

JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING

AGENDA

One New Century Parkway
New Century, KS 66031

Wednesday, January 27, 2010 – 9:00 a.m.

- I. **APPROVAL OF MINUTES** for the December 2, 2009 meetings.
- II. **REPORT OF THE CHAIRMAN**
- IV. **EXECUTIVE SUMMARY**
 - A. Review staff reports.
 - B. Summary of Financials.
 - C. Consider ratifying the November and December 2009 expenditures as presented.
- V. **DISCUSSION ITEMS**
 - A. Consider approving and submitting to the Kansas Department of Emergency Management an application for a grant of \$1,845,000 towards a \$2,460,000 project to mitigate stormwater flooding issues in the southern portion of the New Century AirCenter business park.
 - B. Proposed Airport Commission Capital Plan for 2010.
 - C. Consider approving the 2010 Contract and Marketing Agreement for the Southwest Johnson County EDC.
 - D. Report of the President, Southwest Johnson County EDC.
- VI. **BUSINESS FROM THE FLOOR**
- VII. **ADJOURNMENT**

JOHNSON COUNTY AIRPORT COMMISSION

SPECIAL MEETING

AGENDA

One New Century Parkway
New Century, KS 66031

Tuesday, September 14, 2010 - 9:00 a.m.

DISCUSSION ITEM:

- A. Consider approving an amendment to the lease for the Johnson County Parks & Recreation District's indoor soccer facility (now being referred to as the New Century Field House).
 - A. 1. Certificate of Survey

ADJOURNMENT

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES – January 27, 2010, 9:00 a.m. – New Century, KS

Airport Commission

Present: Messrs. Dixon, Moore, Raynor, Shepard, Weisenburger, and Wittenborn

Absent: Mr. Downing

Staff: Metcalfe, Dunham, Perry, and Bellinger

Others: Les Barnt, George Butler Associates, Inc.
Glenn Brock, Executive Beechcraft
Commissioner Ed Eilert, Johnson County BoCC
Mike Jewell, Advanced Aviation, L.L.C.
Ray Olsen, Ray Olsen, LLC
Tom Riederer, Southwest Johnson County EDC
Ken Watt, Johnson County Grants Manager

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. WITTENBORN TO APPROVE THE MINUTES OF THE DECEMBER 2, 2009 MEETING AS PRESENTED. APPROVED (6-0).

II. REPORT OF THE CHAIRMAN

IV. EXECUTIVE SUMMARY

A. Review staff reports:

Mr. Perry reminded the board that the 2010 budget needs reviewed at the February meeting and any changes or additions made to the final budget would need approval at the March meeting.

B. Summary of Financials:

Mr. Perry stated that revenues for the 2009 financials were ahead, on fund balance, then original expectations.

C. Consider ratifying the November and December 2009 expenditures as presented:

MOVED BY MR. MOORE AND SECONDED BY MR. WEISENBURGER TO RATIFY THE NOVEMBER AND DECEMBER 2009 EXPENDITURES AS PRESENTED. APPROVED (6-0).

(Revised- Thursday, February 18, 2010)

JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING

AGENDA

Johnson County Administration Building
111 S. Cherry
(Rooms 202 & 204)
Olathe, KS 66061

PLEASE NOTE
**MEETING
LOCATION!**

Wednesday, February 24, 2010 – 9:00 a.m.

- I. **JOINT BOCC/AIRPORT COMMISSION MEETING.**
- II. **APPROVAL OF MINUTES** for the January 27, 2010 meetings.
- III. **REPORT OF THE CHAIRMAN**
- IV. **EXECUTIVE SUMMARY**
 - A. Review staff reports.
 - B. Summary of Financials.
 - C. Consider ratifying the January 2010 expenditures as presented.
- V. **DISCUSSION ITEMS**
 - A. Consider approving a Consent To Assignment of Lease and To Mortgage for Fleet Care and New Century Ventures (Examinetics) for the sale of the Fleet Care facility at New Century.
 - B. Consider approving an Amendment of Lease and Service Agreement for Honeywell to amend the extension terms of their lease for the hangar at 101 N. New Century Parkway.
 - C. Consider approving an Estoppel Certificate of Landlord (containing consent to assignment of lease) for LIT Industrial Limited Partnership and Welshinvest LLC for the sale of the former North Supply/Embarq distribution center at 500 Sumner Way.
 - D. Discuss proposed 2011 Budget.
 - E. Report of the President, Southwest Johnson County EDC.
- VI. **BUSINESS FROM THE FLOOR**
- VII. **ADJOURNMENT**

JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING

AGENDA

One New Century Parkway
New Century, KS 66031

Wednesday, March 24, 2010 – 9:00 a.m.

- I. **APPROVAL OF MINUTES** for the February 24, 2010 meetings.
- II. **REPORT OF THE CHAIRMAN**
 - A. Darrell King – 25 Year Anniversary
- IV. **EXECUTIVE SUMMARY**
 - A. Review staff reports.
 - B. Summary of Financials.
 - C. Consider ratifying the February 2010 expenditures as presented.
- V. **DISCUSSION ITEMS**
 - A. Airport Insurance and Risk Management presentation from Johnson County Risk Manager, Terry Sinclair and Rob Hopson of Lockton Affinity.
 - B. Consider approving a revised Lease Agreement for KHP, LLC (Tom Cunningham, agent) for a multi-unit hangar project at 501 Highland Street, New Century.
 - C. Johnson County Parks and Recreation Director Michael Meadors, to discuss purchase of former Midwest Soccer facility at New Century.
 - D. Consider approving an Amendment to Lease for Fleet Care and New Century Ventures (Examinetics) for the sale of the Fleet Care facility at New Century.
 - E. Consider approving a Fixed-Based Operator agreement with Dodson International Parts, Inc. for a new FBO at New Century AirCenter.
 - F. Consider approving T-hangar rental rate increases for 2011.
 - G. Consider approving Airport Commission budget for 2011.
 - H. Report of the President, Southwest Johnson County EDC.
- VI. **BUSINESS FROM THE FLOOR**
- VII. **ADJOURNMENT**

JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING

AGENDA

One New Century Parkway
New Century, KS 66031

Wednesday, April 28, 2010 – 9:00 a.m.

