Winn suggested Howell Mouldings notify the Airport Commission staff when the problem occurs again and for staff to document the situation in writing and with pictures.

V. STAFF REPORTS:

E. Report of the Executive Director:


The issue will be discussed at the Industrial Committee meeting.
5. Update on water source proposals.

Staff has received proposals from Olathe, Spring Hill and Water District #1 and are anticipating proposals from Gardner and a private developer.

VI. UNFINISHED BUSINESS:

A. Consider recommending approval to the BoCC of a bid for the purchase of a locomotive.

MR. WINN MOVED, SECONDED BY MR. MEYER TO RECOMMEND TO THE BOCC THAT THEY ACCEPT THE LOW BID AND AWARD THE CONTRACT FOR A REPLACEMENT DIESEL POWERED LOCOMOTIVE TO NATIONAL EQUIPMENT RAILWAY CO. FOR A PURCHASE PRICE OF $192,584 DELIVERED. APPROVED UNANIMOUSLY (5-0).

VII. NEW BUSINESS:

C. Consider approval of appraisal contracts with Shaner, Donoho and Nunnink to conduct appraisals at Industrial Airport.

MR. MEYER MOVED, SECONDED BY MR. VIETS TO APPROVE THE APPRAISAL CONTRACTS WITH NUNNINK AND ASSOCIATES FOR $6,750, DONOHO AND ASSOCIATES FOR $6,750, AND SHANER APPRAISALS FOR $4,650 FOR TO CONDUCT APPRAISALS AT INDUSTRIAL AIRPORT FOR USE IN LAND ACQUISITION. APPROVED UNANIMOUSLY (5-0).

MR. WINN MOVED, SECONDED BY MRS. THOMEN TO ADJOURN TO EXECUTIVE SESSION FOR FIFTEEN MINUTES UNTIL 11:05 A.M. TO DISCUSS POTENTIAL LITIGATION. APPROVED UNANIMOUSLY (5-0).

The meeting was reconvened at 11:05 a.m.

MR. THOMEN MOVED, SECONDED BY MR. WINN TO ADJOURN THE MEETING. APPROVED UNANIMOUSLY (5-0).

The meeting was adjourned at 11:10 p.m.

Phyllis Thomen, Secretary

R. Lee Metcalfe, Executive Director
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING AGENDA

Industrial Airport, Kansas

Tuesday, November 26, 1991 - 9:30 A.M.

TAB

A  I.  APPROVAL OF MINUTES of October 23, 1991 meeting.

II.  REPORT OF THE CHAIRMAN:

   1. Introduction of Roger Sellers, new Airport Commission member.

B  III.  REPORT OF THE TREASURER:

   B. Receivables report.
   C. 1991 actuals vs. budget report.
   D. End-of-year projections.

C  IV.  COMMITTEE REPORTS:

   A. Administrative Committee:

   B. Industrial Committee:

      1. Gas line appraisal.
      2. Property tax update.
      3. Wastewater finance proposal.
      4. Environmental audit implementation.
      5. Water rates philosophy.

D  V.  STAFF REPORTS:

   A. Report of the Director, Aviation:

      1. Status of Airport Improvement Program (AIP) projects.

   B. Report of the Director, Fire/Rescue Services:

   C. Report of the Director, Planning & Administration:
D. Report of the Director, Property Management:

E. Report of Legal Counsel:

F. Report of the Executive Director:

2. Update on water source proposals.

VI. UNFINISHED BUSINESS:

VII. NEW BUSINESS:

A. Consider recommending approval to the BoCC of an addendum to the ground lease with William J. Lewis and Bary L. Marquardt (Stouse Sign) for 3.97 acres.

B. Consider recommending approval to the BoCC the purchase of an ambulance for the Airport Emergency Services Department.

C. Consider approval of the Authorization for Professional Services with HNTB for design, preparation of construction documents and construction monitoring for the east t-hangars and apron project at Executive Airport.

VIII. BUSINESS FROM THE FLOOR:

IX. ADJOURNMENT

11:00 a.m. FAREWELL RECEPTION FOR PAUL WALTER
JOHNSON COUNTY AIRPORT COMMISSION

MINUTES - NOVEMBER 26, 1991 - 9:30 a.m. - INDUSTRIAL AIRPORT

Airport Commission: Present
Craig Meyers Thomen Nohe
Viets Winn Sellers

Staff:
Metcalfe Smyth Lind
Fredrichs Howard Adams

Others:
Commissioner Dan Hosfield
Evon Williams, Budget Analyst
Connie Bye, Kansas City Star
Jan Durrett, League of Women Voters
Tracy Chalpin, Olathe Daily News
John Holloway, Johnson County Sun
Barry Hokanson, Planning Department
David Peel, Planning Department
Vern Knabe, Airport Maintenance

The meeting was called to order at 9:35 A.M. by Chairman Craig.

I. APPROVAL OF MINUTES:

MOVED BY MR. NOHE, SECONDED BY MR. MEYER TO APPROVE THE MINUTES OF
THE OCTOBER 23, 1991 MEETING. APPROVED UNANIMOUSLY (4-0).

II. REPORT OF THE CHAIRMAN:

1. Introduction of Roger Sellers, new Airport Commission member.
Chairman Craig welcomed Mr. Sellers as the new member to the
Airport Commission.

Mr. Metcalfe also discussed a new program implemented by Mr. Howard
to have members of the maintenance staff attend the meetings. Mr.
Metcalfe introduced Vern Knabe, of the Airport Maintenance Staff.

III. REPORT OF THE TREASURER:


The voucher list was discussed. The installation of the modular
home for the Fire Department is complete and the total bills were
$75,000 which is below the originally estimated cost. The new
typewriters were not specifically budgeted for, but were needed to
replace old typewriters which were in disrepair. It was determined
to be more feasible to purchase new typewriters than fix the old ones. MOVED BY MR. MEYER, SECONDED BY MR. NOHE TO RATIFY THE DISBURSEMENTS FOR OCTOBER AS PRESENTED. APPROVED UNANIMOUSLY (4-0).

B. Receivables Report.

The accounts receivable list was reviewed; staff does not anticipate any problems with collection.

C. 1991 actuals vs. budget report.

The report was reviewed and discussed. Mr. Nohe asked Mrs. Williams about the deficit in the ad valorem collections and asked if the Airport Commission would get credit for the delinquencies when they were received. Mrs. Williams responded that the reason for the shortfall was a higher than budgeted delinquency rate. She did not think that any credit for delinquencies would be made to the Airport but would have to research the question. Mr. Nohe stated that he feels that if we are penalized for a shortfall we should share in the collection of the delinquencies. Mrs. Williams did state that even though the delinquencies are not credited to specific accounts where they were previously debited, the collection of delinquencies would benefit the county as a whole because it would increase the county's carryover and therefore additional funds would be available for subsequent budget years. Mr. Nohe suggested Messrs. Metcalfe and Schaefer discuss the policy and if the Airport should concur. The normal delinquency rate is 2-3%; for 1991 it is presently at 5%.

D. End of Year Projections.

The report was reviewed and discussed. The Airport Commission budget was republished for $2,689,000 to allow for expending an additional $218,000 of unanticipated self-generated revenues. The BoCC has authorized most of the capital expenditures as requested. The Airport Commission should have a carryover of approximately $120,000 because some of the additionally approved expenditures are unable to be encumbered for 1991 but will be purchased in 1992. Mr. Nohe commended the staff, noting the self-generated revenue has a strong increased trend line and we will have self-generated revenues of 12-13% more than budgeted.

IV. COMMITTEE REPORTS:

A. Administrative Committee

There having been no meeting in the interim, there was no report.
B. Industrial Committee

1. Gas line appraisal.

MOVED BY MR. VIETS, SECONDED BY MR. SELLERS TO ACCEPT THE RECOMMENDATION ON THE VALUE OF THE GAS LINES PER THE APPRAISER'S OPINION AND TO QUIT CLAIM THE GAS LINES TO UNITED CITIES AND TO GRANT EASEMENTS IN THE AMOUNT OF $25,000, PENDING RESOLUTION OF ALL EASEMENTS WITH EXISTING TENANTS. Mr. Lind recommended a simple letter agreement with the affected tenants where they would recognize the easement to be granted for existing pipe. APPROVED UNANIMOUSLY (5-0).

2. Property tax update.

Mr. Metcalfe stated that Mr. Jarrett has spoken with the Board of Tax Appeals attorneys regarding the petitions for rehearings on the exemption applications and they have indicated that BOTA will not be considering the petitions until after the 1992 Legislative session because they anticipate legislative activity on the subject of airport property taxes. He reported that Wichita will seek additional legislation in 1992. Mr. Metcalfe stated that there are presently discussions about Johnson County introducing legislation.

