

AIRPORT BOARD MINUTES

May 8, 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; Hannah Seesing, Administrative Clerk

I. Minutes of Previous Meeting:

The meeting was called to order at 11:33am. Mr. Ozark moved and Mr. Dewrock seconded the motion to approve the minutes from the April 10, 2018 meeting. The motion was approved with a unanimous vote.

II. Appearances:

None

III. Old Business:

A. Airport Activity Report – Mr. Loy presented the Airport Usage Report. Airline enplanements continue to increase. Mr. Loy presented a graph tracking the increase and the load factor averages. It was noted that the afternoon flight is doing extremely well, while the morning flight has struggled. Mr. Loy has asked Volaire Aviation to gather flight information to identify the issues with the morning flight.

Mr. Loy informed the Board that SkyWest had decreased the one way fare to Chicago O'Hare to \$59. This fare is currently \$10 less than the Quincy to Chicago fare. Mr. Mingus asked if staff had reached out to local travel agencies to get their input on how the flights are working with their travel packages. Mr. Loy stated he'd spoken with Carolyn Kempf, owner of Elite Travel, when there were pricing issues with certain segments. He stated that she was very excited about the flights and, once the pricing problems were resolved, eager to utilize the service. Ms. Amos stated that she would reach out to the other agencies to get their feedback as well. Mr. Loy added that he requested in the MoDOT marketing grant application to retain Volaire Aviation for the purpose of quarterly fare tracking.

Overall airport traffic was down for the month, with weather being cited as a contributing factor. Itinerant and local combined were down 25%. Local traffic was down 21%, which is mostly helicopter traffic.

B. Cape Aviation Report – Mr. Irwin presented the Cape Aviation Report. He reported that Fuel sales were up 84%, however 100LL was down slightly. This major increase is largely due to the airline fuel sales. Mr. Irwin added that he is ordering less 100LL since switching airlines. It was noted that fuel prices are on the rise. There was no other discussion on this topic.

C. Project Update –

- **10/28 Lighting Project Update** – Mr. Loy informed the Board that with the exception of the windsock, all airfield work has been completed. Reinhold is now focused on installing the beacon and finalizing vault electrical wiring and is currently waiting for Inspection Services to approve the meter installation so Ameren can install the pole/electric.
- **ARFF Truck** – Mr. Loy informed the Board that the ARFF truck is now in service. The firefighters have all been trained and the final inspection is being scheduled with MoDOT for later in the month. Mr. Loy stated he is now working with fire staff on acquiring the additional equipment needed.
- **Control Tower Equipment Update** – Mr. Loy provided a quick update on the tower equipment upgrades, stating that the project is moving forward with installation expected to take place within the next couple of months.
- **Cardinal Glennon Renovation Update** – Mr. Loy reported that the Cardinal Glennon Renovation is moving forward. Phillip Smith Architects is finalizing the bid documents and Mr. Loy hopes to have the project out to bid before July 1.

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 Destination Weather with KFVS-12 News, new radio station ads, as well as additional sponsorships. Mr. Loy is still working on billboard advertising. The digital signs are expensive and the traditional sign options along the interstate are very limited right now. Adding a billboard to the former Commander hangar northeast exterior wall is still an option that Mr. Loy is exploring. Discussion continued on the topic, including the need for the airport to have its own website independent of the City's site. There have been challenges with digital marketing efforts due to not being able to narrow down keywords used to drive traffic to the airport's site. Mr. Loy noted he did request a new website in the MoDOT grant application.
- **CAF Arizona Wing Visit Update** – Mr. Loy mentioned that the B-25 visit is going as planned. The dates are June 18-25. The airport will offer a fuel discount for this event. Information is posted on the airport and city websites as well as social media.
- **Air Festival Update** – Mr. Loy informed the Board that he has already secured a couple sponsorships but still needs their assistance in securing additional sponsors. He asked that a deadline be established for this effort. It was determined that members will begin a sponsorship drive August 2018 with a November 1st deadline.

IV. New Business –

A. Election of Officers – With the resignation of Board Chairman Justin Albright, Mr. Welker, Vice Chairman, stated that the Board needed to select a new chairman. Mr. Welker asked members to nominate a candidate. With no responses, Mr. Welker nominated Mr. Joe Hobbs. Mr. Dewrock moved and Mr. Mingus seconded the motion to nominate Mr. Hobbs as Board Chairman. Seven (7) were in favor, one (1) opposed. Mr. Seesing, the opposing member, stated that his opposition was not because of Mr. Hobbs personally, but rather he would like to have a chairman with more experience and more involvement with airport activities. Mr. Mingus stated that with the help of airport staff, Mr. Hobbs will be a success. He added that Mr. Hobbs needs more background on the issues the airport has faced. The motion passed electing Mr. Hobbs.

Mr. Seesing continued that he would like to see the Board expand and add two members from other counties, such as Scott and Bollinger, to make the Board more regional. Mr. Loy stated he would check in to City Ordinances on the possibility of adding additional members.

It was noted that the Board needs to select one (1) more member to bring the Board to full membership. Ms. Amos presented the candidate applications for review. It was determined that the Board should take time to review the candidates and vote on a recommendation at the June meeting. Discussion continued on the topic.

B. Airport Board Foundation – Ms. Amos noted that Board Foundation still has former Board Chairman Robert Cork listed as the primary contact. With the election of Mr. Hobbs, it was determined that the contact would be changed to reflect the new Chairman. There was no further discussion this topic.

V. Non-Agenda

Adjournment:

There being no other business, Mr. Welker moved to adjourn the meeting and Mr. Seesing seconded the motion. All were in favor. The meeting was adjourned at 12:39pm.

Minutes prepared by

Katrina Amos
Deputy Airport Manager