

MINUTES
MANHATTAN REGIONAL AIRPORT ADVISORY BOARD
City Commission Room – City Hall
1101 Poyntz Avenue, Manhattan, Kansas 66502
December 12, 2016

MEMBERS PRESENT: Dick Hayter, Dave Rogers, Roger Sink, Karen Rogers, Christine Benne, Jackie Hartman

ALSO PRESENT: Jesse Romo, Airport Director; Brandon Keazer, Assistant Airport Director; Kim Boice, Office Manager; Mark Bachamp, Olsson and Associates

WELCOME AND INTRODUCTIONS: Following introductory discussion, Dick Hayter called the meeting to order once a quorum was established.

APPROVAL OF MINUTES: The Board Members approved the Minutes of the Airport Advisory Board Meeting held on November 14, 2016.

COMMITTEE UPDATES:

Arts- During the last meeting committee members walked thru Phase II, looking at the different finishes and the space dedicated for permanent and revolving art. The theme of the Flint Hills will continue in the art selections and Fort Riley and K-State will also be showcased.

PROJECT UPDATES:

Terminal- Phase II substantial completion date is late December 2016. Passengers currently deplaning will have to pass through a section of the TSA screening room, and checked luggage can now be claimed in the main portion of the terminal. Signs are up in the terminal, website and on social media for passengers to be aware of the ongoing construction process.

Food Service- An RFP was issued, and one proposal was received. During the November 22nd Work Session, City Commission gave direction to re-issue the RFP. Airport staff is going to review the RFP, gather some market data and then resubmit the RFP sometime early 2017.

Parking- During the November 14th meeting, the board was presented with two options for the parking lot. The board voted that Option 1 in the amount of \$4.9 million be recommended to the City Commission during the November 22 Work Session. Both options were presented and the City Commission was in favor of Option 2 in the amount of \$4.5 million. City staff continues to

evaluate the best option to maximize the parking and the finance options to cover the expense of the project.

Military Entrance- The project continues to be moving along well, crews are currently pouring the curbs. Providing there are no weather delays, the project should be completed by the end of the year.

A/E Selection- A Request for Qualifications was issued for a five year A/E contract, 7 proposals were received. From those 7 proposals 4 were selected for interviews. The selection committee recommends Olsson and Associates as the A/E Consultant. The recommendation will be presented to the City Commission on December 20.

COMMUNITY OUTREACH:

Customer Appreciation Day- Customer appreciation day is scheduled for Wednesday December 21st at the main terminal. Treats will be served all day long to recognize the passengers and public.

The next regular meeting will be held on January 09, 2017 at 11:00 a.m. in the City Commission Room at City Hall, 1101 Poyntz Avenue.