- I. **APPROVAL OF MINUTES** for the March 24, 2010 meetings.
- II. **REPORT OF THE CHAIRMAN**
- IV. **EXECUTIVE SUMMARY**
 - A. Review staff reports.
 - B. Summary of Financials.
 - C. Consider ratifying the March 2010 expenditures as presented.
- V. **DISCUSSION ITEMS**
 - A. Airport Insurance and Risk Management presentation from Johnson County Risk Manager, Terry Sinclair and Rob Hopson of Lockton Affinity.
 - B. Consider recommending to the Board of County Commissioners approval of the sale of 8.72 acres of land at New Century AirCenter to the Johnson County Parks & Recreation District.
 - C. Consider approving a Fixed-Based Operator agreement with Dodson International Parts, Inc. for a new FBO at New Century AirCenter.
 - D. Consider consenting to the Assignment and Assumption of Lease from Michele Stauffer to T & C Aviation Enterprises, Inc. for the former KCH Flying Service Hangar #2 at Executive Airport, and consider consenting to the extension of the Lease from October 31, 2011 to October 31 2021.
 - E. Discuss feasibility of locating a joint Olathe/Johnson County yard waste composting operation on airport land at New Century AirCenter.
 - F. Consider approving T-hangar rental rate increases for January 1, 2011.
 - G. Report of the President, Southwest Johnson County EDC.
- VI. **BUSINESS FROM THE FLOOR**
- VII. **ADJOURNMENT**

JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING

AGENDA

One New Century Parkway
New Century, KS 66031

Wednesday, May 26, 2010 – 9:00 a.m.

- I. **APPROVAL OF MINUTES** for the April 28, 2010 meetings.
- II. **REPORT OF THE CHAIRMAN**
- IV. **EXECUTIVE SUMMARY**
 - A. Review staff reports.
 - B. Summary of Financials.
 - C. Consider ratifying the April 2010 expenditures as presented.
- V. **DISCUSSION ITEMS**
 - A. Discussion of bringing engineering and paving “in-house.”
 - B. Consider approving a Fixed-Based Operator agreement with Dodson International Parts, Inc. for a new FBO at New Century AirCenter.
 - C. Consider approving a Termination Agreement between Johnson County Airport Commission, Michele S. Stauffer and Kansas City Aviation Center, Inc., regarding the Assignment and Assumption of Lease to T & C Aviation Enterprises, Inc.
 - D. Consider approving T-hangar rental rate increases for January 1, 2011.
 - E. Discussion of capital projects and budget.
 - F. Report of the President, Southwest Johnson County EDC.
- VI. **BUSINESS FROM THE FLOOR**
- VII. **ADJOURNMENT**

JOHNSON COUNTY AIRPORT COMMISSION

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

Wednesday, October 27, 2010 – 9:00 a.m.

- I. **APPROVAL OF MINUTES** for the May 26, July 20, and September 14, 2010 meetings.
- II. **REPORT OF THE CHAIRMAN**
 - A. Introduction of Airport Commission board members:
 - a. David Webb, 3rd District, replacing Randy Downing
 - b. Suzie Aron, 1st District, replacing David Shepard
 - B. Jason Parrish – 5 Year Anniversary
 - C. Discuss combining the Airport Commission November and December meetings.
- IV. **EXECUTIVE SUMMARY**
 - A. Review staff reports.
 - B. Summary of Financials.
 - C. Consider ratifying the May, June, July, August, and September 2010 expenditures as presented.
- V. **DISCUSSION ITEMS**
 - A. Consider approving a Termination of Lease Agreement for the Alfred Gonzales, Jr. Revocable Living Trust, dba Gonzales Communications, for the recently demolished facility at 90 Leawood Drive, New Century AirCenter.
 - B. Discuss grant procedures and approvals.
 - C. Discuss 5-Year Infrastructure Spending plan.
 - D. Discuss Airport Commission Succession plan.
 - E. Report of the President, Southwest Johnson County EDC.
- VI. **BUSINESS FROM THE FLOOR**
- VII. **ADJOURNMENT**

R E V I S E D

JOHNSON COUNTY AIRPORT COMMISSION

MONTHLY MEETING

AGENDA

One New Century Parkway
New Century, KS 66031

Wednesday, December 8, 2010 – 9:00 a.m.

- I. **APPROVAL OF MINUTES** for the October 27, July 20, 2010 meetings.
- II. **REPORT OF THE CHAIRMAN**
 - A. Recognition of service for David Shepard, May 2002 thru September 2010.
- IV. **EXECUTIVE SUMMARY**
 - A. Review staff reports.
 - B. Summary of Financials.
 - C. Consider ratifying the October and November 2010 expenditures as presented.
- V. **DISCUSSION ITEMS**
 - A. Consider approving the Addendum to the Fixed Base Operation Lease and Consent to Assignment for T & C Aviation Enterprises, Inc.
 - B. Consider approving an Assignment of Lease from Executive Beechcraft to Butler-National for the original Executive Beechcraft hangar at One Aero Plaza, New Century AirCenter, subject to final approval of documentation by the Executive Director and Legal Counsel.
 - C. Review plans and cost projections for the expansion of the Regional Stormwater Detention Basin on south New Century Parkway (adjacent to the New Century Field House, former indoor soccer facility).
 - D. Discuss updating FAA Grant Procedures and Approvals.
 - E. Report of the President, Southwest Johnson County EDC.
- VI. **BUSINESS FROM THE FLOOR**
- VII. **ADJOURNMENT**

V. **DISCUSSION ITEMS**

- A. Consider approving and submitting to the Kansas Department of Emergency Management an application for a grant of \$1,845,000 towards a \$2,460,000 project to mitigate stormwater flooding issues in the southern portion of the New Century AirCenter business park.

Mr. Metcalfe briefed the board on the county's grant policy process and introduced Les Barnt, George Butler Associates, Inc. and Ken Watt, Johnson County Grants Manager. Mr. Barnt presented information regarding the filing for an application grant with the Kansas Department of Emergency Management (FEMA), to mitigate stormwater flooding issues. Mr. Wittenborn asked for clarification of where the water will be going from the pump station. Mr. Barnt responded that the water will pump out to the creek and displayed a map and layout of the proposed project. Mr. Wittenborn asked what was the timeframe for completion of the project. Mr. Barnt replied, once the grant is awarded, it could be completed by next spring.

