



**ITEM 2  
GARDEN CITY REGIONAL AIRPORT  
ADVISORY BOARD MINUTES  
AUGUST 13, 2015**

**5:30 P.M. MEETING CALLED TO ORDER**

**MEMBERS PRESENT**

Ed Fischer, Charlie Robinson, Ken Frey, Marlo Miller, Max Meschberger, and Steve Ziegler.

**MEMBERS ABSENT**

Darin Germann

**STAFF PRESENT**

Rachelle Powell and Miranda Benedict

**ITEM 1 PUBLIC COMMENT**

No public comment.

**ITEM 2 APPROVAL OF JULY 9, 2015 MINUTES**

Ed Fischer made a motion to approve the July 9, 2015 Airport Advisory Board minutes. Steve Ziegler seconded the motion. The motion passed unanimously.

**ITEM 3 AIRPORT LAYOUT PLAN CHANGE**

On June 24, 2015, staff sent out Notice of Change to the Airport Layout Plan to all airport tenants. The former “Deines” hangar and office are designated as “demolish” on the Garden City Regional Airport – Airport Layout Plan (ALP). The structures are identified as building #22 on the ALP. A potential tenant has expressed interest in utilizing the hangar and office to operate an

aeronautical commercial -use business. The tenant will be responsible for bringing the office up to City of Garden City code standards.

The proposed change to the ALP would eliminate the “demolish” and designate the hangar and office as aeronautical “commercial-use”.

In order to formally change the designated use of the building on the ALP, the following process must occur:

1. Tenants were informed of the Notice of Change to the Airport Layout Plan
2. Tenants had a 30-day written comment period. Comments were due on July 31, 2015.
3. The Airport Advisory Board reviews the proposed ALP change, written comments, and provides a recommendation to the City of Commission.

4. September 1, 2015 the City Commission reviews the proposed ALP change, written comments, Airport Advisory Board recommendation and approves or denies the proposed ALP change.

Staff recommends the Airport Advisory Board's consideration and approval of Change to the Airport Layout Plan for the Garden City Regional Airport.

Max Meschberger made a motion to approve the Change to the Airport Layout Plan and Charlie Robinson seconded the motion. The motion passed unanimously.

#### **ITEM 4 JET AIR CLEANERS LEASE AMENDMENT**

Jet Air cleaners provides janitorial services for the Garden City Regional Airport. Staff reviewed the current agreement and noticed modifications needed to occur. Modifications include: additional services (such as cleaning restrooms after morning flight), a contractual amount increase (every two years) and removal of services (such as cleaning ashtrays in terminal and offices).

Staff requests the Airport Advisory Board's consideration and approval of the Amendment to the Agreement for Custodial Services at the Garden City Regional Airport between Jorge Romero d/b/a Jet Air Cleaners and the City of Garden City.

Ken Frey made a motion to approve the Amendment to the Agreement for Custodial Services at the Garden City Regional Airport between Jorge Romero d/b/a Jet Air Cleaners and the City of Garden City. Charlie Robinson seconded the motion. The motion passed unanimously.

#### **ITEM 5 DIRECTOR'S REPORT**

Staff discussed the Director's Report with the Airport Advisory Board.

#### **ITEM 6 MONTHLY REPORTS**

Staff reviewed the monthly reports with the Airport Advisory Board.

#### **ITEM 7 BOARD MEMBER COMMENTS**

- A. Ed Fischer – Expressed his concern about the plateau on fuel sales and operations. He also requested the Airport Advisory Board brainstorm ideas to boost the fuel sales and operations count.
- B. Charlie Robinson – Expressed his well wishes for the Part 139 Inspection and inquired about the possibility of additional flights.
- C. Ken Frey – Expressed his well wished for the Part 139 Inspection and thanked staff for fixing the Pilot Control Lighting.

- D. Marlo Miller – No comment.
- E. Darin Germann – Absent.
- F. Max Meschberger – No comment.
- E. Steve Ziegler – No comment.

**ITEM 8      ADJOURNMENT**

Ken Frey made a motion to adjourn. Max Meschberger seconded the motion. The motion passed unanimously.