

MINUTES OF THE CITY OF WICHITA
WICHITA AIRPORT ADVISORY BOARD

Monday, November 3, 2014

Present: Dave Bayouth, Charles Fletcher, U.L. Gooch, Dwight Greenlee, John Hennessy, Richard Kerschen, Carl Koster, Karyn Page, Thomas Pryor, Bill Ward, Brent Wooten

Absent: Dr. Thom Rosenberg, Ron Ryan

Airport Staff: Victor White, Brad Christopher, Susan Hale, Kathryn Keathley, Traci Nichols, John Oswald, Valerie Wise, Jean Zoglman

City Staff: Sharon Dickgrafe, Interim Director of Law
Jay Hinkel, Deputy City Attorney

Others: Pat McCollom, ACT 3 Project Manager, AECOM
Ray Koenig, LeaseCorp Aviation
Josh Brummer, LeaseCorp Aviation
Melissa Fleming, LeaseCorp Aviation
Molly McMillin, The Wichita Eagle

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

Approval of Minutes

Motion by Fletcher, second by Greenlee, to approve the minutes of the October 6, 2014 Wichita Airport Advisory Board meeting. Motion carried unanimously.

Executive Session

Motion by Wooten, second by Greenlee, that the Wichita Airport Advisory Board recess into executive session for consultation with legal counsel on matters privileged in the attorney-client relationship relating to legal advice, and that the Board return from executive session no earlier than 2:45 p.m., and reconvene in the same Airport Administration Board Room, first floor of the Administration Building, 2173 Air Cargo Road, Wichita, Kansas. Motion carried unanimously.

The Airport Advisory Board (WAAB) recessed for executive session at 2:30 p.m. Richard Kerschen, Karyn Page, and Thomas Pryor were not present. Mr. Kerschen joined the executive session at 2:32 p.m. Ms. Page joined the executive session at 2:36 p.m.

The Airport Advisory Board reconvened at 2:48 p.m.

Motion by Wooten, second by Koster, to close the executive session. There was no action taken, and no action needed as a result of the executive session. Motion carried unanimously.

Director's Report – Victor White

Mr. White gave the floor to Ray Koenig, President of LeaseCorp Aviation (LeaseCorp). Mr. Koenig announced that the newest commercial hangar development by his company will open in late January/early February. The Airport Authority last month approved construction of two additional hangars by LeaseCorp in the same complex, one of approximately 26,000 sq. ft. and the second approximately 17,000 sq. ft. Mr. Koenig introduced two members of his staff: Josh Brummer and Melissa Fleming. Mr. White stated that the Airport has been very pleased with LeaseCorp's developments, which have opened a new market at Mid-Continent Airport for commercial hangar operators. Since the building of LeaseCorp's first commercial hangar, several other developers have approached the Airport with interest in building similar businesses. It has not only kept customers at Mid-Continent, but attracted new customers. This new segment of development would not have been possible without the establishment of the Minimum Standards for Aeronautical Activities and Services for Mid-Continent Airport (Minimum Standards), which WAAB recommended and approved in 2010. Mr. Koenig added that the majority of the airplanes occupying his hangar spaces represent new business, not transferred customers from other fixed base operators (FBOs) at Mid-Continent or Jabara Airports.

U.L. Gooch asked if LeaseCorp had future plans for maintenance services. Mr. Koenig replied that his facilities are not equipped for, nor built for, heavy maintenance work. The services LeaseCorp provides are aircraft storage and routine aircraft operating maintenance. Instrument, engine maintenance, and aircraft frame work is provided by other local businesses. The new hangars that will be built provide an opportunity for current maintenance service providers to expand business by leasing additional operating space.

Brad Christopher, Assistant Director of Airports, reviewed the aircraft crash incident at the FlightSafety International (FSI) training facility that occurred on October 30th. The initial report that there was an aircraft down in field, Alert 3, came to Airport Police & Fire (AP&F) from the aircraft control tower. AP&F issued a request for mutual aid from City of Wichita and Sedgwick County emergency responders, since the incident was likely to involve injuries to individuals and damage to structures off of the airfield. Approximately three minutes after the initial report from the tower, all of the Airport's Aircraft Rescue and Fire Fighting (ARFF) units arrived at the crash site. The City of Wichita and Sedgwick County provided additional support in fire suppression and care of injured persons. Following the crash, the fuel farm was quarantined and the fuel truck was taken out of service, as is procedure in this type of incident, so that samples of the fuel may be tested. The fuel farm returned to service at approximately 3:00 p.m. Mid-Continent Drive was initially closed, then one lane coming into the Airport was opened, and by 10:50 a.m., all lanes were opened. Commercial flights were not significantly impacted; there were three airline delays, the maximum of which was approximately 30 minutes. Early in the afternoon, the Airport was able to increase its ARFF index, meaning that some of the units called to the crash site were able

to return to readiness for airfield response. Crews from all responders were at the site throughout the night to suppress hot spots that continued to flare.

At the request of FSI, the Airport provided support to employees and family members through the Incident Family Support Team (IFST). The IFST is a group of volunteers from the Airport Authority and other businesses located at Mid-Continent that are trained to provide moral support to those involved in a traumatic event.

There were four fatalities as a result of the crash, including the pilot. The National Transportation Safety Board (NTSB) has been onsite since the afternoon of October 30th, investigating the incident. The NTSB, Chief Xanders, Deputy Chief Jones, Mr. Christopher, and the American Red Cross were able to meet with the family of the pilot, to offer support and information about what to expect from the investigation. Portions of the aircraft have been removed from the site, and it is anticipated that the rest of the aircraft will be removed in the next day. The investigation may potentially be complete early this week.

