



**GARDEN CITY REGIONAL AIRPORT
ADVISORY BOARD MINUTES
February 14, 2013**

5:30PM MEETING CALLED TO ORDER

MEMBERS PRESENT

Mike Scheiman, Ken Fry, Darin Germann, Charlie Robinson, and Ed Fischer

MEMBERS ABSENT

Marlo Miller and Bill Jones

STAFF PRESENT

Rachelle Powell, Derek Barr, and Miranda Benedict

ITEM 1 PUBLIC COMMENT

None

ITEM 2 APPROVAL OF JANUARY 10, 2013 MINUTES

Mike Scheiman made a motion to approve the January 10, 2013 Airport Advisory Board minutes. Ken Frey seconded the motion. The motion passed unanimously

ITEM 3 LEASE REVIEW

The TSA currently leases office space from the airport. The office space is small and doesn't accommodate the personnel appropriately. The TSA provided a lease amendment to rent an additional 230' of office space in the terminal. The space is currently vacant and (at this time) doesn't have any other proposed uses. The rental amount is \$10 a square foot. The amendment will expire on October 28, 2018 along with the lease.

Staff informed the board that there are three additional office spaces in the terminal that are vacant.

ITEM 4 AIRPORT CAPITAL IMPROVEMENT PROJECTS

The staff gave an overview of the Airport Capital Improvement Projects to the Airport Advisory Board. Ed Fischer asked if the taxiway projects were flexible. The projects are flexible as long as the funding is available. Mike Scheiman asked if the access road improvements would be made on the main road or and the smaller access roads. The renovations would be determined in the design phase of the project and are unknown at this time.

ITEM 5 STRATEGIC WORKSHOP

Staff gave an overview of the current and future projects that are expected to take place at the airport. The airport has continuous projects, maintenance projects, short range projects, intermediate projects, and long range projects. Ed Fischer made the recommendation to discuss these projects 15 minutes before/after meetings begin/end. Ken Frey requested that these projects be discussed after the meeting. Staff will include the list in the monthly packet.

ITEM 6 DIRECTOR’S REPORT

Staff explained the upcoming snow removal equipment and materials building, runway guard light relocation, and runway installation of the runway hold sign. Staff informed the board that the issuing notice to bid should be out April 2nd and City Commission approval is expected in May. The parking lot expansion is underway and expected to be completed by April. The February 8, 2013 charter flight departed with approximately 84 passengers; charters are scheduled for April, May, June, July, and August.

ITEM 7 Monthly Reports

The board reviewed the reports. Ken Frey is concerned with the overbooking of flights. The airport will continue to monitor the over booking situation. Charlie Robinson asked if we contact American Airlines when these situations occur. The airport does contact the airlines. Mike Scheiman added that there are no secondary flight options out of Garden City so the overbookings are a major inconvenience for the passengers. Darin Germann informed the board that Saker Aviation is running a promotion. If a customer purchases 500 gallons or more of fuel, they receive a free ipad keyboard. Darin stated that Saker received a letter from a pilot expressing his gratitude for the service that he received while fueling with Saker. The pilot was amazed with Saker’s service, stating that he was in and out in 15 minutes.

ITEM 8 BOARD MEMBER COMMENTS

- A. Ed Fischer – Has enjoyed his time on the board. He has seen some major improvements in three years.
- B. Charlie Robinson – Commented on staff’s performance on the CIP presentation.
- C. Ken Fry – No Comment
- D. Marlo Miller –Absent
- E. William (Bill) Jones – Absent

F. Mike Scheiman – No Comment

G. Darin Germann – Asked about the lights for the T-hangars and Derek Barr explained that the airport is waiting on parts.

ITEM 9 ADJOURNMENT

Ken Frey made a motion to adjourn. Charlie Robinson seconded the motion. The motion passed unanimously.