MOVED BY MR. WITTENBORN AND SECONDED BY MR. DIXON TO APPROVE AND SUBMITTING AN TO THE KANSAS DEPARTMENT OF EMERGENCY MANAGEMENT AN APPLICATION FOR A GRANT OF \$1,845,000 TOWARDS A \$2,460,000 PROJECT TO MITIGATE STORMWATER FLOODING ISSUES IN THE SOUTHERN PORTION OF THE NEW CENTURY AIRCENTER BUSINESS PARK AS PRESENTED. APPROVED (6-0).

- B. Proposed Airport Commission Capital Plan for 2010.

Mr. Perry presented to the board a proposed capital expenditures list for the Airport Improvement Program (AIP) as currently carried with the FAA. The list is based upon when the FAA will get funding and Airport Priority Ranking (APR). Mr. Metcalfe stated that we have reserve funds that could be used on the 2011 budget for a few projects. Mr. Dixon replied that he would be interested in having more t-hangars built. Mr. Wittenborn added that repairing the ramp near Advance Aviation should be a priority and he would like funds to go towards that project. Mr. Metcalfe will develop a prioritization list to present to the board.

MOVED BY MR. WEISENBURGER AND SECONDED BY MR. MOORE AS PRESENTED APPROVED (6-0).

- C. Consider approving the 2010 Contract and Marketing Agreement for the Southwest Johnson County EDC.

MOVED BY MR. WEISENBURGER AND SECONDED BY MR. DIXON TO APPROVE THE 2010 CONTRACT AND MARKETING AGREEMENT AS PRESENTED. APPROVED (6-0).

- D. 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**

Commissioner Eilert addressed the board and expressed his appreciation for being the county's liaison to the Airport Commission this past year.

VII. ADJOURNMENT

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

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

William J. Raynor, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES – February 24, 2010, 9:00 a.m. – Olathe, KS

Airport Commission

Present: Messrs. Dixon, Downing, Moore, Raynor and Wittenborn

Absent: Messrs. Shepard and Weisenburger

Staff: Metcalfe, Dunham, Perry and Bellinger

Others: Robert Abrams, Advanced Aviation, LLC
Tom Cray – No-Spill, LLC
Berniece Duletski, Johnson County Deputy County Manager
Commissioner Ed Eilert, Johnson County BoCC
Commissioner Calvin Hayden, Johnson County BoCC
Mike Jewell, Advanced Aviation, LLC
Cindy Kemper, Johnson County Environmental
Jennifer Logan, Johnson County Environmental
Melissa McChesney, Johnson County Assistant to the BoCC
Dean Palos, Johnson County Planning
Ray Olsen, Ray Olsen, LLC
Commissioner Ed Peterson, Johnson County BoCC
Mike Schrage, Deputy County Manager-City of Salina, KS
Josie Stramberg, Johnson County Assistant to the BoCC
Chairman Annabeth Surbaugh, Johnson County BoCC
Commissioner Doug Wood, Johnson County BoCC
Hannas Zacharias, Johnson County Deputy County Manager

Commissioner Wood called the meeting to order at 9:12 a.m.

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

I. JOINT BOARD OF COUNTY COMMISSIONERS/AIRPORT COMMISSION MEETING

Commissioner Wood welcomed everyone to the annual joint Board of County Commissioners and Airport Commission meeting. After self-introductions, Commissioner Wood asked the County Manager, Hannes Zacharias, to give an update on the 2010 budget and projections for 2011.

Mr. Metcalfe gave a status update on negotiations to sell the New Century water utility to Rural Water District #7.

A presentation was given by Dean Palos, Johnson County Planning, on County Diesel

Emissions. Discussions included idling issues/requirements, restrictions, exceptions and impact on the environment. Cindy Kemper, Johnson County Environmental, handed out *How Diesel Exhaust and Idling Affects YOU* flyers and answered inquiries regarding differences between county and state regulations.

At 9:47 a.m., the joint Board of County Commissioners and Airport Commission meeting adjourned.

Vice Chairman Mike Moore called the regularly scheduled Airport Commission meeting to order at 9:47 a.m.

II. APPROVAL OF MINUTES

MOVED BY MR. DIXON AND SECONDED BY MR. DOWNING TO APPROVE THE MINUTES OF THE JANUARY 27, 2010 MEETING AS PRESENTED. APPROVED (5-0).

III. REPORT OF THE CHAIRMAN

No Report of the Chairman

IV. EXECUTIVE SUMMARY

A. Review staff reports:

Vice Chairman Moore asked Mr. Metcalfe how it would affect the airport now that BNSF Railway was not awarded the TIGER grant. Mr. Metcalfe responded that BNSF plans are to continue with the project.

Mr. Perry provided updates on airport runway and taxiway projects and possible FAA grants. He stated that FAA may approve a grant, prior to the next Airport Commission meeting, and asked the board to grant signing authority to the Chairman.

MOVED BY MR. DIXON AND SECONDED BY MR. DOWNING TO APPROVE SIGNING AUTHORITY FOR THE CHAIRMAN TO SIGN FAA GRANTS, ONCE APPROVED, AS PRESENTED. APPROVED (5-0).

B. Summary of Financials:

Mr. Dixon asked Mr. Perry for a summary on the total expenses for the professional services expense on milling and overlay for taxiway projects. Mr. Perry responded that the FAA grant for those projects, on engineering design fees, was \$176,000. That is a 95% grant with 5% paid by the Airport Commission. Mr. Dixon requested that the Airport Commission consider hiring engineering staff. Mr. Metcalfe commented there would not be enough work to staff a full-time position.

C. Consider ratifying the January 2010 expenditures as presented:

MOVED BY MR. WITTENBORN AND SECONDED BY MR. RAYNOR TO RATIFY THE JANUARY 2010 EXPENDITURES AS PRESENTED. APPROVED (5-0).

V. DISCUSSION ITEMS

A. Consider approving a Consent To Assignment of Lease and To Mortgage and Option Agreement for Fleet Care and New Century Ventures (Examinetics) for the sale of the Fleet Care facility at New Century.

Mr. Metcalfe briefed the board on the Consent To Assignment of Lease and To Mortgage and Option Agreement for Fleet Care and New Century Ventures (Examinetics).

MOVED BY MR. WITTENBORN AND SECONDED BY MR. DOWNING TO APPROVE A CONSENT TO ASSIGNMENT OF LEASE AND TO MORTGAGE AND OPTION AGREEMENT FOR FLEET CARE AND NEW CENTURY VENTURES (EXAMINETICS) FOR THE SALE OF THE FLEET CARE FACILITY AT NEW CENTURY AS PRESENTED. APPROVED (5-0).

