



**AGENDA
AIRPORT ADVISORY BOARD MEETING
THURSDAY, MARCH 12, 2020
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 FEBRUARY 13, 2020 MINUTES
- ITEM 3** LARRY FUNK SECOND LEASE AMENDMENT
- ITEM 4** DIRECTOR'S REPORT
- ITEM 5** MONTHLY REPORTS
- ITEM 6** 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 7** ADJOURN UNTIL 5:30 P.M. ON APRIL 9, 2020



**ITEM 1
PUBLIC COMMENT**

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



**ADVISORY BOARD MINUTES
FEBRUARY 13, 2020**

5:30 P.M. MEETING CALLED TO ORDER

MEMBERS PRESENT

Charlie Robinson, Michael Richmeier, Carmen De La Torre, Jette DeSalvo, Tyler Deines, Blair Loving

MEMBERS ABSENT

Darin Germann and Mike Richmeier

STAFF PRESENT

Aaron Anderson

ITEM 1 PUBLIC COMMENT

No public comment.

ITEM 2 RESOLUTIONS

Staff reviewed Resolution #766, #2196 and #2388 with the Airport Advisory Board.

ITEM 3 APPOINTMENT OF CHAIR AND VICE-CHAIR

Staff requested the appointment of Chair, Vice-Chair and Secretary. Charlie Robinson is Chair, Tyler Deines is Vice-Chair and Blair Rodriguez is the Secretary.

Michael Richmeier made a motion to appoint Tyler Deines as Chair and Jette DeSalvo seconded the motion. No other nominations were made, and the motion passed unanimously. Jette DeSalvo made a motion to appoint Carmen De La Torre as Vice-Chair and Tyler Deines seconded the motion. No other nominations were made, and the motion passed unanimously. Jette DeSalvo made a motion to appoint Blair Rodriguez as the secretary and Charlie Robinson seconded the motion. No other nominations were made, and the motion passed unanimously.



ITEM 4 APPROVAL OF DECEMBER 10, 2019 MINUTES

Charlie Robinson made a motion to approve the December 10, 2019 Airport Advisory Board minutes. Carmen De La Torre seconded the motion. The motion passed unanimously.

ITEM 5 AIRPORT 101

Staff reviewed airport terminology and abbreviations with the Airport Advisory Board.

ITEM 6 PASSENGER FACILITY CHARGE

The Governing Body approved the Public Notice for the imposition and use of Passenger Facility Charges at Garden City Regional Airport during the February 4, 2020 meeting.

Staff reviewed the Passenger Facility Charge Program with the Airport Advisory Board. They also covered the new application along with the AIP projects that it would cover.

ITEM 7 HELTZEN LEASE ADDENDUM AND ASSIGNMENT

The Airport Advisory Board was asked to consider and recommend approval of the Lease Addendum and Assignment between the City of Garden City; Rolf Heltzen and the Facility of Garden City, L.L.C., for the leased land at the Garden City Regional Airport.

The City of Garden City (City) and Rolf Heltzen (Tenant) entered into and are parties to a Lease Agreement dated July 7, 2009 between the City and Tenant, a copy of which is included in the Lease Addendum and Assignment as Exhibit A. The City and Tenant desire to clarify, modify and amend the Lease according to the terms and conditions contained in the Addendum.

The Tenant organized and established The Facility of garden City, L.L.C., (LLC) and desires to assign all of his right, title and interested in and to the Lease unto the LLC. The City desires to consent to the Tenant's assignment of the lease unto the LLC.



The LLC desires to sublease all of its right, title and interest in and to the lease premise unto Jay R. Garetson. The City desires to consent to LLCs sublease of the lease.

Tyler Deines made a motion to recommend approval of the Lease Addendum and Assignment between the City of Garden City; Rolf Heltzen and the Facility of Garden City, L.L.C., for the leased land at the Garden City Regional Airport. Charlie Robinson seconded the motion. The motion passed unanimously.

ITEM 8 2019 AIRPORT YEAR-END REPORT

Staff reviewed the 2019 Airport Year-End Report with the Airport Advisory Board.

ITEM 9 DIRECTOR'S REPORT

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

ITEM 10 MONTHLY REPORTS

Staff reviewed the monthly reports with the Airport Advisory Board.

ITEM 11 BOARD MEMBER COMMENTS

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



ITEM 12 ADJOURNMENT

Charlie Robinson made a motion to adjourn. Blair Loving seconded the motion. The motion passed unanimously.



