

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

**Monday, July 11, 2011**

Present: Steve Dunne, U. L. Gooch, Dwight Greenlee, Willis Heck, John Hennessy, Kevin Myles, Thomas Pryor, Dr. Thom Rosenberg, Brent Wooten, Kurt Yowell

Absent: Charles Fletcher, Rebecca Pilshaw, Bill Ward

Airport Staff: Victor White, Kelly Fabrizius, John Oswald, Linda Turley, Valerie Wise, Jean Zoglman

City Staff: Jay Hinkel, Deputy City Attorney

Others: Michael Carter, AECOM  
Dave Bayouth, Sedgwick County Nominee for Airport Advisory Board  
Steve Harris, City of Wichita Nominee for Airport Advisory Board

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

Chairman Greenlee introduced two new nominees to the Board: Dave Bayouth and Steve Harris. Mr. Bayouth has been nominated to serve by Sedgwick County Commissioner Jim Skelton, and will continue in the position currently filled by Rebecca Pilshaw. Steve Harris has been nominated by District II City Council member Pete Meitzner, and will continue in the position currently filled by Steve Dunne.

**Approval of Minutes**

*Motion by Wooten to approve the minutes of the June 6, 2011, Wichita Airport Advisory Board meeting. Motion carried unanimously.*

**Director's Report**

Victor White, Director of Airports, informed the Board of recent and upcoming business activities.

The National Wings of Freedom Tour is displaying several airplanes at Jabara Airport through July 13. Rides are also available for a fee.

The construction of Fugate Aviation's commercial hangar has begun, and is expected to be complete by the end of 2011. In support of Fugate Aviation's development, the Airport is constructing an access roadway, a taxiway connection, and extending utility connections.

The Airport is in negotiations to construct another corporate hangar at Jabara Airport. If this project proceeds, more information will be provided.

The Kings of the Air Foundation has expressed interest in building a hangar at Jabara Airport to serve as its headquarters. The Kings of the Air Foundation is a nonprofit that is seeking sponsorship to restore King Air No. 1, the first plane produced by King Air. A world tour of the restored plane is planned for 2014.

John Oswald, Airport Engineering and Planning Manager, provided an update on the airfield rehabilitation construction project planned for Jabara Airport. Taxiway A-6 and the east edge of the apron will be fully replaced; other isolated repairs to the rest of the runways, taxiways, and apron will be done at the same time. Bids are scheduled for opening on August 5, and the project will be complete in four to five months. Approximately 95 percent of the project will be paid for with discretionary funds from the Federal Aviation Administration (FAA), which allows the annual entitlement funds to be used for other projects.

The Wichita Flight Festival will be held at Jabara Airport on August 20 and 21.

Mike Carter, ACT 3 Program Manager, will be retiring from AECOM. Pat McCollom has been hired by AECOM to head the ACT 3 program management team going forward.

### **ACT 3 Project Update**

Mike Carter, AECOM, informed the Board of the status of the Air Capital Terminal 3 Project (ACT 3). On June 21, 2011, the Wichita Airport Authority gave approval to advertise for construction bids and authorized development of a budget for the terminal construction. By the end of 2011, the terminal construction contract will be awarded and the design team for the parking and rental car facilities will be in place. Groundbreaking for the terminal is expected in spring 2012. The parking garage construction will start in 2013. The completed terminal facility is scheduled to open in 2015.

The City of Wichita is hosting a Disadvantaged Business Enterprise (DBE) certification workshop on July 21, 2011. The goal of this outreach effort is to increase participation of DBEs in the City's contract bidding process. Chairman Greenlee asked where the DBE certification workshop will be held. Mr. White answered it will be on the 10<sup>th</sup> Floor of City Hall, from 10 a.m. to noon. The ACT 3 Program Management Office has also reached out to DBEs and Emerging Business Enterprises (EBEs) by providing information about becoming a registered vendor with the City, by mailing notification that the terminal construction process will be moving forward, and by organizing a contractor's forum with the MidAmerica Minority Business Development Council, scheduled for August 2011.

Chairman Greenlee asked for explanation of the difference between DBE and EBE. Linda Turley, Airport Capital Program Administrator and liaison to the FAA DBE program, answered that DBE and EBE are separate designations. Disadvantaged Business Enterprises are not

necessarily EBEs. The FAA will only recognize a DBE designation if the business is on the State of Kansas DBE registry. Chairman Greenlee asked if EBE was a federal designation. Ms. Turley answered that EBE is a City of Wichita classification, which means a business must be certified by the City as an EBE and by the state as a DBE. Dr. Thom Rosenberg asked how long a business could be identified as an EBE. Ms. Turley answered that the EBE designation is based on the size of a business, determined by number of employees and revenue; a business could be an EBE for a long time. Mr. Carter added that the federal DBE designation is based on the net worth of a business.

Chairman Greenlee asked if the completion of the parking garage would coincide with the completion of the terminal building. Mr. Carter answered that the two facilities would be completed at approximately the same time. Mr. White added that the Airport plans to have the construction of the parking garage finished shortly prior to the opening of the terminal, ideally about a week before, because the parking garage will also house the rental car service counters which will need to be operational at the time of the terminal opening. The request for proposals for the design of the parking facility will be published by the end of the month, which sets in motion a planning and construction schedule that will coincide with the completion of the terminal.

