



**ITEM 2**  
**GARDEN CITY REGIONAL AIRPORT**  
**ADVISORY BOARD MINUTES**  
**APRIL 14, 2016**

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

**MEMBERS PRESENT**

Charlie Robinson, Darin Germann, Max Meschberger, and Jette DeSalvo.

**MEMBERS ABSENT**

Ken Frey, Marlo Miller, and Steve Ziegler.

**STAFF PRESENT**

Rachelle Powell and Darroch Perkins

**ITEM 1 PUBLIC COMMENT**

No public comment.

**ITEM 2 APPROVAL OF MARCH 10, 2016 MINUTES**

Jette DeSalvo made a motion to approve the March 10, 2016 Airport Advisory Board minutes. Darin Germann seconded the motion. The motion passed unanimously.

**ITEM 3 EAGLEMED LEASE REVIEW**

EagleMed LLC currently rents 2,612 square feet of office space at the airport. The lease began on August 1, 2010 and renews automatically on an annual basis. The original rent was \$845.75 per month, but was amended on July 1, 2011 to include additional space with an increase in rent to \$890.75 per month. The area is rented at \$4.09 square feet. EagleMed LLC is responsible for any and all necessary maintenance and repairs to the improvements on the leased premises, janitorial services and electricity and gas. The City provides water at no charge.

In comparison, LifeTeam currently rents the airport house with approximately 3,000 square feet, which is \$4.00 per square foot. LifeTeam is responsible for all utilities and is responsible for the maintenance necessary to keep the rented premises in clean and neat condition. The City is responsible for maintenance of all major items.

Staff recommends the automatic renewal of the lease agreement between EagleMed LLC and the City of Garden City. Charlie Robinson made the motion to renew the current lease agreement between EagleMed LLC and the City of

Garden City for another year. Darin Germann seconded the motion. The motion passed unanimously.

**ITEM 4 LIFETEAM LEASE REVIEW**

LifeTeam rents the airport house property. The term of lease is for five (5) years from July 1, 2016 to June 30, 2020. LifeTeam rents approximately 3,000 square feet for \$12,000 annual rent, which is \$4.00 per square foot. LifeTeam is responsible for all utilities and is responsible for the maintenance necessary to keep the rented premises in clean and neat condition. The City is responsible for maintenance of all major items.

The Airport Advisory Board took no action.

**ITEM 5 OBSTRUCTION NOTICE**

The Airport Advisory Board reviewed the Federal Aviation Administration's Public Notice on Aeronautical Study Number 2015-ACE-3660-OE and the City of Garden City's response letter. The board discussed the issue and recommended the Governing Body approve the response letter on April 19, 2016.

**ITEM 6 DIRECTOR'S REPORT**

Staff reviewed three additional items that were not included in the board packet. The three items are listed below.

1. Federal Aviation Administration Lease of storage space.
  - a. Staff is currently negotiating the lease and will present it to the board for approval.
2. Napoli's Lease Amendment
  - a. An amendment to the lease is being drafted to clarify the City of Garden City will pay for the phone bill in order to retain the established restaurant phone number that has been in service for more than 20 years (regardless of the operator). The amendment will be presented to the advisory board.
3. Steve Ziegler Resignation
  - a. Steve submitted his resignation to the advisory board effective immediately. Staff will provide information on the vacated position and request appointment of a new Vice-Chairperson at the May meeting.

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

**ITEM 7 MONTHLY REPORTS**

Staff reviewed the monthly reports with the Airport Advisory Board.

**ITEM 8      BOARD MEMBER COMMENTS**

- A.     Charlie Robinson –Enjoyed the article about the airport that staff emailed.
- B.     Ken Frey –Absent.
- C.     Marlo Miller –Absent.
- D.     Darin Germann –No comment.
- E.     Max Meschberger –No comment.
- F.     Jette DeSalvo-No comment.
- G.     Vacant

**ITEM 9      ADJOURNMENT**

Darin Germann made a motion to adjourn. Jette DeSalvo seconded the motion.  
The motion passed unanimously.