

**MINUTES OF MEETING**  
**JOPLIN AIRPORT BOARD MEETING**  
**January 10, 2019**

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

**Item 1: Roll Call and Approval of Minutes from the last meeting.**

Board members in attendance included Bill Harding, Bob Loudermilk, Richard Russell, Kelli Starkweather, Mike Bentley and Mel Walbridge. Tim Forker was absent. Staff in attendance included Melissa Hunter and Steve Stockam. Guests in attendance were Shannon Hoffman of Alpha Air Center and Michael Mead of Midwest ATC.

**Approval of Minutes:**

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

**Item 2: Old Business**

Mr. Stockam spoke about upcoming projects we are preparing for. He stated that the LED light conversion project began yesterday. Over the next week, KAB Electric will be installing new lamp heads in the newest area of the parking lot. Following that, they will begin converting existing lamp heads to LED in the employee parking area and the car rental agency lots before moving on to the entrance road and main parking areas.

Mr. Stockam stated that the Taxiway D Reconstruction contracts were not taken to council since we had other items on the agenda. He plans to take those contracts to the next council meeting this month along with a transfer agreement for the Airwolf ARFF truck to go to Kirksville Missouri. He added that the transfer process is extremely complicated due to FAA grant assurances. Kirksville has EAS service of 9 passenger flights to St. Louis daily and will make good use of the ARFF truck. The new Oshkosh ARFF truck is not yet in service. It was shipped without the foam that was supposed to be included in the purchase. We have now received the foam and plan to switch out the radios. It will be in service late next week. In the meantime, we will drain the old ARFF Airwolf truck and store it in the Leggett and Platt hangar to await its transfer. The staff is already trained on the new Oshkosh truck according to Mr. Stockam. We have parked it in the new fire barn, where it does fit. Although, the fire barn will still need some updates according to Mr. Stockam.

Mr. Stockam stated that he has a teleconference with the FAA later in the day. They will to discuss the 5-year plan looking ahead. He stated that we have completed the pre-design with MoDot over the entrance road project. We hope to have the RFQ advertised by June. Mr. Stockam added that he does not think this project will be done by fall. There are a lot of utilities that will need to be moved, such as a water line that connects to Leggett and Platt and the Alpha Air Center. That will need to be coordinated with Missouri American Water. In addition to the design being done, there are permits that need to be completed and some legal work as well according to Mr. Stockam. Mr. Russell asked if the one million dollars set aside for

this project is transportation money. Mr. Stockam stated that it is aviation money and must be used as such. Mr. Stockam added that it will be a very busy construction season. During the upcoming FAA inspection, there will be a regional pavement specialist coming in from the FAA to evaluate our runway. Mr. Stockam plans to spend the day looking into our next phase of runway reconstruction since we have applied for money to re-do the runway as our next project.

### **Item 3: New Business**

Mr. Stockam addressed the board regarding the new Chicago flight. He added that the Chicago flight announcement this week has further enhanced our need for these reconstruction projects. Mr. Stockam stated that there are many projects that need to be completed before June. Mizzou is due to be painted this year and there are several gate replacements as well. We will have a staging meeting before the taxiway D project to inform all the tenants of the upcoming closure plans. Mr. Stockam apologized to the board for not being more forthcoming with the Chicago flight news. He added that there was a confidentiality agreement with American Airlines, but he would have liked to share more information before hand. The proposed flights will be twice daily except Saturdays on an ERJ145. Mr. Stockam stated that it will be interesting to see if they use the Envoy planes that are weight restricted, or the SkyWest which are not. We don't want to be restricting passengers due to weight according to Mr. Stockam. He stated that any foreseen problems were discussed with American Airlines. One thing they agreed on, was that the planes were not going to be big enough. Mr. Walbridge asked if there would also be two flights on Sunday. Mr. Stockam replied yes, that Sunday afternoon is a heavy flight for us. American Airlines is supposed to have fares available for purchase as early as this Saturday, so passengers can purchase tickets as early as next week. Mr. Stockam stated that he is anxious to see the Dallas schedule as well. In April, we have three flights a day scheduled to DFW. He added that we hope to have at least a 45-minute gap between flights. The hold room will be full. We may need to make announcements for passengers to move up in line. We don't want Chicago passengers to be queued up in the Dallas line and miss their flight. Mr. Russell suggested that we have a double lane with signage for Dallas and Chicago. Mr. Stockam said that is something we will need to investigate. He added that we bought 100 seats for the hold room last year. There is a problem with people putting their luggage in a seat so there is not enough seating to go around. Mrs. Starkweather stated that we may need to do announcements regarding being courteous to other passengers regarding their luggage. Mr. Stockam stated that we will need to duplicate the boarding point for the second jet bridge as well. We will also need to relocate the vending machines. The valet bags come in the center door on the ERJ145's which will take up more space. The American Airlines representative will be here Thursday to go through a preliminary discussion on what changes will need to be made. The jet bridge number 2 is working, but it does have a switch problem and a new canopy will need to be purchased. We may need to look into getting an additional water cabinet in next fiscal year's budget but at this point the ERJ145's doesn't require it. We will need to evaluate our lav cart storage and de-ice fluid storage tanks and truck capacity. Mrs. Starkweather asked if these items would need to be taken to council. Mr. Stockam stated that he has notified Leslie Haase, the finance director of these needs, pending the Chicago flight, and she said a budget amendment could be made.