B. Consider approving an Amendment of Lease and Service Agreement for Honeywell to amend the extension terms of their lease for the hangar at 101 N. New Century Parkway.

Mr. Metcalfe recommended board approval for the modification on extension terms amendment for Honeywell.

MOVED BY MR. WITTENBORN AND SECONDED BY MR. RAYNOR TO APPROVE AN AMENDMENT OF LEASE AND SERVICE AGREEMENT FOR HONEYWELL TO AMEND THE EXTENSION TERMS OF THEIR LEASE FOR THE HANGAR AT 101 N. NEW CENTURY PARKWAY AS PRESENTED APPROVED (5-0).

C. Consider approving an Estoppel Certificate of Landlord (containing consent to assignment of lease) for LIT Industrial Limited Partnership and Welshinvest LLC for the sale of the former North Supply/Embarq distribution center at 500 Sumner Way.

MOVED BY MR. DIXON AND SECONDED BY MR. WITTENBORN TO APPROVE AN ESTOPPEL CERTIFICATE OF LANDLORD (CONTAINING CONSENT TO ASSIGNMENT OF LEASE) FOR LIT INDUSTRIAL LIMITED PARTNERSHIP AND WELSHINVEST, LLC FOR THE SALE OF THE FORMER NORTH SUPPLY/EMBARQ DISTRIBUTION CENTER AT 500 SUMNER WAY AS PRESENTED. APPROVED (5-0).

D. Discuss proposed 2011 Budget.

Mr. Perry updated the board on the 2011 budget, worksheets and finalized data that needs to be approved at the April meeting. The deadline to submit to the County budget offices is April 5th. The 2009 fund balance is predicted to be around \$2,500,000. He recommended completing infrastructure projects that have been on hold, such as \$100,000 on the rail and pavement issues. Mr. Perry suggested placing some of the fund balance for 2011 and program in capital

projects to match the amount for use on infrastructure. He added that \$600,000 should be held in order to keep the County credit rating up. Mr. Dixon asked if there were a list of infrastructure priorities. Mr. Perry responded there is a list of pavement priorities he recommended pursuing. Mr. Wittenborn asked what percentage is devoted to infrastructure. Mr. Metcalfe recommended \$500,000 be budgeted on capital projects for 2011.

Mr. Dixon asked if T-hangar rental rate increases were to be reviewed every two years. Mr. Perry responded they are to be reviewed every two years. However, the board made the decision to hold off on increasing rates in 2009 due to the economic situation. Mr. Dixon asked that it be placed on the agenda for today's discussion. Vice Chairman Moore consented to add as a discussion item on today's agenda.

E. Discussion to consider increasing T-Hangar rates.

Mr. Dixon stated that the Airport Commission should not subsidize rent because of economic issues and commented that one local airport raised T-hangar rents in 2009. Mr. Perry replied that rates for a single hangar are \$235 and \$280 for a large hangar. Mr. Dixon added that current single hangar rates at Lees' Summit are \$255. Mr. Wittenborn commented that it was time to revisit increasing T-hangar rates. He houses an aircraft at a local FBO and their policy is to increase rates 10% yearly. Mr. Dixon asked if staff could research rates at other airports and present at the next meeting. He also recommended announcing to the flying community the possible increase in rates. Mr. Metcalfe presented financial costs to build new T-hangars. Mr. Metcalfe stated that debt service for tenants, on new T-hangars, would cost around \$600. Mr. Metcalfe commented that there is a significant reduction in our T-hangar waiting list. Typically, the second or third person contacted would take an available hangar and now it is the ninth or tenth person contacted. Mr. Cray stated that he and his partner house their aircraft downtown because there is no hangar available at Executive Airport. He asked staff to actively police hangars to ensure that current tenants have aircraft in their hangars and not used for a storage unit or subleasing illegally. He added that the black market on hangars is rampant and implored staff to step up efforts to identify those and enforce policies. He also stated that his aircraft has been housed in three different hangars within that many months, at Air Associates, and pay's monthly rental fees of \$500. Vice Chairman Moore praised staff on their efforts to enforce policies on subleasing hangars. It is very difficult to identify subleasing without the T-hangar community bringing to staff's attention those involved in black market subleasing. Mr. Metcalfe added that when identified, the hangar tenant is requested by staff to produce documents of ownership and it most generally ends up being identified as a business partner who owns the aircraft. Mike Jewell, Advanced Aviation, stated that he sympathized with staff and encouraged due diligence in actively addressing subleasing issues of tenants and FBOs. Mr. Metcalfe stated that best practices would be researched and presented at next month's meeting.

F. 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

VII. ADJOURNMENT

There, being no further business, the meeting was adjourned at 11:25 a.m.

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

William J. Raynor, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES – March 24, 2010, 9:00 a.m. – New Century, KS

Airport Commission

Present: Messrs. Dixon, Raynor, Shepard and Weisenburger

Absent: Messrs. Downing, Moore and Wittenborn

Staff: Metcalfe, Dunham, Perry and Bellinger

Others: Robert Abrams, Advanced Aviation, LLC
Lee Crites, hangar tenant
Mike Dolin, hangar tenant
Rick Grossman, hangar tenant
Michael Meadors, Johnson County Parks & Recreation Director
Ray Olsen, Ray Olsen, LLC
Commissioner Ed Peterson, Johnson County BoCC
Bill Tulley, Attorney
Tom Riederer, Southwest Johnson County EDC

Commissioner Wood called the meeting to order at 9:04 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. RAYNOR TO APPROVE THE MINUTES OF THE FEBRUARY 24, 2010 MEETING AS PRESENTED. APPROVED (3-1-0). CHAIRMAN SHEPARD ABSTAINED AS HE WAS NOT IN ATTENDANCE AT THE FEBRUARY MEETING.

II. REPORT OF THE CHAIRMAN

A. Darrell King – 25 Year Anniversary

Chairman Shepard congratulated Darrell King and expressed the board's appreciation for his twenty-five years of dedicated service.

IV. EXECUTIVE SUMMARY

A. Review staff reports:

No additions to the staff reports.

B. Summary of Financials:

No additions to the Summary of Financials.

C. Consider ratifying the February 2010 expenditures as presented:

MOVED BY MR. RAYNOR AND SECONDED BY MR. WEISENBURGER TO RATIFY THE FEBRUARY 2010 EXPENDITURES AS PRESENTED. APPROVED (4-0).

