

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

**Monday, August 3, 2009**

Present: Ron Estes, Charles Fletcher, U.L. Gooch, Dwight Greenlee, Willis Heck, Henry Helgerson, John Hennessy, Tom Pryor, Dr. Thom Rosenberg, Bill Ward

Absent: David Murfin, Kevin Myles, Jay Russell

Airport Staff: Victor White, Brad Christopher, Kelly Fabrizius, John Oswald, Valerie Wise, Jean Zoglman

City Staff: Joe Allen Lang, Chief Deputy City Attorney

Others: Mike Carter, AECOM  
Dan Claassen, ExecHangar  
Dennis Simmons, Yingling Aircraft, Inc.  
Iva Ballard, Ballard Aviation  
Jim Ballard, Ballard Aviation

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

**Approval of Minutes**

*Motion by Estes to approve the minutes of the July 13, 2009 Wichita Airport Advisory Board meeting. Motion carried unanimously.*

**Director's Report**

Mr. White welcomed Jim and Iva Ballard of Ballard Aviation/EagleMed who came to address any questions the Board may have regarding the sale of their business. Iva Ballard handed out a summary of the transaction and advised that the buyer will be Air Medical Group Holdings, Inc. By the time EagleMed is acquired Air Medical Group Holdings, Inc. will be one of the largest air medical vendors in the United States. EagleMed currently operates 15 community-based locations across three states, including Kansas, Oklahoma and Missouri, utilizing a fleet of 12 Eurocopter helicopters and 6 Hawker Beechcraft King Air planes. Mrs. Ballard said their company is very excited to close the sale on the 25<sup>th</sup> of August and her and Mr. Ballard plan to continue with the company in their current capacities for two more years to help with the transition. EagleMed will remain EagleMed; the only change will be with the billing department. Mrs. Ballard explained that they are writing an addendum to all of their contracts to reflect that instead of Ballard Aviation/EagleMed the entity you will be contracting with now will be EagleMed, LLC, which is basically what the main change will be.

Rip Gooch commented that the two of them go back a long way with him and asked if there are any particular plans regarding what will take place with Ballard Aviation. Mr. Ballard said they are looking to possibly get into aircraft sales and a couple of other things, however it would primarily be part-time. They will maintain the King Air 200 and are looking to build a hangar with offices.

Dr. Rosenberg said his understanding is that Ballard Aviation is responsible for the lease arrangement with the Airport Authority and asked if that now is going to be transferred to EagleMed, LLC who will then take over as the responsible leaseholder. The Ballard's stated that was correct. Mr. Lang said he is currently working with their attorneys on drafting the proper document to change the Airport Authority's lease to EagleMed, LLC.

Mr. White asked if EagleMed, LLC is the Lessee and Ballard stays on, will Ballard still be a tenant of the facility. Mrs. Ballard said no, the two companies will separate and Ballard Aviation, Inc. will belong to her and Mr. Ballard and EagleMed, LLC will belong to Air Medical Group Holdings. Ballard Aviation will continue to collect its own accounts receivables and will have a billing office off the airport that is only two blocks away. Mr. White thanked the Ballard's for coming and wished them the best.

Chairman Fletcher announced that Rip Gooch will be receiving the Wright Brothers Master Pilot Award from the FAA on September 19<sup>th</sup> from 7:00 to 9:00 p.m. at the Kansas Aviation Museum.

Mr. White welcomed the newest Board Member, Henry Helgerson, and thanked him for joining the Board.

Mr. White advised the Board that starting today the FAA is performing its annual Safety and Certification Inspection. Mr. Christopher said in maintenance of the airport operating certificate in order to accommodate commercial airline operations at Mid-Continent there is an annual FAA 139 Certification Safety Inspection performed by the FAA Kansas City Division. The briefing started at 1pm this afternoon and the inspection will include everything from physical facilities inspection to fire trucks, snow equipment, security requirements, training documents, and NOTAM's. It is a comprehensive inspection that will go through mid-day Wednesday when an out-briefing has been scheduled to find out the results.