The mobile command post was initially set up north of the Avis facility on Midfield Road. The unified command post was later transferred to the Airport's landside equipment storage building on Midfield Road. The Wichita Police Department, Wichita Fire Department, and the National Transportation Safety Board (NTSB) have been coordinating operations from that building.

Mr. Christopher stated that he felt that the response of staff to the incident was commendable. Counseling is also being offered to Airport emergency responders that may wish to receive that support.

(Mr. Pryor present at 3:09 p.m.)

Dwight Greenlee asked about the individual that was injured at the parking garage construction site last week. Mr. Oswald replied that the injured worker is now home.

The WAAB and staff recognized and thanked Katie Keathley for her service to the Airport for the past seven years, since she is leaving employment with the Airport this week and will be moving from Wichita soon.

Parking and Rental Car Facilities Project Update – John Oswald

In the last month, all of the driving surfaces for the garage ramps have been placed. Work remains on the concrete railing for the ramps. There are three deck pours remaining to complete the fourth floor parking surface, two of which are anticipated to be completed this week. The final pour will take place next week, which will make a total of 36 pours on the parking levels. Work will continue for a few months to address several concrete structural elements and finish installing electrical and communications equipment. The exit plaza construction has begun, with initial excavation work.

In the rental car customer service facility portion of the structure, work is progressing in several areas. The second half of the pedestrian canopies were placed last week. Welding and painting work for canopies continues. The stair towers are under construction (two on the front, or terminal-

facing, side of the structure and two on the back side). The west end tower on the front is close to topping out. The terminal-facing stair towers will also have elevator access. Glass is being installed on the front of the rental car facility.

ACT 3 Project Update – Pat McCollom, ACT 3 Project Manager

The terminal is on schedule to be complete in 150 days.

Design work with the concessionaires is progressing. The 30% design completion plans from MSE (food and beverage concessionaire) was received last week. Paradies (retail concessionaire) is expected to submit their 30% design completion plans next week. The initial plans from Paradies indicate that CNBC Stores will be the retail vendor in the two largest locations in the gate areas. A comprehensive retail shop will occupy the third retail location in the gate areas.

In October, the telephone system installation was completed, which includes a new communications control console in the Airport Police & Fire building. The HVAC system for the new terminal was put into operation. Hangar 20 demolition was finished last week.

In the coming weeks and months, several tasks are continuing. The curbside and apron paving is still under construction. Approximately 80% of the first floor terrazzo flooring is complete; 50% of the second floor is in the early steps of the installation process. The security system cut over has begun with the Airport Police & Fire building, and will proceed to other Airport offices and end with the new terminal in the coming weeks. The baggage handling system (BHS) testing has begun, with coordination from the airlines in their sections of the system. Manufacture of the passenger boarding bridges is scheduled to begin in the next couple of weeks. A contingent from the Airport will go to the manufacturing facility in Logan, Utah, to see the completion of the first bridge.

Clear Channel, the advertising vendor, toured the terminal in October, and plans to hold a special event to review advertising opportunities in the new terminal, first with current customers and following with potential new advertising customers. There are approximately 65 spaces in the new terminal that have been identified for advertising locations, which are made up of a variety of media types. In addition, there is one open space in the great hall that would be appropriate for an interactive advertising display, such as a showcase for an aircraft manufacturer or similar aviation-related local business. This space is open because Paradies chose to locate all of its retail concessions in post-security areas of the terminal.

Design work with the concessionaires is progressing. The 30% design completion plans from MSE (food and beverage concessionaire) was received last week. MSE would like to bid the construction work for their spaces in the next month, with the goal of having the spaces finished in early 2015. Paradies (retail concessionaire) is expected to submit their 30% design completion plans next week. The initial plans from Paradies indicate that CNBC Stores will be the retail vendor in the two largest locations in the gate areas. A comprehensive retail shop will occupy the third retail location in the gate areas.

The Transportation Security Administration (TSA) has requested office space in the second floor of the new terminal. With this tenant, all of the unallocated space in the new terminal has been filled. There is a short timeline for submission and approval of the TSA office space design, since the move to the new terminal must be complete before mid-spring, when it is anticipated that the west wing of the existing terminal will be demolished. Mr. White added that the Airport hopes to have an agreement for the new lease approved by the end of November. Supplemental agreements with HNTB for the design of the office space and a change order with Key Walbridge for the build-out would subsequently be initiated. The lease represents new revenue for the Airport and the General Services Administration (GSA), the government unit that handles federal leases, will reimburse the Airport for the cost of design and construction.

Mr. Kerschen asked if an opening date for the terminal has been set. Mr. White replied that the specific date has not been determined, but that spring 2014 is the approximate timeframe. The completion date of the parking facility must be known first, as it must be complete shortly before the terminal can be opened.

Other Business

Brent Wooten asked for information about the second hotel development. Mr. White replied that the lease was finalized in September and there have been meetings with the developer to review site plans. Two requirements that the developer is working on are: the airspace approval application and designs for a detention pond. These must be approved before construction can begin.

Chairman Hennessy thanked Dwight Greenlee for his service as chairman the last term and expressed appreciation for his leadership on behalf of WAAB.

The next WAAB meeting will be Monday, December 1, 2014 at 2:30 p.m.

Meeting adjourned at 3:43 p.m.

Kathryn Keathley, Clerk