AGENDA
AIRPORT ADVISORY BOARD
THURSDAY, NOVEMBER 14, 2024
5:30 PM
AIRPORT ADMINISTRATIVE OFFICE

1. MEETING CALLED TO ORDER

2. PUBLIC COMMENT (Five Minutes per Spokesperson)

3. APPROVAL OF SEPTEMBER 12, 2024, MINUTES

3.A. September 12th, 2024, Airport Advisory Board Minutes.
September 12, 2024 Minutes.pdf

4. OLD BUSINESS

5. NEW BUSINESS

5.A. The Airport Advisory Board is asked to consider and recommend adjustments to the pastureland leases located at the Garden City Regional Airport.

5.B. The Airport Advisory Board is asked to consider and recommend an Airport Advisory Board member appointment.
Airport Advisory Board Applications.pdf

6. DIRECTOR'S REPORT

6.A. Presentation of the Director's Report

7. MONTHLY REPORTS

7.A. GCK Monthly Reports - October 2024
October Monthly Reports.pdf

8. BOARD MEMEBER COMMENTS

9. ADJOURN

GARDEN CITY
KANSAS

MEMORANDUM

TO: Airport Advisory Board
THRU: Matthew C. Allen, City Manager
FROM: Blair Rodriguez, Administrative Services Supervisor
DATE: November 11, 2024
RE: September 12th, 2024, Airport Advisory Board Minutes

ISSUE:
Approval of the September 12th, 2024, Airport Advisory Board Minutes.

BACKGROUND:
Attached are the September 12th, 2024, Airport Advisory Board Minutes.

ALTERNATIVES:
1. Approve September 12th, 2024, Airport Advisory Board Minutes.
2. Approve September 12th, 2024, Airport Advisory Board Minutes with corrections.

RECOMMENDATION:
None.

FISCAL NOTE:
None.

ATTACHMENTS:
September 12, 2024 Minutes.pdf

GARDEN CITY
REGIONAL AIRPORT

ADVISORY BOARD MINUTES
SEPTEMBER 12, 2024

5:30 P.M. MEETING CALLED TO ORDER

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

MEMBERS ABSENT
Carmen DeLaTorre, Blair Loving and Aaron Anderson

STAFF PRESENT
Rachelle Powell

ITEM 2 PUBLIC COMMENT

No public comment.

ITEM 3 APPROVAL OF AUGUST 8, 2024, MINUTES

Jette DeSalvo made a motion to approve the August 8, 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. 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.

Charlie Robinson volunteered to serve on the CIP committee for the Airport Advisory Board. Jette DeSalvo will also be serving on the committee.

ITEM 6 DIRECTOR'S REPORT

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

GARDEN CITY
REGIONAL AIRPORT

ITEM 7 MONTHLY REPORTS

Staff reviewed the monthly reports with the Airport Advisory Board.

ITEM 8 BOARD MEMBER COMMENTS

A. Charlie Robinson – Keeps hearing very nice comments regarding the new facility.

B. Michael Richmeier – No comment.

C. Carmen De La Torre – Absent

D. Jette DeSalvo – No comment.

E. Tyler Deines – No comment.

F. Blair Loving – Absent.

G. Aaron Anderson – Absent.

ITEM 9 ADJOURNMENT

Charlie Robinson made a motion to adjourn until October 10th, 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: November 1, 2024
RE: 2025 - 2030 Pasture Lease Adjustments

ISSUE:
The Airport Advisory Board is asked to consider and recommend adjustments to the pastureland leases located at the Garden City Regional Airport.

BACKGROUND:
The current pastureland leaseholders are responsible tenants and have expressed interest in negotiating new leases. Staff proposes a few changes for the new leases. The proposed changes are below.

1. Change the annual term of the lease from March through February to January through December.
2. Increase the rent 4% for a 5-year term with the option to extend another 5 years with negotiated rent.

Staff will draft leases for the board to review based on the recommendations.

ALTERNATIVES:
1. The Airport Advisory Board may recommend adjustments to the pastureland leases located at the Garden City Regional Airport.
2. The Airport Advisory Board may not recommend adjustments to the pastureland leases located at the Garden City Regional Airport.
3. The Airport Advisory Board may provide guidance to staff.

RECOMMENDATION:
Staff recommends the Airport Advisory Board recommend adjustments to the pastureland leases located at the Garden City Regional Airport.

FISCAL NOTE:
The annual revenue will be based on the board's recommendations.

GARDEN CITY
KANSAS

MEMORANDUM

TO: Airport Advisory Board
THRU: Matthew C. Allen, City Manager
FROM: Rachelle Powell, Director of Aviation
DATE: November 1, 2024
RE: 2025-2027 AAB Appointments

ISSUE:
The Airport Advisory Board is asked to consider and recommend Airport Advisory Board member appointments.

BACKGROUND:
The Airport Advisory Board has one member term expiring on December 31, 2024. Jette DeSalvo has served her first term. Ms. DeSalvo expressed interest in serving a second term.