ITEM 3
LARRY FUNK SECOND LEASE AMENDMENT

ISSUE

The Airport Advisory Board is asked to consider and recommend approving the Second Amendment to the Lease Agreement between the City of Garden City and Larry Funk for pastureland located at the Garden City Regional Airport.

BACKGROUND

The City of Garden City and Larry Funk entered into a Lease Agreement dated February 3, 2015. The term of the Lease Agreement is for a period of five (5) years from the 1st day of March 2015 to the 29th day of February 2020. The annual rent for Pasture Tract P4 (34.5 acres) is \$1,906.08. The first amendment to the lease added Pasture Tract P6 (17.5 acres) for the total annual rental amount of \$2,256. The second amendment extends the lease five (5) years from the 1st day of March 2020 to the 29th day of February 2025. The amendment also increases the annual rent to \$2,400.

ALTERNATIVES

1. Recommend approving the Second Amendment to the Lease Agreement between the City of Garden City and Larry Funk for pastureland located at the Garden City Regional Airport.
2. Do not recommend the Second Amendment to the Lease Agreement between the City of Garden City and Larry Funk for pastureland located at the Garden City Regional Airport.
3. Airport Advisory Board guidance to staff.

RECOMMENDATION

Staff recommends approving the Second Amendment to the Lease Agreement between the City of Garden City and Larry Funk for pastureland at the Garden City Regional Airport.

FISCAL NOTE

The Second Amendment to Lease Agreement increases the annual revenue \$144 per year. The total annual rent is \$2,400 and is allocated to the airport revenue fund 060-000-3145.01.

SECOND AMENDMENT TO LEASE AGREEMENT
(Pasture – Tracts P4 and P6)

THIS SECOND AMENDMENT TO LEASE AGREEMENT (Second Amendment), is made this 17th day of March, 2020, between the CITY OF GARDEN CITY, KANSAS (Landlord), and LARRY FUNK (Tenant).

WHEREAS, Landlord and Tenant, entered into a Lease Agreement (Agreement), dated February 3, 2015, wherein Tenant agreed to lease from Landlord pasture land located at the Garden City Regional Airport (GCRA); and

WHEREAS, Landlord and Tenant entered into an Amendment to Lease Agreement (Amendment), dated September 4, 2018; and

WHEREAS, Landlord and Tenant have agreed to again amend the terms of the Agreement.

NOW, THEREFORE, the parties agree as follows:

1. **TERM.** The term of this Agreement shall be for a period of five (5) years, from the 1st day of March, 2020, to the 29th day of February, 2025. Tenant acknowledges that the Leased Premises are part of an industrial development area at the GCRA and that future development may occur in the area, thereby interfering with Tenant's use of the Leased Premises. Tenant agrees that this Agreement may be terminated by Landlord, notwithstanding the term set forth in this paragraph, by Landlord giving Tenant written notice of termination, not less than ninety (90) days prior to the date of termination. If this Agreement is terminated by Landlord at a time when Tenant has paid rent for days beyond the date of termination, Landlord shall refund rent to Tenant on a pro rata basis.

2. **RENT.** Tenant shall pay to Landlord, as annual rent for the Leased Premises, the annual sum of Two Thousand Four Hundred Dollars (\$2,400.00), to be paid in monthly installments in the amount of Two Hundred Dollars (\$200.00), due on the 1st day of March, 2020, and on the 1st day of each month thereafter during the term of this Agreement.

Payments shall be made payable to the City of Garden City, Kansas, and delivered to the Director of Aviation, Garden City Regional Airport, 2225 South Air Service Road, Suite 112, Garden City, Kansas 67846.

The parties further agree that all terms and conditions of the Agreement, dated February 3, 2015, and the Amendment, dated September 4, 2018, not specifically modified herein shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have approved this Second Amendment.