3. Wastewater finance proposal.

Mr. Metcalfe reported that he and Messrs. Jarrett, Metzler and Smith have met with five of the larger tenants regarding the proposed wastewater finance plan. The meeting with Grindsted is scheduled for December 9. He stated that the feedback was positive and that all tenants except Van Den Bergh Foods were totally accepting of the proposed plan. All other tenants were contacted by letter and informed of their proposed assessment and no comments have been received. While not accepting the proposed plan completely, Van Den Bergh did like the concept. The proposed resolution for Airport Commission endorsement of the plan was reviewed. Mr. Nohe referred to Section 10 of the resolution and suggested adding "initially" after "The annual capital cost" and "initial" before "base charge" suggesting that the Airport Commission should not advocate an absolute charge. He also suggested including language to include the idea that the Wastewater District sees this process as evolving over a period of years. He stated that the Airport Commission should not be locked into these particular terms. If the resolution is adopted by the Airport Commission and subsequently by the BoCC, it will be the first application of the CPP methodology in the Wastewater District, therefore this document should be specific. Mr. Lind suggested if any changes are necessary that the Airport Commission authorize the Chairman to sign after the changes are made. Mr. Winn suggested language about how the EDU's are calculated and
assigned and suggested the language from the CPP be incorporated in reference as an exhibit to the resolution. Mr. Jarrett who is also counsel for the Wastewater District, prepared the resolution, therefore it has the approval of the Wastewater District. Moved by Mr. Viets, seconded by Mr. Nohe to adopt the resolution endorsing the Wastewater Finance Plan contingent upon clarification of the language as suggested in the discussion and to authorize the Chairman to sign. Approved unanimously (6-0).

4. Environmental audit implementation.

Mr. Howard reported that he has reviewed Professional Service Industries situation with EPA and recommended not accepting their quote to conduct a Level I environmental audit at Industrial Airport to avoid any future problems with their relationship with the EPA. He recommended accepting the next lowest quote of $7,250 with SCS Engineers. Motion by Mr. Winn, seconded by Mr. Nohe to accept the quote of SCS Engineers in the amount of $7,250 to conduct a Level I Environmental Audit at Industrial Airport and to reject the low quote of Professional Service Industries due to the ongoing problems the firm has with the Environmental Protection Agency which could result in damages to that company that might in turn jeopardize their ability to respond to the Airport Commission. Approved unanimously (6-0).

5. Water rates philosophy.

Mr. Viets referred to the discussion in the minutes of the Industrial Committee meeting. Mr. Meyer discussed if additional thought had been given to the Airport Commission getting out of the water business as expressed by several Commissioners at the meeting. Mr. Metcalfe suggested no additional discussion on this subject until the water source proposals were reviewed so we do not jeopardize our negotiating position for a long-term water source.

V. STAFF REPORTS:

F. Report of the Executive Director:


Barry Hokanson and David Peel of the Planning Department were present to update the airport compatibility plans. Mr. Winn reported that the Olathe Planning Commission approved the rezonings for the Taylor and Smith properties near Executive Airport in conjunction with the informal agreements regarding the airport-area zoning efforts. Mr. Hokanson discussed the proposed changes in the compatibility plans. He stated that two concepts have been refined, the critical corridor definition and density changes to
the west of Executive Airport. The densities have been changed from one unit per two acres to three units per acre. The Olathe comprehensive plan currently suggest four units per acre, however they have agreed to compromise on the proposed densities. The critical corridors at Executive Airport have been split in two parts with more restrictive development closer to the airport and the outer extent would be a design review district which would be that new subdivision designs would go through an extra review that would make sure they were designed to consider the airport. At Industrial Airport the width of the critical corridor for the proposed runway has been changed from 1,000' to 500' because of the utility classification of the runway. The proposed changes will be submitted to the BoCC early in December for approval and then to the cities and County Planning Commission for formal hearings. Mr. Hokanson stated that the entire airport-area interest area will be subject to deed restrictions. The City of Olathe has suggested establishing a review committee to develop the language for the deed restrictions.

Mr. Metcalfe reported that during the process to issue a building permit to Van Den Bergh Foods for their pre-treatment facility, it was discovered that there was a problem with the lease tract vs. the right-of-way vs. the setback of the building. Mr. Hokanson reported that next week the BoCC will consider a rule of exception of the setback requirement which will bring the alignment of the new structure within 10' of the right-of-way and 30' from the roadway. Mr. Winn asked if any screening had been discussed for the facility. MOVED BY MR. WINN, SECONDED BY MR. VIETS TO INDICATE TO THE BOCC NON-OPPOSITION TO THE RULE OF EXCEPTION TO RESOLVE THE PROBLEM WITH THE SETBACK REQUIREMENTS AT VAN DEN BERGH FOODS COMPANY AND TO DIRECT STAFF TO NEGOTIATE SOME TYPE OF VISUAL SCREENING MECHANISMS TO NEGATE THE AESTHETIC IMPACT OF THE FACILITY. APPROVED UNANIMOUSLY (6-0).

A. Report of the Director, Aviation:

1. Status of Airport Improvement Program (AIP) projects.

Mr. Fredrichs reported that the east ramp project at Executive Airport has been temporarily suspended due to the early winter and the weather problems encountered. December 20 is set for the closing on the ninth of the ten parcels at Executive Airport.

F. Report of the Executive Director:

2. Update on water source proposals.

Mr. Metcalfe reported that five proposals for a long-term water source have been received. They have been turned over to A. C. Kirkwood Associates for technical review and a life cycle cost
analysis. Staff anticipates discussion of the proposals at the December meeting.

VII. NEW BUSINESS:

A. Consider recommending approval to the BoCC of an addendum to the ground lease with William J. Lewis and Bary L. Marquardt (Stouse Sign) for 3.97 acres.

MOTION BY MR. VIETS, SECONDED BY MR. MEYER TO RECOMMEND APPROVAL TO THE BOCC OF AN ADDENDUM TO THE GROUND LEASE WITH WILLIAM J. LEWIS AND BARY L. MARQUARDT FOR 3.97 ACRES. APPROVED UNANIMOUSLY (6-0).

B. Consider recommending approval to the BoCC the purchase of an ambulance for the Airport Emergency Services Department.

Staff recommended accepting the bid by Wheeled Coach who was not the low bidder. Wheeled Coach was the only bidder taking no significant exceptions and they are within 2.5% of the low bid.

MOTION BY MR. NOHE, SECONDED BY MRS. THOMEN TO ACCEPT THE BID BY WHEELED COACH IN THE AMOUNT OF $71,684. Mr. Winn asked if the specifications were written to allow multiple bidders to meet them. Mr. Metcalfe reported that the specifications were revised and tightened on purchasing's request. They were then sent to two of the bidding vendors to assure there were not proprietary specifications. APPROVED UNANIMOUSLY (6-0). The ambulance would be paid for on a lease/purchase basis from the Airport Commission operating budget.

C. Consider approval of the Authorization for Professional Services with HNTB for design, preparation of construction documents and construction monitoring for the east t-hangars and apron project at Executive Airport.

MOTION MADE BY MR. NOHE, SECONDED BY MR. VIETS TO APPROVE THE AUTHORIZATION FOR PROFESSIONAL SERVICES WITH HNTB FOR DESIGN, PREPARATION OF CONSTRUCTION DOCUMENTS AND CONSTRUCTION MONITORING FOR THE EAST T-HANGARS AND APRON PROJECT AT EXECUTIVE AIRPORT. The total project cost is estimated at $1.1 million. Most of the engineering work is in the site preparation because the t-hangars are pre-engineered. Mr. Viets pointed out that there is an exception in the agreement that HNTB will not monitor the construction of the t-hangars. Mr. Metcalfe reported that is because the hangars are pre-engineered and do not require an engineer's monitoring. The percentage fee for just the site work is approximately 15%, however there will be preparation of design and bid specifications necessary for the t-hangars which decreases that percentage. Mr. Winn stated he hoped that we could do some of the construction monitoring ourselves. Mr. Metcalfe stated that
the Airport Commission does not have the expertise to do construction monitoring. Mr. Metcalfe explained that staff has had discussions with HNTB about further defining construction monitoring responsibilities. Mr. Sellers commented that the construction monitoring fee is an estimated maximum and it appears that estimate would be for a full time engineer on site which may not be necessary. Mr. Metcalfe explained that this project will be partially FAA-funded and that the FAA typically expects a full-time on-site project engineer. APPROVED UNANIMOUSLY (6-0).

The meeting was adjourned at 11:10 a.m.

Phyllis Thomen, Secretary

R. Lee Metcalfe, Executive Director
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING AGENDA

Industrial Airport, Kansas

Wednesday, December 18, 1991 - 9:00 A.M.

TAB

A I. APPROVAL OF MINUTES of November 26, 1991 meeting.

II. REPORT OF THE CHAIRMAN:

B III. REPORT OF THE TREASURER:

B. Receivables report.
C. 1991 actuals vs. budget report.
D. End-of-year projections.

C IV. COMMITTEE REPORTS:

A. Administrative Committee:
B. Industrial Committee:

D V. STAFF REPORTS:

A. Report of the Director, Aviation:
   1. Status of Airport Improvement Program (AIP) projects.
B. Report of the Director, Fire/Rescue Services:
C. Report of the Director, Planning & Administration:
D. Report of the Director, Property Management:
E. Report of Legal Counsel:
F. Report of the Executive Director:
   1. Update on water source proposals.
VI. UNFINISHED BUSINESS:

VII. NEW BUSINESS:

A. Consider recommending approval to the BoCC to terminate a guaranty agreement for the 1979 Airport Revenue Bonds (Kansas City Aviation Center) with Van Enterprises, Inc. and execute a new and substitute agreement with Peterson Manufacturing Company.