The airport has eight applications on file from people interested in serving on the board. The applicants are Michael Cook, Shajia Donecker, Jason Dougherty, Anna Hemenway, Bradley Kolowski, Steve Michel, Travis Neidig, and James Randall. The applications may be found in the accompanying information.

Additional Airport Advisory Board member term expirations are as follows:

- December 31, 2025
  - Tyler Deines, first term
  - Blair Loving, first term
  - Aaron Anderson, second term
- December 31, 2026
  - Carmen De La Torre, first term
  - Mike Richmeier, first term
  - Charlie Robinson, first term

ALTERNATIVES:

1. The Airport Advisory Board may provide a recommendation to the City Commission for the Airport Advisory Board appointment.
2. The Airport Advisory Board may not provide a recommendation to the City Commission for the Airport Advisory Board appointment.

RECOMMENDATION:
Staff recommends the Airport Advisory Board provide a recommendation to the City Commission for the Airport Advisory Board appointment.

FISCAL NOTE:
None.

ATTACHMENTS:

Airport Advisory Board Applications.pdf

Celyn Hurtado

From: gardencity-noreply@enotify.visioninternet.com
Sent: Tuesday, December 7, 2021 8:13 PM
To: Celyn Hurtado
Subject: Garden City: Advisory Board Application

A new entry to a form/survey has been submitted.

Form Name:	Advisory Board Application
Date & Time:	12/07/2021 8:12 PM
Response #:	112
Submitter ID:	16424
IP address:	2600:8803:1410:cd00:21ae:776a:988:992
Time to complete:	7 min. , 36 sec.

Survey Details

Page 1

1. Name
Michael Cook

2. Phone Number
(620) 214-4310

3. Address
1302 Cloud Cir Garden City, Ks 67846

4. Email Address
mcook95@yahoo.com

5. Occupation
Manager

6. Place of Employment
Builders FirstSource

7. How long have you been a resident of Garden City/Finney County?
2.5 years

8. Describe why you are interested in serving on a board/commission.
Better understanding of what is happening in and around garden city. Want to help shape the growth of garden city

9. Other applicable experience:
Treasurer of SouthWest Kansas Builders Association

10. Please indicate those advisory boards/commissions on which you are interested in serving:

[×] Airport Advisory Board
[×] Planning Commission
[×] Police/Citizen Advisory Board

Thank you,
Garden City

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Celyn Hurtado

From: gardencity-noreply@enotify.visioninternet.com
Sent: Monday, August 14, 2023 11:20 PM
To: Celyn Hurtado
Subject: Garden City: Advisory Board Application

A new entry to a form/survey has been submitted.

Form Name:	Advisory Board Application
Date & Time:	08/14/2023 11:19 PM
Response #:	178
Submitter ID:	19703
IP address:	72.205.243.198
Time to complete:	7 min. , 38 sec.

Survey Details

Page 1

1. Name
Shajia Donecker

2. Phone Number
(620) 640-4643

3. Address
723 Davis St.

4. Email Address
Ahmad.shajia@gmail.com

5. Occupation
Social Media Specialist

6. Place of Employment
Wheatland Electric Cooperative, Inc.

7. How long have you been a resident of Garden City/Finney County?
15 years

8. Describe why you are interested in serving on a board/commission.
I am a fairly frequent traveler in and out of our local airport. I am excited about the recent developments at our airport, and have followed the airport's developments as long as I have been a local resident (15+ years). I have been interested in some time in serving on this specific board and am finally taking action.

9. Other applicable experience:

I am a communications professional and avid international traveler. I believe my work and personal experiences lend themselves well to this specific board.

10. Please indicate those advisory boards/commissions on which you are interested in serving:

[×] Airport Advisory Board

Thank you,
Garden City

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Celyn Hurtado

From: gardencity-noreply@enotify.visioninternet.com
Sent: Tuesday, February 8, 2022 10:43 PM
To: Celyn Hurtado
Subject: Garden City: Advisory Board Application

A new entry to a form/survey has been submitted.

Form Name:	Advisory Board Application
Date & Time:	02/08/2022 10:43 PM
Response #:	121
Submitter ID:	16685
IP address:	2600:100a:b012:bccc:acde:ef6a:3b2b:61c6
Time to complete:	2 min. , 43 sec.

Survey Details

Page 1

1. Name
Jason Dougherty

2. Phone Number
(620) 290-1802

3. Address
1621 E Fulton

4. Email Address
jason@legacyautocenter.net

5. Occupation
Business Owner

6. Place of Employment
Dougherty, Inc

7. How long have you been a resident of Garden City/Finney County?
15 years

8. Describe why you are interested in serving on a board/commission.
Previously served. Want to ensure an active and growing community airport.

9. Other applicable experience:
Pilot, aircraft owner, hanger occupant. Also serve on Wheatland board, previously served on Airport board.

10. Please indicate those advisory boards/commissions on which you are interested in serving:

[×] Airport Advisory Board
[×] Planning Commission
[×] Zoning Board of Appeals

Thank you,
Garden City

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Garden City: Advisory Board Application

gardencity-noreply@enotify.visioninternet.com <gardencity-noreply@enotify.visioninternet.com>
Wed 8/28/2024 3:05 PM
To:City Clerk <City.Clerk@gardencityks.us>

A new entry to a form/survey has been submitted.

