AGENDA
AIRPORT ADVISORY BOARD
THURSDAY, SEPTEMBER 12, 2024
5:30 PM
AIRPORT ADMINISTRATIVE OFFICE

1. MEETING CALLED TO ORDER

2. PUBLIC COMMENT (Five Minutes per Spokesperson)

3. APPROVAL OF AUGUST 8, 2024, MINUTES

3.A. August 8, 2024, Airport Advisory Board Minutes
August 8, 2024 Minutes.pdf

4. OLD BUSINESS

5. NEW BUSINESS

5.A. The Airport Advisory Board is asked to recommend a member volunteer to serve on the City of Garden City's Capital Improvement Program (CIP) committee.

6. DIRECTOR'S REPORT

6.A. Presentation of the Director's Report.

7. MONTHLY REPORTS

7.A. GCK Monthly Reports - August
August Monthly Reports.pdf

8. BOARD MEMBER COMMENTS

9. ADJOURN

GARDEN CITY
KANSAS

MEMORANDUM

TO: Airport Advisory Board
THRU: Matthew C. Allen, City Manager
FROM: Blair Rodriguez, Administrative Services Supervisor
DATE: September 12, 2024
RE: August, 8th, 2024, Airport Advisory Board Minutes

ISSUE:
Approval of the August 8th, 2024, Airport Advisory Board Minutes.

BACKGROUND:
Attached are the August 8th, 2024, Airport Advisory Board Minutes.

ALTERNATIVES:
1. Approve August 8th, 2024, Airport Advisory Board Minutes.
2. Approve August 8th, 2024, Airport Advisory Board Minutes with corrections.

RECOMMENDATION:
None.

FISCAL NOTE:
None.

ATTACHMENTS:
August 8, 2024 Minutes.pdf

GARDEN CITY
REGIONAL AIRPORT

ADVISORY BOARD MINUTES
AUGUST 8, 2024

5:30 P.M. MEETING CALLED TO ORDER

MEMBERS PRESENT
Michael Richmeier, Charlie Robinson, Tyler Deines and Jette DeSalvo

MEMBERS ABSENT
Carmen DeLaTorre, Blair Loving and Aaron Anderson

STAFF PRESENT
Rachelle Powell and Blair Rodriguez

ITEM 2 PUBLIC COMMENT

No public comment.

ITEM 3 APPROVAL OF JULY 11, 2024, MINUTES

Jette DeSalvo made a motion to approve the July 11th, 2024, Airport Advisory Board minutes. Tyler Deines seconded the motion. The motion passed unanimously.

ITEM 4 OLD BUSINESS

4.A. None

ITEM 5 NEW BUSINESS

5.A. None

ITEM 6 DIRECTOR'S REPORT

Staff reviewed 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 – Had a friend that traveled through the new airport terminal and said that he was really impressed with the facility.

B. Michael Richmeier – No comment.

C. Carmen De La Torre – Absent

D. Jette DeSalvo – Commented on how nice the landscaping and flowers looked as she was driving in.

E. Tyler Deines – No comment.

F. Blair Loving – Absent.

G. Aaron Anderson – Absent.

ITEM 9 ADJOURNMENT

Charlie Robinson made a motion to adjourn until September 12th, 2024. Jette DeSalvo seconded the motion. The motion passed unanimously.

GARDEN CITY
KANSAS

MEMORANDUM

TO: Airport Advisory Board
THRU: Matthew C. Allen, City Manager
FROM: Rachelle Powell, Director of Aviation
DATE: September 12, 2024
RE: CIP Committee

ISSUE:
The Airport Advisory Board is asked to recommend a member volunteer to serve on the City of Garden City's Capital Improvement Program (CIP) committee.

BACKGROUND:
The City of Garden City Capital Improvement Program (CIP) process has varied in the past years, however this year the CIP committee will form to review the city's CIP projects. The committee consists of members from advisory boards and the public. The schedule of meetings is below.