B. Consider approval of a one year renewal of the contract with Midwest Air Traffic Control Services, Inc. to operate the Industrial Airport control tower.

C. Consider recommending approval to the BoCC an addendum to the Emergency Medical Services contract with Rural Fire District No. 1 and the City of Gardner for 1992.

VIII. BUSINESS FROM THE FLOOR:

IX. ADJOURNMENT
JOHNSON COUNTY AIRPORT COMMISSION

MINUTES - DECEMBER 18, 1991 - 9:00 a.m. - INDUSTRIAL AIRPORT

Airport Commission:  Present
Craig               Meyer       Thomen       Nohe
Viets               Winn

Absent
Sellers

Staff:
Metcalfe          Smyth        Lind        Schaefer
Fredrichs         Howard       Adams

Others:
Commissioner Dan Hosfield
Connie Bye, Kansas City Star
Jan Durrett, League of Women Voters
John Boyette, Olathe Daily News
John Holloway, Johnson County Sun
Steve Paulsen, Airport Maintenance
Everett Lee, Airport Maintenance

The meeting was called to order at 9:00 A.M. by Chairman Craig.

I. APPROVAL OF MINUTES:

MOVED BY MR. WINN, SECONDED BY MR. NOHE TO APPROVE THE MINUTES OF
THE NOVEMBER 26, 1991 MEETING. APPROVED UNANIMOUSLY (6-0).

III. REPORT OF THE TREASURER:


The voucher list was discussed. The FAA will reimburse the Airport
Commission for the Southwestern Bell bill for an additional line to
the control tower. The water plant expenses are for repairs
related to the recent failure at the water plant. MOVED BY MRS.
THOMEN, SECONDED BY MR. MEYER TO RATIFY THE DISBURSEMENTS FOR
NOVEMBER AS PRESENTED. APPROVED UNANIMOUSLY (6-0).

B. Receivables Report.

The accounts receivable list was reviewed. Mr. Metcalfe stated
that staff has been in contact with Mr. Hadel and is making
arrangements for collection of his delinquent office rent.
C. 1991 actuals vs. budget report.

The report was reviewed and discussed. Mr. Schaefer reported on his findings concerning the November meeting discussion about credit for collection of delinquent taxes. He stated that Roger Kroh, County Budget Director stated that the Airport Commission will receive credit, and has received it in the past, for collection of delinquent taxes. There is a specific line item in the budget for delinquent taxes where the credit will be shown. There was discussion about the decrease in airport operations. Mr. Metcalfe stated that even with the decrease, the fuel flowage fees are approximately the same as 1990. Staff interprets that to mean that the reduction in operations is with recreational flyers and student flying and that transient traffic, where the large amounts of fuel is sold, has been steady. Mr. Metcalfe stated that if operations stay down in 1992, it would have little impact on the budget because the fuel flowage fees are such a small part of the total revenues. There was no increase budgeted in the 1992 fuel flowage revenue for any increase in aircraft operations.

D. End of Year Projections.

The report was reviewed and discussed. Mr. Schaefer reported that the estimated cash carryover of $117,027 will be booked as unbudgeted revenue. Mr. Metcalfe stated that the budget will have to be republished to allow for expenditure of the funds.

Mr. Metcalfe reported that the bonds for the t-hangar refinancing and new construction will be sold in mid-January. Construction is anticipated to begin in May or June 1992. There are currently 52 people on a waiting list for t-hangars and all would be potential new tenants. Mr. Metcalfe discussed that it will be necessary to rehabilitate the old t-hangar floors and staff may recommend moving the tenants from the old t-hangars to the new t-hangars while the rehab of the pavement is being completed. There was discussion about using asphalt vs. concrete and Mr. Metcalfe reported that the engineers completed a life cycle analysis and that asphalt, if maintained properly, is more cost effective. Staff considered including the $500,000 rehab in the bond refinancing issue but the additional cost would make the t-hangars rent required for the debt service payments prohibitive. The Airport Commission was in favor of differentiating the rent between the new and old hangars. Mr. Metcalfe stated that the new hangars will be essentially the same as the old and do not appear to be a better value except that they are newer. STAFF WAS DIRECTED TO PRESENT A COMPREHENSIVE PROPOSAL AND RECOMMENDATION ON A POLICY FOR THE NEW T-HANGARS REGARDING MAINTENANCE COSTS, RENTAL FEES, PRIORITY FOR OCCUPANCY, PLAN FOR OLD HANGAR REHAB, ETC. WITH THE OBJECTIVE TO CONTINUE TO MAKE THE T-HANGAR OPERATION SELF-SUFFICIENT.
IV. COMMITTEE REPORTS:

A. Administrative Committee

There having been no meeting in the interim, there was no report.

B. Industrial Committee

The Industrial Committee will meet on January 9, 1992 at 7:30 a.m. at a location to be announced. (NOTE: The meeting will be held in the Terrace Room at the Doubletree.)

V. STAFF REPORTS:

D. Report of the Director, Property Management:

Mr. Howard introduced Steve Paulsen, Mechanic and Everett Lee, Executive Airport Maintenance Supervisor who were present to observe the Airport Commission meeting.

F. Report of the Executive Director:

1. Update on water source proposals.

A. C. Kirkwood has presented their preliminary report on the review of the water source proposals and the information will be presented to the Industrial Committee on January 9.

2. Update on property tax situation.

Mr. Metcalfe reported that he met with the County Appraiser's office and both have agreed that for purposes of clarifying the BOTA rulings, new property identification numbers and descriptions will be assigned to all airport property. A new map is being prepared by the surveyors which will be used to identify each parcel of ground with regard to its use, assign a new identification number and then resubmit the exemption applications to BOTA.

Commissioner Hosfield reported that he met with the Johnson County legislative delegation at their annual breakfast to discuss several issues for the 1992 session. The airport property tax situation was discussed and the BoCC expressed their desire to resolve the situation.
VI. UNFINISHED BUSINESS:

Mr. Metcalfe reported that he and Mr. Winn (in the absence of Chairman Craig) met with the City of Gardner and Rural Fire District No. 1 to discuss the proposed consolidation of fire services in southwest Johnson County. Mr. Metcalfe reported that Gardner has agreed to at least temporarily discontinue their request to detach a portion of the city that currently resides in the fire district pursuant to SB24.

Mr. Adams reported that the FAA radar tower at Industrial Airport that was deeded to the county for use as a fire academy was found to contain asbestos, the removal of which is currently being handled by the federal government.

Mr. Metcalfe reported that the water distribution system engineering study request for proposal, that was approved on the county 1992 capital improvement plan, will be completed early in 1992.

Mr. Metcalfe reported on the status of the Parsonitt matter. Don Jarrett, Chief County Counsel has been directed by the BoCC to retain outside counsel with experience in environmental issues and to have a value engineering study completed on the Burns and McDonnell report. Mr. Lind reported that Mr. Jarrett is still undergoing the process to select the outside counsel and engineer.

VII. NEW BUSINESS:

A. Consider recommending approval to the BoCC to terminate a guaranty agreement for the 1979 Airport Revenue Bonds (Kansas City Aviation Center) with Van Enterprises, Inc. and execute a new and substitute agreement with Peterson Manufacturing Company.

Mr. Metcalfe reported that the county bond counsel reported that Peterson Manufacturing has declined to sign an indemnification agreement indemnifying the county and bond counsel has recommended not transferring the guaranty agreement at this time. The Airport Commission concurred and tabled the matter.

B. Consider approval of a one year renewal of the contract with Midwest Air Traffic Control Services, Inc. to operate the Industrial Airport control tower.

Mr. Metcalfe stated that the contract was rebid June 1990 and that contract allowed for four one-year renewals with opportunity for an increase. Mr. Metcalfe stated that staff felt after 18 months experience with the contract that the 4.3% increase was reasonable
Airport Commission Minutes - December 18, 1991 - Page 5

and is in keeping with the County's planned salary increase budget. Chairman Craig noted that many businesses are forgoing salary increases for their employees due to the tight economy and that it might be appropriate that Midwest ATC do the same. It was noted that Midwest's last contract was actually a decrease from their previous contract and that it has actually been 2½ years since Midwest has had an increase in compensation. Mr. Metcalfe stated that there is no planned increase in revenue to offset the increase in the contract. The only possible revenue to be increased would be fuel flowage fees or ground and building leases with the fixed base operators. The Airport Commission does not have any take-off or landing fees primarily because the market would not bear it and because it would be difficult to administer cost-effectively. Mr. Metcalfe stated that he does not feel that the time is right to increase the fuel flowage fees. Mr. Metcalfe reported that staff has been discussing 1992 and the budget situation and have been considering whether there is a need for a control tower at Industrial Airport. FAA does not require the tower, therefore will not pay for the operation and the service costs the Airport Commission approximately $123,000 annually. The tower at Executive Airport is funded by FAA. FAA makes the determination based on number of operations and other factors FAA does not make available.

