MINUTES OF MEETING
JOPLIN AIRPORT BOARD MEETING
August 17, 2017

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, Mel Walbridge, Maurice Clark, Kelli Norris, Richard Russell, Mike Bentley and Tim Forker.
Staff in attendance included Melissa Hunter and Steve Stockam.
Guests in attendance included Michael Mead of the ATCT and Shannon Hoffman of the Alpha Air Center.

Approval of Minutes:

Mr. Russell moved to approve the minutes from June's meeting. Mr. Clark seconded. All were in favor.

Item 2: Old Business

Mr. Stockam addressed the board regarding the capital projects schedule for the **C & F taxiways**. Mr. Stockam stated that there is a lot of activity happening to rebuild Bravo/Charlie and build a new Fox Trot. The base lift for asphalt on Charlie is currently being completed and the sub grade lift for Fox Trot is as well. Beginning Monday, we plan to pave for the following six days straight. It will all get two lifts of asphalt and we should be completed with the paving by the end of next week, weather permitting. Mr. Stockam added that we are right on schedule. The underdrain work is completed along the taxiway. He stated that there will be some additional pavement removals at Alpha and along the end of 523. Per Mr. Stockam, the airfield should open back up completely during the first or second week of September. Mr. Russell asked if concrete was considered rather than asphalt during bidding. Mr. Stockam answered that we only have asphalt on our runways currently, but concrete is always bid alternate. He added that asphalt has always been a more economical choice. We don't have a lot of high impact aircraft, the CRJ700 works well on asphalt. Mr. Bentley asked about the route the paving trucks would take when the paving begins. Mr. Stockam stated they would go along highway 171 then the perimeter road. He added that there would be a lot of trucks, one right after another and we would like to keep that traffic off the airfield.

Mr. Stockam asked if the board members noticed the millings piles off the Commercial Terminal entrance road. He stated that these were being saved for the North and South **Parking Lot Expansion** that will begin in two weeks. Mr. Stockam added that these will be gravel lots for now. He added that the existing gravel lot was completely full last week and he was concerned that we may have to begin parking people in the grass. We have 1500 additional passengers per month as compared to last year.

Mr. Stockam listed a few other construction items recently completed. He spoke of the retention pond on the GA side that was removed and the additional dirt that was spread. He

said there was still an old trolley bed which had to be removed from long ago when there was a trolley that ran from Carterville to Pittsburg. Also, we are working on eliminating some trees and cleaning up a drainage area near the tower to discourage wildlife. The continued rain is becoming an issue as it is unseasonable but the project has gone well so far.

Mr. Stockam addressed the board regarding the upcoming roof repair work being done at the Old GA Terminal and Mizzou Aviation Hangar. The Mizzou hangar is owned by the City and leased to Mizzou. The City is responsible for major maintenance to the building. We are beginning the roof coating right away and that should take 45 days to complete. They will install new translucent panels on the roof as part of that project. Mr. Stockam added that we plan to paint the Mizzou hangar in the next fiscal year budget. The GA Terminal roof will be done in two phases. The top section is a lot worse than anticipated and will require a complete tear off which will cost $35,000 more than we thought. Mr. Clark asked if we considered a gable roof. Mr. Stockam said it was considered, but it wasn't feasible with the air conditioning systems being located on the roof. Mr. Clark added that the flat roof on the building has always been a problem. Mr. Stockam added that we sealed some brick and added some flashing two years ago, that did help with some of the water problems, and replacing the top roof section should correct the rest of the issue. Since there is additional funding needed, this will be taken to the City Council for approval the first week in September to amend the budget. Mr. Stockam listed some other general maintenance items recently completed. We recently repaired some of the entrance road lights. There were some fencing repairs made and the LED lights have been installed on the hangar building. He added that we are still doing a lot of mowing since we have had so much rain. Usually by this time of the year we can get other projects going because the mowing dies off a bit. Mr. Harding asked why there is a drop off this year in our local operation numbers. Mr. Stockam stated that he is not sure why. Ms. Norris asked if we received our new (used) bucket truck from the City. Mr. Stockam said we had. Mr. Clark asked why we haven't had any Charter Flights recently. Mr. Stockam stated that they have been running out of North West Arkansas recently. But we haven't had an issue so there is no reason for them not to be running though Joplin as well. Mr. Clark asked if the airport had additional TSA expenses due to the Charter Flights. Mr. Stockam answered that we do not. TSA is required to process any flights to come through Joplin. From our stand point we do handle the baggage for the Charter Flights which requires additional staff.