Mr. White sent the Board a newspaper article regarding Southwest Airlines announcing their intention to submit a bid to purchase Frontier Airlines since Frontier has entered into bankruptcy proceedings. Sometime soon Southwest Airlines will be submitting a bid and we do not know what it means or if there is any significance for Wichita. Mr. White said he will keep the Board advised if there is any new information.

Mr. Greenlee asked if Frontier flies 737's. Mr. White said Frontier flies Airbus aircraft and the Bombardier Q400, however neither of those fit the Southwest fleet, although Southwest did say they would more than likely operate Frontier as a wholly owned subsidiary and independent company for at least two years, with the Frontier identity and using Frontier airplanes.

Mr. White advised that the City is working on a project with the Economic Development Coalition, the County and WSU called the Center for Innovation and Bio-Mechanical Orthopedic Research ("CIBOR"). A grant has been received by WSU and they are trying to raise money to build a facility where they would perform research and development on making medical implants out of composite materials. The latest idea that the City and the other agencies have is to put the facility at Jabara Airport next to the National Center for Aviation Training. The state law could be interpreted as prohibiting something like this because it is a non-aviation use and so as a way around that there have been discussions with the City Manager and some others regarding the possibility of the airport selling the City some land at Jabara so that the City would own it and be able to use it. The piece of land they are looking at is north of 43<sup>rd</sup> Street and Webb. It is approximately 30 acres of land that was not bought with FAA funds and is not encumbered by the grant assurances so it could be sold if that approach is chosen. The City also suggested the possibility of trading some land. There is a parcel of land the airport may be interested in at K42 and Tyler which is approximately 30 acres that the City has had trouble trying to find someone to buy due to the restrictions that the FAA has regarding access to a runway for non Airport Authority owned property. Appraisals are going to be done on both parcels to see if there is a comparison value wise. Assuming that the values are comparable, the airport may look into the possibility of a trade. Mr. White said there are a lot of issues still undecided, however he will continue to keep the Board updated on the project.

Chairman Fletcher asked if there was a way to put a taxiway on the property that the airport may potentially trade for. Mr. White said it is not the most ideal piece of property and there are restrictions because of the fact that it is so close to the runway and there are several FAA radio transmitters and receivers that could create interference. There are a lot of reasons the property has been vacant for a number of years, however if the Airport Authority owned the property it might be able to do something with it. Mr. White said his understanding is that historically the airport has never sold any land that the Airport Authority has purchased as a policy, however in this particular case there may be a value in it. Mr. Greenlee said he believes the airport did trade some land at the south end for the fire station at Jabara Airport. Chairman Fletcher said trading the land would be preferential over selling.

Mr. Greenlee asked why they would like to locate the facility at Jabara. Mr. White said originally the scheme was to put it jointly with the County's leasehold for the National Center for Aviation Training at Jabara so that they could utilize the administration building, the parking lot, the utilities and possibly share the facilities. Mr. White said he believes the County decided against that option. Chairman Fletcher said there are a lot of medical facilities developing on that side of town which may be why that location was chosen.

The Wichita Flight Festival is scheduled for August 29<sup>th</sup> and 30<sup>th</sup>. It will be all day Saturday, a Twilight Air Show will be held Saturday night and the festival continues all day Sunday. The Festival is free this year as the City of Wichita is the primary sponsor and organizer. The complete schedule for the event is included in the Agenda Packet.

On August 9<sup>th</sup> the Wuxi delegation, which is a Sister City to Wichita, will be flying into Mid-Continent from China. The Mayor and the Kansas World Trade Center delegation will be at the airport to meet them.

Valerie Wise advised the Board that the airport is now represented on social media networks Twitter and Facebook. It allows the airport for free to provide instant notice of events that are happening within the airport system. This has been working very well to get the word out regarding airline fare sales. It is a good avenue for the airport to communicate to the public and it is the wave of the future.

