

Airport Advisory Committee

MINUTES OF THE MEETING OF FEBRUARY 7, 2011

MEMBERS PRESENT: Scott Crain
Cliff Hix
Gary Iori
Ron Long

MEMBERS ABSENT: Jay Humbard, Chairperson
Nathan Keizer, Vice Chairperson
Chris Hoffman

OTHERS PRESENT: William A. Beasley, Director of Public Works
Mark Turnbull, Director of Economic Development
Bill Pyle, Airport Manager
Bruce Remsberg, City Engineer
Joye VanGorden, Admin. Asst. to Dir. of Public Works

The Airport Advisory Committee met on Monday, February 7, 2011, at 10:00 a.m., in the City Hall Conference Room. The meeting was called to order at 10:00 a.m. with four (4) members present.

The first order of business was the introduction of new member Gary Iori.

The second order of business was the election of a Chairperson and Vice Chairperson to serve the 2011 term. Chris Hoffman was elected as Chairperson and Ron Long was elected as Vice Chairperson. Newly elected Vice Chairperson Ron Long presided over the remainder of the meeting.

The third order of business was the approval of the minutes of the meeting of June 15, 2010. Scott Crain moved, seconded by Cliff Hix, that the minutes be approved as submitted. Motion carried unanimously.

The fourth order of business was approval of the tentative meeting schedule for 2011. Mr. Beasley explained that the proposed meeting schedule establishes the Airport Advisory Committee to meet quarterly, on the first Monday of February, May, August and November, at 10:00 a.m. He stated, however, that since Monday's are staff meeting days he would like to push the meeting start time back to 11:00 a.m. Scott Crain moved, seconded by Gary Iori, that the meeting schedule be approved moving the meeting time back to 11:00 a.m. Motion carried unanimously.

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The fifth order of business was an update on the Airport Master Plan and Airport Layout Plan. Mr. Beasley stated that the City is still working towards completion of the Airport Master Plan and Airport Layout Plan. The consultant (PEC/BWR) has gone through most of the review with the Airport Advisory Committee and the Review Committee. All the written documentation has been submitted to FAA for their review and PEC is currently finishing drafting of the Airport Layout Plan to send to FAA for review. Once the City receives the “green light” from the FAA, the City staff will provide a presentation to the City Commission for their review and approval of both the Airport Master Plan and the Airport Layout Plan.

The sixth order of business was discussion of an Environmental Assessment. Mr. Beasley stated that before any construction can take place at the airport, an Environmental Assessment will have to be conducted of the airport property to assure that the proposed expansion of the main runway and construction of the parallel taxi-lane will not hinder the wildlife, wetlands, gray bats, etc. Because the City’s contract with PEC for the wildlife fence included the expansion of the main runway and the parallel taxi-lane, the City was allowed to avoid the consultant selection process and to use PEC for this project. PEC has sub-contracted with BWR who does this type of work on a regular basis. The City has been advised that this work can take up to 1 year to complete to allow for proper notification of all the different agencies and to receive their approval and comments in this regard. The paperwork has been submitted to the FAA for this assessment, but the City has yet to receive a response back from them to proceed with the work. The City anticipates receiving a grant from FAA to fund this project based on a 95% Federal/5% Local funding split. The Economic Development Advisory Committee (EDAC) has agreed to pay for the City’s portion of the funding for this project, which is estimated to be \$3,500.

The seventh order of business was the review of Height and Hazard Regulations at the airport. Mr. Beasley stated that as part of the preparation of the Airport Master Plan, PEC/BWR looked at all the facilities and regulations at the airport and they have recommended that the City address height and hazard clear zones with the County and with the City of Frontenac. Currently, height and hazard regulations are published in the City’s Zoning Ordinance, however, the City of Frontenac does not have any regulations. The City has applied through KDOT Division of Aviation for a grant to hire a consultant to prepare height and hazard regulations to include a review of these regulations with the City’s Planning and Zoning Commission, the County and the City of Frontenac and to provide any required documents to get these regulations adopted so that everybody adheres to the same height and hazard regulations. Mr. Beasley stated that he talked with Ed Young with KDOT Division of Aviation today and he indicated they have several applications they are getting ready to fund, however, until the weather breaks and they have had the opportunity to go and view each site no awards will be made. The grant if awarded would be a 95% State/5% City.

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The eighth order of business was an update on the taxi-lane improvement project. Mr. Beasley stated that last year the City was awarded a grant in the amount of \$178,000 through KDOT Division of Aviation to improve the taxi-lane at the airport. This grant is based on a 50% State/50% Local funding split. The City staff is currently working on preparing the plans and specifications to bid out this project. The original scope of work for this project included milling and 2-inch asphalt overlay of the existing taxiways, taxi-lanes and miscellaneous pavement in the hangar areas, the patching of severely distressed areas in the pavement, drainage improvements and pavement markings. However, this scope of work was modified after City staff attended the Airport Conference and viewed the use of a "Grip Flex" material utilized at the New Century Airport in Kansas City and several other airports. This material is a hard, cold tar type sealant that bonds all the aggregate together and stays black. This work now includes identifying and digging out the bad spots in the taxi-lane and to repair them with a rock base and asphalt patch to the current surface of the taxi-lane and then to overlay the entire taxi-lane with the "Grip Flex" material. The cost of this material is estimated to be \$5 to \$6 per square yard. By using this material, the City will now be able to do a lot bigger area (around T-hangars and hangar spaces A, B, C and D all the way to the north/south taxiway). Drainage improvements will include the construction of a valley gutter in front of hangar spaces C and D and to take that drainage to the existing drainage culvert and tied into the existing drainage system. Plans should be ready to bid this project out in March. The EDAC has graciously agreed to fund the City's share (50%) of this project.