Next Mr. Stockam addressed the board regarding the **American Airlines plane switch over**. As of September 6th, we will have an ERJ175 which is about the same size as the CRJ900. There is an issue as that plane has underwing engines. We have had to make some changes to accommodate the new aircraft. American Airlines is grinding up the old parking stripes to paint new ones as a safety precaution. The new plane has a larger wing span. The new plane will require an auto leveler on the boarding bridge. Our boarding bridges have this function but we have never used it. Some repairs are being made for this change. We also had to replace some bumpers on the boarding bridge. Additionally, we are getting our new water cabinet installed. We've had contractors in to give estimates for the installation. Also, we must replace an upper section of carpeting on the boarding bridge as is it simply worn out from so much foot traffic and rolling suitcases. Mr. Stockam added that we have made some seating adjustments in the hold room. There was more room needed at the gate for loading and unloading. We purchased 25 new temporary seats for the hold room to make 90 total seats. In the upcoming

fiscal year budget, we plan to move all the existing hold room seating to the lobby for meet and greets and purchase 100 new hold room chairs. These will be more narrow with no arms to provide more space for the changes. This change will occur sometime after November. The largest plane holds 86 passengers so 90 seats should accommodate our need. The problem arises when passenger set their carryon bags in a seat that could be used by another passenger. Ms. Norris asked if we would purchase some seating to accommodate larger or handicapped passengers. Mr. Stockam stated that we would take that into consideration when purchasing the new seating. Additionally, Mr. Stockam mentioned the new electronic device charging stations recently installed in the lobby and in the hold room. He stated that these have been getting a lot of use. Mr. Forker asked if the Airport Operations Crew would require additional training for the air lift. Mr. Stockam answered that American Airlines had a training session last week. As for the Airport Operations Crew, there would not be much change. Our biggest change is making sure we have the right equipment. American Airlines added additional staff as well. Mr. Forker asked if we would use a push back tractor. Mr. Stockam replied that American Airlines did not want us to use one. He added that we would like to have both bridges functional for the new plane. Mr. Harding asked what the water cabinet is. Mr. Stockam replied that it is the potable water source for the plane. It must be installed then inspected by the FDA which is a big deal.

Item 3: New Business

Mr. Stockam presented the board with the new airport diagram released today. He noted that Fox Trot and Echo are closed in certain sections as they are under construction. The FAA wouldn't remove 523 as part of this publication because our air space must be re-evaluated and that would not happen until February 2018. Mr. Stockam stated that he argued against having 523 displayed as it is deceiving for pilots. The signage is being changed and Delta is now Charlie. Gulf and Hotel are becoming Alpha and Bravo which was changed as part of the RSAT study. Mr. Stockam is sending the new diagram out today to all the airport users. Mr. Bentley questioned the way the runways are named. Mr. Stockam stated that the FAA stipulated the way the runways are named. Mr. Clark was concerned with the amount of FOD on the runways. Mr. Stockam stated that the Airport Ops personnel check for FOD twice daily and the construction crews are also responsible. Mr. Russell asked if we would have any changes to the way the baggage is handled with the new plane. Mr. Stockam stated that American Airlines received new bag belts that are higher but the process remains the same. However, we won't have to mess with valet bags since the new plane has overhead storage compartments. That should free up some of American Airlines time to handle the other baggage in a timelier fashion. Mr. Stockam added that American Airlines has not changed the amount of flights, we are still at 14 per week. However, on the Saturday turn flight will be a smaller plane. Mr. Walbridge asked how many fewer passengers will that be. Mr. Stockam stated that it would be 30 less passengers on that flight. Mr. Harding asked if we had to make any lighting changes due to the new plane size. Mr. Stockam stated that we did not.

