

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES – January 23, 2008, 9:00 a.m. – New Century, KS

Airport Commission

Present: Messrs. Dixon, Hansen, Moore, Shepard and Wittenborn

Absent: Messrs. Downing and Weisenburger

Staff: Dunham, Metcalfe, Perry, Helsel and Bellinger

Others: Bob Ford, Johnson County Assistant Counselor
Tom Riederer, Southwest Johnson County EDC

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

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

I. APPROVAL OF MINUTES

MOVED BY MR. HANSEN AND SECONDED BY MR. MOORE TO APPROVE THE MINUTES OF THE NOVEMBER 28, 2007 MEETING AS PRESENTED. APPROVED (5-0).

II. REPORT OF THE CHAIRMAN

No report of the Chairman

IV. EXECUTIVE SUMMARY

A. Review staff reports:

Mr. Metcalfe gave an update on a recent meeting with the Division Superintendent and Kansas City Trainmaster of the BNSF Railway regarding operational issues.

B. Summary of Financials:

Mr. Perry stated that there is \$170,000 of carryover in the 2007 fund balance. The forecast was to use some of the fund balance to pay for the large construction rehabilitation of the water tank and instead was able to fund that project out of our own revenues.

C. Consider ratifying the November and December 2007 expenditures as presented:

MOVED BY MR. MOORE AND SECONDED BY MR. HANSEN TO RATIFY THE NOVEMBER AND DECEMBER 2007 EXPENDITURES AS PRESENTED. APPROVED (5-0).

V. DISCUSSION ITEMS

- A. Revision of Development Proposal for Private Hangars at Executive Airport (Randy Mardis & Executive AirShare).

Mr. Metcalfe updated the board on a meeting with Randy Mardis and his financial institution regarding requirements for Mr. Mardis and his bank purchase bonds. He expressed his doubts, due to financial issues, that the project would come to completion. In the meantime, Executive AirShare had expressed their interest in that same property and had conversations with Mr. Mardis about splitting the ground in half. Both projects have been through the Olathe City planning system and have been approved for development. Mr. Metcalfe added, if approved, there would be two separate leases required for Executive AirShare and Randy Mardis. Ms. Dunham commented that a lease has not been signed by Randy Mardis. She recommended sending a notice to Mr. Mardis to provide a written letter from the bank committing that they will finance the project and for Mr. Mardis to sign the lease within 90 days or prior approval of the lease will be rescinded.

MOVED BY MR. HANSEN AND SECONDED BY MR. MOORE TO DIRECT STAFF/LEGAL TO NOTIFY MR. MARDIS IN WRITING THAT HE IS REQUIRED TO PROVIDE A WRITTEN LETTER FROM THE BANK COMMITTING THAT THEY WILL FINANCE THE PROJECT AND FOR MR. MARDIS TO SIGN THE LEASE WITHIN 90 DAYS OR PRIOR APPROVAL OF THE LEASE WILL BE RESCINDED. APPROVED (5-0).

- B. Consider approving the assignment of a ground lease from Fishing Buddies, L.L.C. to Timothy D. Ware for the former Midwest Air Traffic Control building at 401 Prairie Village Drive.

MOVED BY MR. DIXON AND SECONDED BY MR. HANSEN TO APPROVE THE ASSIGNMENT OF A GROUND LEASE FROM FISHING BUDDIES, L.L.C. TO TIMOTHY D. WARE FOR THE FORMER MIDWEST AIR TRAFFIC CONTROL BUILDING AT 401 PRAIRIE VILLAGE DRIVE, AS PRESENTED. APPROVED (5-0).

- C. Discuss Proposed Joint Meeting with the BoCC on February 27.

Mr. Metcalfe stated that a proposed joint meeting with the BoCC has been scheduled for Wednesday, February 27th at the Johnson County Administration Building in Olathe. After discussions, it was determined that there would not be a quorum of the Airport Commissioners and another date was requested. Staff will follow-up on alternate dates and contact the Airport Commissioners with the finalized date and time.

- D. Consider renewing the Southwest Johnson County EDC Contract.

