

AIRPORT BOARD MINUTES
September 11, 2018
Sandy's Place Restaurant

Members Present: Jeff Brune, Ryan Dewrock, Joe Hobbs, Richard Knote, 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; Julia Dacy, Air Festival Military Coordinator; Allison Karleskint, SEMO Student

I. Minutes of Previous Meeting:

The meeting was called to order at 11:35am. Mr. Brune moved and Mr. Mingus seconded the motion to approve the minutes from the August 14, 2018 meeting. The motion was approved with a unanimous vote.

II. Appearances:

Julia Dacy of Dacy Airshows made an appearance to discuss the upcoming Air Festival as she is acting as the Military Coordinator. Allison Karleskint, a SEMO student, observed the meeting.

III. Old Business:

A. Airport Activity Report – Mr. Loy presented the Airport Usage Report to the Board. He reported a total of 850 passengers for the month of August, matching June's numbers. Mr. Loy noted that there had been a significant amount of delays recently due to bad weather. Mr. Brune and Mr. Knote gave positive feedback regarding their experience with their flights.

B. Cape Aviation Report – Mr. Irwin presented the Cape Aviation Report to the Board. He stated that the promotion "Fly In Fridays" did not get much response and that other options will be researched. There was no further discussion on this matter.

C. Project Update –

- **Airport Improvement Program Supplemental Funding** – Mr. Loy informed the Board that based on conversations with MoDOT and our consultant, Crawford, Murphy, & Tilly, Inc. (CMT), he decided to request a waiver to be eligible for the Supplemental Appropriation funding. The project scope has been shifted from airport terminal work to rehab Taxiway A asphalt to gain weight-bearing capacity. According to MoDOT and CMT, infrastructure projects such as taxiway rehabilitation will score higher based on the criteria for this funding.
- **Request for Expression of Interest (REOI)** – Mr. Loy informed the Board that staff met with the City finance director, deputy city manager, and Penzel Construction regarding the REOI. Several ideas were proposed and as a result,

it was determined more information is needed to continue the discussion. Another meeting was scheduled for later in the month.

D. Air Service Discussion

- **Airline Marketing Update** – Mr. Loy informed the Board that airline services are still being actively promoted. Nothing further was discussed on this topic.
- **Air Festival** – Mr. Loy presented the itinerary of Julia Dacy during her visit. Ms. Dacy added that she is actively speaking with hotels, meeting with local recruiters, and beginning discussion about possible community events involving performers. It was also noted that the Blue Angels coordinator will be here in November for a site visit. All liaisons and key personnel will have to be present for that meeting.

Discussion was held on the Friday night event that will be held in conjunction with Old Town Cape's Tunes at Twilight.

Mr. Knote informed the Board that he has been in contact with River Eagle Distributing and Bluff City Beer regarding the beer garden for the air show.

Mr. Loy touched shortly on sponsorships he has received but reiterated that any help the Board could provide in obtaining additional sponsors would be appreciated. Discussion continued on the topic.

IV. New Business

- A. **T-Hangars** – Mr. Hobbs suggested that the Board prepare a proposal for the funding of the t-hangars to present to City Council. He continued that it is important that the Board go to the Council with a plan on how to move forward with building more t-hangars. Mr. Loy said that he would try to put some information together for the next meeting.

Mr. Hobbs also asked if there was a way to gather information on the current revenue generated from based customers including hangar rent and fuel. Mr. Irwin stated he could put together a based customer analysis that factors in all revenue generated.

V. Non-Agenda

Adjournment:

There being no other business, Mr. Uzoaru moved to adjourn the meeting and Mr. Brune seconded the motion. All were in favor. The meeting was adjourned at 12:24pm.

Minutes prepared by

Kyle Campbell
Administrative Clerk