V. **DISCUSSION ITEMS**

A. Consider approving T-hangar rental rate increases for 2011.

Mr. Metcalfe briefed the board on the status of T-hangar rental rate increases. Typically, the board reviews raising rents every two years and by no more than six percent on average. However, due to the economy, the board approved not to increase rental rates last year, 2009. Because T-hangars are fairly maintenance intensive and there are some significant pavement replacement needs, Mr. Metcalfe recommended the board approve raising rates for 2011. Current T-hangar tenants, Lee Crites, Ray Vallero, Rick Grossman and Mike Dolin expressed issues of water damage from leaking roofs, condensation, drainage problems, taxiway/pavement damage and ramp issues. After a lengthy discussion, the board tabled the discussion item until the next meeting in April.

MOVED BY MR. DIXON AND SECONDED BY MR. RAYNOR TO TABLE DISCUSSIONS FOR T-HANGAR RENTAL RATE INCREASES FOR 2011 UNTIL THE APRIL 28TH MEETING. APPROVED (4-0).

B. Johnson County Parks and Recreation Director Michael Meadors, to discuss purchase of former Midwest Soccer facility at New Century.

Michael Meadors, Director of Johnson County Parks and Recreation expressed interest in acquiring the Consent to Assignment of the former Midwest Soccer facility. Bill Tulley, Park District Legal Counsel, stated their interest is also to purchase the land. Mr. Metcalfe asked the board to consider approving the Consent to Assignment and Estoppel Agreement.

MOVED BY MR. WITTENBORN AND SECONDED BY MR. RAYNOR TO APPROVE CONSENT TO ASSIGNMENT AND ESTOPPEL AGREEMENT FOR THE FORMER MIDWEST SOCCER FACILITY AT NEW CENTURY AS PRESENTED APPROVED (4-0).

C. Consider approving a Fixed-Based Operator agreement with Dodson International parts, Inc. for a new FBO at New Century AirCenter.

MOVED BY MR. WEISENBURGER AND SECONDED BY MR. DIXON TO TABLE DISCUSSIONS FOR APPROVING A FIXED-BASED OPERATOR AGREEMENT WITH DODSON INTERNATIONAL PARTS, INC. FOR A NEW FBO AT NEW CENTURY AIRCENTER UNTIL THE APRIL 28TH MEETING, WHEN MR. DODSON WILL BE ABLE TO ATTEND. APPROVED (4-0).

- D. Consider approving an Amendment to Lease for Fleet Care and New Century Ventures (Examinetics) for the sale of the Fleet Care facility at New Century.

MOVED BY MR. DIXON AND SECONDED BY MR. RAYNOR TO APPROVE AN AMENDMENT TO LEASE FOR FLEET CARE AND NEW CENTURY VENTURES (EXAMINETICS) FOR THE SALE OF THE FLEET CARE FACILITY AT NEW CENTURY AS PRESENTED. APPROVED (4-0).

- E. Consider approving a revised Lease Agreement for KHP, LLC (Tom Cunningham, agent) for a multi-unit hangar project at 501 Highland Street, New Century.

Mr. Metcalfe commented that changes in the revised lease agreement includes language that would make the lessee responsible for maintaining any stormwater structures or taxiways that are not included in the leasehold boundary. These specifically were requirements from Johnson County Planning.

MOVED BY MR. RAYNOR AND SECONDED BY MR. WEISENBURGER TO APPROVE A REVISED LEASE AGREEMENT FOR KHP, LLC (TOM CUNNINGHAM, AGENT) FOR A MULTI-UNIT PROJECT AT 501 HIGHLAND STREET, NEW CENTURY AS PRESENTED. APPROVED (4-0).

- F. Consider approving a revised Amendment of Lease and Service Agreement for Honeywell to amend the extension terms of their lease for the hangar at 101 N. Century Parkway.

MOVED BY MR. WEISENBURGER AND SECONDED BY MR. RAYNOR TO APPROVE A REVISED AMENDMENT OF LEASE AND SERVICE AGREEMENT FOR HONEYWELL TO AMEND THE EXTENSION TERMS OF THEIR LEASE FOR THE HANGAR AT 101 N. CENTURY PARKWAY AS PRESENTED. APPROVED (4-0).

- G. Consider approving Airport Commission budget for 2011.

Mr. Perry stated that \$500,000 of the existing fund balance is included for capital expenses. There is around \$100,000 of rail work that needs to be completed. In addition, if the water system does not sale this year, the 3 million gallon tank will need to be completely sandblasted and repainted. The remainder of the funds will be used on other infrastructure projects. Staff will put together a priority list for consideration at the next meeting.

MOVED BY MR. RAYNOR AND SECONDED BY MR. WEISENBURGER TO APPROVE THE AIRPORT COMMISSION BUDGET FOR 2011 AS PRESENTED. APPROVED (4-0).

- H. Discussion of proposed farmers' market on airport land at New Century AirCenter.

MOVED BY MR. RAYNOR AND SECONDED BY MR. WEISENBURGER TO DENY A PROPOSED FARMERS' MARKET ON AIRPORT LAND AT NEW CENTURY AIRCENTER AS PRESENTED. APPROVED (4-0).

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

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

VI. BUSINESS FROM THE FLOOR

Robert Abrahms, Advanced Aviation, requested the board to consider repairing of ramp issues as part of the infrastructure projects.

VII. ADJOURNMENT

There, being no further business, the meeting was adjourned at 10:30 a.m.

**MOVED BY MR. WEISENBURGER AND SECONDED BY MR. DIXON TO ADJOURN.
APPROVED (4-0).**

William J. Raynor, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES – April 28, 2010, 9:00 a.m. – New Century, KS

Airport Commission

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

Absent: Mr. Shepard

Staff: Metcalfe, Dunham, Perry and Bellinger

Others: Robert Abrams, Advanced Aviation, LLC
Tom Cargin, T & C Aviation Enterprises, Inc.
Mike Dolin, hangar tenant
Jill Geller, Johnson County Parks & Recreation Director
Rob Hopson, Lockton Affinity
Mike Jewell, Advanced Aviation, LLC
Tim Maier, New Century Air Service
Michael Meadors, Johnson County Parks & Recreation Director
Ray Olsen, Ray Olsen, LLC
Tom Riederer, Southwest Johnson County EDC
Terry Sinclair, Johnson County Risk Management
Thomas A. Stellwag II, New Century Air Repair
R.J. Vallejo, hangar tenant

Vice Chairman Moore 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. WEISENBURGER AND SECONDED BY MR. WITTENBORN TO APPROVE THE MINUTES OF THE MARCH 24, 2010 MEETING AS PRESENTED. APPROVED (5-0).