The Public Art Committee for the terminal project is scheduled to meet this week at Sonia Greteman's office. It is a reformulated public art selection committee. The first task will be to create a master plan for public art. This plan will primarily be used for the new terminal, however the Committee may also look at opportunities between now and when the new terminal opens.

Mr. White advised that the City Council has not yet taken action on reappointing all of the Board Members. We have been told the City is behind on their appointments and the County may be the same way.

*Motion by Chairman Fletcher that the Board keep things as is and postpone the election of officers until all of the Board Members have been reappointed. Greenlee seconded. Motion carried unanimously.*

Mr. White advised that UPS had a ribbon cutting today for their new facility at the Cargo Building. The construction has also been completed for the new Customs and Border Protection Facilities at Hangar 16. Mr. Greenlee asked if the plan was still to move Customs back into the east part of the existing terminal. Mr. White said that is the ultimate plan once there is a new terminal and everything is moved out of the existing building.

### **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 schedule and cost estimates.

Mr. White said last month he advised the Board that we will not advertise the terminal building bid package until the airport has held a workshop with the City Council/Wichita Airport Authority. Mr. White said since the City Manager is new he may want the Airport to hold a workshop with the Mayor and Council to go over the numbers to make sure that the project is economically feasible since the recent down turn with the economy as well as the lack of support from the airlines for doing the project. Mr. White said we have to make sure that the information we are providing is timely, that it is current financial data, forecast data, and traffic data which are all factors in the question of affordability.

Dr. Rosenberg suggested addressing the issue of why the airport is not just renovating the existing terminal. It may be important to advise the City Council of what the cost would be to do that and how it may be the same or more. Mr. White said he believes the City Manager is still a subscriber to the big picture concept of the plan for the new terminal and why we are not going to remodel the old one, however the airlines may trigger the discussion again because the Chairman of the Airport Airline Affairs Committee is against the project. Mr. Greenlee asked what it would take to update the existing terminal. Mr. White said the last time the numbers were figured was the fall of 2006, and it should not have changed much, the same things still would need to be done. The determination was that it would be as expensive or more expensive to renovate the existing terminal than to build a new building because if a substantial renovation is done to the facility the City Building Code states that everything has to be brought up to code: fire, building, plumbing, electrical, etc. The whole building would need to be renovated, you can not just do certain portions. Chairman Fletcher said his recollection is that doing the remodel would be much more of a traffic hazard as well because essentially it would not get past the landside utilities portion of the project which is a major disruption.

Mr. Heck said a possible strategy would be to brief the new City Manager in advance of the workshop of what the reasons are before the meeting with the whole City group. Mr. White said he does not think the issue of whether to build new or to remodel is going to be a decision that the City Council is going to want to make, rather the decision is going to be whether to build the new terminal building right now or wait until the economy changes. Those are the two choices the Council is probably going to be considering.

Mr. Estes said he thinks that is true, however maybe as part of that presentation a little of the history should be shown as well as an overview providing some of the things that were done making reference to how the airport looked at whether to build new versus renovating the existing terminal. Mr. Estes said there are also two City Council members that were not present in 2006 who will need to be briefed regarding the project and it would be worthwhile to refresh all of the City Council Members.

Mr. White said before the workshop is scheduled he is going to meet privately with the new City Council Members and provide them an opportunity to ask questions and will also check with any of the members that may have doubts or questions.

Dr. Rosenberg said that there is the possibility that the City Council may say the airport can not afford the project now and to wait a couple of years for the economy to improve. However, if Wichita has a facility that is up to date and ready to take on the improvement of the rest of the City it would be to the City's advantage to have that particular facility. There is the possibility of the NCAA first and second series being held at the new downtown arena within the next couple of years, with possibly more growth in that area and other areas within the City with aviation coming back. Dr. Rosenberg said there needs to be a facility to be able to handle that growth and if we have that Wichita would be on the forefront of stimulating the economy for people to come here.

