

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

**Monday, December 5, 2016**

Present: Rob Benton, Paul Davis, David Eslinger, Charles Fletcher, Dwight Greenlee, John Hennessy Jr., Carl Koster, Thom Rosenberg, Ron Ryan, Brent Wooten

Airport Staff: Leah Gisick, Traci Nichols, John Oswald, Ty Richardson, Victor White, Valerie Wise, Belinda Witt, Jean Zoglman

City Staff: Jay Hinkel, Deputy City Attorney

Guests: Mark Williams, Garver

Chairman Rosenberg called the meeting to order at 3:00p.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. Fletcher and second by Mr. Eslinger to approve the minutes of the November 7, 2016 Wichita Airport Advisory Board meeting (WAAB). Motion carried unanimously.*

**Director's Report – Victor White**

Music groups from different schools and churches will be singing Christmas carols at the terminal for the next few weeks. The schedule is on the Flywichita.com website.

A paper was handed out showing the 20 plus awards/recognitions received by the Airport in 2015-2016.

The annual Christmas Tenant Luncheon will be held on December 15<sup>th</sup> at the Doubletree Hotel.

The Experimental Aircraft Association (EAA) will be holding a pancake breakfast on December 17<sup>th</sup> at Jabara Airport. Santa will arrive on Eaglemed's WSU-Shocker helicopter. There will be introductory free flights for kids in aircraft provided by EAA members as part of the nationwide Young Eagle program.

The construction contract bid to build the TSA statewide offices will be awarded to Compton Construction. This will be brought before the City Council on December 6<sup>th</sup>. The cost for the TSA buildout will be around \$1.3 million, and TSA will pay back around \$1 million. The goal is for the project to be completed by spring.

### **Commercial Ground Transportation Fee Policy – Victor White**

Mr. White shared a PowerPoint presentation regarding a Commercial Ground Transportation fee policy, which was also shown to the City Council on November 22<sup>nd</sup>. This subject was brought up at three previous WAAB meetings; July 2015, October 2015, and March 2016. The presentation highlighted the capital infrastructure cost and the operating and maintenance cost for ground transportation facilities.

The Airport is currently not charging any Ground Transportation Operators to use the Airport, although for many years taxicabs and limousines had been charged a flat monthly fee. Those fees were halted earlier this year awaiting a decision on the overall policy changes that would affect all operators. It is customary at other airports for these fees to be charged. The most common factor in ground transportation fees are per-trip access fees based upon size of vehicle, which could be based upon the number of passengers, weight, or length of the vehicle.

As of April 1, 2016 an Automatic Vehicle Identification (AVI) vehicle count system was activated which has now collected six months- worth of data and see how many trips each company has operated to and from the airport. This would help companies know how many trips they might make per year and give them an idea of what the fees would be for budgeting purposes.

Mr. White and Chairman Rosenberg met with Hotel and Lodging representatives at the Visit Wichita offices on November 30. The representatives don't like the per-trip fee basis and wanted some time to come up with an alternative fee structure. Mr. White and Chairman Rosenberg will meet with them again in January after their group meets to discuss their alternative fee structure for courtesy shuttles.

The recommendation of Mr. White is to charge \$0.50 per trip for vehicles having a seating capacity of 1-7 passengers, \$1.00 per trip for vehicles having a seating capacity of 8-15 passengers, and \$4.00 per trip for vehicles having a seating capacity of over 15 passengers. A separate contract is in place with sole TNC (Uber) to charge \$0.75 per-trip fee when the WAA implements per-trip fees for other Ground Transportation Operators. The permit applications will cost a one-time fee of \$150 and an additional \$50 for each two-year renewal thereafter.

The goal is to request approval of the Wichita Airport Authority, in January, so as to implement the recommended fee structure with the fees becoming effective on February 1, 2017.

Mr. Koster left at 3:45p.m.

*Motion by Mr. Ryan, second by Mr. Fletcher to adopt the per-trip fee structure proposed in the presentation and for the fee structure to be subject to annual review. Motion carried unanimously.*

### **Project Updates – John Oswald**

Mr. Oswald shared a PowerPoint presentation of current Airport construction project updates.

**Other Business**

The next WAAB meeting will be Monday, January 9, 2017 at 3:00 p.m.

Motion to adjourn at 4:12 p.m. by Mr. Fletcher, 2<sup>nd</sup> by Mr. Ryan.

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Leah Gisick, Clerk