

**MINUTES OF THE CITY OF WICHITA**  
**WICHITA AIRPORT ADVISORY BOARD**

**Monday, November 2, 2009**

Present: Ron Estes, Charles Fletcher, U.L. Gooch, Dwight Greenlee, Willis Heck, David Murfin, Kevin Myles, Tom Pryor, Dr. Thom Rosenberg, Bill Ward

Absent: Henry Helgerson, John Hennessy, Jay Russell

Airport Staff: Sandy Coykendall, Kelly Fabrizius, Traci Nichols, John Oswald, Valerie Wise

City Staff: Joe Allen Lang, Chief Deputy City Attorney  
Mike Carter, AECOM

Others: Dan Claassen, ExecHangar

Chairman Fletcher called the meeting to order at 2:30 p.m.

**Public Agenda**

Dan Claassen, ExecHangar, asked to speak on the Public Agenda as opposed to the agenda item for the ExecHangar proposal. Chairman Fletcher advised the Board that the minimum standards need to be approved by the City Council and then Mr. Claassen will need to submit his application as outlined in the minimum standards. Mr. Claassen apologized for his absence at the last meeting and handed out an artist's rendering of the ExecHangar project. Mr. Claassen said that he met with Mr. White recently and the minimum standards have yet to go to the City Council. As soon as they are approved he will be able to formally submit his application. Mr. Claassen thanked the Board for their understanding and patience.

Mr. Estes asked how the ExecHangar proposal fit into the minimum standards and if a revision to the minimum standards would be necessary. Chairman Fletcher said that from the previous revisions that were made to the standards, there seems to be a window for a business such as ExecHangar to exist without requiring additional changes having to be made. However, a formal application will need to be received from Mr. Claassen according to the guidelines in the minimum standards and at that point the proposal can be reviewed and considered. Mr. Claassen said he agreed with that statement. Mr. Estes said the difference between a co-op and a condo was discussed at last month's meeting and his confusion was centered on what the differences are and how it applies to the ExecHangar proposal. Chairman Fletcher asked if Mr. Claassen had seen the latest version of the revised minimum standards. Mr. Claassen said he had not, although Mr. White said he would forward it to him as soon as it was available. Mr. White also indicated that an operation such as the ExecHangar proposal would be permitted in the final draft of the standards. Mr. Lang said it is a matter of receiving the full information that is necessary for the application and making sure that it meets the requirements of the minimum standards. Chairman Fletcher advised Mr. Claassen to prepare his application exactly as it is outlined in the proposed

application form and submit the application to Airport Administration. Mr. Claassen said it was his desire to have the standards approved by the City Council and have his application in by the next meeting. Chairman Fletcher asked when the minimum standards would go before the City Council. Mr. Lang said he did not know if the schedule had been set for that.

Chairman Fletcher asked if Joe Lang had been able to review the revised minimum standards for legal approval of the document. Mr. Lang said that he approved the document as to form and it will now go the Airport Authority for final approval.

### **Approval of Minutes**

*Motion by Greenlee to approve the minutes of the October 5, 2009 Wichita Airport Advisory Board meeting. Motion carried unanimously.*

### **Director's Report**

Mr. Oswald reported that as Mr. White has mentioned in the past for the last two years the airport has been holding Contractor's Forums at the Hilton where the construction community is invited to attend and learn more about current and upcoming airport projects. The fourth forum is scheduled for November 19<sup>th</sup> at the Hilton from 5:00 to 8:00 p.m. It will be in a different format than the previous Contractor Forums. Staff has been working with a representative from the Mid-America Minority Business Development Council who suggested a structure change to the event making it more of a meet and greet with a small program embedded into that. The Board is also invited to attend the Forum, light refreshments will be served and the formal presentation is scheduled for 6:00 p.m. Another traditional forum may be held early next year because contractors will be interested in the schedule and that is one of the main items that will be covered.

Mr. Oswald said that just last week the 38<sup>th</sup> project that is terminal building related was identified. The suggestions from the Board and the community regarding trying to break up the projects have been heard and staff has been diligently working on that for the last several months.

Dr. Rosenberg mentioned that there was a news story this morning regarding the upcoming Contractor's Forum. Mr. Oswald said we are trying more avenues to get the word out to the community and to reach more people than we have in the past. We are asking various organizations for access to their mailing lists and/or for them to communicate information regarding the event on to members of their organization.