Mr. White said there is also the issue that has been previously discussed which is the price is never going to be cheaper than it is this year. As the economy improves and as contractors start to get busier, prices are going to start creeping back up. If we wait a year, it probably will not be as good a price so if everyone is committed to doing to the project someday, then this is the cheapest time there is going to be. Mr. White said he is concerned regarding the ability to pay for this project, however there are going to be good years and bad years. Over the thirty years in which we are paying this back there are going to be ups and downs, however it is important to look at it over the long-term 30 year history. As the airport told the City Council a couple of years ago, when looking at the last 50 year history of passenger growth at this airport there have been ups and downs, however in the end there has always been an increase.

Dr. Rosenberg said it is also important to look at the current cost of that money versus what it is liable to be two or three years from now. Mr. White said like many things he believes the City Council is going to look to the Board for advice as well. They may be calling individual Board Members to receive their opinion and make sure the Board is comfortable with the project.

Mr. Greenlee asked if the Board would be invited to the workshop with the City Council. Mr. White said absolutely, it may be in the September/October timeframe, however it will be timed based on when the plans and specifications from the Engineers and the Design Team will be completed. The plans are not finished yet, however are very close to being finalized.

Mr. Estes asked if after the workshop it will come down to the City Council sitting as the Airport Authority to make a decision based on political decisions, the perception they receive from the public and other pieces of the financial aspect. Mr. Estes said he believes that is where the airport should focus is in terms of what the projections are going forward and how the current enplanements affect those projections. Mr. White said absolutely because if the numbers do not work, he is not going to ask the Mayor and Council to approve the project because the airport will still have to pay for it.

Mr. Helgerson said he is coming in late on the project and is assuming that the rest of the Board has had their questions answered previously, however because he does not have all of the information, he is one of those taxpayers that would question going forward with the project due to the economy. He asked if there is a packet that has been put together over the last several years that would go through the pertinent issues, costs, dates, etc.

Mr. White said when he meets personally with Mr. Helgerson he can go through all of those items, however when the workshop is held with the City Council we are going to start all over with new information for everybody. Mr. White said that before that happens we can bring Mr. Helgerson immediately up to speed. Mr. Helgerson said when the decision was previously made there had to be some information that was provided to this group and to the City Council and that would be helpful to review prior to their meeting.

Chairman Fletcher clarified that there are no taxpayer funds going into the airport. Mr. Helgerson said there are federal grants and he has dealt with constituents questions in the past and it does not matter. Mr. Helgerson said he has already heard from people asking why the

project is being done at this point even though there may be no money being contributed from direct local taxes, although it is tax dollars from a different source. Mr. Helgerson said he knows of several city elections that have gone on in the last few years where that was an issue even though it really should not have been. It is a perception and it is important that we are all speaking with the same information.

Chairman Fletcher said he believes once this is all done people will think it was a smart decision to do this project now versus waiting. It is going to end up saving money in the long run and helping Wichita grow. Chairman Fletcher asked if we can get the information for Mr. Helgerson. Mr. White said that we can and there is also a lot of background information on the airport's website under new terminal information. It provides a lot of the history as well as a timeline of when the decisions were made.

Mr. Helgerson said that Dr. Rosenberg brought up the idea of cost and when the legislature did the multi-year appropriations for highways the reason we made highway decisions early on was because by delaying it two to four years, there would be a cost increase of so many percentages. Mr. Helgerson asked if information could be provided to the City Council that if they had acted 10 years ago it probably would have cost 50%, 75% of what it is going to cost now. Chairman Fletcher said the airport has that information because we have used those figures before, how much it would cost to delay the project on a monthly basis.

