

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

**Monday, August 5, 2019**

- Present: Ron Ryan (Chairman), Charles Fletcher (Vice Chairman), Robert Benton, Tim Bonnell, Paul Davis, David Eslinger, Randy Frazer, Dwight Greenlee, John Hennessy, Jr., Karyn Page, Dr. Thom Rosenberg, Brent Wooten.
- Airport Staff: Victor White, Director; Brad Christopher, Assistant Director; Jean Zoglman, Finance Manager, Valerie Wise, Air Service and Marketing Manager; Traci Nichols, Properties and Contracts Manager; Belinda Witt, Properties and Contracts Analyst, Kriscia Palacios, Clerk.
- City Staff: Jay Hinkel, Deputy City Attorney
- Guests: Barbara Autry, Midwest Corporate Aviation (MCA); Brian Strunk, MCA; Brenda Gerleman, MCA; Bruce Gerleman, MCA; Charles Wittmack, MCA; Dwayne Clemens, Clemens Aviation; Shellie Foster, Clemens Aviation; Lizzie Clemens, Clemens Aviation; Jerry Siebenmark, Aviation International News, Andy Bodine, CMT; Brian Garkie, CMT; Doug Drescher, Signature Flight Support, Paul Pintado, Signature Flight Support.

Chairman Ryan called the meeting to order at 3:00 p.m. and asked if anyone was present to speak on the public agenda. No one came forward to speak.

**Approval of Minutes**

*Motion by Mr. Greenlee and second by Mr. Wooten to approve the minutes of the August 5, 2019 Wichita Airport Advisory Board meeting (WAAB). Motion carried unanimously.*

**Director's Report – Victor White:**

The Director began his report by inviting Traci Nichols, Properties and Contract's Manager to present the lease renewal for Transportation Security Administration, which expires at the end of the year.

There is a Design meeting tomorrow as well as a Landside Paving Meeting to discuss the progress.

The radios the Airport uses for its operations are on the countywide system and will no longer be supported by Motorola later this year. There was an item submitted for the August 13<sup>th</sup> City Council Agenda for budget approval to replace all the police and fire and operations division radios. A future item in several years will replace the administration, engineering, and

maintenance radios. The city police and fire departments have already started this replacement process.

City Council voted to give DoubleTree hotel another 30 day right of refusal to decide if it wants to build another hotel.

### **Signature Flight Support Use & Lease Agreement**

Brad Christopher gave a presentation on the business and financial terms of the new Signature Flight Support use and lease agreement. Doug Drescher, Signature's Area Director showed great interest in contributing.

Motion for approval by Mr. Rosenberg, 2<sup>nd</sup> by Mr. Greenlee, all in favor.

### **Leasing Policy Updates & Revisions**

Director Victor White gave a presentation on proposed changes to the Leasing Policy. The most significant update will be a clarification that the policy will only be used as a general guideline that can be adjusted on a case-by-case basis depending upon the nature of the lease and business terms. The Board is not being asked to approve these changes at today's meeting, but might be at the September meeting, depending on what additional comments come in. He asked for any Board comments or suggestions to be sent to him before the next meeting. Going forward, upcoming major leases will be presented to the Board prior to being sent to the City Council for approval.

### **Operating Budget and Capital Improvement Program**

Jean Zoglman, Finance Manager, gave an informative presentation regarding the Operating Budget for the upcoming year.

### **Clemens Aviation Jabara Airport FBO**

Mr. Charlie Wittmack, counsel for Midwest Corporate Aviation (MCA), gave a closing statement regarding the ongoing issue regarding MCA and Clemens Aviation's request to develop a second FBO at Jabara.

*Motion by Mr. Fletcher, that the Wichita Airport Board recess into executive session for consultation with legal counsel on matters privileged in the attorney-client relationship relating to potential litigation. The board will return from executive session no earlier than 4:30 pm and reconvene in this board room.*

The Airport Advisory Board recessed for Executive Session at 4:02 pm.

The Airport Advisory Board reconvened at 4:37 pm. No action was taken during the Executive Session.

*Motion by Mr. Fletcher, 2<sup>nd</sup> by Mr. Greenlee to accept Clemens Aviation's financial terms and move forward with the lease request and to recommend its approval by the City Council/Airport Authority. Mr. Wooten abstained from voting; Mr. Hennessy opposed.*

**Other Business**

The next WAAB meeting will be Monday, September 9, 2019 at 3:00 p.m.

Motion to adjourn at 4:40 p.m. by Mr. Fletcher, 2<sup>nd</sup> by Mr. Davis. Motion carried unanimously.

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Kriscia Palacios, Clerk