

**AGENDA**  
CITY OF AUGUSTA  
Airport Advisory Board  
September 20, 2023, at 6:30 PM

**On site:** Airport Terminal Conference Room, 4800 W Beech Drive, Ste. 1, Augusta, KS

**Virtual:** [Click here to join.](#)

**Meeting ID:** 859 3603 8185

**Passcode:** f6tM9L

*“Augusta – Where the metro’s edge meets the prairie’s serenity offering the perfect blend of opportunity and proximity for living, commerce, and culture. “*

**A. CALL TO ORDER**

**B. MINUTES**

**1. AIRPORT ADVISORY BOARD MEETING MINUTES**

- a. Approval of the minutes from the May 17, 2023 Airport Advisory Board meeting.

**C. BUSINESS**

**1. KANSAS HIGHWAY PATROL POTENTIAL DEVELOPMENT INTEREST**

Lieutenant C.J. Schreiber with Kansas Highway Patrol (KHP) discusses potential development interest at the airport.

- a. Staff Report
- b. Public Comment and Review

**2. GENERAL AIRPORT DISCUSSION**

General discussion about airport progress and activity.

- a. Staff report
- b. Discussion

**D. ADJOURN**



## **Draft Airport Advisory Board Minutes**

May 17, 2023

6:30 PM

Members Present: Michael Snow, Tom Leffler; Kevin Miller

Members Absent: Willie Sinsel; Alex Huckins

Staff Present: Ray Seif, Airport Manager; Jon Klausmeyer Airport Operations

Visitors Present: Joe Bertapelle (Owner, Augusta Flight Center)

### **Call to Order:**

Michael Snow called the Airport Advisory Board meeting to order at 6:44 pm (late start due to technical problem with Zoom virtual connection).

### **Minutes:**

Kevin Miller made a motion to approve the minutes from the March 15, 2023 Airport Advisory Board meeting; Tom Leffler seconded the motion; Motion carried without opposition.

### **Public Participation:**

Tom Leffler asked for public participation.

### **Business:**

**Temporary MRO Permit Application "Suitcase" Mechanic Discussion-** Ray Seif continued the discussion from the previous meeting about establishing a permitting process that would allow Maintenance, Repair, Overhaul (MRO) professionals that don't have an established commercial presence on the airport, to be able to apply to conduct maintenance on a specific aircraft, for a specific timeframe. Seif discussed why there was a need and that the permitting process creates an additional opportunity for tenants. After a spirited discussion, the airport advisory board agreed to recommend the permit application that was previously discussed and vetted at previous meetings with minor updates to form and fee structure.

With Michael Snow's motion, second by Kevin Miller, the motion to recommend a Temporary MRO Permit Application with revised fee structure to Augusta City Council passed with unanimous vote of the board.

**Employee Mechanic Certification-** Ray Seif started discussion about a process for aircraft owners to certify that their mechanic is a regular, W2 employee, but due to the exceptionally lengthy and arduous previous discussion and since one of the board members had to leave, the board decided to table the discussion.

**Adjourn:**

The Airport Advisory Board adjourned its regular meeting at 8:51 pm.

/s/Ray Seif, Airport Manager

DRAFT



**CITY OF AUGUSTA  
AIRPORT ADVISORY BOARD  
AGENDA REPORT**

ITEM NO. 1

Meeting Date: September 20, 2023  
Department: Community Development – Airport Division  
Submitted By: Ray Seif, Airport Manager  
Prepared By: Ray Seif, Airport Manager  
Agenda Title: **Kansas Highway Patrol Potential Development Interest**

**RECOMMENDED ACTION:**

Preliminary discussion with Lieutenant C.J. Schreiber with Kansas Highway Patrol (KHP) about potential development interest at the airport.

**BACKGROUND:**

KHP is currently looking for a base of operations in the area. Lt. C.J. Schreiber reached out and asked about ground lease rates and terms for ground leases at Augusta. He indicated that KHP is looking at Augusta Municipal Airport (AMA) and Jabara. Lt. Schreiber said that KHP may base one or two aircraft at the airport. Airport manager Seif asked Lt. Schreiber to provide as much information as possible about their footprint, size of building, etc. and what they had in mind. Seif indicated that the airport is currently undergoing an appraisal process to update ground lease rates and should have those rates sometime in October. Seif and Lt. Schreiber discussed having Lt. Schreiber come in to discuss the interest at an Advisory Board meeting.

**FISCAL IMPACT/FUNDING SOURCE:**

None.

**Airport Manager Approval Date:**  
**Department Head Approval Date:**  
**Attachments** (*list in packet assembly order*):



**CITY OF AUGUSTA  
AIRPORT ADVISORY BOARD  
AGENDA REPORT**

ITEM NO. 2

Meeting Date: September 20, 2023  
Department: Community Development – Airport Division  
Submitted By: Ray Seif, Airport Manager  
Prepared By: Ray Seif, Airport Manager  
Agenda Title: **General Airport Discussion**

**DISCUSSION-**

Recent administrative activity-

- Martens Co. selected for ground lease appraisal/Fair Market Rent analysis of parcels at NW corner of the airport as well as north and south of Pray Aviation

Runway construction project update-

- Dirt work begins October 9<sup>th</sup> (Runway open)
- First Runway Closure: Mid December 2023 to Mid-January 2024
- Mid-January 2024- late March or early April 2024 – runway open as usual.
- Second runway closure: late March or early April 2024 until mid-October 2024

Recent outreach activity –

- Keep It Kleen – Car event on 9.9.23
  - 125-150 estimated vehicles exhibition (hard to tell since several came and went throughout the event)
  - Roughly 500-1000 spectators (also hard to tell)
  - Several food vendors
- Truck event for April 2024 in preliminary discussion (to be discussed at future meeting if it progresses)