Form Name:	Advisory Board Application
Date & Time:	08/28/2024 3:05 PM
Response #:	218
Submitter ID:	21622
Time to complete:	20 min. , 44 sec.

Survey Details

Page 1

1. **Name**
   Anna Hemenway

2. **Phone Number**
   (605) 461-1368

3. **Address**
   103 Santa Fe Ave Holcomb, KS 67851

4. **Email Address**
   ahemenway@dfamilk.com

5. **Occupation**
   Process Technologist

6. **Place of Employment**
   Dairy Farmers of America

7. **How long have you been a resident of Garden City/Finney County?**
   4.5 years

8. **Describe why you are interested in serving on a board/commission.**
   In general, I would like to be a part of the community and serve as a helpful voice.
   Depending on the board, I have interests that relate back to my job position, but more so my interest lies more in wanting to be a part of the community that is now my home. I have interest in the airport since I travel for work through the airport fairly often. As an active community member, the health committee is of interest due to being a CrossFit trainer and wanting the best for our community for health and wellness businesses. Public utilities comes back to my interest in reducing wastes, process improvement, and wastewater optimization which is a main area of my job within DFA. I have an interest in Parks and Rec since I have a 1 year old daughter who will love parks and the outdoors and I enjoy running on trails myself and want great events for our area. And honestly the zoo board just sounds fun since improving and helping a family friendly business is within also my interest.

9. **Other applicable experience:**

My experience most lies in understanding processes and process improvement and reducing waste from my position at DFA. As also a health trainer in the community that brings at least an opinion on what we have and what our area lacks in for wellness. Other experiences of being on boards or leadership are from being in college such as my sorority, the dairy club and other various groups I have been a part of over the years with professionally led meetings.

10. Please indicate those advisory boards/commissions on which you are interested in serving:

[×] Airport Advisory Board

[×] Community Health Advisory Board

[×] Public Utilities Advisory Board

[×] Parks & Recreation Advisory Board

[×] Zoo Advisory Board

Thank you,
Garden City

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Garden City: Advisory Board Application

gardencity-noreply@enotify.visioninternet.com <gardencity-noreply@enotify.visioninternet.com>

Thu 8/22/2024 10:04 PM

To:City Clerk <City.Clerk@gardencityks.us>

A new entry to a form/survey has been submitted.

Form Name:	Advisory Board Application
Date & Time:	08/22/2024 10:03 PM
Response #:	212
Submitter ID:	21600
Time to complete:	8 min. , 27 sec.

Survey Details

Page 1

1. **Name**
   Bradley Kolowski

2. **Phone Number**
   (309) 231-7762

3. **Address**
   2204 Idlewild Way Garden City, KS 67846

4. **Email Address**
   bkolowskilll@yahoo.com

5. **Occupation**
   Financial Advisor

6. **Place of Employment**
   Edward Jones

7. **How long have you been a resident of Garden City/Finney County?**
   7

8. **Describe why you are interested in serving on a board/commission.**
   I Have played golf for nearly 30 years. I want to help keep our golf course in great shape and help it became an even greater attraction to our community than it already is. My wife and kids are also getting into the game and I want to help keep Buffalo Dunes a great family attraction.

   I am so proud of our airport. I want to help it continue to grow and offer more flights in the future. I have always had an interest in aviation since I was a little kid.

9. **Other applicable experience:**
   I worked at one of the nicest golf courses in Illinois (Weaverridge Golf Course) during high school and college.

   I am a Chamber Ambassador and am actively involved in the community.

10. Please indicate those advisory boards/commissions on which you are interested in serving:

[×] Airport Advisory Board

[×] Golf Advisory Board

Thank you,
Garden City

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ADVISORY BOARD APPLICATION

If you are interested in serving on a planning or advisory board/committee, please fill out the following application.

1. Name *

steve michel

2. Phone Number *

6202712929 ext.

3. Address *

1413 West Mary Street

4. Email Address *

plants@wbsnet.org

5. Occupation

self employed

6. Place of Employment

Prairie Wind Aquatics, Prairie Wi

7. How long have you been a resident of Garden City/Finney County? *

over 50 years

8. Describe why you are interested in serving on a board/commission. *

I have served 2-2 year terms on the Utilities Advisory Board and must lay off that board for 1 year.

9. Other applicable experience: *

Business owner for over 20 years, school bus driver for 15 years, worked in the lumber business for25 years.

10. Please indicate those advisory boards/commissions on which you are interested in serving: *

- [x] Airport Advisory Board
- [ ] Art Grant Committee
- [ ] Community Health Advisory Board
- [ ] Golf Advisory Board
- [ ] Local Housing Authority
- [x] Planning Commission
- [ ] Public Utilities Advisory Board
- [ ] Traffic Advisory Committee
- [ ] Zoo Advisory Board
- [ ] Alcohol Fund Advisory Committee (AFAC)
- [ ] Building Safety Board of Appeals
- [ ] Cultural Relations Board
- [ ] Landmarks Commission
- [ ] Public Grounds and Tree Board
- [ ] Police/Citizen Advisory Board
- [ ] Parks & Recreation Advisory Board
- [x] Zoning Board of Appeals
- [ ] Finney County Transit Advisory Board

To receive a copy of your submission, please fill out your email address below and submit.

