



**AGENDA**  
**AIRPORT ADVISORY BOARD MEETING**  
**THURSDAY, FEBRUARY 9, 2012**  
**5:30 PM**  
**AIRPORT ADMINISTRATIVE OFFICE**

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- 5:30 P.M.** MEETING CALLED TO ORDER
- ITEM 1** PUBLIC COMMENT (Five Minutes per Spokesperson)
- ITEM 2** APPROVAL OF JANUARY 12, 2012 MINUTES
- ITEM 3** AIRPORT ADVISORY BOARD APPOINTMENT
- ITEM 4** MEETING DATE & TIME
- ITEM 5** DIRECTOR'S REPORT
- ITEM 6** MONTHLY REPORTS
- ITEM 7** BOARD MEMBERS COMMENTS
- A. Ed Fischer
  - B. Gerald Edwards
  - C. Charlie Robinson
  - D. Ken Frey
  - E. Marlo Miller
  - F. William (Bill) Jones
  - G. Vacant
- ITEM 8** ADJOURN UNTIL 5:30 P.M. ON MARCH 8, 2012

To review a copy of the supporting documentation of each Agenda item, please visit our website at [www.fly2gck.com](http://www.fly2gck.com), Airport Information - Advisory Board.



**GARDEN CITY REGIONAL AIRPORT  
ADVISORY BOARD MINUTES  
JANUARY 12, 2012**

**5:30PM MEETING CALLED TO ORDER**

**MEMBERS PRESENT**

Marlo Miller, Ken Fry, Gerald Edwards and Bill Jones

**MEMBERS ABSENT**

Jason Dougherty

**MEMBERS EXCUSED**

Charlie Robinson and Ed Fischer

**STAFF PRESENT**

Rachelle Powell, Derek Barr and Kayla Spence

**ITEM 1 APPOINTMENT of CHAIR, VICE CHAIR and SECRETARY**

Marlo Miller moved to appoint Ed Fischer as Chair. Ken Fry seconded the motion. The motion passed unanimously.

Marlo Miller moved to appoint Ken Fry as Vice-Chair. Bill Jones seconded the motion. The motion was passed unanimously.

Marlo Miller moved to reappoint Kayla Spence as Secretary. Bill Jones seconded the motion. The motion passed unanimously.

**ITEM 2 PUBLIC COMMENT**

No Comment

**ITEM 3 APPROVAL OF DECEMBER 8, 2011 MINUTES**

Gerald Edwards moved to approve the December 8, 2011 Airport Advisory Board minutes. Marlo Miller seconded the motion. The motion passed unanimously.

**ITEM 4 RESOLUTIONS**

Bill Jones asked if it is difficult for any of the board members to get to the airport by the 5:30 p.m. meeting time. He wondered if changing the time to 6:00 p.m. would make it easier for members to show up. Marlo Miller asked if the time had ever been changed in the past and stated that he thinks that the 6:00 p.m. time change would work well. Rachelle Powell will get the opinions of the members who were absent from this meeting about the time change. The board will visit the matter again during February's meeting.

**ITEM 5      AIRPORT 101**

When discussing the enplanements, Marlo Miller wondered if the AIP funding would increase if the enplanements go beyond 10,000. The enplanement would have to drastically increase before the AIP funding increase. Gerald Edwards asked if aircraft flying in and out after 9:00 pm get counted towards the operations. The operations do not get counted as the tower isn't manned after 9:00 pm.

**ITEM 6      DIRECTOR'S REPORT**

Ken Fry inquired about what happens to the unused AIP money. Rachelle Powell explained that the city's 5% of the money stays in the budget and can be applied to the next project. The AIP entitlement money remains in the GCK account at the federal level, but the discretionary money gets redistributed.

Bill Jones asked what type of material is being used on the underground fence. Derek Barr stated that it was galvanized metal, mesh fencing.

Ken Fry asked if a schedule had been determined for the American Eagle flight yet. Rachelle Powell gave the times which were provided to her.

**ITEM 7      MONTHLY REPORTS**

Ken Fry asked if the FAA looks at the Operation Count to determine the amount of grant money awarded. Rachelle Powell explained that the operation count does not determine AIP grant money. The operation count goes into the calculation to determine the City's benefit-cost ratio percent for the air traffic control tower. The ATCT is a contract (cost-share) tower. The City pays 15% of the operational expenses for the tower.