MOVED BY MR. DIXON AND SECONDED BY MR. HANSEN TO APPROVE RENEWING THE SOUTHWEST JOHNSON COUNTY EDC CONTRACT AS PRESENTED. APPROVED (5-0).

- E. Consider renewing the Southwest Johnson County EDC Marketing Agreement.

MOVED BY MR. WITTENBORN AND SECONDED BY MR. DIXON TO APPROVE RENEWING

**THE SOUTHWEST JOHNSON COUNTY EDC MARKETING AGREEMENT AS PRESENTED.
APPROVED (5-0).**

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

EDC President, Tom Riederer, updated the board on current projects, and proposals.

VI. BUSINESS FROM THE FLOOR

No Business from the floor

VII. EXECUTIVE SESSION

A. Pending litigation.

**MOVED BY CHAIRMAN SHEPARD AND SECONDED BY MR. WITTENBORN TO GO
INTO EXECUTIVE SESSION AT 9:51 A.M., FOR 20 MINUTES, TO DISCUSS PENDING
LITIGATION. APPROVED (5-0)**

VIII. ADJOURNMENT

There, being no further business, the meeting was adjourned at 10:21 a.m.

Brad Weisenburger, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES – February 18, 2008, 5:30 p.m. – Johnson County Administration Building, Olathe, KS

Airport Commission

Present: Messrs. Dixon, Downing, Hansen Shepard and Wittenborn

Absent: Messrs. Moore and Weisenburger

Staff: Metcalfe, Helsel, Perry and Bellinger

Others: Commissioner Ed Peterson, Johnson County BoCC
Tom Riederer, Southwest Johnson County EDC

Chairman Shepard called the meeting to order at 5:30 p.m.

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

I. APPROVAL OF MINUTES

MOVED BY MR. HANSEN AND SECONDED BY MR. DOWNING TO APPROVE THE MINUTES OF THE JANUARY 23, 2008 MEETING AS PRESENTED. APPROVED (5-0).

II. REPORT OF THE CHAIRMAN

No report of the Chairman

IV. EXECUTIVE SUMMARY

A. Review staff reports:

Mr. Metcalfe gave an update on a company wanting to set up a rail-to-truck transload yard for heavy construction equipment.

Mr. Perry commented that he would have the final form of the 2009 budget for review and approval at the March meeting. Mr. Wittenborn asked how the airport was on snow removal supplies. Mr. Perry replied that there are six bags of CryoTech and Mr. Helsel added that it takes a bag and a half for the two airports, so, we are in great shape for this winter.

Mr. Metcalfe commented that KCI shut down for five hours due to snow removal and our airports had remained open.

B. Summary of Financials:

Mr. Perry stated that there are two sets of financials in the packet; final year-end 2007 and first month of 2008. The 2007 year-end balance netted about \$30,000 revenue over all expenses, including rehabilitation of the water tank. Had we not paid for the water tank project out of

Airport Commission Minutes – February 18, 2008 - Page 2

2007 operating revenues, the ending fund balance would have been closer to \$300,000. Mr. Metcalfe added that our total fund balance is \$1,200,000. Mr. Wittenborn asked if the numbers on hangar rental are in line with the 2007 forecast. Mr. Perry replied there are some habitual late-payers, but they always eventually pay, including late charges.

C. Consider ratifying the January 2008 expenditures as presented:

MOVED BY MR. WITTENBORN AND SECONDED BY MR. HANSEN TO RATIFY THE JANUARY 2008 EXPENDITURES AS PRESENTED. APPROVED (5-0).

V. DISCUSSION ITEMS

A. Review proposed project to rebuild the rail grade crossing on Highway 56.

Mr. Metcalfe briefed the board and gave background information on a rail grade crossing and signals on Highway 56. The Airport Commission is responsible for the maintenance of the grade crossing and signals. Due to the geometry of the road and inadequate engineering of the storm water drainage there

B. Open discussion on policy for developer qualifications.

EDC President, Tom Riederer, updated the board on current projects, and proposals.

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

EDC President, Tom Riederer, updated the board on current projects and proposals.