Item 4: Other Business

Mr. Stockam address the board regarding the recent RFQ for the GA Terminal space that is no longer occupied by the police department. Alpha Air Center was the successful bidder however, the Airport will retain a portion of that space for a meeting room. Mr. Stockam stated that part of the space has been turned over to Alpha already as they needed the space

for storage before the upcoming Air fest. We plan to amend the current lease to include the additional space. The Airport space will be used for MO Pilots Association meetings and CAPS meetings etc. However, the bulk of the space will be used to expand Alpha Air Center. Mr. Stockam stated that the Alpha Air Center has a lot on their plate right now with the upcoming Air fest 2017. They have inquired about façade changes, adding a handicapped entrance and some parking lot changes as well. Mr. Stockam asked the board to be prepared to review the changes in the future. He added that these will be positive aspects. Mr. Stockam found it encouraging that the Alpha Air Center is working with the Freedom Flight Museum. Alpha is offering an office space for their use. This will aid them in getting some much-needed grants. Mr. Stockam added that he hopes to establish the MO Pilots Association program meeting at our Airport on a regular basis. The Joplin Flyers are interested in promoting this and it will bring in additional students and pilots to our airport.

Next Mr. Stockam spoke about the Alpha Air fest 2017. He presented to the board a slide showing the layout. He stated that it didn't change to much from last time. We have not gotten a waiver from the FAA yet. Alpha's ramp will be dedicated to static display of two A-10 Warthogs. The VIP program will change as they plan to erect an aluminum temporary structure that is two stories for the VIP section. The structure will have bleachers below and an enclosed area on the top level. This will need a two-day set up time so we will cut access to this area on Wednesday before the show. There will be no restrictions to the commercial flights as usual. The parking area will be across highway 171 like last year. However, last year there were no restrictions in the parking area. Mr. Stockam stated that there were many people who parked and watched the show for free. This year, we plan on restricting the area to prevent that. However, we cannot control who parks in public parking areas nearby. There will be no parking along the highway for safety reasons. Mr. Russell asked if a good portion of the designated parking area is grass. He stated that one year there were mud issues and people had to be towed out. Mr. Stockam replied there is a lot of gravel in the front parking but further back we will need to be careful. We do have options in the previous FEMA area that we didn't have before. Mr. Michael Mead asked Mr. Stockam if he would be available via phone during the airshow. He was concerned that the ATCT would need Mr. Stockams permission if the Air boss were to approve an unscheduled take off. Mr. Stockam stated that either he or Peter Kaufmann would be available always. Mrs. Shannon Hoffman addressed the board regarding the airshow. She stated that the main thing they are trying to do this year is be more prepared. They are planning on needing 150 volunteers each day. Mr. Bentley suggested that he may be able to find an old list of email address for previous volunteers in Airshows past. Mr. Forker asked Mrs. Hoffman if the Wyandotte ramp would be physically blocked. Mrs. Hoffman replied that it would not. Mr. Bentley asked about the location of the helicopter rides, if they would be in the middle of the taxiway. He stated that for now Tamko is not scheduled to go anywhere that day. However, the helicopter would blow FOD on Tamko's ramp. Mrs. Hoffman answered that the FOD would be swept up following the airshow. Mr. Clark expressed concern with the location of the helicopter rides. He stated that people had to walk a long way in tall grass to access the helicopter last year. He suggested that there be a taxiway paved access to the area this year. Mr. Russell asked Mrs. Hoffman if they had liability insurance in place. Mrs. Hoffman explained that they do. Mr. Stockam added that there is strict stipulation in the airshow agreement regarding insurance coverage.

Next Mr. Stockam addressed the board regarding the recent ownership change at the Hertz Car Rental Agency. Mr. Ballard, the previous owner sold his company to Hertz Car Co out of Arkansas. The new company has 28 other Hertz offices. Mr. Stockam stated that we have put off updating the car rental agency lease agreement until the transition was complete. A new lease agreement is being updated for 5 years to include scheduled compensation increases. There will be a set fee for each year so we can count on revenue projections. The new owners want to get to work right away on building the car wash. They are working with Crossland to establish a contract. They may start in the fall. There will be no dirt work needed. Mr. Stockam stated that they simply need to cut the asphalt, put in footings and build the building. Hertz Car Co has temporarily leased the Hertz downtown location to wash cars. There will be no city money in this project. Mr. Clark asked if there were still sufficient number of cars available. Mr. Stockam answered that the new company can shuffle vehicles as needed from their other locations and it shouldn't be a problem.

The meeting was mutually adjourned at 8:07am.

Approved,

Melissa Hunter

Melissa Hunter, Airport Clerk

Kelli Norris, Chairman of the Board