CITY OF GARDEN CITY, KANSAS

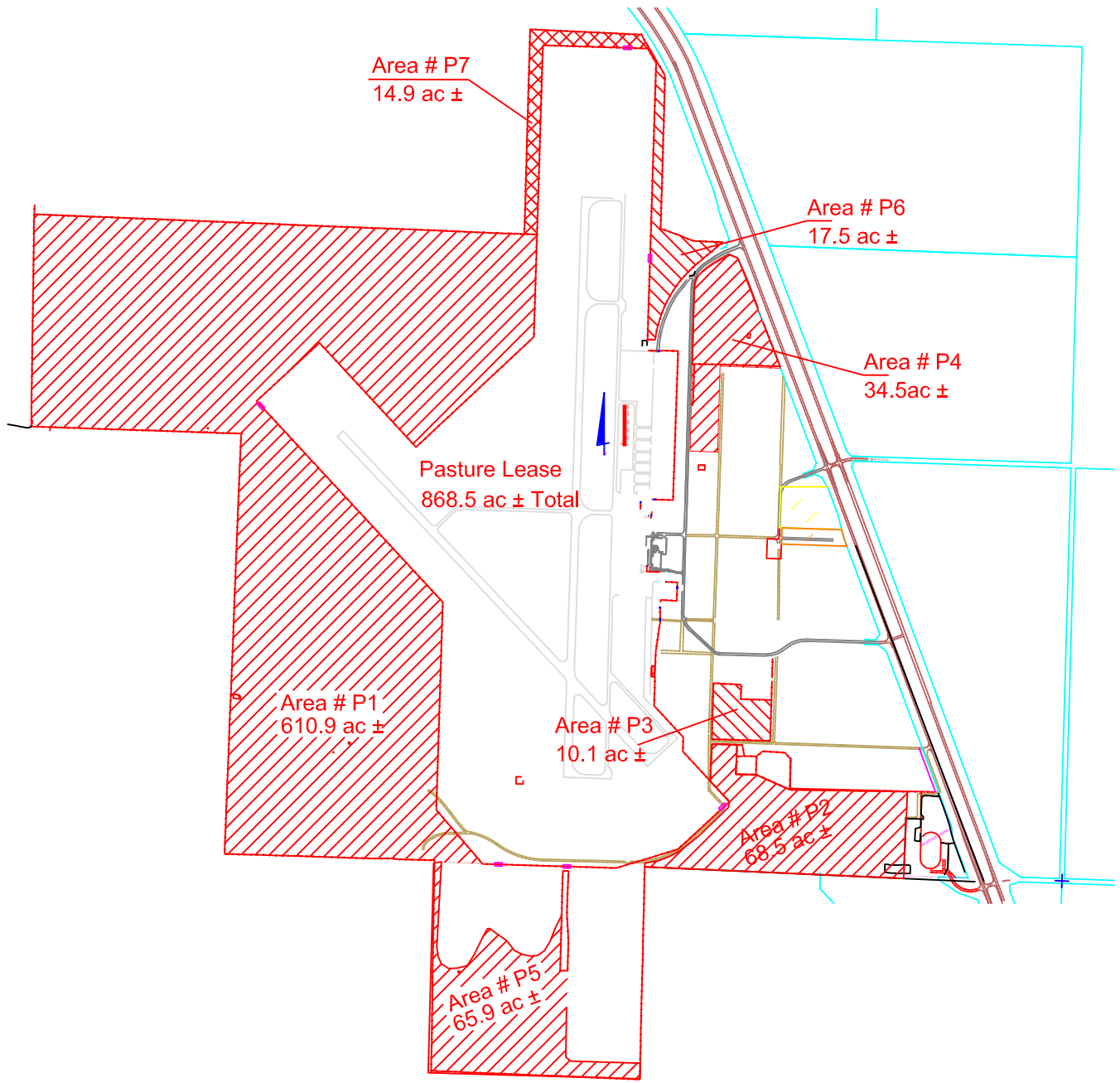
By _____
Troy R. Unruh, Mayor

ATTEST:

CELYN N. HURTADO, City Clerk

TENANT

LARRY FUNK





ITEM 4 DIRECTOR'S REPORT

A. AIP PROJECTS

- a. AIP 42 – Airport Beacon
 - i. A new beacon will be installed in the spring by Atlas Electric.

- b. GCK2019 - Tower Radio Replacement
 - i. The equipment is delivered. The replacement is scheduled for the end of March.

- c. Terminal Construction Project-
 - i. Staff is researching funding options. The total project cost estimate is \$26,853,634.
 - ii. The City submitted comments for consideration of Rural Opportunities to Use Transportation for Economic Success (ROUTES).

- d. AIP 43 - Airfield Painting
 - i. This project will remove and repaint all the markings on runway 17-35 and associated taxiway runway hold position markings and enhanced taxiway centerline markings. There will also be some electrical work to move a few signs in lights in order to ensure compliance. The project is estimated at \$1,867,000 with a 95/5 split of funds.

B. CASINO FLIGHT

- a. Date unknown

C. CITY COMMISSION

- a. April 21, 2020 (date will change)
 - i. PFC Application

D. MISCELLANEOUS

- a. None at this time

