



**GARDEN CITY REGIONAL AIRPORT  
ADVISORY BOARD MINUTES  
May 9, 2013**

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

**MEMBERS PRESENT**

Ed Fischer, Charlie Robinson, Marlo Miller, Bill Jones, Mike Scheiman

**MEMBERS ABSENT**

Darin Germann and Ken Frey

**STAFF PRESENT**

Rachelle Powell and Miranda Benedict

**ITEM 1 PUBLIC COMMENT**

Ernie Senecal with the FAA recognized the staff and their exceptional job on refurbishing the basement in minimal time.

**ITEM 2 APPROVAL OF APRIL 14, 2013 MINUTES**

Ed Fischer made a motion to approve the March 14, 2013 Airport Advisory Board minutes. Marlo Miller seconded the motion. The motion passed unanimously.

**ITEM 3 LEASE REVIEW**

Staff discussed the renewal of the Heltzen lease with the Airport Advisory Board. Staff informed the Airport Advisory Board that the Heltzen lease automatically renews for the next 46 years; beginning July 1, 2009 and ending on June 30, 2059 including a rent increase every 5 years.

Staff discussed the rental car leases and the options that had been presented to the Airport Advisory Board. After lengthy discussion Charlie Robinson made the recommendation of a 5 year rental agreement with an annual review. Bill Jones made the recommendation of a \$2.50 increase to the parking and rental car rate. Charlie Robinson seconded the motion and the motion was passed unanimously.

**ITEM 4 AIRPORT TERMINAL ADVERTISING**

Staff informed the board that the city would be purchasing and operating a TV advertisings system in the terminal. The airport would sell ads and also will provide public service announcements (PSA) for community events.

## **ITEM 5      DIRECTOR'S REPORT**

Staff discussed the parking lot expansion and the progress. The board members are not satisfied with the work and length of construction.

Staff updated the board on the contract tower closings and informed them that our tower will remain open through fiscal year 2013. Bill Jones asked when the fiscal year begins and staff informed him that fiscal year 2014 begins October 2013.

The city commission authorized the airport to impose a passenger facility charge. Staff reviewed and informed the board that the charge is a user fee; only the people that use the airport will be charged the PFC. Ed Fischer asked what the funds would be used for and staff informed Ed that the funds would be used to pay back the city's portion of AIP projects.

## **ITEM 6      MONTHLY REPORTS**

Staff reviewed monthly reports with the board. Charlie Robinson asked about the details of "operations" and staff informed him that an operation takes place anytime the airfield is used.

## **ITEM 7      BOARD MEMBER COMMENTS**

- A.      Ed Fischer – Concerned about the parking lot
- B.      Charlie Robinson – Concerned about the parking lot
- C.      Ken Fry – Absent
- D.      Marlo Miller – Concerned about the parking lot
- E.      William (Bill) Jones – No Comment
- F.      Mike Scheiman –Requested that the airport get the city involved on flow control and made the recommendation for a "one-way" or "do not enter" sign. Mike also inquired about the North gate and staff informed him that we're on the 7<sup>th</sup> or 8<sup>th</sup> fix, however, the contractor has found a fix for the gate and we are waiting on the parts. Mike made the recommendation that we make an internal request to the traffic department and ask for their assistance on installing signs. Staff informed Mike that Traffic Department is more than willing to help and we will address that with them.
- G.      Darin Germann – Absent

**ITEM 6      ADJOURNMENT**

Ed Fischer made a motion to adjourn. Marlo Miller seconded the motion. The motion passed unanimously.