VI. BUSINESS FROM THE FLOOR

No Business from the floor

VII. EXECUTIVE SESSION - Performance Review of Executive Director

MOVED BY MR. HANSEN AND SECONDED BY MR. DIXON TO GO INTO EXECUTIVE SESSION AT 9:28 A.M., FOR 20 MINUTES, TO DISCUSS THE PERFORMANCE REVIEW OF THE EXECUTIVE DIRECTOR. APPROVED (4-0)

VIII. ADJOURNMENT

There, being no further business, the meeting was adjourned at 9:48 a.m.

Brad Weisenburger, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES – March 26, 2008, 9:00 a.m. – New Century, KS

Airport Commission

Present: Messrs. Dixon, Weisenburger, Hansen and Shepard

Absent: Messrs. Downing, Moore and Wittenborn

Staff: Metcalfe, Dunham, Helsel, Perry and Bellinger

Others: Jim Cotton, KCAC

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

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

I. APPROVAL OF MINUTES

MOVED BY MR. DIXON AND SECONDED BY MR. HANSEN TO APPROVE THE MINUTES OF THE FEBRUARY 19, 2008 MEETING AS PRESENTED. APPROVED (4-0).

II. REPORT OF THE CHAIRMAN

A. Kelly Smith – 5 year anniversary.

Chairman Shepard congratulated Kelly Smith and expressed the board's appreciation for her five years of dedicated service.

IV. EXECUTIVE SUMMARY

A. Review staff reports:

Chairman Shepard asked Mr. Metcalfe whether we should formally or informally tighten up the process for development qualifications. Mr. Metcalfe replied that he is researching an application process from peers and other industrial airports.

Mr. Metcalfe commented that the track is in the worst condition it has ever been, 95 %, due to weather. Chairman Shepard asked what is budgeted for rail maintenance. Mr. Perry replied that rail like pavement improvements are expensive. Typically there is \$60,000 to \$100,000 programmed into the budget for rail improvements with the option of pulling funds from other parts of the budget as needed. Mr. Metcalfe stated the ultimate solution that would be tough to build a business case for, is to completely rebuild the track and replace the 90 pound rail with the standard 120 pound. Mr. Weisenburger asked how rebuilding the track would affect the rail-used businesses. Mr. Metcalfe replied that it would have to be done in phases, plan around the rail-users and it would be more expensive.

B. Summary of Financials:

No additions to the financial report.

C. Consider ratifying the February 2008 expenditures as presented:

MOVED BY MR. DIXON AND SECONDED BY MR. WEISENBURGER TO RATIFY THE FEBRUARY 2008 EXPENDITURES AS PRESENTED. APPROVED (4-0).

V. DISCUSSION ITEMS

A. Review JCAC Budget for 2009.

Mr. Perry briefed the board on the proposed JCAC budget for 2009. Mr. Weisenburger asked if the cash reserve was being increased. Mr. Perry responded that we do not budget for cash reserve. We budget for straight expenditures matched up with projected revenues. Typically, we end up with an excess of revenue over expenditures and that excess goes into our cash reserves. Currently we're \$1,900,000 in fund balance.

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

Mr. Metcalfe updated the board on current projects, and proposals for the Southwest Johnson County EDC in Tom Riederer's absence.

VI. BUSINESS FROM THE FLOOR

No Business from the floor.

VII. EXECUTIVE SESSION - Performance Review of Executive Director

MOVED BY MR. HANSEN AND SECONDED BY MR. DIXON TO GO INTO EXECUTIVE SESSION AT 9:28 A.M., FOR 20 MINUTES, TO DISCUSS THE PERFORMANCE REVIEW OF THE EXECUTIVE DIRECTOR. APPROVED (4-0)

VIII. ADJOURNMENT

There, being no further business, the meeting was adjourned at 9:48 a.m.

Brad Weisenburger, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES – June 25, 2008, 9:00 a.m. – New Century, KS

Airport Commission

Present: Messrs. Dixon, Downing, Hansen, Shepard, Weisenburger and Wittenborn

Absent: Messrs. Moore

Staff: Metcalfe, Dunham, Helsel, Perry and Bellinger

Others: John Benson, IXD Tower Chief
Larry Campbell, First National Bank of Anthony
Jim Cotton, KCAC
Ray Olsen, Ray Olsen, LLC
Eric Weller, Executive Beechcraft, Inc.