Mr. White said the major financial discussion took place with the City Council in the fall of 2006 when the airport presented a substantial sized report containing all of the numbers of how much the project was going to cost and how much all of the other projects within the airport system are going to cost. The airport did a ten year overview of the capital improvement program and identified how much we could afford to spend for everything and based upon that number the Council supported at that time to say that was the range of how much could be spent. Those numbers were difficult to create and it is not a simple concept because of the way the airport is funded. The airlines contribute greatly to this particular project through their rents, fees and charges, so the airport came up with a number that is called cost per enplaned passenger. The airport said it will not charge the airlines more than \$7.50 per enplaned passenger and everything had to work from that number backwards. The key to that is if there are more passengers it is great, however if there are less passenger it is not good. Right now passenger traffic is going down, however the question is if this is just a short-term drop of passengers or not. In 2006, 2007 and 2008 the airport experienced record passenger traffic which was after the projections were done and were higher than forecast. However, recently passenger traffic has been decreasing. Mr. White said that even though city finances and taxpayer dollars are not connected to this project, psychologically that is the perception.

Mr. Ward asked who the airport was using to come up with the projections and affordability measures. Mrs. Zoglman said the airport will be using City of Wichita General Obligation funding, the first issue is a temporary note basis that is going to close on August 20<sup>th</sup>. The airport also has a financial consultant on board to help with the entire project, which is Jacobs Consultancy. That is who we have been relying on for the interest rate projections and that type of thing because the airport will issue bonds once everything is finalized which will go for 30

years. All of those projections have been put together and we have met with the City Finance Department to review the projections and make sure that we are in the appropriate place based on what they are seeing in the bond market. So far they have not asked the airport to change anything, so it appears that we are on track.

### **Executive Session**

*Motion by Chairman Fletcher to recess into Executive Session to consider confidential data relating to the financial affairs or trade secrets of a business and matters privileged in the attorney client relationship, and that the Board return from Executive Session no earlier than 15 minutes and reconvene in the Board Room. Motion carried unanimously.*

The Board recessed for Executive Session at 3:45 p.m.

The Board reconvened at 4:01 p.m., Chairman Fletcher announced that no action is necessary from the Executive Session.

### **Minimum Standards for Aeronautical Services Policy**

Mr. White said that last month he provided a PowerPoint presentation to the Board which outlined the main categories and identified the specific issues for consideration to be put in the minimum standards. According to FAA guidelines and common practice at other airports around the country a document is developed which is the collection of all of the policies in one single place that reflects the outline of what was shown in the PowerPoint. The FAA does not say the standards have to be done in any specific format and an airport can put as much or as little into these documents as it chooses. Mr. White said he collected well over a hundred minimum standards from other airports around the country and reviewed all of those to find the language and the concepts that would be appropriate for Mid-Continent Airport and would meet the guidelines that the FAA has established. There is one section that is a little different from just about every other airport's standards which is Section 7, Operators Serving Airlines Only. Some airports are starting to create standards for aeronautical providers and service operators that do not handle any general aviation services which is the intent of that section. The reason that category was put in is because Mid-Continent is starting to see a lot of activity by the airlines where they are contracting out services that an airline used to provide themselves. For example, Delta Airlines hired another company to provide the handling of passengers, customer service contact as well as ramp and baggage service. Airlines are also starting to hire third party companies to perform maintenance on their equipment. The last section is called Air Carrier Fueling Operator. The reason that category was put in is that at this airport a Fixed Base Operator ("FBO") is authorized to provide fuel to airlines and that is not going to be changed at all. However, there are third party companies starting to show up at airports that just want to provide fueling for airlines, they do not want to do anything else and so a section was created for an Air Carrier Fueler who would not have the authority to do anything for sales of fuel for general aviation aircraft, military or government, but strictly is a handler of the fuel that is already owned by an airline and is simply taking it from the tank and pumping it into the plane of the airline.



