

AIRPORT BOARD MINUTES

March 16, 2017

Sandy's Place Restaurant

Special Meeting

Members Present: Craig Bohnsack, Ryan Dewrock, Mark Welker, Mark Seesing, Brian Ozark, Justin Albright

Others Present: Bruce Loy, Airport Manager; Molly Hood, Deputy City Manager; Hannah Seesing, Administrative Clerk

I. Minutes of Previous Meeting:

The meeting was called to order at 11:38am. Mr. Bohnsack moved and Mr. Albright seconded the motion to approve the minutes from the February 14, 2017 meeting. The motion was approved with a unanimous vote.

II. Appearances:

A. Molly Hood, Deputy City Manager

III. Old Business:

A. **Airport Activity Report** – Mr. Loy presented the Airport Activity Report.

- **Airline Update** - He pointed out that the airline boardingø were up five percent over the same month last year. Mr. Welker asked if this was due to the new fare-bucketing and about the advertising of the new price system. Mr. Loy informed him that we were unsure about whether this was directly due to fare-bucketing but was sure it didnø hurt. He also assured the Board that all advertising has been changed to show the new pricing and that all of that was taken care of by Erin Hatzel with Cape Air.

Mr. Albright addressed the low load factors and the low percentage of on time arrivals. He expressed this was somewhat concerning. He also noted the high number of crew and maintenance related cancellations and pointed out that these issues will persist due to the age of the equipment used by Cape Air. Mr. Loy expressed hope that if the airline continues on the trend it has displayed so far this year there would be an increase in the year to date numbers by the end of 2017.

- **Air Service Discuss** – Mr. Loy informed the Board that the airport has contracted with Mr. Mike Mooney with Volair to conduct the Essential Air Service Study. Mr. Mooney would like to make a presentation to the Board in the upcoming months so Mr. Loy asked the Board to be prepared to possibly adjust an already scheduled board meeting or schedule a special meeting. The Board briefly discussed the current øuproarø at the airport in Chicago due to airline competition, especially between American and United, and personnel changes. They discussed how this could affect our chances of getting service to this airport.

B. **Cape Aviation Activity Report** - Due to Mr. Irwinø absence Mr. Loy also presented the Cape Aviation Activity Report. He reported that fuel numbers were in fact up for the month of February. Mr. Albright highlighted the incredible increase in the self-serve sales

over the last year and attributed this to the idea of staying in the green on flight aware. He also addressed that the full serve fuel price for 100LL was currently in the red and questioned whether it would be possible to get this price at least into the orange. Mr. Loy also discussed the recently purchased forklift. It has been used for multiple freight loads and has saved the airport a total of \$750 by cutting out the cost of renting a lift from a distributor.

C. Projects Update

- **Runway 2-20 Overlay Project Update** – The design plans are currently in the review process. After that the project will start with milling of the asphalt. Mr. Loy expressed desire to recycle the material that is milled up for other trouble spots around the airport. Mr. Loy also hopes to be able to work with nearby farmers to create a gravel road using the recycled material that would allow additional access to the airport from Nash Road. Mr. Loy feels this will benefit both the airport and the farmers and hopes to work this out soon. With the 10-28 lighting project also gearing up to begin, Mr. Loy hopes to finish the lighting project before starting on 2-20 in hopes of reducing runway interruptions, as much as possible.
- **Airfield Painting Update** – Mr. Loy informed the Board that the project was slated to begin on Monday March 20, 2017 and was expected to take 2 weeks.

D. 2017 Airport Events

- **Rusty Pilot Course Update** – The Rusty Pilot Course has been scheduled for Saturday April 29, 2017 from 9-12 in Sandy's Place Restaurant. Pilots can register through the AOPA Website.
- **2017 Solar Eclipse Event** – After being presented with new information, the Convention and Visitors Bureau has decided to move the eclipse event from the airport to the new Sportsplex located near Cape County Park. Due to the path of the eclipse this will provide spectators with almost two full minutes of additional total darkness.

E. Enterprise Lease Update – Mr. Loy informed the Board that the lease between the City and Enterprise Rent-a-Car has been delayed due to issues with insurance. The City's insurance company, MoPerm, has never dealt with this kind of situation and there are questions coming up that are being processed through the company. Mr. Welker asked about exclusivity with Enterprise and whether, if approached, the airport would be allowed to create an agreement with other rental companies. Mr. Loy's response was yes to an extent, pointing out that the agreement with enterprise was in fact non-exclusive, which left it open to allowing other agreements to be made. Mr. Loy noted that our staff would most likely not be able to handle more than a total of two car rental companies.

F. Agricultural Lease Update – The Board was informed that former lease holder had, in fact, filed for bankruptcy. This means that the airport's agricultural land lease will need to go out for re-bid. The language of the lease agreement will have to be modified concerning drainage issues that deal with Mr. Loy is working on. The Board expressed that they would like to see this happen as quick as possible to ensure the land is able to be farmed during the upcoming farming season.

IV. New Business:

- A. Board Discussion with Molly Hood** – Ms. Hood spoke to the Board on behalf of other city officials, including Scott Meyer, City Manager and the Harry Rediger, City Mayor. She expressed that in light of recent changes to the board and the creation of the foundation, meant a “new chapter” for the airport board. She informed the Board that Mayor Rediger was a champion for the Community Foundation of the Ozarks and encourages the Board members to really promote the airport foundation. Ms. Hood encouraged the Board members to come up with a list of projects they intend to complete with the funds from the foundation, as well as ways to raise funds. Ms. Hood also updated the Board on the letter concerning ARFF equipment and other issues that the Board drafted and sent to the City Manager. Mr. Meyer expressed his desire for the Board to meet with the fire chief so that he could update the Board on the progress on procuring the equipment. Ms. Hood has also presented Mr. Meyer with options to fund more t-hangars and he is reviewing the possibility. Ms. Hood asked that in the future if any Board member wishes to address council that they please come to Bruce and or Molly first.
- B. Cardinal Glennon Living Quarters Expansion** – Mr. Loy informed the Board of the desires of Cardinal Glennon to expand their living quarters located in the former Arch hangar. Cardinal Glennon’s new safety personnel has requested that a new fire escape be installed. This would require a new layout for the living quarters. Mr. Loy has begun the process of drafting new plans and estimates the project at \$15,000-\$17,000. This information has been sent to Cardinal Glennon for review. Negotiations have begun dealing with monthly rent. Mr. Welker asked whether these improvements will help to secure future tenants if Cardinal Glennon were to leave in the future. Mr. Loy informed him that that is very possible but that the hangar is also great for other corporate uses as well.

VI. Adjournment:

Mr. Loy requested that the non-agenda items heading be returned to the future meeting agendas. The Board agreed. There being no other business, Mr. Bohnsack moved to adjourn the meeting and Mr. Seesing seconded the motion. All were in favor. The meeting was adjourned at 12:35pm

Minutes prepared by

Hannah Seesing

Administrative Clerk