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

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

I. APPROVAL OF MINUTES

MOVED BY MR. DIXON AND SECONDED BY MR. DOWNING TO APPROVE THE MINUTES OF THE MARCH 26, 2008 MEETING AS PRESENTED. APPROVED (6-0).

II. REPORT OF THE CHAIRMAN

No report of the Chairman.

IV. EXECUTIVE SUMMARY

A. Review staff reports:

Mr. Metcalfe reported that the law suit over the condemnation of the Smith property has been settled for considerably less money than was expected. Mr. Wittenborn asked what is the status on the former soccer building. Mr. Metcalfe responded that it was an agenda item and would be discussed further in the meeting.

B. Summary of Financials:

No additions to the financial report.

C. Consider ratifying the March, April and May 2008 expenditures as presented:

MOVED BY MR. WEISENBURGER AND SECONDED BY MR. HANSEN TO RATIFY THE MARCH, APRIL AND MAY 2008 EXPENDITURES AS PRESENTED. APPROVED (6-0).

V. **DISCUSSION ITEMS**

- A. Consider acknowledging a ground lease assignment from First Industrial Investment, Inc. to US Industrial REIT II, for the Kimberly-Clark facility.

Mr. Metcalfe updated the board on background information of the development agreement for infrastructure at the Kimberly-Clark site. Chairman Shepard asked Ms. Dunham if part of the lease agreement included certain types of business practices on subleasing. Ms. Dunham replied that as long as Kimberly-Clark is the subtenant and authorized to do business, the tenant would be approved.

- B. Consider a request from New Century Investors LLC, a subsidiary of First National Bank of Anthony, successor to Midwest Soccer Complex, for a new lease agreement on the former soccer facility site to replace the existing lease agreement.

Mr. Metcalfe briefed the board on background information of the former soccer complex and the request for a new lease agreement. Chairman Shepard asked if the storm water detention pond would be part of the new lease. Mr. Metcalfe replied that the bank was not interested in the pond. We will complete the project ourselves and make it larger to benefit other future projects and minimize the impact on leasable ground in the parkway. Mr. Dixon asked why First National Bank of Johnson County was representing First National Bank of Anthony. Mr. Campbell, representing First National Bank of Anthony, responded that they were a branch of First National Bank of Anthony; one in the same. Chairman Shepard asked Mr. Metcalfe if he would pull together the cost of the original detention pond, credit and lost rent. Mr. Campbell stated that there are so many variables that have changed from the original lease agreement and that and they are interested in more ground with a new lease.

MOVED BY MR. WITTENBORN AND SECONDED BY MR. DOWNING TO APPROVE A NEW LEASE AGREEMENT TO NEW CENTURY INVESTORS LLC, A SUBSIDIARY OF FIRST NATIONAL BANK OF ANTHONY, SUCCESSOR TO MIDWEST SOCCER COMPLEX REPLACING THE EXISTING LEASE AGREEMENT AS PRESENTED. APPROVED (6-0).

- C. Consider rescinding approval of a ground lease for RMC Investments LLC (Randy Martis, et al) for a hangar development at Executive Airport.

MOVED BY MR. WITTENBORN AND SECONDED BY MR. DOWNING TO RESCIND APPROVAL OF A GROUND LEASE FOR RMC INVESTMENTS LLC (RANDY MARTIS, ET AL) FOR A HANGAR DEVELOPMENT AT EXECUTIVE AIRPORT AS PRESENTED. APPROVED (6-0).

- D. Consider a request from Executive Beechcraft, Inc. f/k/a/ Meisinger Beechcraft, Inc., for a lease extension agreement.