- November 5th - Airport, Street, Solid Waste
- November 12th - Local, State, Traffic
- November 19th - Fire, IT, Planning, Police
- December 3rd - Electric, Water, Wastewater, Drainage
- January 14th - Golf, Zoo
- January 21st - Cemetery, Parks and Rec
- February 4th - CIP Project Review with City Manager

The airport will submit a parking lot project for consideration.

ALTERNATIVES:
1. The Airport Advisory Board recommends a member volunteer to serve on the City of Garden City's Capital Improvement Program (CIP) committee.
2. The Airport Advisory Board does not recommend a member volunteer to serve on the City of Garden City's Capital Improvement Program (CIP) committee.

RECOMMENDATION:
Staff recommends the Airport Advisory Board recommends a member volunteer to serve on the City of Garden City's Capital Improvement Program (CIP) committee.

FISCAL NOTE:
None.

GARDEN CITY
KANSAS

MEMORANDUM

TO: Airport Advisory Board
THRU: Matthew C. Allen, City Manager
FROM: Rachelle Powell, Director of Aviation
DATE: September 12, 2024
RE: Director's Report

ISSUE:
Presentation of the Director's Report.

BACKGROUND:

1. AIP Projects
    a. AIP 46 & 47 - Terminal punch list items are being completed. Final walk through is schedule for the week of September 16, 2024.
    b. AIP 48 - ARFF Truck - Rosenbauer is in the process of building the truck.
2. Charter Flights
    1. September 4, 2024 - September 8, 2024
    2. September 28, 2024 - October 2, 2024
3. City Commission
    a. September 3, 2024
        i. Pinky's Grilled Cheestro LLC, dba Milk & Honey Lease and Operations Agreement
        ii. American Airlines Lease Agreement
4. Miscellaneous
    a. Restaurant Update
        i. Milk & Honey will open in October
    b. Security Update
        i. Commercial tenants are being processed in the new ID system and background checks. General aviation tenants have multiple options in October to come to trainings and start the process.
    c. Staff Update
    d. Land Lease Request for Bids - October

ALTERNATIVES:
None.

RECOMMENDATION:
None.

FISCAL NOTE:
None.

GARDEN CITY
KANSAS

MEMORANDUM

TO: Airport Advisory Board
THRU: Matthew C. Allen, City Manager
FROM: Blair Rodriguez, Administrative Services Supervisor
DATE: September 12, 2024
RE: GCK Monthly Reports - August 2024

ISSUE:
Presentation of the August 2024 Garden City Regional Airport Monthly Reports.

BACKGROUND:
Attached are the Garden City Regional Airport Monthly Reports for August 2024.