**ITEM 8      BOARD MEMBERS COMMENTS**

- A.      Ed Fischer– Excused Absence
- B.      Gerald Edwards – No Comment
- C.      Charlie Robinson – Excused Absence
- D.      Ken Fry – During snow removal, can the snow start getting pushed all to the west? This would help to eliminate the ice on the apron from the snow melting and then refreezing again.
- E.      Jason Dougherty – Absent
- F.      Marlo Miller – No Comment
- G.      William (Bill) Jones– What is the procedure for a hangar tenant to get maintenance done on their hangar?

**ITEM 8****ADJOURNMENT**

Gerald Edwards made a motion to adjourn. Marlo Miller seconded the motion. The motion was passed unanimously.

**ITEM 3**  
**AIRPORT ADVISORY BOARD APPOINTMENTS**

**Issue**

Recommendation of an appointee for the Airport Advisory Board.

**Discussion**

Jason Dougherty has resigned from the advisory board. His vacated term 12/31/2011 – 12/31/2014 needs to be filled.

There are four applications to review. The applications are attached for the following persons: Donald Blackman, Darin Germann, Mike Scheiman, and Edward Ziegler.

**Recommendation**

Staff recommends the following:

1. Recommendation to the City Commission to appoint Mike Scheiman to the Airport Advisory Board to fill the vacated 12/31/2011 – 12/31/2014 term.

The Airport Advisory Board's recommended appointments will be submitted to the City Commission for approval during the February 21, 2012 meeting.

GARDEN CITY IS MY TOWN TOO!

And I would be willing to serve on a planning or advisory board/committee.

NAME: Donald E Blackman

HOME PHONE: 620-275-8630

ADDRESS: 1185 W. MEMORIAL RD

WORK PHONE: \_\_\_\_\_

OCCUPATION (if employed): RETIRED

PLACE OF EMPLOYMENT: \_\_\_\_\_

HOW LONG HAVE YOU BEEN A RESIDENT OF GARDEN CITY? 16 Yrs

DESCRIBE WHY YOU ARE INTERESTED IN SERVING ON A BOARD/COMMISSION:

To Further Aviation and use of our Airport with Air Transportation

OTHER APPLICABLE EXPERIENCE: Pilot, Aircraft owner Airport Mgr Municipal Engineer, Teaching Degree, Worked in language laboratory.

PLEASE CHECK THE ONES IN WHICH YOU ARE INTERESTED IN SERVING:

- Airport
- Alcohol Fund Advisory Board
- Building Safety Board of Appeals
- Cultural Relations
- Golf
- Environmental Issues Board
- Landmarks Commission
- Local Housing Authority
- Lee Richardson Zoo
- Parks & Tree
- Planning Commission
- Police/Citizen
- Recreation Commission
- Traffic Committee
- Youth Council
- Zoning Board of Appeals

RETURN THIS FORM TO:

City Manager's Office - Attn: Celyn Hurtado  
City Administrative Center  
P.O. Box 499  
Garden City, KS 67846-0499

**GARDEN CITY IS MY TOWN TOO!**

and I would be willing to serve on a planning or advisory board/committee.

NAME: Darin Germann HOME PHONE: 276-7315  
ADDRESS: 1404 Kingsbury Rd WORK PHONE: 275-5055  
OCCUPATION (if employed): Line MANAGER

PLACE OF EMPLOYMENT: SAXER AVIATION

HOW LONG HAVE YOU BEEN A RESIDENT OF GARDEN CITY? 27 yrs

DESCRIBE WHY YOU ARE INTERESTED IN SERVING ON A BOARD/COMMISSION:  
I AM AT THE AIRPORT EVERYDAY AND I KNOW  
WHAT needs to be done.

OTHER APPLICABLE EXPERIENCE: I AM ON THE UNITED  
Methodist Church EXECUTIVE BOARD.