MOVED BY MR. WINN, SECONDED BY MRS. THOMEN TO APPROVE THE ADDENDUM TO THE MIDWEST AIR TRAFFIC CONTROL SERVICES CONTRACT FOR OPERATION OF THE INDUSTRIAL AIRPORT CONTROL TOWER FOR ONE YEAR WITH A 4.3% INCREASE, AND TO DIRECT STAFF TO REVIEW THE CONTRACT AT RENEWAL TIME IN 1992 AND RECOMMEND IF THE CONTRACT SHOULD BE BID AND TO EXPLORE THE OPTION OF COST EFFECTIVENESS.
APPROVED UNANIMOUSLY (6-0).

C. Consider recommending approval to the BoCC an addendum to the Emergency Medical Services contract with Rural Fire District No. 1 and the City of Gardner for 1992.

Mr. Adams reported that the addendum adjusts the cost of the contract adjusting the amounts to the City of Gardner and Rural Fire District based more on actual responses and also changes reporting requirements. The contract increases the total revenue for the Airport Commission. The language regarding the budget assures that the Airport Commission will have a specific budget for emergency medical services so the costs can be shown clearly.

MOVED BY MR. MEYER, SECONDED BY MR. NOHE TO RECOMMEND APPROVAL TO THE BOCC OF THE ADDENDUM TO THE EMERGENCY MEDICAL SERVICES CONTRACT WITH RURAL FIRE DISTRICT NO. 1 AND THE CITY OF GARDNER FOR 1992.
APPROVED UNANIMOUSLY (6-0).

Chairman Craig made a few comments about 1991. The Airport Commission stayed within the 1991 expense budget and there was a significant increase in self-generated revenue. He commended Mr. Metcalfe and the staff for their work throughout the year. He
expressed appreciation of the financial information that is received each month. He commented that many issues that have been discussed for some time have now been resolved. The industrial park master plan is being completed; the ILS is under construction at Executive Airport; a professional property manager, Jim Howard, has been hired; the wastewater capital plan for Industrial Airport is in place; there has been some resolution of the property tax situation and it is hoped to be completely resolved soon; and the airport-area zoning plan is nearly complete. There has been money allocated for a study of the water distribution system, we are close to making a decision on a long-term water source, and an environmental audit will soon be completed of Industrial Airport. Chairman Craig expressed his personal gratitude to the staff and to the commission members for their dedication and perseverance.

The meeting was adjourned at 10:09 a.m.

[Signatures]
Phyllis Thomen, Secretary
R. Lee Metcalfe, Executive Director
INDUSTRIAL COMMITTEE AGENDA

Friday, February 22, 1990 - 11:30 a.m.

Doubletree Hotel
10100 College Boulevard
Overland Park, Kansas

1. Discuss land buy at Industrial Airport.
2. Discuss status of airport-area zoning.
3. Discuss scope of services for consultant for Industrial Park Master Plan.
4. Discuss Director of Property Management job description.
5. Discuss request from Ronald Martin to acquire Airport gas wells.
6. Discuss a proposed booth at the National Business Aviation Association annual convention.
7. General Chemical lawsuit.
8. Discuss a meeting with air shuttle representatives and various community members.
9. Update on property tax situation.
JOHNSON COUNTY AIRPORT COMMISSION

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JOHNSON COUNTY AIRPORT COMMISSION
INDUSTRIAL COMMITTEE MINUTES

Friday, February 22, 1990 - 11:30 a.m.

Doubletree Hotel
10100 College Boulevard
Overland Park, Kansas

Committee Members Present: Viets, Meyer, Winn

Others Present: Lee Metcalfe, Dede Smyth, Tom Schaefer, Ben Craig, Phyllis Thomen, Rick Lind, Bob Ford,

Discuss land buy at Industrial Airport.

The committee discussed proposed properties for acquisition at Industrial Airport.

Discuss status of airport-area zoning.

After discussion of the various aspects of the proposed memorandum of agreement, THE COMMITTEE AGREED THAT THE AIRPORT COMMISSION'S INTENT IS THAT THE REVIEW PROCESS SHOULD FOCUS ON LAND USE/ZONING ISSUES AND FAA HEIGHT RESTRICTIONS RATHER THAN SITE-SPECIFIC DEVELOPMENT PLANS, AND DIRECTED MR. METCALFE AND MR. VIETS TO PURSUE THAT STANCE WITH THE ZONING GROUP. Mr. Metcalfe also noted that the zoning group's recent discussion has centered on residential density within the airport interest area. All the cities have agreed to the airport and planning staff's suggestions, except Overland Park with regard to the Tomahawk Creek basin. They want to get sewers into that area, but they claim they can't feasibly do that without greater density than .5 EDU per acre. Mr. Metcalfe stated we could allow the transfer of density out of a corridor off the end of the runway in which no residential would be allowed, and into areas outside of the corridor but within the airport interest area. The area where no residential development is allowed could be designated as open space/parks ground.

Discuss scope of services for consultant for Industrial Park Master Plan.

Mr. Meyer suggested adding language to the scope of services for the consultant to continue to advise the Airport Commission after the master plan is complete. Mr. Viets commented he still feels we should contract with separate firms to complete the master plan. Mr. Metcalfe stated that the scope of services provides for
consultants to bid both ways; i.e. they can bid on individual pieces of the project, a combination of pieces, or the whole project. He also stated that with separate firms he would advocate appointing a project coordinator. He also noted that the scope of services was written in accordance with the county's purchasing policy for the consultant selection process. The selection process has previously not considered fee proposals as a selection criteria, but the BoCC is now considering that cost should be given a 10% weight in the process. Mr. Metcalfe stated he would like final comments on the RFP by the Wednesday meeting so the process can begin soon.

Discuss Director of Property Management job description.

Mr. Metcalfe reported that the job description has been revised after Airport Commission and staff input. The committee will review the new description and provide final comments by the Wednesday meeting so the hiring process can begin soon.

Discuss request from Ronald Martin to acquire Airport gas wells.

Mr. Metcalfe reported that Ronald Martin, on behalf of Brock Oil, has proposed to lease the Airport gas wells. Brock would accept the plugging liability and pay the Airport Commission a 1/4 royalty on any production. Mr. Meyer stated the only reason to do the deal would be that Martin would be assuming the plugging liability, which Mr. Metcalfe estimated to be in the $10,000 to $12,000 range. THE COMMITTEE DIRECTED STAFF TO PURSUE RONALD MARTIN'S PROPOSAL TO ACQUIRE THE AIRPORT GAS WELLS.

Discuss a proposed booth at the National Business Aviation Association annual convention.

Mr. Metcalfe reported that he has had a booth at the NBAA convention in previous years and that it is a good venue for doing airport development business. It would allow the Airport Commission to establish a greater presence in the aviation industry and to make a marketing impression on up to 2,000 business prospects. Mr. Metcalfe stated he hoped to have the new marketing materials for distribution at the convention. THE COMMITTEE WAS IN CONSensus TO HAVE A BOOTH AT THE CONVENTION. THE ENTIRE AIRPORT COMMISSION WILL VOTE FOR FINAL APPROVAL AT THE FEBRUARY 27 MEETING.

General Chemical lawsuit.

Mr. Metcalfe briefed the committee on the lawsuit recently filed by General Chemical Services, Inc., who was the first contractor hired to remove the contents from the underground storage tanks near
Parsonitt Company. They failed to comply with the terms of the contract and were fired. Airport Commission and Legal staff attempted to settle payment with General Chemical. General Chemical did not accept our offer and subsequently filed a lawsuit. A motion to dismiss has been filed by the county legal department. It has been submitted to the judge for a ruling and we are awaiting a response.

**Discuss a meeting with "Air Shuttle" representatives and various community members.**

Mr. Metcalfe reported that the Air Shuttle representatives have requested a meeting with various community businesses who would typically use regional air passenger service. He stated that the details of the meeting are being finalized.

Mr. Metcalfe reported that he met with John Solomon, Kansas City, Missouri's new Director of Aviation and discussed our plans for regional passenger service at Industrial Airport. Mr. Solomon does not feel that we are competing with KCI if we pursue this service.

**Update on property tax situation.**

Mr. Metcalfe reported that the Wichita Airport Authority has introduced legislation to exempt all their property from taxation, similar to the legislation in place for Topeka and Salina. Mr. Metcalfe attended the legislative committee hearing in Topeka on that bill and reported that it was received by the committee with little opposition. Airport and County staff are examining the Airport Commission's opportunities for similar legislation. The Gardner school district would oppose a blanket exemption such as Wichita has requested, but it may be possible to work out an agreement with them to allow them a payment in lieu of taxes based on what their ad valorem taxes would be.

Mr. Metcalfe stated that Gardner school district is drafting legislation which would remove the disputed properties from their assessed valuation to allow for their fair share of state school aid until the property tax issue at the airport is resolved.

The meeting was adjourned at 1:36 p.m.
JOHNSON COUNTY AIRPORT COMMISSION

INDUSTRIAL COMMITTEE AGENDA

Friday, May 17, 1991 - 7:00 a.m.