Email Address plants@wbsnet.org

Verification expired. Check the checkbox again.

I'm not a robot reCAPTCHA Privacy - Terms

SUBMIT

Page 1 / 1

Garden City: Advisory Board Application

gardencity-noreply@enotify.visioninternet.com <gardencity-noreply@enotify.visioninternet.com>
Fri 8/23/2024 7:00 AM
To:City Clerk <City.Clerk@gardencityks.us>

A new entry to a form/survey has been submitted.

Form Name:	Advisory Board Application
Date & Time:	08/23/2024 7:00 AM
Response #:	213
Submitter ID:	21601
Time to complete:	3 min. , 55 sec.

Survey Details

Page 1

1. **Name**
   Travis Neidig

2. **Phone Number**
   (620) 290-3973

3. **Address**
   908 Davis St

4. **Email Address**
   Tmneidig@gmail.com

5. **Occupation**
   Financial Advisor

6. **Place of Employment**
   Edward Jones

7. **How long have you been a resident of Garden City/Finney County?**
   11 Years

8. **Describe why you are interested in serving on a board/commission.**
   I would like to serve on a board because I think with my vast background of work I would have some positive insight to bring to the table.

9. **Other applicable experience:**
   Financial background, avid golfer, Recreation background

10. **Please indicate those advisory boards/commissions on which you are interested in serving:**
    [x] Airport Advisory Board
    [x] Golf Advisory Board

Thank you,
Garden City

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Celyn Hurtado

From: gardencity-noreply@enotify.visioninternet.com
Sent: Friday, December 8, 2023 1:23 PM
To: City Clerk
Subject: Garden City: Advisory Board Application

A new entry to a form/survey has been submitted.

Form Name:	Advisory Board Application
Date & Time:	12/08/2023 1:23 PM
Response #:	191
Submitter ID:	20303
IP address:	208.95.202.218
Time to complete:	11 min. , 31 sec.

Survey Details

Page 1

1. Name
James Randall

2. Phone Number
(620) 277-5687

3. Address
P.O. Box 13

4. Email Address
jimr@vsb.bank

5. Occupation
Banking

6. Place of Employment
Valley State Bank

7. How long have you been a resident of Garden City/Finney County?
1972-1986 and 2003-today

8. Describe why you are interested in serving on a board/commission.
Help Garden City / Finney County with prosperous growth in relation to adequate and common sense regulations and good quality controls with procedures and policies.

9. Other applicable experience:

served on other boards, helped Seibert Colorado with growth and improving the community. was mayor for a term. helped Tumbleweed Festival for the past 15 years. been involved in a lot of development projects from the financing end. as well as been part of a lot building projects whether commercial or consumer from the financing end.

10. Please indicate those advisory boards/commissions on which you are interested in serving:

[×] Airport Advisory Board
[×] Planning Commission
[×] Traffic Advisory Committee

Thank you,
Garden City

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GARDEN CITY
KANSAS

MEMORANDUM

TO: Airport Advisory Board
THRU: Matthew C. Allen, City Manager
FROM: Rachelle Powell, Director of Aviation
DATE: November 1, 2024
RE: Director's Report

ISSUE:
Presentation of the Director's Report.

BACKGROUND:
1. AIP Projects
    a. AIP 46 & 47 - A few terminal construction items remain.
2. Charter Flights
    a. January 23, 2025 - January 27, 2025
3. City Commission
    a. None
4. Miscellaneous
    a. Restaurant Update
    b. Security Update
    c. Staff Update

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: November 11, 2024
RE: GCK Monthly Reports - October 2024