Mr. Gooch asked if there was a listing of what the 38 different projects consisted of. Mr. Oswald said he did not have that list with him, although he can forward that information to the Board. Also, the meeting on the 19<sup>th</sup> will provide more detailed information regarding the various projects.

Mr. Estes asked if the financial discussion with the City Council was held last week because he had heard that it did not occur. Mr. Oswald verified that the workshop will have to be

rescheduled and we are targeting a date later this calendar year. The idea is to schedule it for when we have a firmer schedule for the terminal and have gone through the necessary reviews and approvals.

Mr. Estes said that at last month's meeting there was a long discussion regarding the schedule and it was said that it would be January at the earliest before the bids could be released because it was necessary to go through the steps with the finance and the various approvals. Mr. Estes asked if that meant that now everything will be pushed back so that we are a month delayed from that date. Mr. Oswald said this will not delay the schedule you are referring to and Mike Carter can explain that further during his presentation. He has a PowerPoint to show the Board that is more definitive than in the past and will provide a better picture of the overall schedule.

Mr. Estes said he noticed that the passenger numbers had improved this month. Valerie Wise said passenger traffic for the month of September was up 1%, although for the year it is down 8.75%. Although, those are still fairly good numbers compared to the other regional airports. Oklahoma City is down 11.3%, Tulsa is down 13% and Kansas City is down 9.4%.

Mrs. Wise stated that Sunday was the last flight of US Airways to Phoenix and we are sorry to see them go. Allegiant has picked up the service to the Phoenix area which will start on November 20<sup>th</sup>. It will be twice a week service on Mondays and Fridays to the Phoenix Mesa Airport. Allegiant has reported that their early bookings are doing very well so hopefully this will be a successful flight. Allegiant is also going to add some evening flights to Las Vegas starting November 20<sup>th</sup> and is going to have daily flights to Las Vegas during Thanksgiving week, except for Thanksgiving Day.

Mr. Estes asked if the other regional airports had increased passenger numbers for September as well. Mrs. Wise said Kansas City was up 1%, Tulsa was down 1 ½% and Oklahoma City was down 3.7%.

Dr. Rosenberg asked if anything has been done to market Mid-Continent Airport to the people living in the south Kansas City, Olathe and Shawnee Mission areas. Mrs. Wise said that market is being reached through our sports marketing program with the University of Kansas, Kansas State University and Wichita State University. Anyone listening to the games on the radio from those areas will hear commercials for Mid-Continent Airport. In the past the airport has done some billboard advertising closer to Kansas City, although we do not have anything in that area at this time. Dr. Rosenberg said he does not know if it is possible to do any type of special promotion to attract those passengers to Wichita, however the drive from south Kansas City to Kansas City International Airport is close to an hour and in another hour and a half they could be in Wichita.

### **ACT 3 Project Update**

Mike Carter, AECOM, presented to the Board a PowerPoint presentation providing an update on the current schedule and upcoming meetings, the contract packages and the schedule and cost estimates.

Chairman Fletcher asked why it was necessary to divide up the utility package. Mr. Carter said it is primarily a timing issue. The first utility package is everything that is necessary to complete in order to clear the footprint of the building as far as the utilities. The roadway realignment was also included in that package as well. There are also follow-up utility items that are not necessary to start construction of the terminal building, although are necessary to complete the terminal building, and those items are included in the second package.

Mr. Carter showed a list of the major packages that are correlated with the terminal building. He also provided the Board a timeline of all of the packages including which packages are underway at the present time.

Mr. Carter provided specific information on the procurement phase that will take place between now and when construction begins. The airlines have been providing a lot more information recently and the Design Team is reviewing everything that has been provided. Hopefully by the end of this month all of the input will be received and that can be packaged into whatever changes need to be made. Mr. Carter said there has been a lot of discussion over making sure that time for the plans to be reviewed is minimized, it should be understood that for the past two years both myself and the Design Team have been meeting with the Office of Central Inspection on a periodic basis to review the plans for the building. The last submittal to their office was just made last week. The Design Team also has a Code Compliance Consultant and it is their responsibility to make sure that all code issues have been addressed. The FAA review is anticipated to take until the end of this year to complete. There will be a small amount of time to make corrections and preparations for bidding and then the bidding period is anticipated to begin in February of next year. That process should be completed in April and then there would be a little less than two months for finalizing all of the contract items. It is anticipated that construction will begin in June of 2010, with a completion date in 2013. The current schedule shows a 33 month construction period for the terminal building itself which would allow for an opening in the first quarter of 2013.