II. REPORT OF THE CHAIRMAN

No Report of the Chairman.

IV. EXECUTIVE SUMMARY

A. Review staff reports:

No additions to the staff reports.

B. Summary of Financials:

No additions to the Summary of Financials.

C. Consider ratifying the March 2010 expenditures as presented:

MOVED BY MR. DIXON AND SECONDED BY MR. WITTENBORN TO RATIFY THE MARCH 2010 EXPENDITURES AS PRESENTED. APPROVED (5-0).

V. DISCUSSION ITEMS

A. Airport Insurance and Risk Management presentation from Johnson County Risk Manager, Terry Sinclair and Rob Hopson of Lockton Affinity.

Terry Sinclair, Johnson County Risk Manager, discussed the Airport Commission insurance coverage and gave handouts to the board and staff. Rob Hopson of Lockton Affinity, gave an update on airport insurance and hangar keeper's liability insurance coverage. He stated there was a \$5,000 deductible for the Airport Commission on t-hangar damage and the insurance provider would cover the remainder. Mr. Dixon asked if there were any open claims. Mr. Hopson responded there was one open claim, an FBO damaged aircraft, but the airport is not held liable for the incident.

B. Consider recommending to the Board of County Commissioners approval of the sale of 8.72 acres of land at New Century AirCenter to the Johnson County Parks & Recreation District.

Mr. Metcalfe briefed the board on Johnson County Parks and Recreation's interest in purchasing 8.72 acres of land at New Century AirCenter, to coincide with the recent Consent to Assignment of the former Midwest Soccer facility. Mr. Meadors, Director of Johnson County Parks and Recreation, commented that renderings, if interested, would be provided to the board and stated that construction could begin within six weeks of the sale and they are anticipating an early 2011 opening of the indoor soccer facility.

MOVED BY MR. DIXON AND SECONDED BY MR. WITTENBORN TO RECOMMEND APPROVING THE SALE OF 8.72 ACRES OF LAND AT NEW CENTURY AIRCENTER TO THE BOARD OF COUNTY COMMISSIONERS BASED UPON INDUSTRIAL PARK, FAA PROVISIONS/CLAUSES, JOHNSON COUNTY DEVELOPMENT PLAN & ZONING LAND USE REGULATIONS AND LEGAL INCLUDING THE RIGHT OF FIRST REFUSAL FOR THE AIRPORT COMMISSION IN THE AGREEMENT. (5-0).

C. Consider approving a fixed-Based Operator agreement with Dodson International Parts, Inc. for a new FBO at New Century AirCenter.

Mr. Metcalfe updated the board on current lease issues with Dodson International Parts, Inc. that include retaining salvage, storage of inoperable aircraft, various aircraft parts on the ramp, no current certification of insurance on file and a continued history of failing to pay rent in a timely manner. Mr. Metcalfe spoke with Mr. Dodson about the lease defaults on several occasions and he requested, in writing, the salvage parts to be removed from the ramp.

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Mr. Metcalfe recommended to the board not to consider an FBO agreement, at this time, due to the current lease default issues. Tom Stellwag, maintenance manager, stated that this is the first he has heard of the issues and will have all salvage, aircraft parts removed and contact Mr. Dodson regarding current defaults. Tim Maier of New Century Air Service, a subdivision of Dodson International Parts, Inc., stated that valid certifications for Aviation, Commercial Property and Liability insurance would be provided to the Airport Commission.

MOVED BY MR. WITTENBORN AND SECONDED BY MR. DIXON TO TABLE DISCUSSIONS UNTIL THE OWNER, JR DODSON, IS ABLE TO APPEAR BEFORE THE BOARD TO ADDRESS ISSUES OF NONCOMPLIANCE OF CURRENT LEASE, AND FUTURE PLANS, SITE PLAN OR SCHEMATICS FOR FBO OPERATIONS. APPROVED (5-0).

- D. Consider consenting to the Assignment and Assumption of Lease from Michele Stauffer to T & C Aviation Enterprises, Inc. for the former KCH Flying Service Hangar #2 at Executive Airport, and consider consenting to the extension of the Lease from October 31, 2011 to October 31, 2021.

MOVED BY MR. DIXON AND SECONDED BY MR. RAYNOR TO APPROVE A CONSENT AND ASSUMPTION OF LEASE FROM MICHELE STAUFFER TO T & C AVIATION ENTERPRISES, INC. FOR THE FORMER KCH FLYING SERVICE HANGAR #2 AT EXECUTIVE AIRPORT AND APPROVE AN EXTENSION OF THE LEASE FROM OCTOBER 31, 2011 TO OCTOBER 31, 2021 AS PRESENTED. APPROVED (5-0).

- E. Discuss feasibility of locating a joint Olathe/Johnson County yard waste composting operation on airport land at new Century AirCenter.

MOVED BY MR. DIXON AND SECONDED BY MR. WITTENBORN TO DENY A PROPOSAL OF A JOINT OLATHE/JOHNSON COUNTY YEARD WASTE COMPOSING OPERATION ON AIRPORT LAND AT NEW CENTURY AIRCENTER AS PRESENTED. APPROVED (5-0).

- F. Consider approving T-hangar rental rate increases for January 1, 2011.

T-hangar rental rate discussion was tabled from last month's discussion and Mr. Perry commented to the board and guests the reasons why increases were necessary and should be increased every couple of years. Mainly, for maintenance upkeep on the hangars, ramps and it would help reduce the number of illegal subleasing. Mr. Metcalfe stated that we currently are taking care of hangar issues unit by unit and that he and Mr. Perry are preparing a capital project list to present at the next Airport Commission meeting. Mr. Vallejo, t-hangar tenant, suggested continuing with the rent increases every couple of years, but to also include a categorized list of tenant needs and issues. After a lengthy discussion, Mr. Perry recommended checking into bonds for the capital projects and Mr. Metcalfe stated that the funds from the sale of the land to Johnson County Parks & Recreation District could be earmarked for hangar issues and projects.

MOVED BY MR. DIXON AND SECONDED BY MR. WITTENBORN TO TABLE DISCUSSIONS FOR STAFF RECOMMENDATIONS AT THE NEXT REGULARLY SCHEDULED MEETING IN MAY. APPROVED (5-0).