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

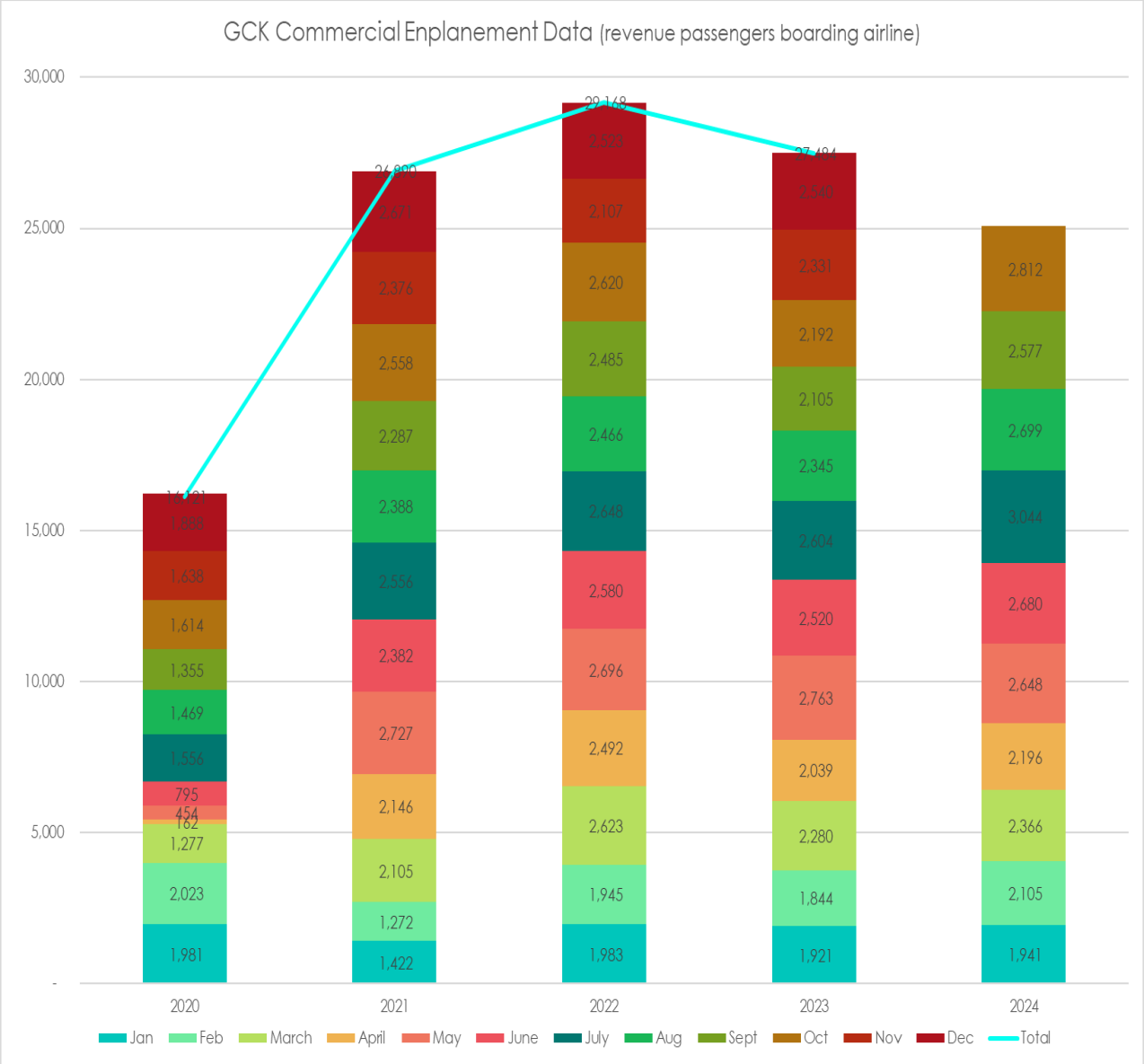
BACKGROUND:
Attached are the Garden City Regional Airport Monthly Reports for October 2024.

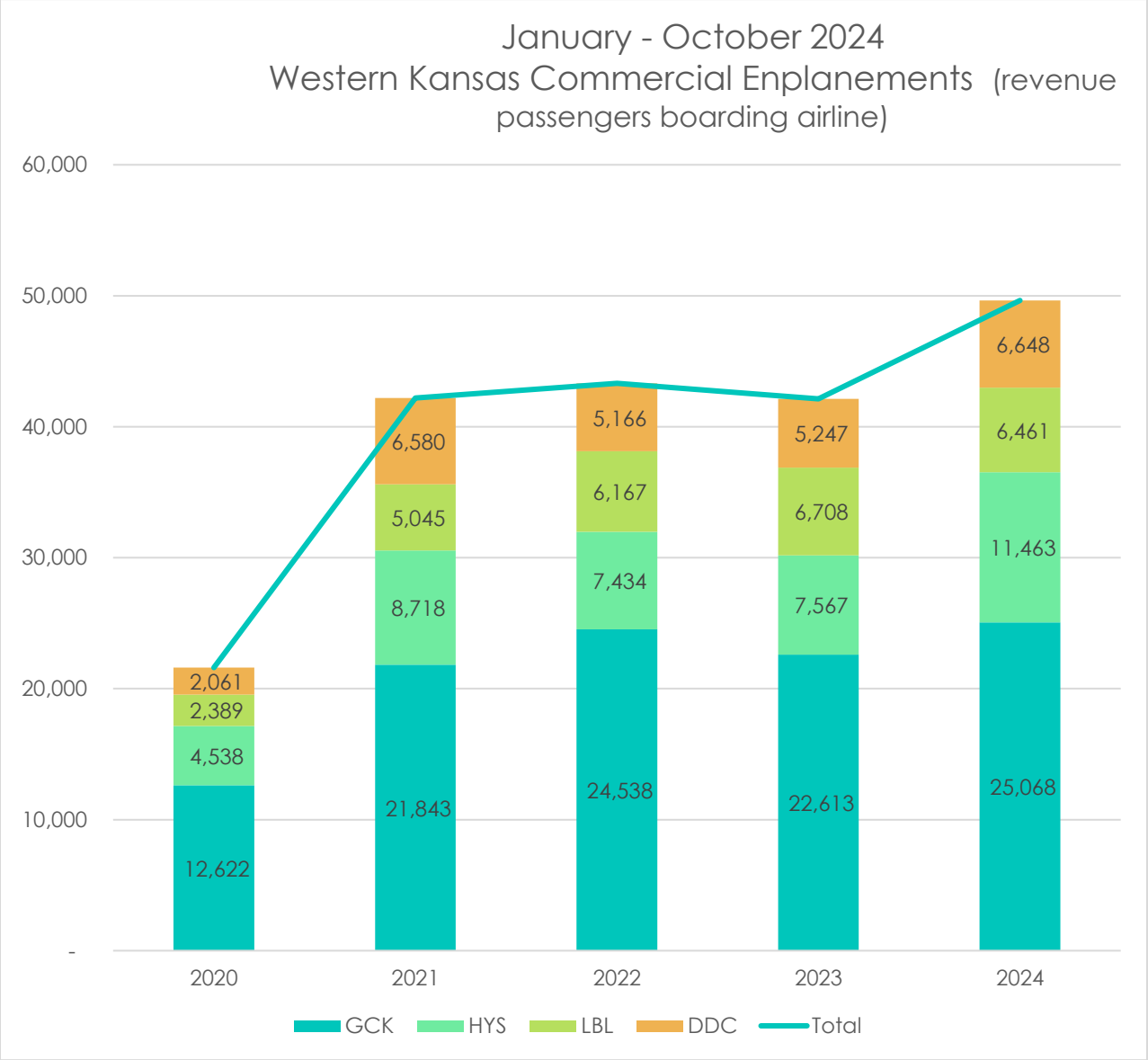
ALTERNATIVES:
None.

