



AGENDA
AIRPORT ADVISORY BOARD MEETING
THURSDAY, MAY 10, 2012
5:30 PM
AIRPORT ADMINISTRATIVE OFFICE

- 5:30 P.M.** MEETING CALLED TO ORDER
- ITEM 1** PUBLIC COMMENT (Five Minutes per Spokesperson)
- ITEM 2** APPROVAL OF APRIL 12, 2012 MINUTES
- ITEM 3** DIRECTOR'S REPORT
- ITEM 4** MONTHLY REPORTS
- ITEM 5** BOARD MEMBERS COMMENTS
- A. Ed Fischer
 - B. Gerald Edwards
 - C. Charlie Robinson
 - D. Ken Frey
 - E. Marlo Miller
 - F. William (Bill) Jones
 - G. Mike Scheiman
- ITEM 6** ADJOURN UNTIL 5:30 P.M. ON JUNE 14, 2012
- ITEM 7** AIRPORT FACILITY TOUR

To review a copy of the supporting documentation of each Agenda item, please visit our website at www.fly2gck.com, Airport Information - Advisory Board.



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

5:30PM MEETING CALLED TO ORDER

MEMBERS PRESENT

Charlie Robinson, Ken Fry, Bill Jones, Marlo Miller and Mike Scheiman

MEMBERS ABSENT

Ed Fischer and Gerald Edwards

STAFF PRESENT

Rachelle Powell, Derek Barr and Kayla Spence

ITEM 1 PUBLIC COMMENT

No Comment

ITEM 2 APPROVAL OF MARCH 8, 2012 MINUTES

Charlie Robinson moved to approve the March 8, 2012 Airport Advisory Board minutes. Mike Scheiman seconded the motion. The motion passed unanimously.

ITEM 3 LEASE REVIEW

Bill Jones commented that from the information given on the house's size that he feels as though the current \$550 rent is sufficient. Mike Schieman stated that he is fine with the \$50 increase in his monthly rent. Marlo Miller moved to recommend increasing the rental amount on the airport house property to \$600 a month. Charlie Robinson seconded the motion. The motion was passed unanimously.

ITEM 4 DIRECTOR'S REPORT

AIP Projects

Marlo Miller inquired as to whether the contractor will be able to complete the fencing project within the time allotted. Bill Jones added to Marlo Miller's question, asking, who will get the bill if it's not finished in time, the contractor or the subcontractor. Rachelle Powell replied that the prime contractor can be assessed liquidated damages, which is \$500 per day past the contract date.

CIP Projects

Charlie Robinson asked what the current parking lot consisted of now, concrete or asphalt. Rachelle stated that it is half asphalt and half concrete. Bill Jones wondered as to how the asphalt is currently holding up and if it would be a good base for concrete. Bill Jones also inquired about how thick the concrete overlay would be. Rachelle Powell indicated that it is projected to be 6 inches.

Air Service

Marlo Miller asked what the flight prices were looking like and if they would be coming down in the future. Since flight prices fluctuate on a daily basis, it would be impossible to determine what they will be in the future. Ken Fry wondered whether it would be possible to get information on the passenger's itinerary. Rachelle Powell stated that she believed American can provide that information and that she would get back with the board. Mike Scheiman wondered what type of individual is using the new flight services the most. Rachelle Powell believes that it is businesses that have business or connections through Dallas/Fort Worth. Charlie Robinson inquired as to if the airline will provide a self-check-in. The airline does have a self-check-in machine in place. It is currently located next to the airline check-in desk in the lobby.

ITEM 5 MONTHLY REPORTS

While reviewing the FBO Quarterly Report, Rachelle Powell included a verbal update on the progress of the FBO obtaining an aircraft for rental purposes.