Mr. Metcalfe briefed the board on the Executive Beechcraft request of what is also known as Hangar 5 at New Century AirCenter. He added that there were others that were interested in the

property. Mr. Weller, representing Executive Beechcraft, stated that they sublet a portion of Hangar 5 and office space to Butler National. Mr. Wittenborn asked if there was anything in our agreement with Executive Beechcraft that would allow tenancy to that building. Mr. Metcalfe responded that he didn't recall specifically the language in the lease, but typically lessees do not seek approval for subtenants. Mr. Downing asked Mr. Metcalfe if there is a true interest in the property by others then why don't they come before the commission. Mr. Metcalfe replied that there are a couple of businesses interested in the hangar; Butler National and Advanced Aviation. Chairman Shepard asked if negotiations had been made for renewal terms. Ms. Dunham responded that negotiations have been made and there is an extension of 10 years provided in the original lease.

MOVED BY MR. DOWNING AND SECONDED BY MR. HANSEN TO APPROVE A REQUEST FROM EXECUTIVE BEEHCRAFT, INC., F/K/A MEISINGER BEEHCRAFT, INC., FOR A 10 YEAR LEASE EXTENSION AGREEMENT AND ANNUAL GROUND LEASE PAYMENTS OF \$48,000 AS PRESENTED. APPROVED (6-0).

E. Consider approving use of reserve funds for completion of the Smith property acquisition.

Mr. Metcalfe stated that the law suit over the condemnation of the Smith property has been settled and an additional \$430,000 is needed to pay, in accordance with the settlement. He added that there is \$1,600,000 available in the fund balance.

MOVED BY MR. DOWNING AND SECONDED BY MR. HANSEN TO APPROVE USE OF RESERVE FUNDS FOR COMPLETION OF THE SMITH PROPERTY ACQUISITION AS PRESENTED. APPROVED (6-0).

F. Discuss Business Park Master Plan funds.

Mr. Perry stated that the initial master plans were completed for New Century AirCenter and Executive Airport and covered by the FAA. The Business Park plans are not covered by the FAA. Mr. Weisenburger asked when the decision was made not to include the Business Park. Mr. Metcalfe responded that he was not in favor of including it with the airport's plans as Coffman and Associates were not qualified to do a business park development plan. This all came about the same time the intermodal talks were beginning, so the business park plan was put on hold. An update can be done to the original plan for around \$36,500. Mr. Wittenborn asked if the funds were placed in the operating funds if it could be used for any project. Mr. Perry replied that it would need to be used for what it was earmarked for originally. Mr. Metcalfe stated that it was important to have a planner who knows industrial development very well. Mr. Metcalfe will identify consultants who specifically have business development plans experience and bring a list of consultants before the commission at the next regularly scheduled meeting in July.

G. Update on policy for developer qualifications. Review draft application form.

Mr. Metcalfe updated the board on the policy for developer qualifications. After a lengthy discussion, the board agreed that Mr. Metcalfe should move forward with finalizing the policy.

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

Mr. Metcalfe updated the board on current projects, and proposals for the Southwest Johnson County EDC in Tom Riederer's absence.

VI. BUSINESS FROM THE FLOOR

No Business from the floor.

VII. ADJOURNMENT

There, being no further business, the meeting was adjourned at 10:35 a.m.

Brad Weisenburger, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES – September 24, 2008, 9:00 a.m. – New Century, KS

Airport Commission

Present: Messrs. Dixon, Downing, Hansen, Moore, Shepard, and Weisenburger

Absent: Messrs. Wittenborn

Staff: Metcalfe, Dunham, Helsel, Perry and Bellinger

Others: Jim Cotton, KCAC
Commissioner Ed Eilert, Johnson County BoCC
Ray Olsen, Ray Olsen, LLC

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

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

I. APPROVAL OF MINUTES

MOVED BY MR. HANSEN AND SECONDED BY MR. DOWNING TO APPROVE THE MINUTES OF THE JUNE 25, 2008 MEETING AS PRESENTED. APPROVED (6-0).

II. REPORT OF THE CHAIRMAN

A. Melvin Filkins – 35 Year Anniversary

Chairman Shepard congratulated Melvin Filkins and expressed the board's appreciation for his thirty-five years of dedicated service.

IV. EXECUTIVE SUMMARY

A. Review staff reports:

Mr. Downing asked Mr. Perry why the traffic count continues to decrease at both airports. Mr. Perry responded that the low traffic counts are a result of the economy and price of gas. Mr. Perry added that it is the first time he can recall that New Century AirCenter's traffic count is higher than Executive Airport's.