G. 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**

No Business from the Floor.

VII. **ADJOURNMENT**

There, being no further business, the meeting was adjourned at 11:02 a.m.

**MOVED BY MR. DIXON AND SECONDED BY MR. WEISENBURGER TO ADJOURN.
APPROVED (4-0).**

William J. Raynor, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES – May 26, 2010, 9:00 a.m. – New Century, KS

Airport Commission

Present: Messrs. Dixon, Raynor, Shepard, and Weisenburger

Absent: Messrs. Moore, Webb and Wittenborn

Staff: Metcalfe, Dunham, Perry and Bellinger

Others: Robert Abrams, Advanced Aviation, LLC
Mac Andrews, Johnson County Public Works
JR Dodson, Dodson International Parts, Inc.
Mike Dolin, hangar tenant
Mike Jewell, Advanced Aviation, LLC
Tim Maier, New Century Air Service
Ray Olsen, Ray Olsen, LLC
Brian Pietig, Johnson County Public Works

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. WEISENBURGER AND SECONDED BY MR. RAYNOR TO APPROVE THE MINUTES OF THE APRIL 28, 2010 MEETING AS PRESENTED. APPROVED (3-1-0). CHAIRMAN SHEPART ABSTAINED, AS HE WAS NOT IN ATTENDANCE AT THE APRIL MEETING.

II. REPORT OF THE CHAIRMAN

No Report of the Chairman.

IV. EXECUTIVE SUMMARY

A. Review staff reports:

Mr. Metcalfe updated the board on recent talks with Rural Water District #7 and their working on a final offer for the sale of the New Century water business.

B. Summary of Financials:

No additions to the Summary of Financials.

C. Consider ratifying the April 2010 expenditures as presented:

MOVED BY MR. WITTENBORN AND SECONDED BY MR. RAYNOR TO RATIFY THE APRIL 2010 EXPENDITURES AS PRESENTED. APPROVED (4-0).

V. DISCUSSION ITEMS

- A. Discussion of bringing engineering and paving “in-house.”

Mac Andrews, Johnson County Public Works Director, gave the board a presentation on the pros and cons of “in-house” paving. His recommendation to the board is to continue with hiring professionals for street, taxiway and runway projects as they arise.

- B. Consider approving a Fixed-Based Operator agreement with Dodson International Parts, Inc. for a new FBO at New Century AirCenter.

MOVED BY MR. WEISENBURGER AND SECONDED BY MR. DIXON TO APPROVE A FIXED-BASED OPERATOR AGREEMENT WITH DODSON INTERNATIONAL PARTS, INC. FOR A NEW FBO AT NEW CENTURY AIRCENTER AS PRESENTED. APPROVED (4-0).

- C. Consider approving an Option to Lease Land for Advanced Aviation, LLC for a future hangar site at New Century AirCenter.

MOVED BY MR. DIXON AND SECONDED BY MR. RAYNOR TO APPROVE A THREE-YEAR OPTION TO LEASE LAND FOR ADVANCED AVIATION, LLC, FOR A FUTURE HANGAR SITE AT NEW CENTURY AIRCENTER, WITH TWO ONE-YEAR OPTIONS TO EXTEND OPTION TO LEASE AS PRESENTED. APPROVED (4-0).

- D. Consider approving a Termination Agreement between Johnson County Airport Commission, Michele S. Stauffer and Kansas City Aviation Center, Inc., regarding the Assignment and Assumption of Lease to T & C Aviation Enterprises, Inc.

MOVED BY MR. DIXON AND SECONDED BY MR. WEISENBURGER TO APPROVE A TERMINATION AGREEMENT BETWEEN JOHNSON COUNTY AIRPORT COMMISSION, MICHELE S. STAUFFER AND KANSAS CITY AVIATION CENTER, INC., REGARDING THE ASSIGNMENT AND ASSUMPTION OF LEASE TO T & C AVIATION ENTERPRISES, INC. AS PRESENTED. APPROVED (4-0).

- E. Consider approving T-hangar rental rate increases for January 1, 2011.

T-hangar rental rate discussion was tabled from last month’s meeting and Mr. Perry reiterated to the board and guests the reasons why increases were necessary and should be increased every couple of years. Mainly, for maintenance upkeep on the hangars, ramps and it would help reduce the number of illegal subleasing. Mr. Metcalfe stated that we currently are taking care of hangar issues unit by unit and that he and Mr. Perry have prepared a capital project list for board discussion. Mr. Olsen suggested focusing on maintaining the current hangar problems of leaking roofs, condensation and regular inspections to help alleviate subleasing issues. After a lengthy discussion, Mr. Dixon recommended tabling the discussion until a full

board could meet, minimum of six, at the next Airport Commission meeting.

MOVED BY MR. DIXON AND SECONDED BY MR. RAYNOR TO TABLE DISCUSSIONS UNTIL A FULL BOARD COULD MEET, MINIMUM OF SIX, AT THE NEXT REGULARLY SCHEDULED MEETING IN JUNE. APPROVED (4-0).

F. Discussion of capital projects.

Mr. Metcalfe presented to the board a list of capital projects that include hangar maintenance, taxiway and runway projects/repairs, and rail project and maintenance. Chairman Shepard recommended continuing discussions in a work session following next months meeting.

G. 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 10:25 a.m.

MOVED BY MR. RAYNOR AND SECONDED BY MR. WEISENBURGER TO ADJOURN. APPROVED (4-0).

William J. Raynor, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

SPECIAL MEETING MINUTES – September 14, 2010, 9:00 a.m. – New Century, KS

Airport Commission

Present: Mr. Moore

Present by phone: Messrs. Raynor, Webb, and Weisenburger

Absent: Messrs. Dixon, Shepard and Wittenborn

Staff: Metcalfe, Dunham, Perry and Bellinger

Others: Michael Meadors, Johnson County Parks & Recreation

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

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

V. DISCUSSION ITEMS

- A. Consider approving an amendment to the lease for the Johnson County Parks & Recreation District's indoor soccer facility (now being referred to as the New Century Field House).

MOVED BY MR. WEBB AND SECONDED BY MR. WEISENBURGER TO APPROVE AN AMENDMENT TO THE LEASE FOR THE JOHNSON COUNTY PARKS & RECREATION DISTRICT'S INDOOR SOCCER FACILITY AS PRESENTED. APPROVED (4-0).

VI. ADJOURNMENT

There, being no further business, the meeting was adjourned at 9:12 a.m.