ITEM 6 BOARD MEMBERS COMMENTS

- A. Ed Fischer– Absent
- B. Gerald Edwards – Absent
- C. Charlie Robinson – Would like to congratulate the airport on the inauguration of the American Eagle flight and the turnout that it produced.
- D. Ken Fry – No Comment
- E. Marlo Miller – Would like to commend staff for their dedication in getting American Eagle flights in Garden City. Also, congratulations on the inaugural.
- F. William (Bill) Jones – It's great that the college is in the process of forming a ground school program.
- G. Mike Scheiman – As time progresses, the new ground handling crew seems to be improving on their job skills.

ITEM 7 ADJOURNMENT

Marlo Miller made a motion to adjourn. Charlie Robinson seconded the motion. The motion was passed unanimously.

ITEM 8 AIRPORT FACILITY TOUR

The airport tour has been postponed until the May AAB meeting due to the inclement weather.

**ITEM 3
DIRECTOR'S REPORT**

A. AIP PROJECTS

a. 2011 Projects

- i. Wildlife Fence – Progress is going really well. The crew is advancing so fast, that staff will provide an update at the meeting.
- ii. Master Plan Update – The project is estimated to be about 68% complete overall and is expected to be finished by July 2012. Major planning tasks and their percent completed are as follows:
 - 1. Goals & Objectives..... 100%
 - 2. Inventory..... 100%
 - 3. Airport/Airspace Survey..... 90%
 - 4. Airfield Pavement Inspection, Report 68%
 - 5. Forecast.....100%
 - 6. Demand/Capacity and Facility Requirements..... 100%
 - 7. NEPA Environmental Overview..... 15%
 - 8. Alternatives..... 79%
 - 9. Capital Improvements Plan..... 55%
 - 10. Traditional ALP Update..... 8%
 - 11. Airport GIS Update..... 4%
 - 12. Airport GIS Update..... 0%

b. 2012 Projects

- i. Wildlife Fence Phase II – The bid opening was held on April 25, 2012. Two contractors provided bids. Both bids were higher than the engineer's estimate. The project will be rebid in May.
- ii. Apron Lighting – The bid opening was held on April 25, 2012. Two contractors provided bids. Both bids were higher than the engineer's estimate. The project will be rebid in May.
- iii. Passenger Lift – The project will be a reimbursement for the 2011 equipment purchase. Staff has submitted required paperwork and is awaiting the FAA agreement.

B. CAPITAL IMPROVEMENT PROJECTS

- a. Parking Lot Expansion – Staff is working with the City Engineering Department on the design. \$350,000 is proposed for the 2012 Discretionary bond for City Commission approval in July.