Mr. Heck asked if the standards are adopted would it have any impact on the existing airlines and would they have to change the way they do business with the airport. Mr. Heck also asked if Joe Lang had reviewed the standards. Mr. White said the standards were finalized earlier that morning and have not yet been reviewed by the Legal Department. These standards would not impact or affect any existing tenants or contracts that are in place today. It is common around the country for an airport to create minimum standards, it has no impact on the existing contracts however, if an existing lease expires and is completely rewritten at that point it would be required to meet the standards. All of the FBO's currently meet the proposed standards, and the other tenants that are on the airport today meet the standards so there is no risk to any of the existing operators.

Mr. Pryor said if he understood correctly at last month's meeting a company coming in and establishing an FBO would have to put their own fuel farm on their property. Mr. White said that is the intent. Mr. Pryor asked if a current FBO were to renegotiate their contract would they have to put in a fuel farm. Mr. White said that is a good question, the airport hired an engineering firm to look at options for fueling to determine what needs to be done for the long-term because the current fuel farm is 50 years old and consists of underground tanks and is not going to last forever. There was discussion regarding the possibility of creating a new general aviation only fuel farm that FBO's and corporate hangar operators authorized to have fueling could also have in a central location that would be the common fuel farm. In the scenario the current fuel farm would be retained only for airline use and it would be upgraded to handle that. Mr. White said Mr. Pryor has a good question and it is not his intent that existing FBO's would have to put in a fuel farm, however by the time their lease expires, the airport will have either built a new fuel farm for general aviation or not. Mr. Pryor said if it is a requirement for a new FBO coming in having to do it, then whenever an existing FBO renews their lease it should be a requirement for them as well. Mr. White said they may have to and it is an interesting question from an FBO standpoint because when Hawker Beechcraft was selling their FBO last year, several prospective purchasers came to meet with the airport and one of the first questions every prospective bidder asked is does the airport have minimum standards and we did not. That made the companies nervous as to whether to make an investment on this airport to buy an FBO if there is no guarantee or assurances that the rules are not going to change. The second question the companies asked is how the fuel farm operates and what brand of fuel can be used. The airport said it has to be Conoco Phillips because the fuel farm is fed by a Conoco Phillips pipeline. That also made prospective FBO's nervous because they do not deal with Conoco Phillips, they use other brands of aviation fuel. Some of the companies said they would prefer to have their own separate fuel farm in order to buy their gas from who they want and market it the way we want to. Chairman Fletcher said that as Mr. Pryor said we are going to have to decide whether we are going to require an FBO to put in a fuel farm if they renegotiate their contract.

Mr. Hennessy asked if there has ever been a third party that comes on to airports to put in fuel farms. Mr. White said it is not too common, although we have heard of some. A company has to make money to do it and that is the main reason it has not been done. Mr. Hennessy said the tanks can only last so long and he does not know how much life expectancy is left. Mr. White said they have been re-lined so they are not dangerous and they are not leaking.

Mr. Christopher said last year an RFP was done for the existing fuel farm management agreement and one of the proposers which happens to be the largest operator of fuel farms in the country had asked if the airport would be interested in leasing or selling the fuel farm. The airport indicated that could be something we may entertain in the future, although if the airport were to bring in a third party that would provide just another level of an entity that needs to earn a profit and would add that much more to the fueling fee.

Mr. Gooch said the airport has operating procedures and minimum standards, however is there anything written regarding standards or guidelines for the fuel farm. Mr. White said the purpose of this is to say that for FBO's putting in a fuel farm it has to be in an approved location by the airport, so it could not be done without the airport's permission. Mr. Gooch said he is still concerned on where the location might be and if there are some type of guidelines. Mr. White said in the proposed standards there are only two categories of businesses that could have a fuel farm, one is an FBO and the other is a non-commercial private hangar. In both of those cases a fuel farm can not be put in unless it is approve by the airport. Chairman Fletcher said I would ask Joe Lang in his review of the standards to make sure that the airport is covered regarding the issue of fuel farms. Mr. Lang said the way it is set up right now the FBO would have to have a location on their own leasehold, however we will need to look at that. Mr. White said if we create a new central fuel farm for general aviation, then that would be the only place fuel would go, however that does not exist today and so it was not put into the standards yet. Mr. Lang said right now that is controlled by contract and there is a standard attachment that goes with the contract of what the fueling requirements are and what standards they must meet for a fueling facility.