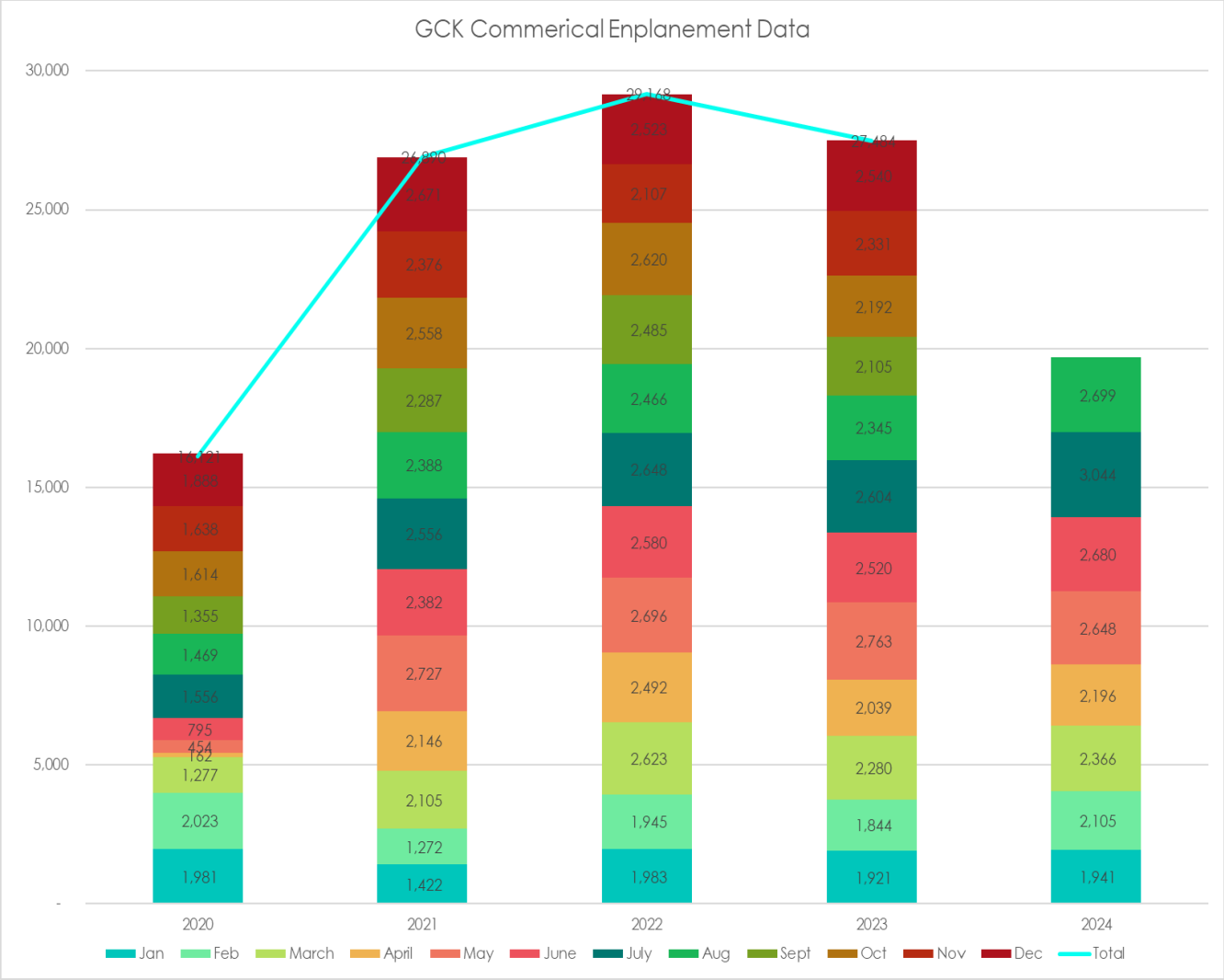
ALTERNATIVES:
None.