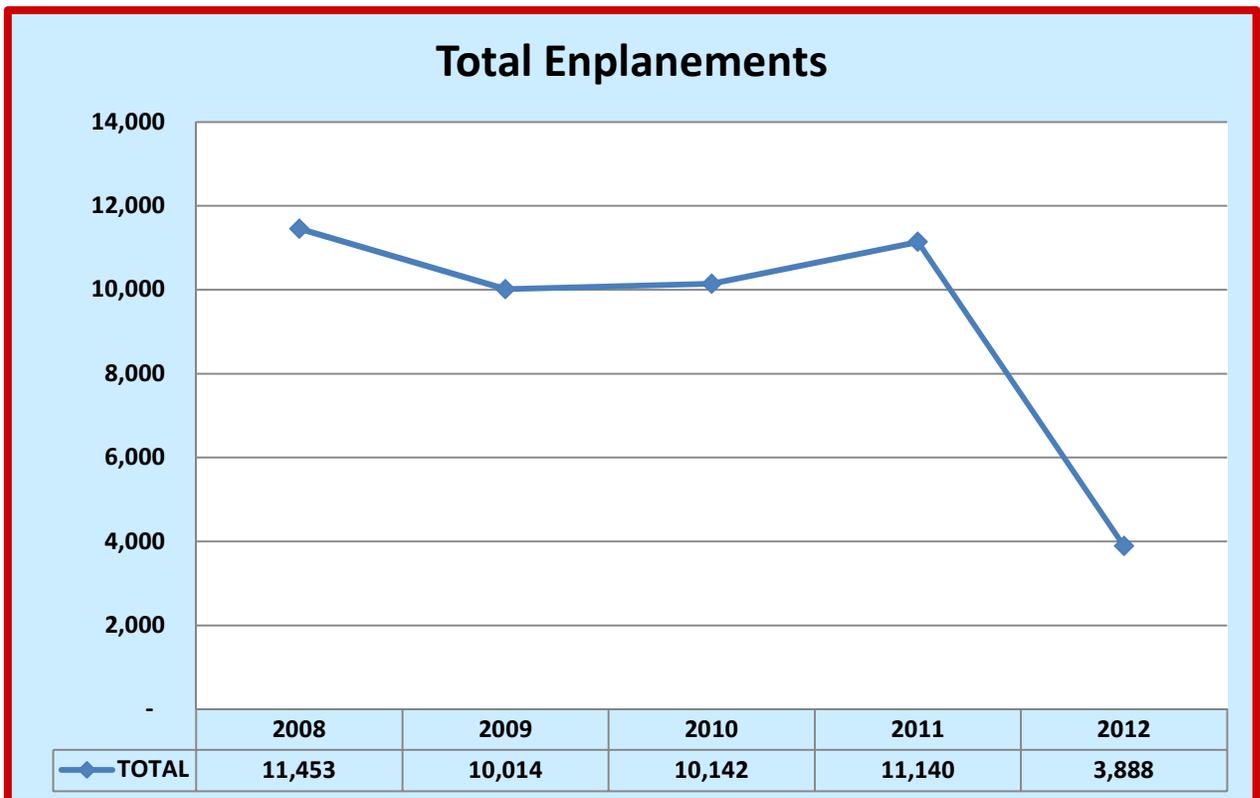
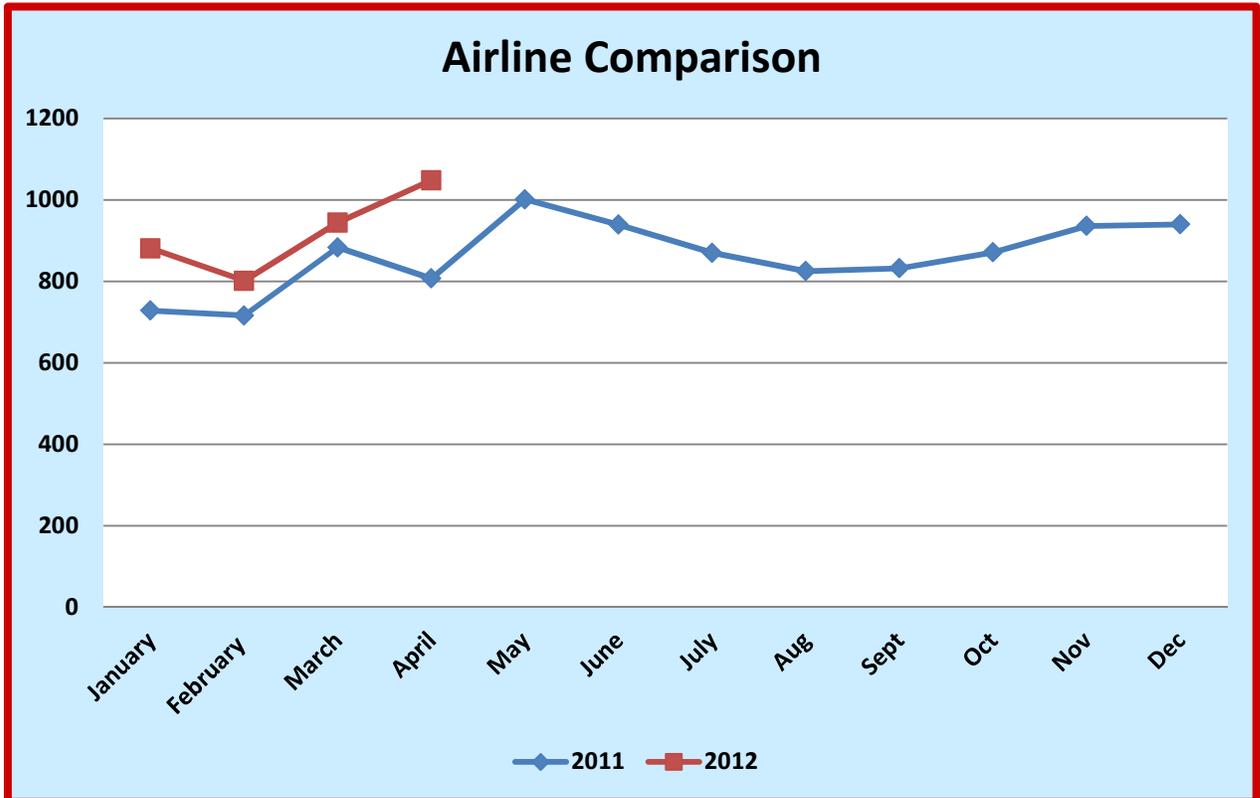
C. CHARTER FLIGHTS