RECOMMENDATION:
None.

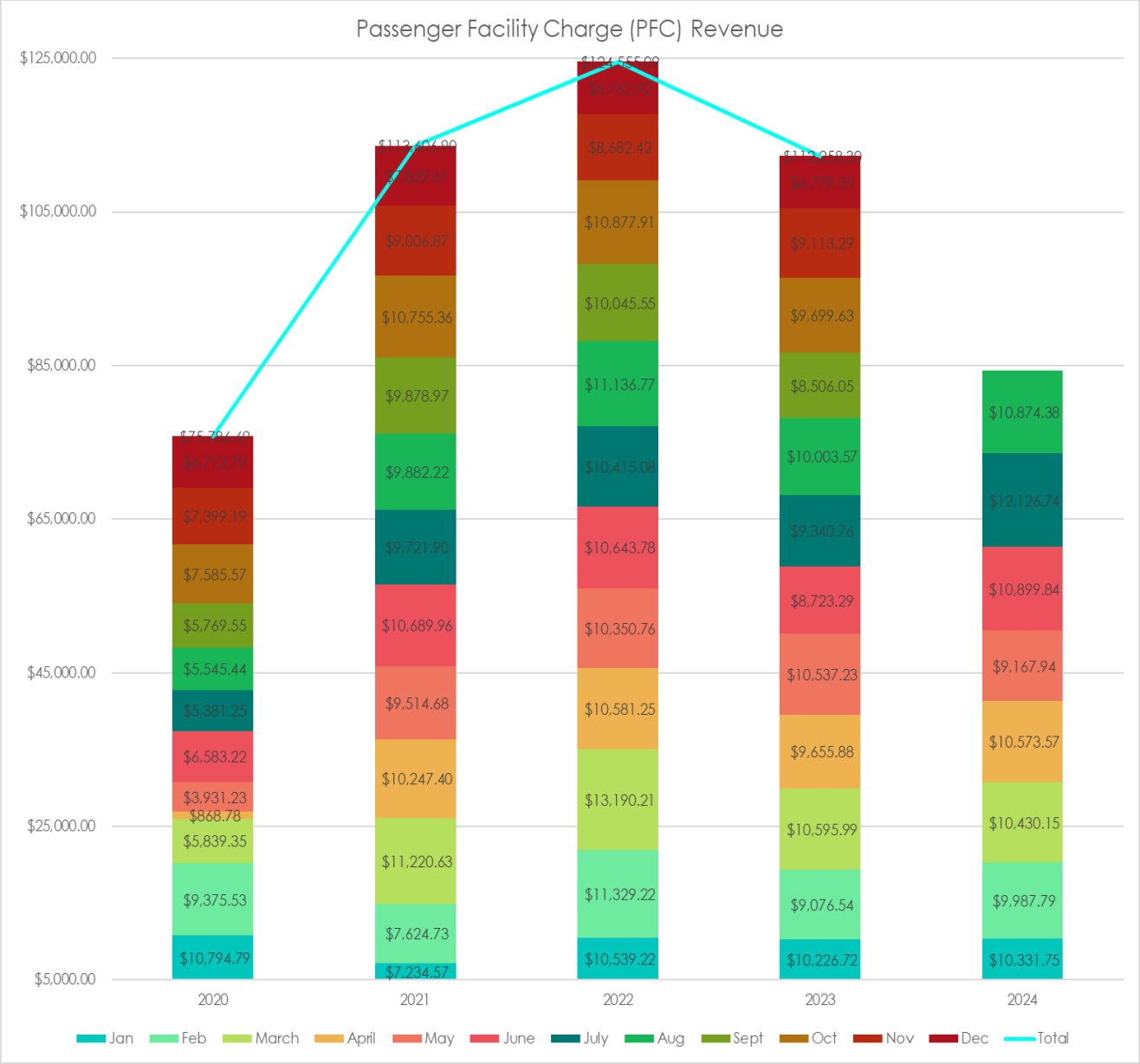
FISCAL NOTE:
None.

