



AGENDA
AIRPORT ADVISORY BOARD MEETING
TUESDAY, JUNE 15, 2021
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 MAY 13, 2021 MINUTES
- ITEM 3** MEETING DAY AND TIME DISCUSSION
- ITEM 4** LEASE REVIEW
- ITEM 5** FBO PARKLING LOT DISCUSSION
- ITEM 6** DIRECTOR'S REPORT
- ITEM 7** MONTHLY REPORTS
- ITEM 8** BOARD MEMBERS COMMENTS
- A. Charlie Robinson
 - B. Michael Richmeier
 - C. Carmen De La Torre
 - D. Jette DeSalvo
 - E. Tyler Deines
 - F. Blair Loving
 - G. Aaron Anderson
- ITEM 9** ADJOURN UNTIL 5:30 P.M. ON TBD



**ITEM 1
PUBLIC COMMENT**

The public may make comments at this time. Each spokesperson will be limited to five minutes.



**ADVISORY BOARD MINUTES
MAY 13, 2021**

5:30 P.M. MEETING CALLED TO ORDER

MEMBERS PRESENT

Jette DeSalvo, Michael Richmeier, Carmen DeLaTorre and Blair Loving

MEMBERS ABSENT

Charlie Robinson, Tyler Deines, and Aaron Anderson

STAFF PRESENT

Rachelle Powell and Blair Rodriguez

ITEM 1 PUBLIC COMMENT

No public comment.

ITEM 2 APPROVAL OF MARCH 11, 2021, MINUTES

Jette DeSalvo made a motion to approve the March 11, 2021, Airport Advisory Board minutes. Blair Loving seconded the motion. The motion passed unanimously.

ITEM 3 MEETING DAY AND TIME DISCUSSION

The Airport Advisory Board was asked to consider and approve the meeting day and time for the monthly Airport Advisory Board meeting.

The Airport Advisory Board meets on the second Thursday of every month at 5:30 p.m. The board is asked to discuss retaining the meeting day and time or changing it.

Blair Loving made a motion to change the June meeting from the 2nd Thursday of the month to the 3rd Tuesday (June 15th). Advisory Board will continue meeting day and time discussion on this date. Michael Richmeier seconded the motion. The motion passed unanimously.

ITEM 4 DIRECTOR'S REPORT

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



ITEM 5 MONTHLY REPORTS

Staff reviewed the monthly reports with the Airport Advisory Board.

ITEM 6 BOARD MEMBER COMMENTS

- A. Jette DeSalvo – No comment
- B. Tyler Deines – Absent
- C. Aaron Anderson – Absent
- D. Blair Loving – No comment
- E. Charlie Robinson – Absent
- F. Michael Richmeier – No comment
- G. Carmen De La Torre – No comment

ITEM 7 ADJOURNMENT

Blair Loving made a motion to adjourn. Jette DeSalvo seconded the motion. The motion passed unanimously.



ITEM 3
MEETING DATE AND TIME DISCUSSION

Item

The Airport Advisory Board is requested to review and discuss the meeting date and time. Currently, the Airport Advisory board meets every second Thursday of the month at 5:30 pm in the Airport Administration Meeting Room.



ITEM 4 O'BRATE REALTY, LLC LEASE

Issue

The Airport Advisory Board consideration and approval of the automatic renewal of the lease between the City of Garden City and O'Brate Realty, LLC.

Background

O'Brate Realty, LLC constructed an aircraft hangar. Upon completion, the hangar became City property. The City leases the hangar to O'Brate Realty, LLC. The term (11/01/2010 – 10/31/2035) of the agreement is for twenty-five years with the option to extend the lease an additional 10 years with negotiated rent. No rent is due for the first twenty-five years of the agreement. The tenant is responsible for the maintenance, utilities, and insurance of the hangar.

Alternative

1. Approve the automatic renewal of the lease between the City of Garden City and O'Brate Realty, LLC.
2. Do not approve the automatic renewal of the lease between the City of Garden City and O'Brate Realty, LLC.
3. Airport Advisory Board guidance to staff.

Recommendation

Staff recommends the Airport Advisory Board approve the automatic renewal of the lease between the City of Garden City and O'Brate Realty, LLC.

Fiscal Note

No rent is due for the first twenty-five years of the agreement.



ITEM 5 FBO PARKING LOT DISCUSSION

ISSUE

Airport Advisory Board review and discussion of the FBO parking lot.

BACKGROUND

Board member Anderson requested the topic be discussed as the FBO and customers have expressed frustration with the parking lot. Staff visited with the FBO to gain more knowledge of the frustrations that include the lack of parking space. Staff and the FBO also discussed options for temporary relief.

Staff has requested code requirements for the parking lot. Staff reached out to the City's engineer and requested to meet on site to discuss a proper layout and marking of the current lot as well as future expansion options. The meeting will occur on June 14th. Staff will provide an update at the board meeting.





ITEM 6 DIRECTOR'S REPORT

A. AIP PROJECTS

a. AIP 44 – CARES Act

- i. The Garden City Regional Airport was awarded a total of \$17,959,219 in CARES Act Funding. The Governing Body approved a grant application in the amount of \$17,959,219 on June 2, 2020. The FAA offered the CARES Act Grant Agreement and the Governing Body accepted in on June 16, 2020. The grant is in the amount of \$5,645,672 for reimbursement of the airport's operational and maintenance expenses incurred on or after January 20, 2020. The amount is derived from the airport's 2018 reported total operating loss of \$1,411,418 multiplied by 4 years. As October 1, 2020, the airport has requested \$766,362.78 in reimbursements. The funds are allocated to the airport terminal project fund 062.
- ii. The remaining balance of the total award in the amount of \$12,313,547 as well as any funds remaining from the grant above will go into a new grant for the construction of the terminal. The new grant will be presented for Governing Body consideration late summer with construction anticipated to begin in late winter of 2021.

b. AIP 45 – Terminal Design

- i. The Governing Body approved Task Order Number 4 on November 3, 2020 for the design of the project. The Governing Body approved Supplemental Agreement Number 1 to Task Order Number 4 on March 2, 2021 for the design of the connector building and the 2nd story spaces including the kitchen, restaurant, and event space. The design is expected to be completed in the summer of 2021.
- ii. Staff submitted the Grant Application on April 21, 2021. The federal share of the grant is in the amount of \$1,339,896 and the city share is \$580,578.

B. CASINO FLIGHT

- a. June 11, 2021 and July 8, 2021.

C. CITY COMMISSION

- a. None

D. MISCELLANEOUS

- a. 1st Annual Sunflower Classic Truck Show will be held on the Scott Auction leased property June 11-13, 2021.