Waid's - Fairway
4200 Johnson Drive

1. Discuss proposed addendum to Grindsted lease.

2. Discuss proposed Amendment No. 2 to Burns and McDonnell contract.

3. Discuss gas well operations at Industrial Airport.
JOHNSON COUNTY AIRPORT COMMISSION

INDUSTRIAL COMMITTEE MINUTES

Friday, May 17, 1990 - 7:00 a.m.

Waid's - Fairway
4200 Johnson Drive

Committee Members Present: Viets, Meyer, Winn

Others Present: Lee Metcalfe, Dede Smyth
Tom Schaefer, Rick Lind

1. Discuss proposed addendum to Grindsted lease.

Mr. Metcalfe explained that Grindsted officials have requested a lease addendum to add one acre to their existing leasehold property to construct a wastewater pre-treatment facility as has been mandated by the Johnson County Wastewater Department. Mr. Lind stated that the original lease being amended is a bond lease and has many provisions that do not apply to this property. The bond lease states that it cannot be amended without the bank trustees approval, which was not received on the previous addendum approved last summer. Mr. Lind stated is may be necessary to do a separate ground lease for this property. Mr. Winn suggested a clause be added which requires an environmental study be conducted before the property is leased and that the land be returned to its original condition upon vacation by tenant. The cost of the study could be paid for by either party or shared between the Airport Commission and the tenant. Mr. Metcalfe stated that the Grindsted facility is built on an old Navy tank farm. The Army Corps of Engineers, which has been tasked with environmental remediation of former military sites under the Defense Installation Environmental Remediation Program (DERP), is considering clean up of other tank sites on airport property and may be willing to clean up this site if it is found to be contaminated. Mr. Metcalfe suggested the requiring of an environmental study before property is leased could be adopted as a basic policy. Mr. Winn suggested a clause in the addendum prohibiting others from using the pre-treatment facility. The committee directed staff to also remove language from the addendum relating to the "favored nations" clause in the original bond lease. The committee recommended language in the addendum making reference to the fact the facility will be required to be in compliance with the applicable regulations. Mr. Metcalfe stated that the language in the modification states that it does not modify the original lease, which he feels precludes the need for the bank trustee's approval. Mr. Metcalfe also cautioned the committee that, if the lease addendum is made too onerous or the approval delayed significantly, Grindsted's may blame the Airport Commission for delaying its ability to get the pretreatment facility on line. **THE COMMITTEE RECOMMENDED APPROVAL OF THE LEASE AS PRESENTED WITH THE CHANGES DISCUSSED. STAFF WAS DIRECTED TO MAKE THE APPROPRIATE CHANGES AND SUBMIT TO GRINDSTED OFFICIALS FOR APPROVAL.**
2. Discuss proposed Amendment No. 2 to Burns and McDonnell contract.

Mr. Metcalfe explained that the amendment provided for additional work on the first phase of the Parsonitt soil contamination project which includes additional analysis and soil boring. The total cost of the work authorized to date, including this amendment, does not exceed the original approval from the BoCC of the contract for $71,000, and Mr. Denton has agreed amendments can be handled administratively until that amount is exceeded. Mr. Metcalfe reported Burns & McDonnell calculates that approximately 28% of the cost of cleanup can be attributed to the Navy's use of the tanks for petroleum products. A letter has been submitted to the Army Corps of Engineers (DERP) requesting participation in the cleanup cost. Initial discussions have begun and staff is optimistic the Army Corps will pay a portion of the cost. Mr. Metcalfe reported he had contacted HNTB regarding the Administrative Committee's request to obtain another estimate on the project. HNTB officials stated that in order to validate Burns & McDonnell's calculations it would be necessary to independently duplicate some of the work, which would be costly. It may be possible to simply review test results and draw independent conclusions, but HNTB did not think that would be very helpful. Burns and McDonnell have cautioned staff about the estimate they provided for the cleanup of the contamination because there was at that time much yet to be done in developing specifications for the project and soliciting bids for the work. Also, they do not know how long the soil vapor extraction system will need to be in place. It could be as little as a few months to possibly a few years, which would prove costly. Mr. Winn observed that because the actual remediation work is to be publicly bid, we should gain some comfort that the project is technically sound and the costs are reasonable for the market. THE INDUSTRIAL COMMITTEE RECOMMENDED APPROVAL OF AMENDMENT NO. 2 TO THE BURNS AND MCDONNELL CONTRACT AND AUTHORIZED THE CHAIRMAN TO SIGN.

3. Discuss gas well operations at Industrial Airport.

Mr. Metcalfe reported that Brock Oil Corporation has submitted a proposal to lease and operate the six airport gas wells. They have proposed to close the three wells with no gas and to operate the other three. Brock Oil currently provides gas to Grindsted and Dazey. Brock is proposing to pay the Airport Commission a 1/4 royalty on production from the three wells. Mr. Metcalfe responded to a question and stated that about a year ago proposals were sought for the operation of the all of the wells, both on and off the airport, and Brock submitted the only proposal. Mr. Metcalfe stated he feels the agreement is a reasonable arrangement. The agreement shifts the plugging liability for the wells from the Airport Commission to Brock Oil. He reported that leases on the off-airport wells have probably expired on their own terms and that Brock Oil has indicated they will negotiate directly with those landowners. Mr. Metcalfe proposed quit claiming any interest we may have in the wells, including well hardware, to Brock Oil in exchange for their assuming plugging liability. There was discussion about the financial condition of Brock Oil. Mr. Metcalfe reported the Brock Oil and Gas Corporation is a substantial company in the south. Mr. Winn suggested a time frame for capping the unproductive wells. Mr. Meyer suggested some type of guarantee from the parent company on the performance and that the wells must be plugged by
state standards. The committee discussed a performance bond or a letter of credit as a guarantee but stated those are probably not possible as a long term assurance. Mr. Lind stated he believes the proposed agreement, which is a standard oil and gas lease, provides for plugging the wells within a certain time period when the well is found to be unproductive. Mr. Meyer asked if the agreement gave the Airport Commission the option to cancel if the property was needed for industrial use. Mr. Metcalfe stated he didn't think it would be necessary because the three wells which may be producible are in the clear zone where no development is allowed, and the other three would be closed out within the time limit the committee suggested. THE COMMITTEE RECOMMENDED APPROVAL OF THE AGREEMENT WITH THE APPROPRIATE ASSURANCES FROM BROCK OIL CORPORATION.

4. Railroad operations at Industrial Airport.

Mr. Metcalfe reported that Heartland Cement, a bulk cement terminal at Industrial Airport, is undergoing expansion to allow for transporting their materials by rail. The increase would mean delivery of approximately five 100-ton cement cars daily. This would more than triple our current rail traffic. Our current locomotive is worn out. A replacement was requested in the 1991 Capital Improvements Program, but was not approved. It has again been requested in the CIP for 1992. With the increase in rail traffic caused by Heartland Cement's expansion it probably will be necessary to replace the locomotive immediately. Mr. Metcalfe stated that the rail service has been used in the past and could continue to be used in the future as a marketing tool. The rail service currently loses money because of the low volume. Mr. Metcalfe explained that there have been no major expenditures for maintenance on the railway over the last fifteen years, which causes a cumulative need for a major investment. The rail service has potential to break even with the increase in traffic generated by Heartland’s expansion. There was discussion about turning over the rail service to Santa Fe. Mr. Metcalfe stated that Santa Fe will not bring their locomotives on our tracks without significant improvements, estimated to cost approximately $500,000. Even if Santa Fe would haul the cars to our tenants the Airport Commission would continue to be responsible for the ongoing maintenance of the tracks, so that the only savings to the Airport is in the cost of operating the locomotive. Mr. Meyer stated that the benefit of the rail service should be compared to our costs of operating and maintaining to determine if it is a worthwhile service. The committee suggested exploring outside rail service. Staff will continue researching the matter.
JOHNSON COUNTY AIRPORT COMMISSION

INDUSTRIAL COMMITTEE AGENDA

Friday, June 21, 1991 - 7:30 a.m.

Doubletree - Overland Park
10100 College Boulevard

1. Discuss proposed addendum to Grindsted lease.

2. Discuss railroad operations at Industrial Airport.

3. Discuss proposed environmental audit policy.

4. Discuss Jet-Tech expansion proposal.
JOHNSON COUNTY AIRPORT COMMISSION

INDUSTRIAL COMMITTEE MINUTES

Friday, June 21, 1991 - 7:30 a.m.

Doubletree - College Blvd.
Overland Park, KS

Committee Members Present: Viets, Meyer, Winn
Others Present: Ben Craig, Marty Nohe, Lee Metcalfe, Dede Smyth, Rick Lind

1. Discuss proposed addendum to Grindsted lease.

Mr. Metcalfe reported that Grindsted officials were not receptive to the additions to the lease addendum as outlined at the May Airport Commission meeting. They are not willing to conduct nor pay for an environmental audit but do not object to the Airport Commission doing so. They also objected to the clause added concerning others using their pre-treatment facility, stating they do not want to limit their ability to develop their business with a subtenant or joint venture. Mr. Lind stated his concerns had been the use of the facility by a third party. Mr. Winn stated that his intent was so the Airport Commission would know who was using the facility and what was being putting into it. The committee agreed the language could be altered so as not to exclude subtenants or joint venture partners. Grindsted officials also objected to removing the "favored nations" clause. The committee agreed to remove the clause from the addendum but that the clause would not be included in any future leases with any parties. The committee insisted a Level I environmental audit be completed and agreed to negotiate for payment of the study.