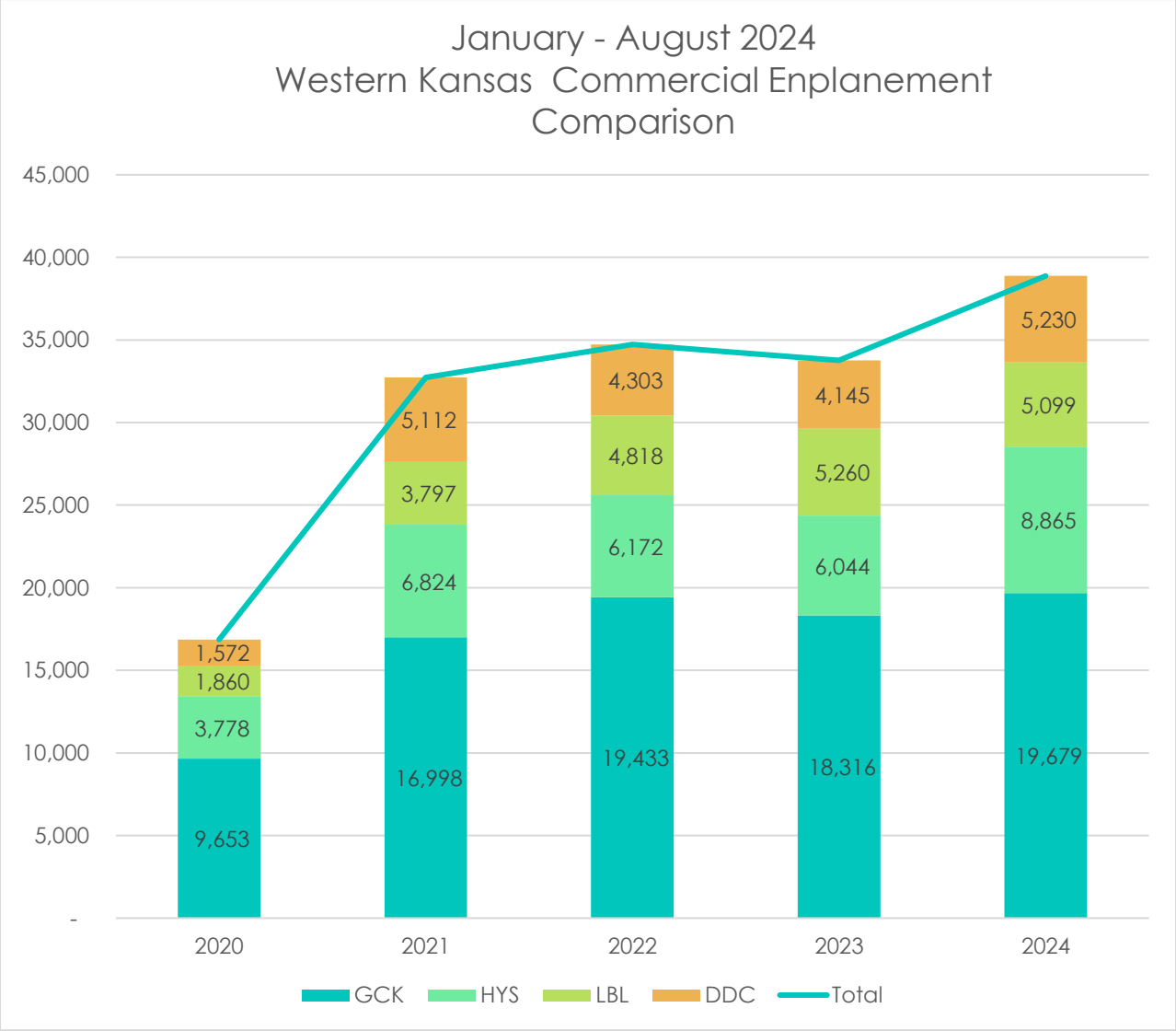
RECOMMENDATION:
None

FISCAL NOTE:
None.