PLEASE CHECK THE ONES IN WHICH YOU ARE INTERESTED IN SERVING:

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Airport          | <input type="checkbox"/> Lee Richardson Zoo      |
| <input type="checkbox"/> Alcohol Fund Advisory Board | <input type="checkbox"/> Parks & Tree            |
| <input type="checkbox"/> Building Board of Appeals   | <input type="checkbox"/> Planning Commission     |
| <input type="checkbox"/> Cultural Relations          | <input type="checkbox"/> Plumbing/Mechanical     |
| <input type="checkbox"/> Electrical Examiners        | <input type="checkbox"/> Police/Citizen          |
| <input type="checkbox"/> Environmental Issues        | <input type="checkbox"/> Recreation Commission   |
| <input type="checkbox"/> Golf                        | <input type="checkbox"/> Traffic Committee       |
| <input type="checkbox"/> Landmarks Commission        | <input type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> Local Housing Authority     | <input type="checkbox"/> Youth Council           |

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Garden City, KS 67846-0499

**GARDEN CITY IS MY TOWN TOO!**

and I would be willing to serve on a planning or advisory board/committee.

NAME: MIKE SCHEZMAN HOME PHONE: 521-0348  
 ADDRESS: 2214 S. AER DR. WORK PHONE: 276-8994  
 OCCUPATION (if employed): AIR TRAFFIC CONTROL  
 PLACE OF EMPLOYMENT: GCRA TOWER  
 HOW LONG HAVE YOU BEEN A RESIDENT OF GARDEN CITY? 11 YEARS

DESCRIBE WHY YOU ARE INTERESTED IN SERVING ON A BOARD/COMMISSION:  
ENJOY GIVING BACK TO THE COMMUNITY AND BEING INVOLVED.  
30 YEARS IN AVIATION.

OTHER APPLICABLE EXPERIENCE: SERVED ON ENVIRONMENTAL BOARD, CIP  
ADVISORY BOARD, AIRPORT PLANNING BOARD, COMMUNITY DAYCARE BOARD PRESIDE

PLEASE CHECK THE ONES IN WHICH YOU ARE INTERESTED IN SERVING:

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Airport          | <input type="checkbox"/> Lee Richardson Zoo      |
| <input type="checkbox"/> Alcohol Fund Advisory Board | <input type="checkbox"/> Parks & Tree            |
| <input type="checkbox"/> Building Board of Appeals   | <input type="checkbox"/> Planning Commission     |
| <input type="checkbox"/> Cultural Relations          | <input type="checkbox"/> Plumbing/Mechanical     |
| <input type="checkbox"/> Electrical Examiners        | <input type="checkbox"/> Police/Citizen          |
| <input type="checkbox"/> Environmental Issues        | <input type="checkbox"/> Recreation Commission   |
| <input type="checkbox"/> Golf                        | <input type="checkbox"/> Traffic Committee       |
| <input type="checkbox"/> Landmarks Commission        | <input type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> Local Housing Authority     | <input type="checkbox"/> Youth Council           |

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 Garden City, KS 67846-0499

**GARDEN CITY IS MY TOWN TOO!**

I would be willing to serve on a planning or advisory board/committee.

NAME: Edward S. Ziegler HOME PHONE: 272-0109

ADDRESS: 1621 E Johnson St, GC KS

E-MAIL ADDRESS: edwardziegler@att.net

OCCUPATION (if employed): US Army Retired, Registered Nurse

PLACE OF EMPLOYMENT: Fry Eye Surgery Center

HOW LONG HAVE YOU BEEN A RESIDENT OF GARDEN CITY? 3 Yrs

DESCRIBE WHY YOU ARE INTERESTED IN SERVING ON A BOARD/COMMISSION:

Desire to serve my community.

OTHER APPLICABLE EXPERIENCE: Lifelong aviation enthusiast

PLEASE CHECK THE ONES IN WHICH YOU ARE INTERESTED IN SERVING:

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Airport               | <input type="checkbox"/> Lee Richardson Zoo      |
| <input type="checkbox"/> Alcohol Fund Advisory Board      | <input type="checkbox"/> Parks & Tree            |
| <input type="checkbox"/> Building Safety Board of Appeals | <input type="checkbox"/> Planning Commission     |
| <input type="checkbox"/> Cultural Relations               | <input type="checkbox"/> Police/Citizen          |
| <input type="checkbox"/> Golf                             | <input type="checkbox"/> Recreation Commission   |
| <input type="checkbox"/> Environmental Issues Board       | <input type="checkbox"/> Traffic Committee       |
| <input type="checkbox"/> Landmarks Commission             | <input type="checkbox"/> Youth Council           |
| <input type="checkbox"/> Local Housing Authority          | <input type="checkbox"/> Zoning Board of Appeals |

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**ITEM 4**  
**MEETING DATE & TIME**

Item

The Airport Advisory Board is requested to review and discuss the meeting date and time. Currently, the Airport Advisory board meets every second Thursday of the month at 5:30 pm in the Airport Administration Office.

