

AIRPORT BOARD MINUTES
JUNE 12, 2018
Sandy's Place Restaurant

Members Present: Jeff Brune, Ryan Dewrock, Joe Hobbs, Paul Mingus, Brian Ozark, Mark Seesing, Joe Uzoaru, Mark Welker

Others Present: Bruce Loy, Airport Manager; Katrina Amos; Deputy Airport Manager; Derrick Irwin, Flight Line Supervisor; Kyle Campbell, Administrative Clerk; Ryan Essex, City Council Member; Ron North, Citizen

I. Minutes of Previous Meeting:

The meeting was called to order at 11:32am. Mr. Brune moved and Mr. Dewrock seconded the motion to approve the minutes from the May 8, 2018 meeting. The motion was approved with a unanimous vote.

II. Appearances:

Although there were no scheduled appearances, Kyle Campbell was introduced as the new part-time Administrative Clerk. Ron North, a Cape Girardeau citizen, was also introduced as a guest of Mr. Joe Uzoaru. Mr. North wanted to sit in on the meeting for the experience before applying to be on a City board himself.

III. Old Business:

A. Airport Activity Report – Mr. Loy presented the Airport Usage Report to the Board. Total airline load factors hit 32% for May, with the afternoon flight in May reaching 45%. Mr. Loy noted that advertising and the price reduction have been a factor in reaching these load factors.

Mr. Dewrock asked about the possibility of reducing the price of the morning flight to further increase the load factors on that flight. Mr. Loy replied by stating that Skywest may not be in favor of that idea as it would make flight more costly.

B. Cape Aviation Report – Mr. Irwin presented the Cape Aviation Report to the Board. He reported that a significant amount of Jet A fuel was being sold. Also, that more 100LL is being sold, but to less customers, which would seem to indicate that our 100 LL customers are averaging more fuel sales.

Mr. Irwin noted that military traffic at the airport is down but there is no clear answer as to why. Mr. Brune responded by asking if we market to other FBO's. Mr. Irwin responded by saying that we do market to other FBO's via aviation websites but do not directly market to military as we have a military contract that allows them to know the current fuel price. Mr. Irwin continued to discuss options about promoting military visits.

Mr. Hobbs stated that fuel prices are currently in the orange and discussed an idea about a customer appreciation day that would take place on slower days where

fuel would be offered at a discounted rate. Irwin responded to the idea by stating that fuel prices cannot be changed easily in the day and would have to be set for the entire day. Mr. Irwin added to Mr. Hobbs' idea by considering a partnership with Sandy's Place Restaurant to offer a special to customers or offering specials on fuel for self-serve only. He continued by questioning what market we would direct the discount to. Mr. Uzoaru asked Mr. Loy if there would be any pushback from Finance of the price drop of fuel. Mr. Loy responded by saying there would be some pushback, but Finance is mostly cooperative and aware of our price campaign. Mr. Loy continued by stating that the airline's fuel purchases are really helping and bringing in a lot of extra revenue. Due to this, the terminal renovations, completed in December and fronted by the airline, will be paid for by the end of the month.

C. **Project Update –**

- **10/28 Lighting Project Update** - Mr. Loy stated that the project is moving forward and close to being finished. He also mentioned the old beacon and is looking for ideas regarding a place to display it.
- **ARFF Truck** – Ms. Amos reported to the Board that the project is complete with the exception of a 3% retainage until all paperwork is complete.
- **Control Tower Equipment Update** – Mr. Loy provided a quick update to the Board on the tower equipment upgrades. The project is moving forward and we are waiting on the console to arrive.
- **Cardinal Glennon Renovation Update** – Ms. Amos reported to the Board that the project is moving forward and discussed the issues with no general contractors showing up for the original, mandatory pre-bid conference. The project is now out for re-bid, contractors have been contacted, and the pre-bid conference has been made non-mandatory.
- **Request for Expression of Interest (REOI)** – Mr. Loy mentioned that the airport is looking for anybody with ideas for the hangars as requested by Scott Meyer.

Mr. Uzoaru stated that the previous hangar ideas were great, but there was limited council support. He then asked if Mr. Loy is in favor of giving a ground lease and allowing private development. Mr. Loy responded by saying that he is in favor of considering any options, but the preference is a scenario where the airport can still produce revenue with these facilities. Mr. Loy then mentioned the bank idea, but Mr. Meyer is not in favor.

Mr. Loy mentioned the City Council's recent tour of the airport and how it showed them the disrepair of the hangars. Mr. Uzoaru mentioned these projects show up in the Capital Improvement Program (CIP) and they are a part of the projects council members have to choose from on an annual basis.

Councilman Essex confirmed that the City Council had not been on a tour in a while and that it did open his eyes and the Council's eyes to the disrepair of the hangars. Councilman Essex continued by stating that he is looking at long term revenue with short term repairs. Mr. Uzoaru stated that the help of a couple members on the City Council could get movement. Discussion continued on the topic.

D. Air Service Discussion

- **Airline Marketing Budget** – Mr. Loy and Ms. Amos updated the Board on the marketing efforts being made to promote the airline including the addition of more radio contracts and adding Poplar Bluff radio. Mr. Loy noted that Amy Ludwig with MoDOT has been contacted in reference to the status of the approval for the Air Service grant applications. Ms. Ludwig reported to Mr. Loy that MoDOT is behind with their review of the grants, but any air service funding would be eligible for reimbursement effective as of July 1.
- **CAF Arizona Wing Visit Update** – Mr. Loy mentioned that the B-25 is set to be at the airport from June 18 to June 25. The B-25 has been promoted on C106 and there are plans to follow up with KFVS.
- **Air Festival** – Mr. Loy stated that he is uncomfortable with the current sponsorship deadline and would like to move the deadline for a dollar amount sponsor commitment to August 31. Currently, there is 40-45k promised in sponsorships. Mr. Hobbs mentioned that he is currently working with auto dealers for possible sponsorships.

IV. New Business

A. Airport Board Member Recommendation – After review of candidate applications, the Board gave recommendations for a new Board member including Lincoln Scott, Richard Knoté, and Kevin Williams. Mr. Mingus moved to recommend Mr. Richard Knoté. Mr. Seesing seconded. All were in favor. The motion passed recommending Mr. Knoté as a new Board member.

V. Non-Agenda

Adjournment:

There being no other business, Mr. Seesing moved to adjourn the meeting and Mr. Mingus seconded the motion. All were in favor. The meeting was adjourned at 12:35pm.

Minutes prepared by

Kyle Campbell
Administrative Clerk