2. Discuss proposed environmental audit policy.

Mr. Metcalfe stated he would like to address the environmental audit policy when the new EPA storm water regulations are developed. He believes that a Level I audit will need to be completed for the entire airport as part of the EPA storm water compliance process. Mr. Nohe stated that when problems are discovered in the Level I audit, a Level II is required. Mr. Winn stated he preferred to complete an environmental audit on a case by case basis. Mr. Viets commented that any discoveries in the audit could affect the master plan and where industry would be allowed to develop. Mr. Metcalfe stated that the Army Corps of Engineers has been tasked with environmental remediation of former military sites under the Defense Installation Environmental Remediation Program (DERP), and may be a source for funding an environmental audit for the entire airport. Mr. Winn suggested Mr. Metcalfe approach the Army Corps about possible funding for the study. The committee expressed concern about environmental issues at the airports and made a clear statement that identifying and properly resolving environmental problems is an urgent priority for the Airport Commission.
3. **Discuss Jet-Tech expansion proposal.**

Mr. Metcalfe reported that Jet-Tech, a tenant at the Industrial Airport, has been looking for a new site to accommodate an expansion up to 30,000 sq. ft. He stated that he has met with Mrs. O'ffill, the owner of Jet-Tech, about possible IRB financing. Mr. Metcalfe has arranged a meeting with Mrs. O'ffill and Norman Gaar, County Bond Counsel, to explore the options.

4. **Discuss railroad operations at Industrial Airport.**

Mr. Metcalfe reiterated the information in the memo regarding the status of the railroad operations. He reported that Santa Fe has not yet responded to our request for an increase in fees. Mr. Metcalfe is requesting a renewed commitment from the Airport Commission that we are going to stay in the rail business. Mr. Metcalfe stated the rail operation was a good marketing tool and has been specifically mentioned as a strong point by the Industrial Park Master Plan consultants we are interviewing. Mr. Winn suggested leasing instead of purchasing a locomotive. Mr. Craig recommended a complete rehabilitation of the track. **THE COMMITTEE WAS IN CONSENSUS THAT WE SHOULD CONTINUE IN THE RAIL BUSINESS BUT SHOULD EXPLORE ALTERNATIVES SUCH AS PRIVATIZATION TO MINIMIZE LIABILITIES AND LOSS OF FUNDS.**

Mr. Metcalfe discussed his proposal to issue General Obligation Bonds to fund several capital items including $100,000 for track rehabilitation and $220,000 for acquisition of a locomotive. The debt service payment would be expended from the Airport Commission operating budget. On June 20, 1991 the Administrative Committee directed staff to research the concept of issue G.O. bonds for capital needs. **THE INDUSTRIAL COMMITTEE DIRECTED STAFF TO PRIORITIZE THE CAPITAL NEEDS PROPOSED TO BE FUNDED BY THE GENERAL OBLIGATION BOND ISSUE AND REMOVE THEM FROM THE CIP THAT WAS PRESENTED TO THE COUNTY.**

The meeting was adjourned at 9:30 p.m.
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING AGENDA

Industrial Airport, Kansas

Wednesday, December 18, 1991 - 9:00 A.M.

TAB

A I. APPROVAL OF MINUTES of November 26, 1991 meeting.

II. REPORT OF THE CHAIRMAN:

B III. REPORT OF THE TREASURER:

B. Receivables report.
C. 1991 actuals vs. budget report.
D. End-of-year projections.

C IV. COMMITTEE REPORTS:

A. Administrative Committee:
B. Industrial Committee:

D V. STAFF REPORTS:

A. Report of the Director, Aviation:
   1. Status of Airport Improvement Program (AIP) projects.
B. Report of the Director, Fire/Rescue Services:
C. Report of the Director, Planning & Administration:
D. Report of the Director, Property Management:
E. Report of Legal Counsel:
F. Report of the Executive Director:
   1. Update on water source proposals.
VI. UNFINISHED BUSINESS:

VII. NEW BUSINESS:

A. Consider recommending approval to the BoCC to terminate a guaranty agreement for the 1979 Airport Revenue Bonds (Kansas City Aviation Center) with Van Enterprises, Inc. and execute a new and substitute agreement with Peterson Manufacturing Company.

B. Consider approval of a one year renewal of the contract with Midwest Air Traffic Control Services, Inc. to operate the Industrial Airport control tower.

C. Consider recommending approval to the BoCC an addendum to the Emergency Medical Services contract with Rural Fire District No. 1 and the City of Gardner for 1992.

VIII. BUSINESS FROM THE FLOOR:

IX. ADJOURNMENT
1. Discuss proposed addendum to Grindsted lease.

2. Discuss proposed Amendment No. 2 to Burns and McDonnell contract.

3. Discuss gas well operations at Industrial Airport.
Revision A

JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING AGENDA

Industrial Airport, Kansas

Wednesday, May 22, 1991 - 9:00 A.M.

TAB

A  I. APPROVAL OF MINUTES of April 24, 1991 meeting.

II. REPORT OF THE CHAIRMAN:

   A. Report on incubator work session with BoCC (5/16/91).

B III. REPORT OF THE TREASURER:

   B. Receivables report.
   C. 1991 actuals vs. budget report.

C IV. COMMITTEE REPORTS:

   A. Administrative Committee:
   B. Industrial Committee:
      1. Addendum to Grindsted lease.
      2. Amendment No. 2 to Burns and McDonnell contract.
      3. Gas well operations at Industrial Airport.

D V. STAFF REPORTS:

   A. Report of the Director, Aviation:
      1. Status of Airport Improvement Program (AIP) projects.
   B. Report of the Director, Emergency Services:
   C. Report of the Director, Planning & Administration:
      1. Status of capital improvement projects.
   D. Report of Legal Counsel:
   E. Report of the Executive Director:
      1. Report results of fuel flow fee survey.
      2. Industrial Park Master Plan RFP.
      3. Director of Property Management.
      5. Shawnee District Court decision on gas well property taxes.
      6. Annual golf tournament.
VI. UNFINISHED BUSINESS:

VII. NEW BUSINESS:

10:00AM 1. Kansas Aircraft Corporation proposal.

2. Consider recommending approval to the BoCC to award the bid for the Executive Airport east tiedown and apron project.

3. Consider approval of Supplemental Agreement No. 1 to Authorization No. 3 for Professional Services dated February 27, 1991 for ILS project at Executive Airport.

4. Consider recommending approval to the BoCC to accept a grant from the Federal Aviation Administration in the amount of $838,231 for the Phase II land buy at Executive Airport.

VIII. BUSINESS FROM THE FLOOR:

IX. ADJOURNMENT
Revision A

JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING AGENDA

Industrial Airport, Kansas

Wednesday, April 24, 1991 - 9:00 A.M.

TAB

A I. APPROVAL OF MINUTES of March 29, 1991 meeting.

II. REPORT OF THE CHAIRMAN:

B III. REPORT OF THE TREASURER:

B. Receivables report.
C. 1991 actuals vs. budget report.

C IV. COMMITTEE REPORTS:

A. Administrative Committee:

1. 1992 budget.
2. Contribution to proposed Hwy 56 corridor improvements.

B. Industrial Committee:

D V. STAFF REPORTS:

A. Report of the Director, Aviation:

1. Status of Airport Improvement Program (AIP) projects.

B. Report of the Director, Emergency Services:

C. Report of the Director, Planning & Administration:

1. Status of capital improvement projects.

D. Report of Legal Counsel:

E. Report of the Executive Director:

1. Industrial Park Master Plan RFP.
2. Director of Property Management.
4. Shawnee District Court decision on gas well property taxes.
VI. UNFINISHED BUSINESS:

VII. NEW BUSINESS:

1. Consider approval of a Memorandum of Understanding regarding airport-area zoning at Industrial and Executive Airports.

2. Consider approval of the 1992 budget.

VIII. BUSINESS FROM THE FLOOR:

IX. ADJOURNMENT
Revision A
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING AGENDA

Industrial Airport, Kansas

Friday, March 29, 1991 - 9:00 A.M.

TAB

A I. APPROVAL OF MINUTES of February 27, 1991 meeting.

II. REPORT OF THE CHAIRMAN:
   A. Chairman's absence at June 26 meeting.
   B. Site for April 24 meeting.

B III. REPORT OF THE TREASURER:
   B. Receivables report.
   C. 1991 actuals vs. budget report.

IV. COMMITTEE REPORTS:
   A. Administrative Committee:
   B. Industrial Committee:

V. STAFF REPORTS:
   A. Report of the Director, Aviation:
      1. Status of Airport Improvement Program (AIP) projects.
   B. Report of the Director, Emergency Services:
   C. Report of the Director, Planning & Administration:
      1. Status of capital improvement projects.
   D. Report of Legal Counsel:
E. Report of the Executive Director:

1. Airport-area zoning MOU's with cities.
2. Legal issues update.
3. KCAC sale.
4. K-10 Corridor Committee.
5. Industrial Park Master Plan RFP.
6. Director of Property Management.
7. Property tax legislation.
8. CIP review with budget office.