MOVED BY MR. RAYNOR AND SECONDED BY MR. WEISENBURGER TO ADJOURN. APPROVED (4-0).

William J. Raynor, Secretary

R. Lee Metcalfe, Executive Director

JOHNSON COUNTY AIRPORT COMMISSION

MINUTES – October 27, 2010, 9:00 a.m. – New Century, KS

Airport Commission

Present: Messrs. Dixon, Moore, Raynor, Webb, Weisenburger, and Wittenborn

Absent: Ms. Aron

Staff: Metcalfe, Dunham, Perry, and Bellinger

Others: Michael Ashcraft, Ashcraft & Associates
Chris Reedy, Butler National Corporation
Mike Dolin, hangar tenant
Sherburne Dunn, Harmony View West Home Owners Association
Greg Gibson, Signature Flight Support
Mike Jewell, Advanced Aviation, LLC Ray Olsen, Ray Olsen, LLC
Commissioner Ed Peterson, BoCC
Tom Riederer, Southwest Johnson County EDC
David Shepard, iHIGH

Vice Chairman Moore, called the meeting to order at 9:00.

(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. WEBB TO APPROVE THE MINUTES OF THE OCTOBER 27, 2010 MEETING AS PRESENTED. APPROVED (6-0).

II. REPORT OF THE CHAIRMAN

A. Recognition of service for David Shepard.

Vice Chairman Moore presented David Shepard a plaque and recognized his outstanding dedication and service in representing the Johnson County Airport Commission from May 2002 through September 2010.

IV. EXECUTIVE SUMMARY

A. Review staff reports:

No addition to staff reports.

B. Summary of Financials:

Mr. Webb commented that August expenses were greater than the revenues. Mr. Perry responded the reason is debt service, interest is due in March and the principal and interest are paid the end of August.

C. Consider ratifying the May, June, July, August, and September 2010 expenditures as presented:

Mr. Metcalfe briefed new board members on the department expenditures process. Mr. Webb

asked Mr. Metcalfe to explain the expenditures for the fire department. Mr. Metcalfe replied that originally the Airport Commission's fire department staff provided all fire/air crash rescue service to New Century AirCenter and responded to the City of Gardner's alarms. In 1992, discussions began to consolidate with Rural Fire District #1 and the City of Gardner. Rural FD #1 agreed to consolidate with New Century. Since the consolidation, payments are made annually, for emergency service, to the FD #1. To date, FD#1 is in the process of contracting to provide fire protection with the City of Gardner. Now, would be a good time for us to renegotiate our contract with FD #1.

Ms. Aron inquired about the asbestos removal and what was the reason for remediation. Mr. Metcalfe responded that the original remediation of asbestos occurred in 2000, but still had lagging on the pipes and the engineer at the time said it would be best to encapsulate and not remove. What triggered the remediation this time was a water line break in the basement last spring. The sump pump was not able to keep up with the rising water levels and electrical panels had to be replaced. After the water was pumped out the basement remained wet for over a week. The moisture got into the lagging of the steam pipes and the engineer said they had to be removed. Mr. Perry added that the maintenance shop also had asbestos and the airport Commission contracted to have it removed from both buildings.

MOVED BY MR. DIXON AND SECONDED BY MS. ARON TO RATIFY THE MAY, JUNE, JULY, AUGUST, AND SEPTEMBER 2010 EXPENDITURES AS PRESENTED. APPROVED (4-0).

V. DISCUSSION ITEMS

- A. Consider approving a Termination of Lease Agreement for the Alfred Gonzales, Jr. Revocable Living Trust, dba Gonzales Communications, for the recently demolished facility at 90 Leawood Drive, New Century AirCenter.

MOVED BY MR. DIXON AND SECONDED BY MS. ARON TO APPROVE THE TERMINATION OF LEASE AGREEMENT FOR THE ALFRED GONZALES, JR. REVOCABLE LIVING TRUST, DBA GONZALES COMMUNICATIONS, FOR THE RECENTLY DEMOLISHED FACILITY AT 90 LEAWOOD DRIVE, NEW CENTURY AIRCENTER AS PRESENTED. APPROVED (4-0).

- B. Discuss grant procedures and approvals.

Tabled discussion to the December meeting as Cindy Dunham, Airport Commission legal representative, was not in attendance.

- C. Discuss 5-Year Infrastructure Spending Plan.

Mr. Metcalfe updated the board on infrastructure costs. Under FAA regulations, any revenue generated with airport property has to be retained within the Airport Enterprise fund. Since 2005, the airport has incrementally carried over \$200,000-\$300,000 a year in revenues, exceeding expenses in positive cash flow. The current cash reserve is around \$3,500,000 and a portion of it will be utilized on capital projects. \$500,000 has been placed into the 2011 for capital project expenditures. Mr. Metcalfe presented a list of prioritized capital projects to be funded for 2011.

- D. Discuss Airport Commission Succession Plan.

Mr. Metcalfe presented an organization chart and briefed the board on plans for replacement of both Executive Director and Deputy Director positions. His recommendations are to recruit for an Assistant Director, who would be trained to take over the Deputy Director

position, once Mr. Perry retires. Then, immediately, that person would be in training to take over the Executive Director position, prior to Mr. Metcalfe's retirement. Under county policy, the position will need to be opened to applications; however, if the person who is currently the Deputy is the most qualified, then that person could be selected to move into the Executive Director position.

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

Mr. Metcalfe briefed new board members on the history of the EDC and introduced Mr. Riederer. Mr. Riederer updated the board on current projects, and proposals for the Southwest Johnson County EDC.

VI. BUSINESS FROM THE FLOOR

Doug Roberts, Kanrus Trading company, Inc., expressed concerns of runway incursions on taxiway Alpha-Alpha. Mr. Perry responded that additional signs have been ordered in addition to what is currently in place. Mr. Roberts commented that a possibility of adding vertical chicanes might be more helpful than additional signs.

Sherburne Dunn, Harmony View West Home Owners Association, stated this was his first time attending an Airport Commission meeting and he would like to express gratitude for keeping restrictions on development surrounding Executive Airport.

VII. ADJOURNMENT

There, being no further business, the meeting was adjourned at 10:41 a.m.

MOVED BY MR. DIXON AND SECONDED BY MR. WEBB TO ADJOURN. APPROVED (4-0).

William J. Raynor, Secretary

R. Lee Metcalfe, Executive Director