Brent Wooten asked what size of garage is being planned. Mr. White answered that the RFP states that the completed facility will provide 1,200 to 1,600 parking spaces, which includes both public parking and rental car facilities. One of the first tasks of the selected design firm will be to determine exactly how many parking spaces will be needed for current traffic volume, and to allow for future growth.

Mr. White provided further information about the Airport contractor's forum planned for August. It is an outreach effort to all of the construction firms in the area that may have an interest in any of the work being done at the Airport, both the ACT 3 Project and other projects. Representatives will attend from the City, the Kansas Department of Transportation, and the Airport to discuss the construction projects. It is not only an opportunity for the businesses to learn about the work planned at the Airport, but also an opportunity for contractors and subcontractors to network among themselves. A press release will be sent out when the forum details are finalized.

U.L. Gooch asked for further explanation about DBE and EBE participation levels; in the presentation given to the City Council, it was stated that there was not a mandate for minimum contract awards to DBE/EBE firms. The State of Kansas reports on the number of DBE firms hired each year to work on public projects, which is as much or more than the stated goal. Mr. White answered that since the terminal construction project is receiving funding from the FAA and the Transportation Security Administration, the Airport must follow federal guidelines for the selection of contractors. Federal law states that there cannot be a quota, a set-aside, a geographic preference, or a percentage goal in the hiring of firms when federal funds are used. The Airport can set a goal for the percentage of DBE participation, which does not impose a requirement on contract awards. The number of DBE firms hired would be tracked, and the goal achievement would be reported at the end of the year. The parking facility will be built without

federal funds, so the City's EBE guidelines will be followed in the hiring of contractors in that part of the project. Chairman Greenlee said under the new rules each project does not have a goal; it is an annual goal for all federally funded projects on the airport. Mr. White confirmed that was correct. Chairman Greenlee asked if the DBE/EBE goals would be reported by project, or as an annual achievement covering all work done. Ms. Turley said it would be reported as an annual Airport goal and achievement rate. Mr. White added that in this case, the terminal project will comprise 98 percent of the funds spent on projects at the Airport, so the DBE/EBE participation reported in this time period will effectively represent the terminal project. The annual goal reporting procedure is a change from reporting methods used in the past, so it will take some time for everyone to become comfortable with the new rules. Jay Hinkel, Deputy City Attorney, said he would be able to make available the court cases that established the precedent for the new rules. Mr. White said it would be helpful to have that information to support our procedures for DBE/EBE recruitment. Kurt Yowell asked if that information would be available for the contractor's forum. Mr. White said that it would be good to have the rules available for the attendees to the City's DBE training event on July 21.

Chairman Greenlee asked if the aviation history display planned for the new terminal could be an electronic media display so that it could be updated easily and possibly accessible through the Internet. Mr. White said the design incorporates monitors in certain panels that can be changed if needed. The Airport plans to meet again with the Greteman Group to review the history display and the public art display in preparation for their production.

### **Other Business**

Mr. Yowell asked for an update on the advertising program. Mr. White said the Airport is working on building its relationship with the new advertising agency. Valerie Wise, Air Service and Business Development Manager, said Stucky Nolte is focusing on finalizing the university affinity program right now. John Hennessy asked about the advertising agency fees. Ms. Wise said the Airport receives a monthly invoice that includes the retainer fee and any additional creative or art costs. Mr. Hennessy asked what was covered in the \$450,000 compensation set in the contract. Ms. Wise said it covers all advertising development costs. Invoices detail each project that was worked on and the hourly charge for development work. Mr. Hennessy asked how the Airport evaluates how much advertising product is received per hour of development. Ms. Wise said the plan for use of the advertising budget is not complete. At this time, it has been determined that about 35 percent of the budget will be used for the university affinity program. The rest of the budget has not been allocated to specific campaigns. Mr. Gooch asked what percentage of the advertising fee is generally expected to go toward an advertising product versus creative costs. Ms. Wise said that in the previous advertising contract, about 80 percent of the advertising fees were used in output and about 20 percent were creative fees. Steve Dunne asked what advertising was running currently. Ms. Wise said the Airport has some active billboards and social media campaigns.

Mr. Yowell asked Mr. White if he had any additional information about the AirTran/Southwest merger. Mr. White said that AirTran became a wholly owned subsidiary of Southwest on May 2, 2011. They still have separate FAA operating certificates, so they are operating as two airlines.

It is expected that operations will be merged into one airline by the spring of 2012; it will be an additional year or two before all of the airplanes and facilities acquired from AirTran will bear Southwest emblems.

Mr. White provided additional information concerning the continuation of AirTran/Southwest service at Mid-Continent. The Regional Economic Area Partnership (REAP) announced that it approved funding for AirTran through the Affordable Airfares revenue guarantee program, which ensures that AirTran will continue service at Mid-Continent through June 2012. Willis Heck added that REAP also approved \$250,000 for development of a regional air service program based out of the Garden City Regional Airport.

Mr. Gooch asked if there was any news about Southwest's plans for merging its fleet with that of AirTran. Southwest's model of success is based on flying one type of aircraft. Mr. White said that Southwest has stated it would prefer to maintain a fleet of Boeing 737s, but because it is acquiring so many Boeing 717s from AirTran and inheriting service to smaller airports, it will probably have to expand to two classes of aircraft. The Boeing 717 is able to serve smaller markets, such as Wichita.

The next WAAB meeting will be Monday, August 1, 2011 at 2:30 p.m.

Meeting adjourned at 3:43 p.m.

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Kathryn Keathley, Clerk