VI. UNFINISHED BUSINESS:

VII. NEW BUSINESS:

9:30 am A. Discuss budget for small business incubator - Dennis McKee - CERI.

VIII. BUSINESS FROM THE FLOOR:

IX. ADJOURNMENT
INDUSTRIAL COMMITTEE AGENDA

Friday, February 22, 1990 - 11:30 a.m.

Doubletree Hotel
10100 College Boulevard
Overland Park, Kansas

1. Discuss land buy at Industrial Airport.
2. Discuss status of airport-area zoning.
3. Discuss scope of services for consultant for Industrial Park Master Plan.
4. Discuss Director of Property Management job description.
5. Discuss request from Ronald Martin to acquire Airport gas wells.
6. Discuss a proposed booth at the National Business Aviation Association annual convention.
7. General Chemical lawsuit.
8. Discuss a meeting with air shuttle representatives and various community members.
9. Update on property tax situation.
Revision B

JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING AGENDA

Industrial Airport, Kansas

Wednesday, February 27, 1991 - 9:00 A.M.

TAB

I. APPROVAL OF MINUTES of January 8, 1991 meeting.

II. REPORT OF THE CHAIRMAN:

A. Discuss proposed change in Airport Commission meeting date and time.

B III. REPORT OF THE TREASURER:

B. Receivables report.
C. 1990 year end actuals vs. budget report.
D. 1991 actuals vs. budget report.

IV. COMMITTEE REPORTS:

A. Administrative Committee:

1. Discuss proposed terms and rates for agriculture leases - Industrial and Executive Airport.
2. Discuss retail sales tax on water at Industrial Airport.
3. Discuss Gardner's proposed improvements for Hwy 56 corridor.

B. Industrial Committee:

1. Discuss land buy at Industrial Airport.
2. Discuss status of airport-area zoning.
3. Discuss scope of services for consultant for Industrial Park Master Plan.
4. Discuss Director of Property Management job description.
5. Discuss request from Ronald Martin to acquire Airport gas wells.
6. Discuss a proposed booth at the National Business Aviation Association annual convention.
7. General Chemical lawsuit.
8. Discuss a meeting with air shuttle representatives and various community members.
9. Update on property tax situation.
V. STAFF REPORTS:

A. Report of the Director, Aviation:
   1. Update on land purchase at Executive Airport.
      a. BoCC resolution requesting increase in expenditure allowance.
   2. Update on ramp project at Executive Airport.
   3. Update on ILS project at Executive Airport.
      a. Authorization for Professional Services - HNTB.

B. Report of the Director, Emergency Services:

C. Report of the Director, Planning & Administration:
   1. Status of capital improvement projects.
   2. Status of airport improvement projects.
   2. Report on BoCC work session - 50th anniver. air show.

D. Report of Legal Counsel:

E. Report of the Executive Director:

VI. UNFINISHED BUSINESS:

VII. NEW BUSINESS:

A. Consider recommending approval to the BoCC of an interlocal cooperation agreement for fire services with Rural Fire District No. 1.

B. Consider recommending approval to the BoCC of an interlocal cooperation agreement for fire services with the City of Gardner.

C. Consider approval for release of old helmets to Industrial Airport firefighters when newly purchased helmets arrive.

D. Consider approval of a memorandum of understanding with the Confederate Air Force regarding Hangar 43.

E. Discussion with Kansas City Aviation Center about majority stock transfer.

F. Discuss proposed 1992 capital improvements program.

G. Consider approval of a Right of First Refusal with JcAir Associates.

VIII. BUSINESS FROM THE FLOOR:

IX. EXECUTIVE SESSION TO DISCUSS:

A. Executive director's performance evaluation.

B. Land acquisition.

XI. ADJOURNMENT
Revision A

JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING AGENDA

Industrial Airport, Kansas

Tuesday, January 8, 1991 - 1:00 P.M.

TAB

A I. APPROVAL OF MINUTES of December 11, 1990 meeting.

II. REPORT OF THE CHAIRMAN:

A. Discuss proposed change in Airport Commission meeting date and time.

B III. REPORT OF THE TREASURER:

A. Disbursements for December 1990.

B. Receivables report.

C. 1990 actuals vs. budget report.

C IV. COMMITTEE REPORTS:

A. Administrative Committee:

B. Industrial Committee:

1. Discussion of amendment to Burns-McDonnell contract.
2. Discussion of Dazey Corporation occupying Bldg. 45.
3. Discussion of gas lines at Industrial Airport.
4. Discussion of Director of Industrial Development.
5. Discussion of standard lease form.

D V. STAFF REPORTS:

A. Report of the Director, Aviation:

1. Update on Phase I Land Purchase at Executive Airport.

B. Report of the Director, Emergency Services:

C. Report of the Director, Planning & Administration:

1. Status of capital projects.

D. Report of Legal Counsel:

E. Report of the Executive Director:

1. Update on airport-area zoning.
2. Discuss date of proposed joint meeting with the Olathe Chamber of Commerce.
VI. UNFINISHED BUSINESS:

VII. NEW BUSINESS:

1:30 pm

1. City of Gardner presentation of a landscape plan for Highway 56.

2. City of Olathe annexation request by Asphalt Sales Company.

3. Consider approval of an amendment to the Burns and McDonnell contract.

VIII. BUSINESS FROM THE FLOOR:

XI. ADJOURNMENT
Revision "A"

JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING AGENDA

Industrial Airport, Kansas

Wednesday, September 25, 1991 - 9:00 A.M.

TAB

A I. APPROVAL OF MINUTES of August 28, 1991 meeting.

II. REPORT OF THE CHAIRMAN:

1. Report on the joint meeting with the Olathe City Council.
2. Discuss work session with BoCC. (October 7 at 2:30 p.m.)
3. Discuss date for November meeting. (regular date is day before Thanksgiving)

B III. REPORT OF THE TREASURER:

B. Receivables report.
C. 1991 actuals vs. budget report.
D. End-of-year projections.

C IV. COMMITTEE REPORTS:

A. Administrative Committee:
B. Industrial Committee:
   1. Environmental Audit policy.
   2. Water rates.
   3. Property taxes.
   4. Enterprise zone.
   5. Tax increment financing district.

D V. STAFF REPORTS:

A. Report of the Director, Aviation:
   1. Status of Airport Improvement Program (AIP) projects.
B. Report of the Director, Emergency Services:
   1. Status of installation of modular living quarters.
   2. Update on discussions regarding Fire District legislation.

C. Report of the Director, Planning & Administration:

D. Report of the Director, Property Management:
   1. Status of Industrial Airport land acquisition.

E. Report of Legal Counsel:

F. Report of the Executive Director:
   2. Status of airport-area zoning.
   3. Review the locomotive bids and confirm financing.

VI. UNFINISHED BUSINESS:

VII. NEW BUSINESS:

A. Consider approval of Authorization No. 4 for Professional Services with Howard Needles Tammen Bergendoff in accordance with the Retainer Agreement dated June 21, 1990, for design services and construction monitoring of the west apron expansion project at Executive Airport.

B. Consider recommending approval to the BoCC of an easement to Kansas City Power and Light Company for the relocation of an existing power cable due to the construction of the east tiedown project.

VIII. BUSINESS FROM THE FLOOR:

IX. ADJOURNMENT
JOHNSON COUNTY AIRPORT COMMISSION

INDUSTRIAL COMMITTEE AGENDA

Thursday, September 19, 1991 - 7:00 a.m.

Doubletree (Terrace Room) - Overland Park
10100 College Boulevard

(Dan Guimond, Hammer Siler George Associates, our master plan consultants, will be present for the meeting)

1. Environmental Audit policy.

2. Water rates.

3. Property taxes.

4. Enterprise zone.

5. Tax increment financing district.
Revision "A"

JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING AGENDA

Industrial Airport, Kansas

Wednesday, August 28, 1991 - 9:00 A.M.

TAB

A  I. APPROVAL OF MINUTES of July 24, 1991 meeting.

II. REPORT OF THE CHAIRMAN:

B  III. REPORT OF THE TREASURER:

B. Receivables report.
C. 1991 actuals vs. budget report.
D. End-of-year projections.
E. Consider submitting a request to the BoCC to amend the Airport Commission budget authority.

C  IV. COMMITTEE REPORTS:

A. Administrative Committee:
   1. Discuss proposed t-hangar bond refinancing.
   2. Discuss proposed meetings with various governing boards.
B. Industrial Committee:

9:05 a.m.

1. Discuss proposed addendum to Grindsted lease.

D  V. STAFF REPORTS:

A. Report of the Director, Aviation:
   1. Status of Airport Improvement Program (AIP) projects.
B. Report of the Director, Emergency Services:
   1. Status of installation of modular living quarters.
   2. Update on discussions regarding Fire District legislation.
C. Report of the Director, Planning & Administration:
   1. Consider approval of surplus property list to be sold at county auction.

D. Report of the Director, Property Management:
   1. Status of railroad operations.
   2. Status of Industrial Airport land acquisition.