Mr. Greenlee said that some years ago the aviation division of Koch Industries looked at building a fuel farm at Mid-Continent and the found that the profit margin was not there for them to be competitive so they abandoned the idea. Mr. Greenlee said that by being in the fueling business the airport is keeping the price of fuel down for general aviation.

Mr. Heck asked what the procedure is on reviewing the proposed standards and when is a decision expected to be made. Mr. White said there is a lot of information here, he asked for the Board to review the document focusing primarily on the categories. He suggested going through them one at a time and looking at the specific requirements primarily in terms of the minimum sizes of the leasehold and the size of the hangar and making sure you are comfortable that we are going in the right direction. Mr. White said there is a lot more information on FBO's because that is the top level service provider on an airport and it has the highest restrictions in terms of requirements looking at not only the facilities, but also the services that have to be provided. Mr. White said he has cut down on the mandatory activities for this standard compared to what it is today because the proposed standards requires an FBO to be open 24/7, to provide aviation fuel and all of the line and ground services, the ramp and customer services, and aircraft maintenance operation. Today an FBO has to provide all of those things, and they also have to provide flight training and chartering, aircraft sales and aircraft rental and those are going to be unbundled to make it a little easier for someone to become an FBO because the industry has changed a lot in the last 20-30 years. Mr. White said that in the spreadsheet he handed out last month there was a survey of 30-50 other airports and it included the items that are required of their FBO's in terms

of services and the size of the facilities. This will provide an idea of what the rest of the country is doing so Mr. White suggested the Board look at those and see if they are comfortable.

Chairman Fletcher suggested that for the next meeting the Board should look through the General Requirements section and the Specialized Aviation Services Section, however skip over the FBO section for now because that is going to be the item that requires the most discussion, and come to the next meeting planning on deciding if we are going to accept that portion of the draft and get Mr. Lang's input as far as the legal portion. Mr. Lang said Mr. White's outline contains the substantive provisions and those that might require policy direction so it may be good to review that. Mr. White said he did change a few of the items between the outline and this document. Some of the requirements were cut back, for example in the FBO section he received comments from a citizen and one of the comments was regarding an FBO, there was a category on hangar door size, it had to be 28 feet high by a hundred feet wide. That was changed to not put in a door requirement at all and it is up to the FBO to decide how high they want the door to be based on the types of airplanes that they think they will put in so it provides the FBO's more flexibility. Another item that was changed was the number of fuel trucks that an FBO has to have. Some of the hangar ramp sizes were also changed to make it a little less strict. A category was created called Commercial Hangar Operator that allows for a hangar developer to build hangars for the purpose of sub-leasing those hangars to the public. It says that a Commercial Hangar Operator may offer condominium, co-op or shared leasehold hangar which includes the recommendation that the Board took at the June meeting that in such a case they can not have fueling services at the commercial hangar. A category was also put in for a non-commercial, private hangar such as a Koch Industries that does allow a hangar operator to have fuel farms, clarifying that the policy will be that a non-commercial private hangar can be built if it meets the size requirements and it can have fuel if it has only one tenant in the hangar which complies with the vote the Board took in June.

Chairman Fletcher said we are not going to vote on the document as a whole, rather it should be divided into sections, he proposed the Board review sections 1, 3 and 5 and be prepared to make a vote on those sections next month. Chairman Fletcher said the FBO section is going to require a lot of discussion and is probably something the Board should look at as a section by itself.

Mr. White mentioned that in Section 8 which is the application a business would fill out to get a lease approved, in addition to using the FAA guidelines for denial Mr. White also used the City of Wichita's development criteria that the Mayor has asked the City agencies to use when they choose a company that is going to do business with the City. Mr. White said he also included a certification statement that was taken from what the City asks companies to sign when submitting an application.

