MINUTES OF MEETING
JOPLIN AIRPORT BOARD MEETING
January 7, 2016

The Airport Board met on the Second Floor in the Conference Room at the Joplin Regional Airport Terminal Building. The meeting was brought to order at 7:00 A.M.

Item 1:

Roll Call and Approval of Minutes from last meeting.

Board members in attendance included Bill Harding, Tim Forker, Maurice Clark, Mel Walbridge, Bob Loudermilk, Randy Moore and Ryan Jackson.

Guests in attendance were Patrick Tuttle Director of Convention and Visitors Bureau for the City of Joplin.

Staff in attendance included Melissa Hunter and Steve Stockam.

Approval of Minutes:

Mr. Moore moved to approve the minutes from December's meeting. Mr. Harding seconded. All were in favor.

Mr. Stockam read the Mission Statement.

Item 2: Old Business

1. Construction Projects Update

A **GA ramp rehab** project update was given by Mr. Stockam. The ramp work has halted until spring. We are now proceeding with electrical. The last pier for light poles was poured Tuesday and must set for 7 days before poles can be placed then light fixtures. Next mid-late week we should have new lights. We are still awaiting the arrival of the fixtures. Then the contract will stop until spring.

Mr. Stockam addressed the board regarding the **A Hangar Rehab** project. He stated that the final contract as signed. New locking mechanisms have been ordered under the contract, but the city would install them. The installation price was not included in the contract price.

Mr. Stockam updated to board about issues from excessive rain water. The terminal had a water leaking problem from some flowerbeds where water was seeping through the walls. The solution was to fill in the flowerbed with concrete, now it's a bench and it still needs to be sealed. Mr. Loudermilk asked if there was a water issue at the GA building. Mr. Stockam stated that even though we have a new roof, there is still an issue with water getting in the lower section around some windows. We have sprayed sealant on the brick as a temporary solution but additional work will still need to be done.

Lastly, Mr. Stockam informed the board about the upcoming FAA inspection next week and the archaeological dig that was postponed one week due to the FAA inspection being moved up.

Mr. Clark asked if the bathroom had been installed at the A Hangar building yet. Mr. Stockam stated that it was not yet installed. We are working on getting some estimates. The pipes that are currently in place are not connected to the sewer system.

Next Mr. Patrick Tuttle addressed the board regarding a program that will be deployed in the next few weeks called the Destination Assessment Program. He stated that it is a survey that will be sent to stakeholders and colleges. He supplied a sample survey to the board. The survey is to provide information internationally, domestically and individually through a four part questioner. Mr. Tuttle gave an overview of the survey stating that it addresses the qualifications of the person taking the survey as well as other things. He adjusted some of the base questions according to the needs in our area. He asked the board for suggestions. He stated that there will be a ½ day workshop to discuss the outcome of the survey and he welcomed board members to attend. Mr. Jackson expressed concern with a question on page 4 regarding the ink of the terminal. He stated that many people may be confused with the old GA terminal and the new Main terminal. He suggested that there be some clarification regarding the difference so we don't get skewed results. Mr. Tuttle explained that he has spoken with MoDot about changing the way finder signs. Mr. Jackson stated that American Airlines, passenger pickup and passenger drop-off signs would be helpful as that

is what is used at other airports. Mr. Tuttle said that he would go back to the team to make an adjustment to the survey. Mr. Stockam asked when the link would be available. Mr. Tuttle answered that it would be the next week or so. He also added that the Chamber of Commerce is doing a regional partnership along with hotels. Mr. Moore suggested that a question be added about Joplin being better served with an additional hub. Mr. Tuttle stated that the above question is a fill in resolving that issue. Mr. Tuttle hopes that the survey findings conclude that Joplin needs a convention center. Mr. Moore asked if the Hammons Center was being sold. Mr. Tuttle stated that the Trade Center is not a real convention center and a proposal has been made for it to be sold. He added that it needs work and is outdated. Mr. Moore stated that it was a shame they don't buy Doubletree. Mr. Tuttle stated that Doubletree is in bad shape and Downstream Casino Convention Center is not big enough for our needs. Joplin doesn't have adequate facilities. After Mr. Tuttle's presentation he left the meeting.

Item 3: New Business

Mr. Stockam address the board about the new **T-Hangar lease agreements**. He stated there will now be one generic lease instead of the previous two agreements. Mr. Stockam provided copies of the lease to the board and each item was discussed as follows:

- Item 1 is a general statement regarding what we are leasing and stating it is for the storage of an aircraft.
- Item 2 states that the leased hangar number.
- Item 4 addresses the right to charge a late fee after 30 days past due. Also that rent will be due in advance rather than previously charged in arears.
- Item 5 reserves the Airport's right to amend the lease with a 30 day notice.
- Item 6 lists aircraft requirements.
- Item 7 addresses permitted activities such as storage for aircraft and tools, not for overhauling and major repair. Mr. Moore stated that we need to encourage people who are building airplanes. Mr. Stockam stated that this rule is intended to prohibit people from stripping, painting and doing things the hangar is not set up for. Mr. Clark asked who would be doing the compliance inspection. Mr. Stockam stated that would be his duty and this agreement will give him that authority. Also stated under seven is no modifications to the hangar such as walls being removed and electrical being altered. Mr. Forker discussed what heaters would be allowed or not allowed as regards to the lease. Mr. Stockam stated that the breakers are 20amp. Mr. Moore commented that we will not be able to stop people from using heaters. Mr. Stockam reminded the board that all breakers are spate now. He also stated these items need to be listed in the agreement or we will have no ability to enforce the rules. Mr. Moore suggested that we replace the speed limit sign located near the hangars as it appears to say 35MPH when it actually says 15MPH. Mr. Stockam stated that we do plan on replacing that sign. Also listed under number seven is requirements for aircraft fueling. Also, notice must be given to the airport upon lessees' aircraft becoming not airworthy. Additionally, only aircraft owned by the lessee is allowed in hangar without notification to the Airport manager.
- Item 8 addresses use of hangar for commercial purposes. Mr. Moore suggested we add clarification as to what types of businesses are allowed. Mr. Stockam agreed. Also item eight states that aircraft may not be in the hangar during fueling as well as storage of hazardous materials and up keep of the unit with regards to fire safety, use of heaters and no smoking. Mr. Jackson suggested we make trash cans more accessible. Mr. Stockam stated that there used to be one trash can every other unit but we would be changing trash services soon which would address that issue. Mr. Stockam asked the board about section 8h. regarding airport issued locks. Mr. Moore and Mr. Jackson agreed that listing this in the agreement is necessary so people know you have access and you will be monitoring hangar use. Mr. Walbridge asked if the Airport would have a master key. Mr. Stockam stated that operations would have a master key. Mr. Jackson suggested adding a statement regarding duplication of keys being prohibited. Mr. Stockam agreed. Also addressed under item eight is the use of non-established

mechanics. Mr. Moore expressed concern with the wording as is sounds like only FBO's could be used for repair. Mr. Jackson, Mr. Moore, Mr. Loudermilk and Mr. Stockam agree to add a statement requiring mechanic to be A&P Certified as per FAA regulations. Mr. Stockam stated he couldn't have good conscience knowing uncertified people were working on planes. Next the board discussed subletting. Mr. Stockam stated that we would not displace a plane and the airport would need to be notified if you are in the process of purchasing a new plane. Mr. Stockam added that is stated elsewhere in the lease with prior notification. Mr. Jackson stated that these rules are put in place to keep people from abusing the system and will be enforced at Mr. Stockam's discretion. Mr. Stockam stated that notifications to him regarding hangars would be documented and filed.

- Item 10 lists Department of Homeland Security and TSA rules which is nothing new except we did include a gate number for access.
- Item 11 states that if there is a problem with the hangar, the lessee will notify the airport for repair. Also, snow removal will be provided by the airport.

Mr. Jackson suggested that we take this opportunity to restrict how many people have access to hangars. Mr. Stockam states that the members are required to be listed on the agreement. He added that all badge holders are required to have written permission to have an access badge in addition to a background check.

- Item 12 states that the Airport cannot be responsible for belongings in the hangars.
- Item 14 discusses rules regarding termination. Mr. Stockam stated that the City attorneys are currently reviewing this section and it may be changed. Mr. Moore suggested that a clause be added stating any violation of the lease is cause for termination. Mr. Stockam agreed.

Mr. Moore suggested a change to item 7a. regarding airworthiness certification. He stated that we change the requirement to 'a copy of the log book entry of airworthiness certification' since the airworthiness certifications are so long. Mr. Stockam stated that we would make that change. Mr. Clark asked what was happening regarding Mr. Zerkel's hangar. Mr. Stockam stated that the new owner doesn't have a plane yet so he doesn't have an access badge either.

Other Business

Next, Mr. Stockam addressed the board regarding a few upcoming events. The 5K in May for the Freedom Flight Museum and the Business Expo on the 19th and 20th of January. Alpha Air, Mizzou and the Freedom Flight Museum have been invited to join our booth. Mr. Stockam added that Alpha Air will begin their monthly luncheons on the 3rd Friday every month and the Airport is planning a safety school this spring. Mr. Stockam shows the board conceptual drawings from MSSU for the murals to be displayed at the main terminal. Mr. Jackson suggested adding the union depot, mail route and Rt. 66. Mr. Loudermilk stated that he has a postcard depicting the first commercial flight into Joplin which they could use if they wanted. Mr. Clark and Mr. Walbridge agreed that the crossroads of Rt.66 and 71 should be added. Mr. Clark also stated that a helicopter should be included.

Mr. Stockam stated that we would discuss fuel sales next month.

Mr. Jackson moved to adjourn the meeting.

Mr. Walbridge seconded. All were in favor.

The meeting was adjourned at 8:30AM.

Approved,

Melissa Hunter, Airport Clerk

Bob Loudermilk, Chairman of the Board