The ninth order of business was an update on the parallel taxiway and hangar relocation. Mr. Beasley stated that the FAA has basically approved the construction of the parallel taxiway, however, before any design work or construction can occur the Environmental Assessment must be completed. The paperwork for the Environmental Assessment was submitted the first part of December but the City has not yet received a response from the FAA to proceed with this work. Once the Environmental Assessment has been completed, PEC will continue with the design of the parallel taxiway for submittal to FAA for review and approval. Construction of the new parallel taxiway will result in the need to relocate some hangars. This work is being done in phases and includes the following:

1. Design.
2. First phase to include construction of the parallel taxiway from the north end of the main runway back towards Runway 4-22.
3. Second phase to include construction of the parallel taxiway from the intersection of Runway 4-22 to the south end of the main runway.

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4. At that time, the north hangar to the east of the runway will have to be removed. The Airport Master Plan shows this hangar being moved to the west side of Runway 4-22. FAA will pay for the demolition of the hangar, however, the City will have to pay to have it erected.

The City staff was hopeful the expansion of the airport to the west of Runway 4-22 could be done in conjunction with the development of the Airport West Industrial Park. During the expansion of the Airport West Industrial Park, the City is in hopes of constructing an access road to the newly expanded industrial park as well as the new hangar area. The Airport Master Plan also shows construction of a new terminal building on the west side of the runway, which will basically be 4-5 years before the City will start to see that area expanded.

The tenth order of business was an update on the Ground Communications Outlet Project. Airport Manager Bill Pyle stated that the City has been working on this project for about a year now, but this project has now been completed. Bids were taken for the purchase and installation of a new Ground Communications Outlet. Bids came in just under \$10,000 for this equipment. Avtech Marketing, of Minneapolis, Minnesota, was the successful bidder and provided this equipment. All this equipment was installed in December and is now operational. This equipment includes a receiver, antenna and phone line directed to the Kansas City Flight Center. This equipment can only be used in line of sight that requires pilots to taxi north of the terminal building for clear communication with the antenna. A few pilots have used this service and have indicated that it works perfectly. This project was also funded by a grant through KDOT Division of Aviation based on a 50% State/50% Local funding split.

The eleventh order of business was discussion of construction of a new hangar by Watco Companies, Inc. Mr. Beasley stated that Watco Companies, Inc. has purchased a new Cessna Bravo jet, which is currently being stored in the multi-use hangar west of the terminal building, and they are interested in building a new hangar between Miller's hangar and K. W. Brock's hangar. An application has been submitted to the FAA for approval to construct this hangar. In reviewing this application, the FAA will check coordinates, the height of the structure and proposed elevations. Once approval is granted by the FAA, construction of the hangar will begin. The proposed hangar will be an 80' x 100' hangar with a small office area similar to Miller's hangar. EDAC has also approved a force account for Watco Companies, Inc. to fund the construction of this hangar.

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The twelfth order of business was review of the new hangar lease being proposed by the City. Mr. Beasley stated that the City currently has hangar leases for several of the big hangars (K.W. Brock, Miller's, Mike Gall and Terry Calloway), however, they have no lease agreements for the T-hangars. In order to allow the City to be able to track occupancy of all hangar spaces, a new lease has been prepared compiling language from the current leases and leases from the City's insurance advisor to come up with the lease that has been provided to the Committee for review. This new lease will be a month-to-month lease and will require a 30-day written notification if the hangar is vacated. The one clause included in the new lease that is not included in the current leases is the requirement of a security deposit, which is equal to a month's rent. This clause will allow for the recovery of some of the fees should an occupant fail to pay the monthly lease amount. The existing hangar spaces will be grandfathered with the security deposit applying only to new lessees. The lease also indicates that occupants must adhere to the adopted rules and regulations for the airport.

There being no further discussion, Ron Long moved, seconded by Gary Iori, that the new hangar lease be approved. Motion carried unanimously.

The thirteenth order of business was an overview of the rules and regulations for the airport. Mr. Beasley stated that the rules and regulations for the airport have been adopted and are a part of the City Codes and have been in force for many years. The only change is the recent increase of certain fees and charges at the airport. The City is currently in the process of getting these changes into the system. These rules and regulations can also be reviewed online.

Under Other Business, Mr. Beasley reported that the airport was closed down only for about a 24-hour period due to the recent historic recorded snowfall. Even with all the snow on Tuesday, the runway was cleared and all flights were able to get in and out by Wednesday afternoon. Runway 4-22 is still not open, however, the City is currently working to get it open this week. Another 3"-6" is predicted for Tuesday and Wednesday of this week.

There being no further business to be discussed, Ron Long moved, seconded by Scott Crain, that the meeting adjourn. Motion carried unanimously and the meeting adjourned at 10:50 a.m.

Respectfully submitted,

Joye VanGorden
Administrative Assistant to the Director of Public Works