B. Summary of Financials:

No additions to the financial report.

C. Consider ratifying the June, July and August 2008 expenditures as presented:

MOVED BY MR. MOORE AND SECONDED BY MR. HANSEN TO RATIFY THE JUNE, JULY AND AUGUST 2008 EXPENDITURES AS PRESENTED. APPROVED (6-0).

V. DISCUSSION ITEMS

- A. Consider approving a new lease agreement from New Century Investors, LLC, a subsidiary of First National Bank of Anthony, successor to Midwest Soccer Complex, on the former soccer facility site to replace the existing lease agreement.

MOVED BY MR. DIXON AND SECONDED BY MR. HANSEN TO APPROVE A NEW LEASE AGREEMENT FOR NEW CENTURY INVESTORS, LLC, REPLACING THE EXISTING LEASE AGREEMENT AS PRESENTED. APPROVED (6-0).

- B. Report of the President, Southwest Johnson County EDC.

Mr. Metcalfe updated the board on current projects, and proposals for the Southwest Johnson County EDC in Tom Riederer's absence.

VI. BUSINESS FROM THE FLOOR

No business from the floor.

VII. EXECUTIVE SESSION

- A. Advice of counsel.

MOVED BY MR. HANSEN AND SECONDED BY MR. DOWNING TO GO INTO EXECUTIVE SESSION AT 9:44 A.M., FOR 30 MINUTES, FOR ADVICE OF COUNSEL. APPROVED (6-0)

VIII. ADJOURNMENT

There, being no further business, the meeting was adjourned at 10:16 a.m.

Brad Weisenburger, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES – October 22, 2008, 9:09 a.m. – New Century, KS

Airport Commission

Present: Messrs. Dixon, Hansen, Moore and Weisenburger

Absent: Messrs. Downing, Shepard and Wittenborn

Staff: Metcalfe, Dunham, Helsel, Perry and Bellinger

Others: Kristen Cordill, Executive Beechcraft
Jim Cotton, KCAC
Stephanie Jackson, Vestcom
Ray Olsen, Ray Olsen, LLC

Vice Chairman Moore called the meeting to order at 9:09 a.m.

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

I. APPROVAL OF MINUTES

MOVED BY MR. DIXON AND SECONDED BY MR. HANSEN TO APPROVE THE MINUTES OF THE SEPTEMBER 24, 2008 MEETING AS PRESENTED. APPROVED (4-0).

II. REPORT OF THE CHAIRMAN

A. Discuss combining the November and December Airport Commission meetings.

MOVED BY MR. HANSEN AND SECONDED BY MR. WEISENBURGER TO COMBINE THE NOVEMBER AND DECEMBER MEETINGS FOR WEDNESDAY, DECEMBER 3, 2008 AS PRESENTED. APPROVED (4-0).

IV. EXECUTIVE SUMMARY

A. Review staff reports:

Mr. Metcalfe reported that LS Commercial had their groundbreaking for the Midwest Commerce Center.

Mr. Perry stated that the FAA approved a request for additional \$430,000 for the Smith property, which may be included in future grant funds.

B. Summary of Financials:

Mr. Moore asked if we were running reasonably close in the year-to-date financials. Mr. Perry responded that we are running close. Keeping in mind that September financials included a \$760,000 debt service payment. He estimated there should be around \$100,000-\$150,000 in carryover at the end of the year.

C. Consider ratifying the September 2008 expenditures as presented:

MOVED BY MR. DIXON AND SECONDED BY MR. HANSEN TO RATIFY THE SEPTEMBER 2008 EXPENDITURES AS PRESENTED. APPROVED (4-0).

V. DISCUSSION ITEMS

A. Discuss a Lease Amendment for EMBARQ.

Mr. Metcalfe updated the board on EMBARQ's lease renegotiations. The parties have essentially agreed on all points except the timing of the first CPI adjustment and the maximum increase (cap). After some discussion on negotiating strategies, the board directed Mr. Metcalfe to use his judgment and understanding of the board's objectives.