Chairman Fletcher said when this project was first being discussed the thought was that it would open in the beginning of 2012 and now the whole project has been pushed back a year. Chairman Fletcher asked if there is anything that can be done to speed up the schedule, is the delay caused by a political or financial problem. Mr. Carter said it is the normal duration of construction, it is appropriate to have a 33 month construction period. Chairman Fletcher asked why a year's time was lost. Mr. Carter said it was some time ago that it was scheduled to open at the beginning of 2012, for quite a while the plan has been to open sometime in 2012 and there has been an adjustment in the schedule of about four to five months in the last six months or so. It was anticipated to be out for bids late this year, however we feel that it is necessary to make sure that everything is correct before proceeding, and that is the reason for taking a little extra time. Once the package is under contract it is important to have everything tied up so we are not faced with change orders over and above the normal list of change orders. Chairman Fletcher asked how that affects the cost of the project. Mr. Carter said we are moving into a period of time when it looks like there will be much better bids. It is a good climate, John Oswald and I have done several surveys of the local construction market as well as the national market and we do not see anything changing within the next six months to a year. We think it is wise and

prudent to make sure everything is right and take good advantage of this period in time when contractors are looking for work. Staff feels we are moving in the right direction by getting it right rather than just arbitrarily moving ahead.

Mr. Estes said the schedule looks good, although he does not have much confidence in the dates that are shown. A month ago it was stated that the bidding would start in January and he does not have much confidence that the FAA review is going to be done in 45 days when it was said that it could be a 60-90 day project, particularly when that is over the holiday period. Mr. Carter said two months ago the plan was to have the documents available to bid in January or February and now it looks like it is going to be February. However, we are doing our utmost to proceed based on this schedule. There are things that can be accelerated during the process, however one of the things that cannot be accelerated is getting the documents done correctly. The FAA review is technically required to be completed before entering into a contract with the contractor.

Chairman Fletcher said what he would prefer that if there is anything else that is coming up that is causing the schedule to be pushed back that the Board should be advised about it so that the Board can do whatever it can to make sure the schedule does not get further delayed. Mr. Carter said he understood and appreciated that.

Dwight Greenlee asked if the 38 projects were specifically for the terminal building. Mr. Carter said the projects are terminal building related, some are pre-construction, some are concurrent, and others are post terminal construction. Mr. Murfin asked if the terminal project had officially been approved. Mr. Carter confirmed that it has been approved to move through the design phase. And the utilities packages have also been approved. It still needs approval to go into construction. Mr. Murfin asked if Mr. Carter thought it would be a couple more months before approval for construction is obtained. Mr. Carter said yes. Chairman Fletcher asked if a workshop had been scheduled with the City Council. Mr. Carter said he did not believe it has been scheduled yet, although it is anticipated that it will be in late December or January.

Mr. Heck said he thinks there is value in taking the time to make sure that everything is right as much as possible in terms of the end costs. Mr. Murfin added that it is also important to receive all of the input from the airlines. Mr. Carter said we are spending a lot of time making sure we are addressing those concerns. Mr. Murfin asked what the updated costs are on renovation versus building. Mr. Carter said the renovation cost estimate has been updated at least two different times. One of the things that staff learned from a peer review that was held at the beginning of the project, is that one of the worst things that can be done is to try and renovate an operating terminal building, particularly when the spaces are tight. That is the situation in Wichita and staff has gone to other terminal buildings such as Oklahoma City and Tulsa who have had major renovation work and the main point they conveyed to us is they wish they would have built a new facility rather than try and renovate an operating structure.

Mr. Carter showed a sequence of photographs that were taken at the beginning and end of the month which shows the progression of the construction for the Landside Utilities package.

**ExecHangar Proposal**

Mr. Claassen spoke earlier on the Public Agenda.

**Other Business**

The next WAAB meeting will be Monday, December 7, 2009 at 2:30 p.m.

Meeting adjourned at 3:15 p.m.

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Kelly Fabrizius, Clerk