

**CITY OF WICHITA**  
**WICHITA AIRPORT ADVISORY BOARD**

**MINUTES**

**Monday, June 4, 2001 - 2:00 p.m.**

Present: Robert Alford, Tim Austin, Dion Avello, Charlie Bouilly, Beth Garrison, Jay Swanson

Absent: Carl Koster, Dorothy McKay

City Staff: Ernie Garcia, Doug Moshier

Airport Staff: Bailis Bell, Jean Zoglman, Valerie Wise

Chairman Bouilly called the meeting to order.

**Approval of Minutes**

*Austin moved to approve the minutes of the May 7, 2001 Wichita Airport Advisory Board meeting. Motion carried unanimously.*

**Lease Modifications – Ballard Aviation**

Several months ago Ballard Aviation, d/b/a EagleMed, requested that they be able to host/provide two additional services on Mid-Continent Airport. These were maintenance of Wichita Police Department helicopters and establishing a base of operations for an upholstery refurbishing firm.

Subsequent to that request, a meeting was held with Fixed-Base Operators from both airports to determine their interest in the activities, which are normally reserved for FBOs. Ballard Aviation's lease permits only air charter services to be provided at the facility.

The FBO representatives had no interest in servicing Wichita Police Department helicopters and, therefore, had no objection to the Ballard Aviation lease being amended to add permission to provide that service. A copy of the proposed lease amendment was distributed to the board for review.

Upholstery refurbishing service is provided by all of the FBOs in one form or another. Subsequent to the meeting with the FBOs, the provider of the upholstery service met individually with each of the FBOs. The results of those meetings have not as yet been forthcoming and staff will continue to assist in helping the service to be formally established if the service is demanded through an FBO.

*Motion by Austin to recommend that the Wichita Airport Authority approve the lease amendment. Motion carried unanimously.*

### **WAAB Travel**

Bell reported that the City of Wichita's Budget Review Committee rejected his request to budget Airport Advisory Board travel. However, this issue still needs to be reviewed by the City Manager. Discussion ensued regarding the justification of WAAB travel. Austin suggested that the board make a recommendation that budget guidelines be established for Airport Advisory Board travel. The WAAB established a policy a year ago that allowed a board member to travel once every two years.

*Motion by Austin that Ernie Garcia be directed to recommend to the City Manager that the City of Wichita establish a budget for Airport Advisory Board travel. Motion carried unanimously.*

Bell stated it is helpful to be reminded that the airport is part of a large transportation system, and heavily governed by the Federal Government. As such, other functions of municipal government do not have that level of outside involvement.

Bouly suggested a copy of the policy approved last year be submitted to Mr. Garcia.

Garcia stated that although travel is not a budgeted or appropriated item, the policy states that travel is authorized.

*Motion by Austin to approve the travel of three Airport Advisory Board members to attend the ACI World and North America Conference and Exhibition in Montreal September 9-12, 2001. Motion carried unanimously.*

### **Notice of Election of Officers**

Bell informed the board that the By-Laws call for the election of officers at the first meeting in July. In the past, the election of officers has been postponed until all board appointments have been made.

### **April 2001 Statistical/Project Report**

Total passenger traffic in April was up 3.29% over a year ago.

### **Other Business**

There was discussion regarding the \$150,000 expenditure to conduct an air service study. It is necessary to have more refined marketing information available. The research will determine how many people in this area are flying out of Kansas City, Oklahoma City,

and Tulsa. The information will also show final destinations, and the number of people paying walk-up fares.

Meeting adjourned at 3:05 p.m.

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Valerie Wise  
Clerk