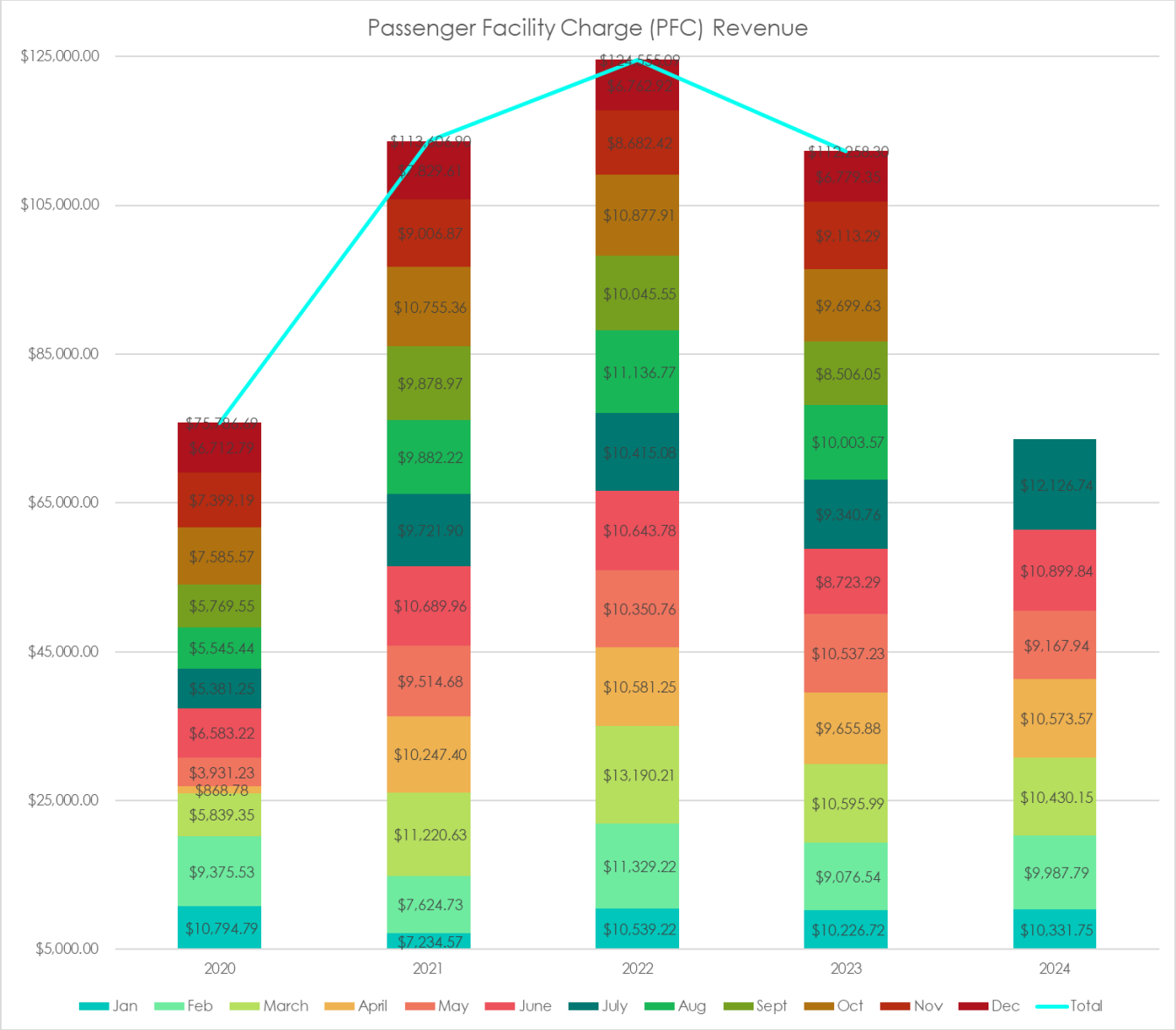
ATTACHMENTS:
August Monthly Reports.pdf

GARDEN CITY
REGIONAL AIRPORT
MONTHLY REPORTS

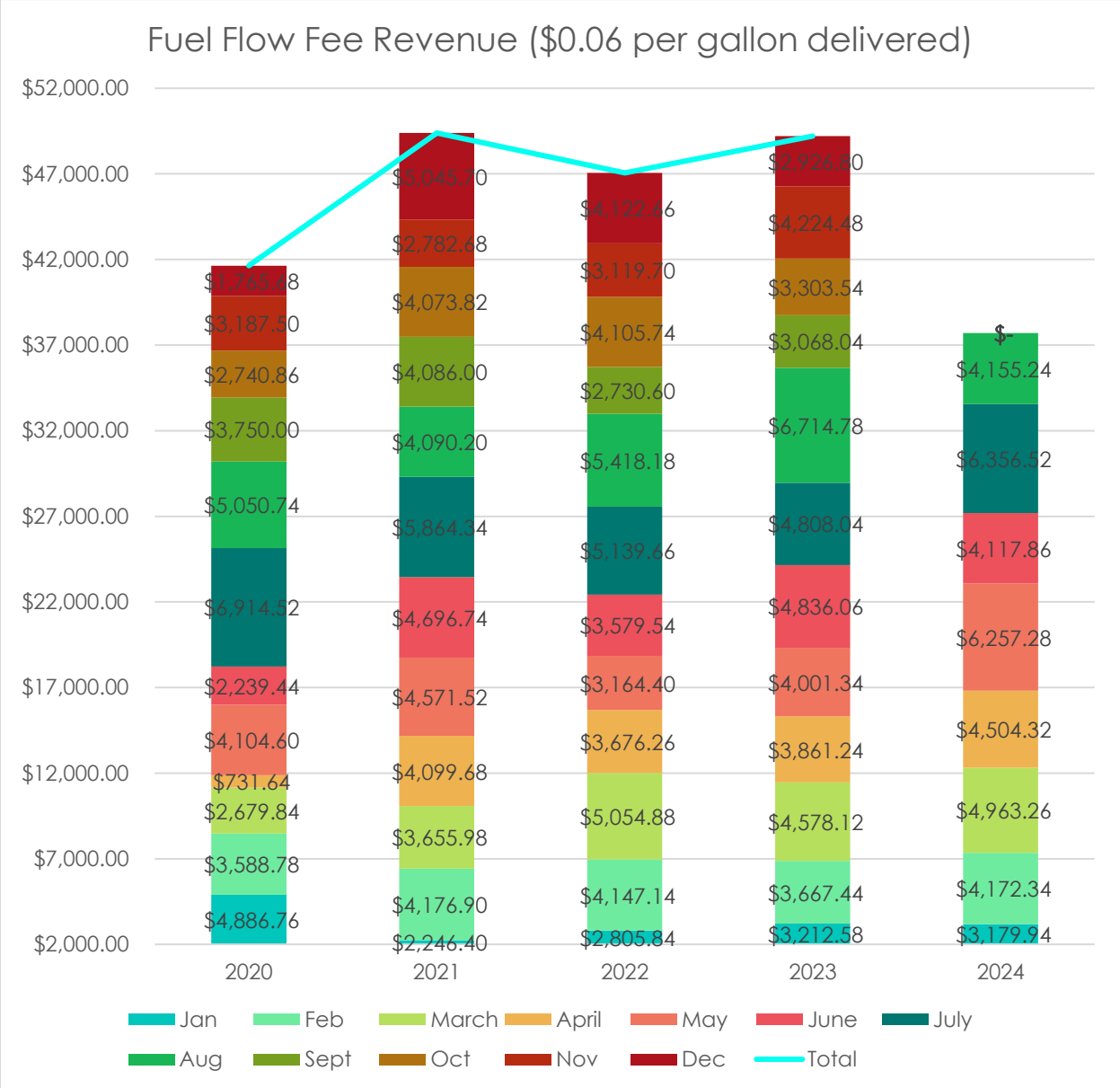


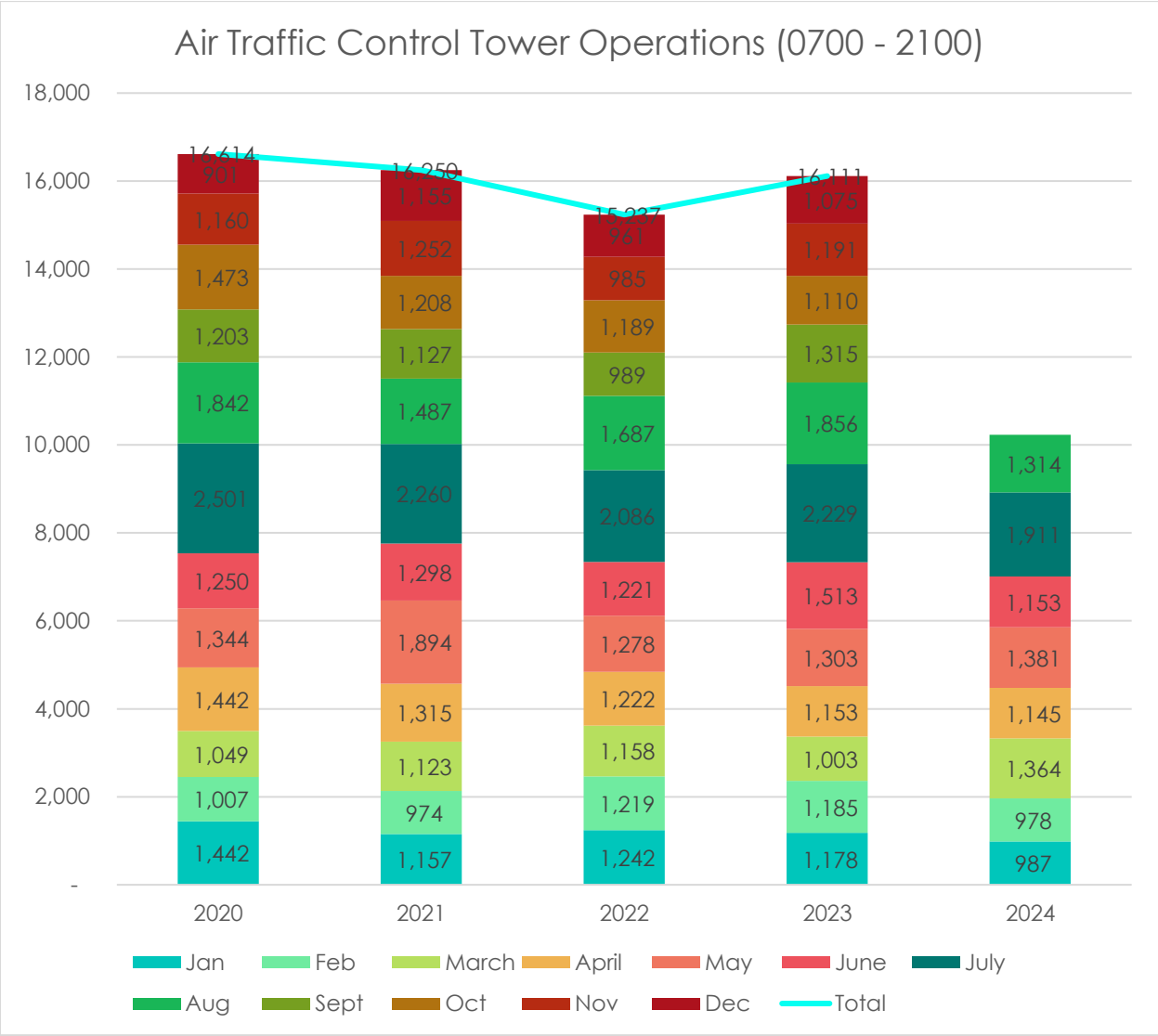

January - August 2024
Western Kansas Commercial Enplanement Comparison
45,000
40,000
35,000
30,000
25,000
20,000
15,000
10,000
5,000
-
2020
2021
2022
2023
2024
1,572
1,860
3,778
9,653
5,112
3,797
6,824
16,998
4,303
4,818
6,172
19,433
4,145
5,260
6,044
18,316
5,230
5,099
8,865
19,679
GCK
HYS
LBL
DDC
Total

GARDEN CITY
REGIONAL AIRPORT
MONTHLY REPORTS



GARDEN CITY