ATTACHMENTS:
October Monthly Reports.pdf

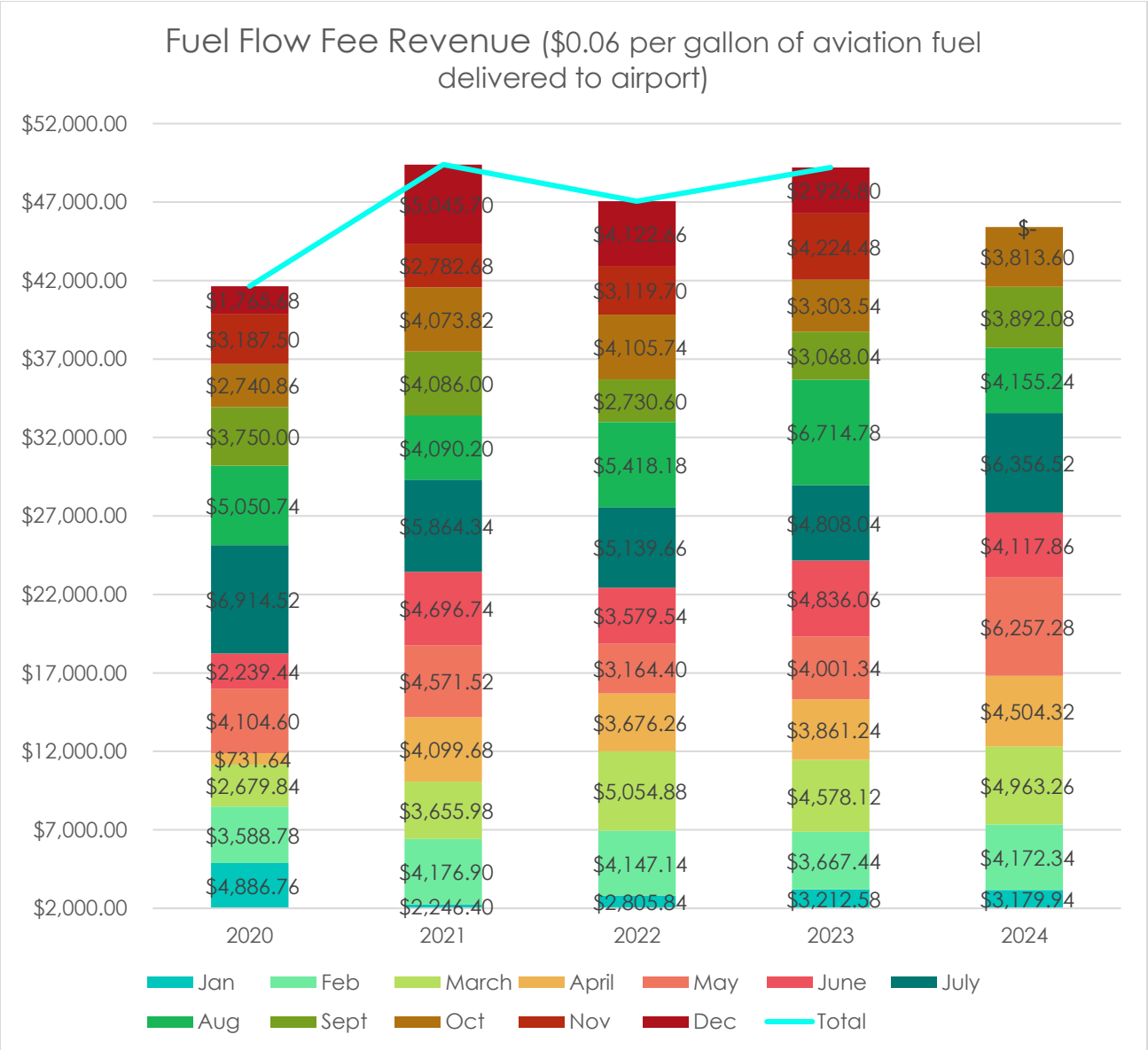

GCK Commercial Enplanement Data (revenue passengers boarding airline)
30,000
25,000
20,000
15,000
10,000
5,000
-
2020
2021
2022
2023
2024
Jan
Feb
March
April
May
June
July
Aug
Sept
Oct
Nov
Dec
Total