MOVED BY MR. HANSEN AND SECONDED BY MR. WEISENBURGER TO AUTHORIZE MR. METCALFE TO RENEGOTIATE TERMS ON A LEASE AMENDMENT FOR EMBARQ. AS PRESENTED. APPROVED (4-0).

B. Consider approving an addition of a 3rd, 10-year extension to KCAC's lease.

Mr. Metcalfe briefed the board on KCAC's (Kansas City Aviation Center) request for a lease amendment.

MOVED BY MR. HANSEN AND SECONDED BY MR. WEISENBURGER TO APPROVE AN ADDITION OF A 3RD, 10-YEAR EXTENSION TO KCAC'S LEASE AS PRESENTED. APPROVED (4-0).

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

Mr. Metcalfe updated the board on current projects and proposals for the Southwest Johnson County EDC in Tom Riederer's absence.

VI. BUSINESS FROM THE FLOOR

Mr. Metcalfe presented a proposal for a wetland project.

VII. EXECUTIVE SESSION

VIII. ADJOURNMENT

There, being no further business, the meeting was adjourned at 9:49 a.m.

Brad Weisenburger, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES – December 3, 2008, 9:09 a.m. – New Century, KS

Airport Commission

Present: Messrs. Downing, Hansen, Shepard and Weisenburger

Absent: Messrs. Dixon, Moore and Wittenborn

Staff: Metcalfe, Dunham, Helsel, Perry and Bellinger

Others: Glenn Brock, Executive Beechcraft
Kristen Cordill, Executive Beechcraft
Jim Cotton, KCAC
Frankie Taylor, Executive Beechcraft
Ray Olsen, Ray Olsen, LLC

Chairman Shepard called the meeting to order at 9:05 a.m.

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

I. APPROVAL OF MINUTES

MOVED BY MR. HANSEN AND SECONDED BY MR. DOWNING TO APPROVE THE MINUTES OF THE OCTOBER 22, 2008 MEETING AS PRESENTED. APPROVED (4-0).

II. REPORT OF THE CHAIRMAN

IV. EXECUTIVE SUMMARY

A. Review staff reports:

Mr. Metcalfe commented that there still continues to be some real estate prospects.

Mr. Perry stated that there continues to show a decrease on operations at both airports with Executive considerably lower than last year.

Mr. Helsel updated the board on filling the equipment operator position.

B. Summary of Financials:

Mr. Metcalfe stated that the Airport Commission is somewhat recession-proof because of long-term lease contracts. There isn't a huge fluctuation, on an operating basis, except for fuel flowage.

C. Consider ratifying the October 2008 expenditures as presented:

MOVED BY MR. WEISENBURGER AND SECONDED BY MR. HANSEN TO RATIFY THE OCTOBER 2008 EXPENDITURES AS PRESENTED. APPROVED (4-0).

V. DISCUSSION ITEMS

- A. Consider approving an amendment to the EMBARQ lease for 600 New Century Parkway to change the method of calculating future rent increases to a CPI basis.

Mr. Metcalfe briefed the board on three options for consideration on an amendment to EMBARQ's lease. After a lengthy discussion, the board approved to move forward with Option A;

MOVED BY MR. DOWNING AND SECONDED BY MR. WEISENBURGER TO APPROVE A LEASE AMENDMENT, OPTION A, FOR EMBARQ AS PRESENTED. APPROVED (4-0).

- B. Consider approving the 2009 Contract and Marketing Agreement for the Southwest Johnson County EDC.

MOVED BY MR. WEISENBURGER AND SECONDED BY MR. HANSEN TO APPROVE THE 2009 CONTRACT AND MARKETING AGREEMENT AS PRESENTED. APPROVED (4-0).

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

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

VI. BUSINESS FROM THE FLOOR

VII. EXECUTIVE SESSION – Personnel Matters

MOVED BY MR. DOWNING AND SECONDED BY MR. WEISENBURGER TO GO INTO EXECUTIVE SESSION AT 9:52 A.M., FOR 20 MINUTES, FOR PERSONNEL MATTERS. APPROVED (4-0)

VIII. ADJOURNMENT

There, being no further business, the meeting was adjourned at 10:12 a.m.

Brad Weisenburger, Secretary



R. Lee Metcalfe, Executive Director