Mr. White said that this document is a starting point, it is a brand new concept for this airport. There are many topics to deal with and to explain them properly it adds to the length of the document. Certain sections may be able to be eliminated that are duplications in each of the different categories such as insurance because it contains the same wording in every section.

Mr. Pryor said he thinks that the requirements may have been set a little on the high side for an FBO that is just opening up, are five fuel trucks necessary. Mr. White said that is one of the items that has changed since last month, it has been cut back so that there are only three fuel trucks required for an FBO. Mr. Pryor asked what size of building is going to be required for an FBO. Mr. White said at least 10,000 square feet for hangar/maintenance purposes and at least 30,000 square feet for storage purposes. Mr. White said that is smaller than the smallest of the three current FBO's the airport has today. Mr. Pryor asked if a building twice the size of the EagleMed building would fulfill the requirements. The building is 14,000 square feet. Mr. White said that it would not meet an FBO's requirements, however it would meet the requirements for any of the other types of businesses, whether it is maintenance or avionics. Mr. Pryor asked if for an FBO starting out whether they need a facility that large. Mr. White said the longstanding policy that this airport has is that a new FBO has to be at least as big as the smallest of the current FBO's. The smallest FBO today has 60,000 square feet of hangar space and the proposed standards only require 40,000 square feet of hangar space so it has been cut back considerably compared to what the smallest FBO has today. Mr. White said he does not know if that is the right number, however looking at the survey of the other airports that number is smaller than what most of the other airports around the country require. Mr. White said that is the purpose of reviewing and discussing these issues, the airport has to pick a number otherwise there is not a standard.

Dan Claassen asked if EagleMed is considered an FBO. Mr. White said they are not an FBO. Mr. Claassen asked if Ballard is an FBO. Mr. White said Ballard is not, they are what the FAA would call an Air Ambulance Company. Mr. White said he did not put in a standard for an Air Ambulance Company, although did state that if a new Air Ambulance Company wanted to start a business they would present their business plan to the airport for consideration.

Mr. Helgeson asked if this document has been given out to the stakeholders and other interested parties and if there will be some type of a public hearing or public input process. After a vote is taken and this is approved by the Board, does it then go to the City Council/Airport Authority for final approval and is there a timeline on that. Chairman Fletcher said a timeline has not been established yet and we are anticipating lots of discussion.

Mr. White said that if any of the Board has comments regarding any of the items in here besides just the sections that the Chairman mentioned, please send your comments to him in the meantime. Mr. White said regarding the stakeholders, the proposed standards will be distributed immediately. Also, last month's PowerPoint presentation was sent out to all of the FBO's and some of the general aviation tenants on the airport to receive comments. The Board meetings are always public meetings and anyone is welcome to come and present comments. Chairman Fletcher said that as far as a deadline, he would like to propose to have a final vote on the proposed standards by the October meeting. Mr. White said it is up to the Board as to how fast they can work. Mr. Heck asked if that will be enough time for Joe Lang to review the document. Dr. Rosenberg said that instead of just looking at a few sections at a time, this document is only 65 pages long, the Board has a whole month to review this and he does not see why the Board cannot review the entire document and discuss it the following month.

Chairman Fletcher said if the Board reviews the entire document and comes back at the next meeting with their comments there could potentially be a vote by the October meeting. Mr. White suggested the Board send their comments to him by email so he can compile them and maybe send them out to the group to speed up the process.

Mr. Heck suggested making the insurance statement only once. Mr. White agreed and said he has found by looking at other airport's standards that it can be done by having a page with specific insurance requirements for every single category.

Chairman Fletcher said it is agreed that the Board is going to review the entire document and provide their revisions by the next meeting.

**Other Business**

Due to the labor holiday, the next WAAB meeting will be Monday, August 31, 2009 at 2:30 p.m.

Meeting adjourned at 4:45 p.m.

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Kelly Fabrizius, Clerk