REGIONAL AIRPORT
MONTHLY REPORTS




Air Traffic Control Tower Operations (0700 - 2100)
18,000
16,000
14,000
12,000
10,000
8,000
6,000
4,000
2,000
-
2020
2021
2022
2023
2024
Jan
Feb
March
April
May
June
July
Aug
Sept
Oct
Nov
Dec
Total

GARDEN CITY
REGIONAL AIRPORT

MONTHLY REPORTS

T-Hangar Waiting List

9/11/24

Date	Name	Address	Phone	Hangar
		T-Hangar Upgrade		
12/15/23	Aaron Anderson		620-290-5359	bifold
4/15/24	Butch Leiker		620-272-3956	bifold
6/6/24	Mike Schmitt		620-874-4214	bifold
7/24/24	Tyler Whitham		303-885-3997	bifold
		T-Hangar needed		
12/3/21	Garret Speer	Potential plane	620-805-4694	Twin hangar

AIRPORT ADVISORY BOARD ABSENTEE RECORD

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Jette DeSalvo	Cancelled	No Quorom		No Quorom	ABSENT							
Charlie Robinson	Cancelled	No Quorom		No Quorom	ABSENT							
Tyler Deines	Cancelled	No Quorom		No Quorom			ABSENT					
Aaron Anderson	Cancelled	No Quorom		No Quorom	ABSENT			ABSENT				
Michael Richmeier	Cancelled	No Quorom	ABSENT	No Quorom			ABSENT					
Carmen Delatorre	Cancelled	No Quorom	ABSENT	No Quorom		ABSENT	ABSENT	ABSENT				
Blair Loving	Cancelled	No Quorom		No Quorom				ABSENT				