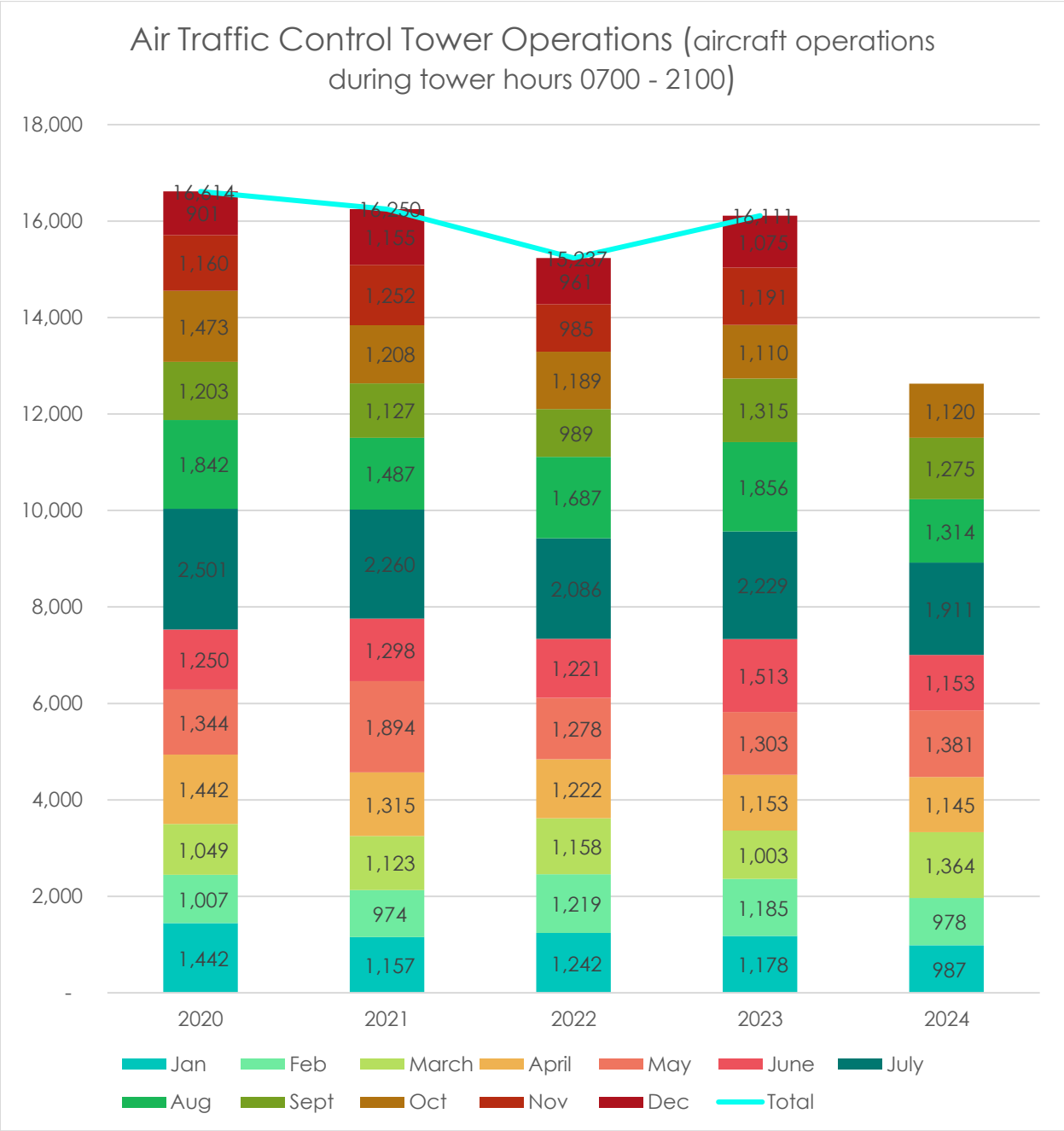

January - October 2024
Western Kansas Commercial Enplanements (revenue passengers boarding airline)
60,000
50,000
40,000
30,000
20,000
10,000
-
2020
2021
2022
2023
2024
12,622
4,538
2,389
2,061
21,843
8,718
5,045
6,580
24,538
7,434
6,167
5,166
22,613
7,567
6,708
5,247
25,068
11,463
6,461
6,648
GCK
HYS
LBL
DDC
Total

GARDEN CITY
REGIONAL AIRPORT
MONTHLY REPORTS



GARDEN CITY
REGIONAL AIRPORT
MONTHLY REPORTS




Air Traffic Control Tower Operations (aircraft operations during tower hours 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					No Quorom		
Charlie Robinson	Cancelled	No Quorom		No Quorom	ABSENT					No Quorom		
Tyler Deines	Cancelled	No Quorom		No Quorom			ABSENT			No Quorom		
Aaron Anderson	Cancelled	No Quorom		No Quorom	ABSENT			ABSENT	ABSENT	No Quorom		
Michael Richmeier	Cancelled	No Quorom	ABSENT	No Quorom			ABSENT			No Quorom		
Carmen Delatorre	Cancelled	No Quorom	ABSENT	No Quorom		ABSENT	ABSENT	ABSENT	ABSENT	No Quorom		
Blair Loving	Cancelled	No Quorom		No Quorom				ABSENT	ABSENT	No Quorom		