

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

**Monday, August 5, 2002 - 2:00 p.m.**

Present: Tim Austin, Dion Avello, Charles Bouilly, Mitch Faroh, Beth Garrison, Michael Ledy, Dorothy McKay, Don Slawson, Jay Swanson, Carrie Williams

Absent: Bill Calloway, Dave Murfin

City Staff: Ernie Garcia, Doug Moshier

Airport Staff: Bailis Bell, Shannon Feltes, John Oswald, Jean Zoglman, Valerie Wise

Chairman Avello called the meeting to order. Michael Ledy, Mayor of Winfield, was present as the Chairman of the Regional Economic Area Partnership, replacing Carl Harris.

**Meeting Schedule for Forthcoming Year**

It was staff's recommendation that the WAAB meetings continue to be held on the first Monday of each month at 2:00 p.m. If that day should fall on a holiday, the meeting would be held on the next business day.

*Slawson moved to hold the WAAB meetings on the first Monday of each month, beginning at 3:00 p.m. instead of 2:00 p.m. If that day should fall on a holiday, the meeting would be held on the next business day. Motion carried, 7-1.*

**Public Agenda**

Mike Haggar, representing Air Center One, asked about long-range planning and marketing of the airport.

**Approval of Minutes**

*Motion by Garrison to approve the minutes of the June 3, 2002 Wichita Advisory Board meeting. Motion carried unanimously.*

**Miscellaneous Consulting Agreements**

Becky Zahner and Loy Warren with HNTB were present to discuss the master plan and terminal remodel projects. HNTB was selected to do planning work for Mid-Continent and Col. James Jabara Airports. Zahner explained the makeup of the team, which includes: Coffman Associates who will lead the master plan process; Pavement Consultants, a specialized pavement consultant; Professional Engineering Consultants for

mechanical, electrical and civil engineering; Blevins & Bradbury, a civil engineering firm; Derek Porter Studios, a lighting specialist; Ross & Baruzzini for communications; FSC Inc, a specialist in fire protection; Dudley Williams, a structural engineering firm; Coffeen Fricke for acoustical consulting; the Greteman Group with Paley Studios for art, graphics and signage; Hanscomb Inc., cost estimators; and Applied Research Associates for blast analysis and mitigation.

Zahner pointed out that there are many different constituencies involved in this project. HNTB has recommended a project oversight committee that would be involved in the terminal planning and programming and design phases, and a planning advisory committee that would provide the City oversight in the master planning phase. HNTB has recommended that the Wichita Airport Advisory Board receive periodic updates from the design team and have representation on the project oversight committee and the planning advisory committee. The Design Council for Wichita and the Metropolitan Area Planning Commission would also be involved.

Parking at the airport is becoming a concern, and it was asked if parking could take a higher priority in the scope of the project. Discussion ensued. Zahner commented that the scope could be revised to address parking sooner rather than later.

There are five major components to this project: (1) Airport master plan update for Mid-Continent Airport; (2) Airport master plan update for Col. James Jabara Airport; (3) terminal area planning, programming services, and conceptual design; (4) schematic design services; (5) terminal security planning.

The Federal Aviation Administration requires a master plan update be done every five years and its purpose is to forecast how the airport should develop over the next 20 years. The FAA funds most of the costs of such a project.

According to Warren, the master plan concept selection process is broken into thirds, with the first third gathering and analyzing information; the second third is looking at the different alternatives; and the last third is selecting and documenting what you want.

Some of the terminal planning and programming would work concurrently with the master planning. Inventorying the facilities, environmental issues, and evaluating options will be done in the first phase of the project.

Several workshops have been designed throughout the project. These will be key decision points. Also, in the terminal planning and programming process, an evaluation working session is planned in order to come to a recommendation about the existing building or a completely new building.

Slawson asked how general aviation demand is forecasted. The FAA has established methodologies as a means for forecasting general aviation demand.

Bell stated that the overall airport master plans will be 90% funded by the FAA. The airport will temporarily fund remaining costs. There are options such as discretionary money, entitlement money, passenger facility charges, or bonds. The FAA will not fund planning of revenue producing facilities.

Discussion ensued regarding the makeup of the project oversight committee and the planning advisory committee. HNTB will make recommendations as to the different stakeholders that should serve on these committees. Bell will have a list of potential stakeholders at the next WAAB meeting.

### **Airport Advertising**

Discussion ensued regarding the airport advertising campaign. After a solicitation of proposals, it was determined that The Greteman Group would be the best agency for this campaign. The proposed services will not exceed \$250,000.

### **WAAB Travel**

The ACI-NA Annual Conference in Salt Lake City is to be held November 10-14, 2002. There is no budgeted travel for the Airport Advisory Board.

*Motion by Austin that the Airport Advisory Board members make their request to the City Manager's Office to fund the travel for the Chairman and Chairman Pro Tem to attend the conference at their discretion. Motion passed 8-1.*

It was also discussed that the board members need to discuss travel with their City Council appointer.

### **May/June 2002 Statistical/Project Reports**

June passenger traffic was close to a record high for Mid-Continent Airport.

### **Other Business**

Avello stated there needs to be concessions available for purchase later in the evening. Also, there have been comments regarding lack of seating for those waiting to meet arriving passengers.

Frontier Jet Express will be serving Wichita Mid-Continent Airport beginning September 22 with 50-passenger regional jets to Denver. The City of Wichita will help Frontier during their entry into the marketplace with a "stop loss guarantee" of up to \$500,000.

### **Election of Officers**

The By-laws of the Wichita Airport Advisory Board require an election of officers at the first meeting in July. Since the July meeting was canceled, the election of officers was held at this meeting.

Garrison thanked Chairman Avello for his hard work this past year as WAAB Chairman.

*Williams moved to nominate Dion Avello for Chairperson and Tim Austin for Chairperson Pro Tem. Swanson seconded the motion. There being no further nominations, the board voted unanimously to appoint Dion Avello as Chairperson and Tim Austin as Chairperson Pro Tem of the Wichita Airport Advisory Board.*

Meeting adjourned at 3:50 p.m.

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Valerie Wise, Clerk