- a. Flight scheduled for April 20, 2012 enplaned 86 passengers.
- b. Flight scheduled for June 1, 2012.

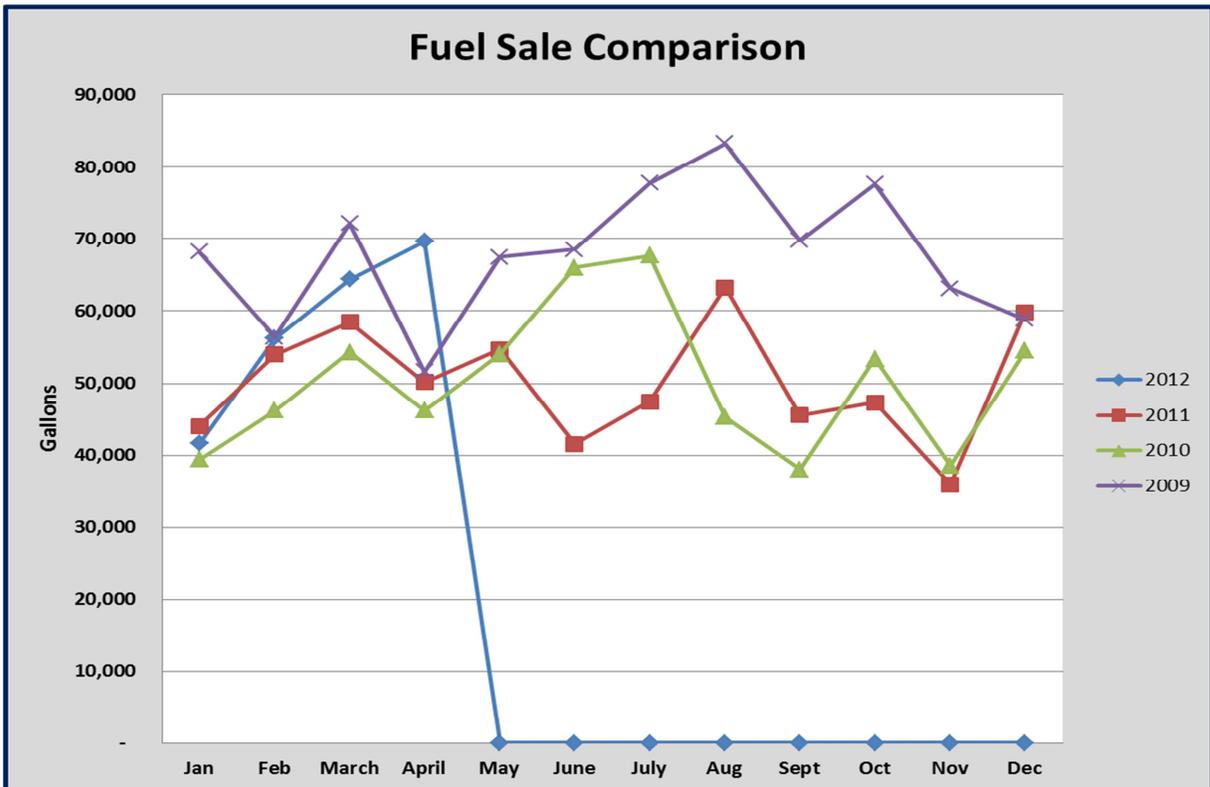
D. MISCELLANEOUS

- a. Job Opening – Operations/Maintenance position.
- b. Pilot Course– Staff is working with the college and Spencer Flight Center to create instructional pilot courses.
- c. Rental Aircraft – Staff will provide update at meeting.