E. Report of Legal Counsel:
   1. Status of property tax legislation/BOTA.

F. Report of the Executive Director:
   2. Update on rezoning applications for property adjacent to Executive Airport.

VI. UNFINISHED BUSINESS:

VII. NEW BUSINESS:

A. Consider paying a water line special assessment for Executive Airport to the City of Olathe.

B. Election of officers.

   Present:                                      Nominees*:
   Chairman - Ben Craig
   Vice-Chair - Mark Viets
   Treasurer - Stan Meyer
   Secretary - Phyllis Thomen

   *(Positions to be filled for one year term.)

VIII. BUSINESS FROM THE FLOOR:

IX. ADJOURNMENT
I. APPROVAL OF MINUTES of June 28, 1991 meeting.

II. REPORT OF THE CHAIRMAN:

1. Discuss election of officers. 
(By-laws call for elections to be held in August)

III. REPORT OF THE TREASURER:

B. Receivables report.
C. 1991 actuals vs. budget report.
D. End-of-year projections.

IV. COMMITTEE REPORTS:

A. Administrative Committee:
B. Industrial Committee:
C. Air Show Committee:

V. STAFF REPORTS:

A. Report of the Director, Aviation:
   1. Status of Airport Improvement Program (AIP) projects.
B. Report of the Director, Emergency Services:
   1. Status of installation of modular living quarters.
C. Report of the Director, Planning & Administration:
   1. Status of capital improvement projects.
D. Report of the Director, Property Management:
1. Status of railroad operations.
2. Status of Industrial Airport land acquisition.

E. Report of Legal Counsel:

F. Report of the Executive Director:
1. Update on Executive Airport lease transactions.
2. Update on the Interim Committee on Assessment and Taxation.

VI. UNFINISHED BUSINESS:

9:30 a.m.

A. Consider approval of draft comprehensive compatibility plans for Industrial and Executive Airports.

VII. NEW BUSINESS:

A. Consider approval of a sublease between Olathe Manufacturing, Inc. and The Toro Company for floor space within 100 and 150 Industrial Parkway.

VIII. BUSINESS FROM THE FLOOR:

IX. ADJOURNMENT
JOHNSON COUNTY AIRPORT COMMISSION

Air Show Committee Meeting

July 9, 1991

Agenda

I. Call to Order

II. Introductions

III. Issues for Discussion
   a. Advisability of the Airport Commission hosting an air show at the Industrial Airport
      Identify potential benefits to the Airport Commission and the Community
      Identify potential problems associated with conducting an air show at Industrial Airport
   b. If hosting an air show is considered desirable, when is the most favorable time frame?
   c. If a decision is made to go ahead with the planning for an air show - who/whom will be involved in/responsible for producing it?
   d. If there is an air show - will it be a one time event or a recurring event?

IV. Committee Recommendations

V. Adjourn
JOHNSON COUNTY AIRPORT COMMISSION

ADMINISTRATIVE COMMITTEE AGENDA

Thursday, June 20, 1991 – 7:30 a.m.

Howard Johnsons Restaurant
I-35 and 95th
Lenexa, Kansas

1. Discuss proposed refinancing of T-hangar bonds.

2. Presentation of the 1992 budget as revised by the County Budget office.

3. Discuss alternatives for fire station housing.
JOHNSON COUNTY AIRPORT COMMISSION

INDUSTRIAL COMMITTEE AGENDA

Friday, June 21, 1991 - 7:30 a.m.

Doubletree - Overland Park
10100 College Boulevard

1. Discuss proposed addendum to Grindsted lease.

2. Discuss railroad operations at Industrial Airport.

3. Discuss proposed environmental audit policy.

4. Discuss Jet-Tech expansion proposal.
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING AGENDA

Industrial Airport, Kansas

Tuesday, November 26, 1991 - 9:30 A.M.

TAB

I. APPROVAL OF MINUTES of October 23, 1991 meeting.

II. REPORT OF THE CHAIRMAN:

1. Introduction of Roger Sellers, new Airport Commission member.

III. REPORT OF THE TREASURER:

B. Receivables report.
C. 1991 actuals vs. budget report.
D. End-of-year projections.

IV. COMMITTEE REPORTS:

A. Administrative Committee:

B. Industrial Committee:

1. Gas line appraisal.
2. Property tax update.
3. Wastewater finance proposal.
4. Environmental audit implementation.
5. Water rates philosophy.

V. STAFF REPORTS:

A. Report of the Director, Aviation:

1. Status of Airport Improvement Program (AIP) projects.

B. Report of the Director, Fire/Rescue Services:

C. Report of the Director, Planning & Administration:
D. Report of the Director, Property Management:

E. Report of Legal Counsel:

F. Report of the Executive Director:
   2. Update on water source proposals.

VI. UNFINISHED BUSINESS:

E VII. NEW BUSINESS:
   A. Consider recommending approval to the BoCC of an addendum to the ground lease with William J. Lewis and Bary L. Marquardt (Stouse Sign) for 3.97 acres.
   B. Consider recommending approval to the BoCC the purchase of an ambulance for the Airport Emergency Services Department.
   C. Consider approval of the Authorization for Professional Services with HNTB for design, preparation of construction documents and construction monitoring for the east t-hangars and apron project at Executive Airport.

VIII. BUSINESS FROM THE FLOOR:

IX. ADJOURNMENT

11:00 a.m. FAREWELL RECEPTION FOR PAUL WALTER
JOHNSON COUNTY AIRPORT COMMISSION

INDUSTRIAL COMMITTEE AGENDA

Thursday, November 14, 1991 - 7:30 a.m.

Doubletree - Overland Park
10100 College Boulevard

1. Gas line appraisal.

2. Property tax update.

3. Wastewater finance proposal.

4. Environmental audit implementation.

5. Water rates philosophy.
Revision "A"

JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING AGENDA

Industrial Airport, Kansas

Wednesday, October 23, 1991 - 9:00 A.M.

TAB

A  I.  APPROVAL OF MINUTES of September 25, 1991 meeting.

II.  REPORT OF THE CHAIRMAN:

1.  Discuss date for November and December meeting.

B  III.  REPORT OF THE TREASURER:


B.  Receivables report.

C.  1991 actuals vs. budget report.

D.  End-of-year projections.

IV.  COMMITTEE REPORTS:

A.  Administrative Committee:

B.  Industrial Committee:

1.  Discuss date for meeting. (week of Nov. 4 or 11)

V.  STAFF REPORTS:

A.  Report of the Director, Aviation:

1.  Status of Airport Improvement Program (AIP) projects.

B.  Report of the Director, Fire/Rescue Services:

1.  Update on discussions regarding Fire District legislation.

C.  Report of the Director, Planning & Administration:
D. Report of the Director, Property Management:
   1. Status of environmental audit implementation.

E. Report of Legal Counsel:

F. Report of the Executive Director:
   1. Report on BOTA rulings. (due Oct. 18)
   5. Update on water source proposals.

VI. UNFINISHED BUSINESS:
   A. Consider recommending approval to the BoCC of a bid for the purchase of a locomotive.

VII. NEW BUSINESS:
   A. Presentation by Byram and Associates of a concept for a golf course near Industrial Airport.

B. Consider a request from Howell Mouldings, Inc. for reimbursement of expenses related to sewer line rodding caused by excessive grease accumulation.

C. Consider approval of appraisal contracts with Shaner, Donoho and Nunnink to conduct appraisals at Industrial Airport.

VIII. BUSINESS FROM THE FLOOR:

IX. EXECUTIVE SESSION: Advice From Counsel
    RE: Potential Litigation.

X. ADJOURNMENT
JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING AGENDA

Industrial Airport, Kansas

Wednesday, October 23, 1991 - 9:00 A.M.

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1. Discuss date for November and December meeting.

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B. Receivables report.
C. 1991 actuals vs. budget report.
D. End-of-year projections.

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A. Administrative Committee:
B. Industrial Committee:

1. Discuss date for meeting. (week of Nov. 4 or 11)

D  V.  STAFF REPORTS:

A. Report of the Director, Aviation:

1. Status of Airport Improvement Program (AIP) projects.
B. Report of the Director, Fire/Rescue Services:

1. Update on discussions regarding Fire District legislation.

C. Report of the Director, Planning & Administration:
D. Report of the Director, Property Management:
   1. Status of environmental audit implementation.

E. Report of Legal Counsel:
   1. Report on BOTA rulings. (due Oct. 18)

F. Report of the Executive Director:
   2. Status of water rate study.
   3. Update on water source proposals.

VI. UNFINISHED BUSINESS:
A. Consider recommending approval to the BoCC of a bid for the purchase of a locomotive.

VII. NEW BUSINESS:

9:30 a.m.
A. Presentation by Byram and Associates of a concept for a golf course near Industrial Airport.

10:30 a.m.
B. Consider a request from Howell Mouldings, Inc. for reimbursement of expenses related to sewer line rodding caused by excessive grease accumulation.

C. Consider approval of appraisal contracts with Shaner, Donoho and Nunnink to conduct appraisals at Industrial Airport.

VIII. BUSINESS FROM THE FLOOR:

IX. ADJOURNMENT