

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

**Monday, February 3, 2020**

- Present: Ron Ryan (Chairman), Charlie Fletcher (Vice Chairman), Robert Benton, Tim Bonnell, Paul Davis, Joey Ellzey, David Eslinger, Randy Frazer, Dwight Greenlee, Brent Wooten, Tyler Walston (in place of Karyn Page).
- Airport Staff: Victor White, Director; Brad Christopher, Assistant Director; Jean Zoglman, Finance Manager, Valerie Wise, Air Service and Marketing Manager; John Oswald, Engineering and Planning Manager; Traci Nichols, Properties & Contracts Manager; Roger Xanders, Chief of Police & Fire; Kriscia Palacios, Clerk.
- City Staff: Jay Hinkel, Deputy City Attorney
- Guests: Brian Strunk, MCA (Midwest Corporate Aviation); Dwayne Clemens, Clemens Aviation; Andy Bodine, CMT; Ryan Stern, CMT.

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. Bonnell and second by Mr. Greenlee to approve the minutes of the December 2, 2019 Wichita Airport Advisory Board meeting (WAAB). Motion carried unanimously.*

**Director's Report – Victor White:**

Passenger traffic at the Airport was up about 5% in 2019, which is the highest in the history of the Airport.

The Bureau of Transportation Statistics released its third-quarter 2019 average fare report, showing average fares at the Airport fell 1% from the third quarter 2018. Wichita had the only fare decrease in the region.

ICT won the #3 ranking in the USA Today's 10Best Reader's Choice award for Best Small Airport. ICT was one of just 20 chosen to compete in the contest from about 500 airports. The Airport was selected by experts in the travel industry, who cited that Wichita was picked because of high passenger approval ratings, especially for its parking facilities, ease of security, cleanliness, and

high percentage of on-time departures. The ranking is based on the number of votes an airport received in an online survey over the course of a month.

David Eslinger arrived at 3:02 pm.

Honeywell has declined the Airport's counter offer, and they have hired their own Real Estate broker which will attempt to sublease the building. The Director will advise both Honeywell and their broker (Weigand), that any sublease or assignment of the facility will have to have the prior written approval of the Airport, and that any use of the facility must be for aviation purposes.

The Business Travel Bootcamp, which took place January 30, was a success. The event planned and organized by Valerie Wise had an attendance of over 70, including representatives from Airlines and other Airports.

The Director asked the Board Members to reach out to their Appointers about the expiration of their current terms, many of which occur at the end of this March.

Chief Xanders briefed us about the Coronavirus, and the steps the Airport takes to prepare for an epidemic. Currently, the Airport is enforcing constant disinfection using an Electro Static Fogger, as well as extreme sanitation of high traffic surface areas. Although Wichita is not an International entry point, the Airport is prepared in the event of exposure.

The Director mentioned that the Request for Qualification for engineering consulting services to conduct a study to modify the Airport Layout Plan at Jabara Airport has been advertised.

### **Mid-Continent Aviation Services, Inc. Lease Renewal**

Brad Christopher presented the lease renewal for Mid-Continent Aviation Services, Inc. They previously subleased the facilities from Wichita Airport Facilities, Inc. (WAF), and now hold a direct lease with the Airport. The recommendation is to approve the Financial and Business Terms and recommend approval by the Airport.

*Motion by Mr. Fletcher, 2<sup>nd</sup> by Mr. Ellzey to approve the negotiated lease. The motion passed unanimously.*

### **Clemens Aviation Commercial Hangar Operator Lease Request**

Brad Christopher presented to the Board, the request for lease by Clemens Aviation for a Specialized Aviation Services Operator use and lease agreement to provide storage, maintenance, and other services for its owned, leased, or managed aircraft, and also provide Part 135 charter services for hire. Clemens operates a fleet of 21 aircraft, and has the largest General Aviation flight department in Kansas with over 30 pilots. Its jet management program has about 64 owners from the Wichita area.

Lease term is 30 years; leasehold is 100,519 square feet total. Initial lease revenue will be approximately \$23,280 annually with a 1% rate escalation annually. It will be a triple net lease, and all construction costs will be paid by Tenant. It is anticipated that Clemens will use about 500,000 gallons of fuel per year, which will generate an additional \$40,000 of flowage fees per year. The recommendation is to approve the Financial and Business Terms and recommend approval by the Airport Authority.

*Motion by Mr. Bonnell, 2<sup>nd</sup> by Mr. Greenlee to approve the requested lease. The motion passed unanimously, with an abstention by Mr. Wooten.*

### **Project Updates**

John Oswald offered a project status update on Jabara, received a \$344,000 grant for design and construction. The project is anticipated to be completed by the end of 2022 fiscal year.

### **Other Business**

The next WAAB meeting will be Monday, March 2, 2020 at 3:00 p.m.

Motion to adjourn at 4:00 p.m. by Mr. Ryan, 2<sup>nd</sup> by Mr. Fletcher. Motion carried unanimously.

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Kriscia Palacios, Clerk