- d. B25 coming to town – Staff is working on a potential B25 visit in September.

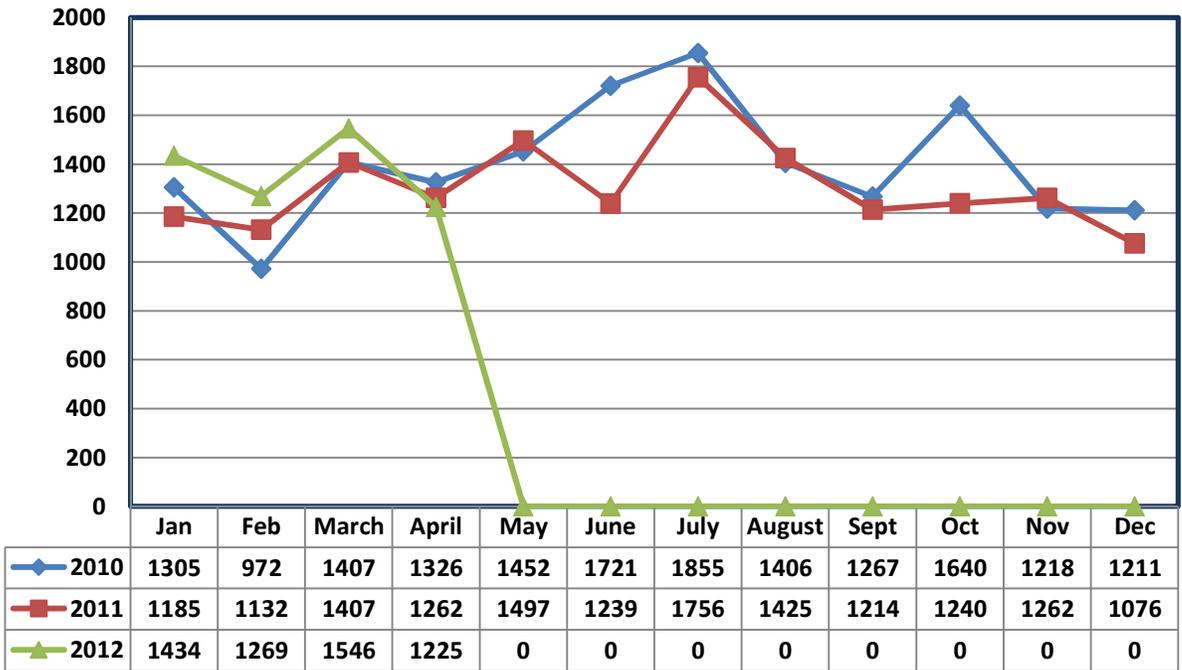
**ITEM 4
MONTHLY REPORTS**



2012	American Eagle	Denver	Charter	Allegiant Air	Total
Jan.	-	881	0	0	881
Feb	-	801	0	128	929
March	-	944	0	0	944
April	961	87	0	86	1134
May		-			0
June		-			0
July		-			0
Aug		-			0
Sept		-			0
Oct		-			0
Nov		-			0
Dec		-			0
TOTAL	961	2713	0	214	3888



Monthly Operations Comparison



Annual Operations Comparison