**ITEM 5**  
**Directors Report**

**A. AIP PROJECTS**

a. 2011 Projects

- i. Wildlife Fence – Construction began in the fall; however the project is on-hold until the spring. The project is approximately 10% completed.
- ii. Master Plan Update – The project is estimated to be about 55% complete overall and is expected to finish by July 2012. The PAC met on 1/31/2012 and reviewed Chapter 8 – Alternatives. Major planning tasks and their percent completed are as follows:

1. Goals & Objectives .....	100%
2. Inventory.....	100%
3. Airport/Airspace Survey.....	75%
4. Airfield Pavement Inspection, Report .....	63%
5. Forecast.....	100%
6. Demand/Capacity and Facility Requirements.. ..	93%
7. NEPA Environmental Overview.....	0%
8. Alternatives.....	46%
9. Capital Improvements Plan.....	21%
10. Traditional ALP Update.....	4%
11. Airport GIS Update.....	3%

b. 2012 Projects

- i. Wildlife Fence Phase II – The project will enclose the landside. The airport engineering firm is currently designing the project for FAA approval.
- ii. Apron Lighting – The project will replace the apron lighting with (potential) additional lighting around the t-hangars. The airport engineering firm is currently designing the project for FAA approval.
- iii. Passenger Lift – The project will be reimbursement for the 2011 equipment purchase. Staff has submitted required paperwork and is awaiting FAA approval.

c. Disadvantage Business Enterprise Program

- i. The DBE Program is required for DOT/FAA funded projects. The airport follows a standard calculation process to determine the percentage of required DBE's on a project. Staff has revamped the program to include a new Small Business Element. The DBE Program will be presented to the City Commission for approval on February 21<sup>st</sup>.

**B. CAPITAL IMPROVEMENT PROJECTS**

- a. Parking Lot Expansion – The project will expand the parking lot with an anticipated 200+ spots. Staff will have an update at the meeting.

**C. CHARTER FLIGHTS**

- a. The next casino flight is schedule for February 9<sup>th</sup> – February 12<sup>th</sup>.
- b. The next casino flight will be in April.

**D. AIR SERVICE**

- a. American Eagle is set to start service on April 3, 2012. Tickets are on sale and we are encouraging everyone to sign-up for the business rewards and personal reward program.



Garden City Regional Airport								
Departures 2012								
	Scheduled	Operated	Total Cancelled	On Time	1-5 Min Late	6+ min late	Percent Operated	Percent On Time
January	188	186	2	149	5	32	99%	80%
February								
March								
April								
May								
June								
July								
August								
September								
October								
November								
December								
<b>Totals</b>	<b>188</b>	<b>186</b>	<b>2</b>	<b>149</b>	<b>5</b>	<b>32</b>	<b>99%</b>	<b>80%</b>

Garden City Regional Airport								
Arrivals 2012								
	Scheduled	Operated	Total Cancelled	On Time	1-15 Min Late	16+ Min Late	Percent Operated	Percent On Time
January	189	187	2	142	21	24	99%	76%
February								
March								
April								
May								
June								
July								
August								
September								
October								
November								
December								
<b>Totals</b>	<b>189</b>	<b>187</b>	<b>2</b>	<b>142</b>	<b>21</b>	<b>24</b>	<b>99%</b>	<b>76%</b>

2012	Denver	Charter	Allegiant Air	Total
Jan.	881	0	0	881
Feb				0
March				0
April				0
May				0
June				0
July				0
Aug				0
Sept				0
Oct				0
Nov				0
Dec				0
<b>TOTAL</b>	<b>881</b>	<b>0</b>	<b>0</b>	<b>881</b>