American Airlines has requested a full backstop of \$600,000. Mr. Stockam stated that area businesses have been requesting a Chicago flight for many years. The CVB will benefit from the additional flight tremendously, they are looking at having up to 15,000 additional hotel stays annually. The CVB board was on board to support the backstop. Mr. Stockam stated that it was asked how we know these passengers will stay in Joplin. He had answered that people are having hotel stays in the community they fly into to be close to the airport for their return flights. He added that the airport is going to have an additional \$115,000 in revenue from PFC fees on the outbound passengers and landing fees. The City of Joplin will use the transportation sales tax fund as a backstop and the CVB fund as well since those are the two funds that will be directly affected by the new air service. Mr. Russell asked if Downstream Casino can contribute and run bus tours. Mr. Stockam stated that they support the CVB decision as well.

Mr. Stockam took a moment to explain how the agreement works. American Airlines set a baseline at \$63,000 per flight. They set a 75% load factor at a minimum revenue per flight. In 2015, there was a perfect example on the 145's as far as numbers are concerned. They tested the depth of the market last year. Mr. Stockam stated that we will monitor the point to point Chicago passengers. With point to point Chicago passengers, 100% of the PFC share goes to Joplin according to Mr. Stockam. We've identified 24 to 25 businesses in the Joplin area that do business in Chicago. Mr. Russell asked what happens if American Airlines decides to pull the Chicago service later when we have spent all this money in preparation. Mr. Stockam replied there is no guarantee beyond our agreement. The success and flow of the market will be based on the number of passengers. The number of passengers could be affected by recession, fuel costs or downturn in the economy according to Mr. Stockam. The Chicago numbers could be better than the Dallas numbers he added. He gave an example from Joplin in 1992 when we had 4 flights going to Memphis and 5 flights to St. Louis daily. We had over 81,000 passengers that year and it could have grown since then. American Airlines already admits that the airplane capacity may be an issue. The 135's and 145's will begin going away at some point. The fact that we can use 700's or 900's is a good sign according to Mr. Stockam.

Mr. Stockam spoke about a list of items needing addressed at the airport. Some of those items are manpower and police presence. Depending on the American Airlines schedule, we may need a police officer here for 5 or 6 hours out of the day. That will be take another officer off the streets. Also, we will need to address janitorial concerns in the terminal. Putting more people through the terminal will mean more cleaning needs to be done. Next are the physical aspects of the terminal. We are already in the process of upgrading our security DVRs and camera systems. We will need to pave and enlarge the employee parking lot and the car rental agencies will need more staging space. They have also raised enough money to begin building their car wash this summer. Mr. Stockam added that these are good problems to have. Mrs. Starkweather asked if the parking lot expansion would be big enough. Mr. Stockam replied that it should be, but we will keep an eye on it. Last spring break we were full. We plan on creating a designated rideshare parking area on the outer lane of the entrance road as well as a cell phone lot. Mr. Stockam added that the front of the terminal is very busy in the afternoons already. With the addition of 3 flights between 12:00pm and 5:00pm it will be worse. We will need to keep an eye on it. Mr. Stockam stated that we should be okay with lobby seating, but we will watch that as well. Mr. Loudermilk commented that this is a good

problem to have. Mr. Stockam agreed and stated that the cost will be small. Mrs. Starkweather asked if the TSA area could be expanded into the lobby space. Mr. Stockam stated that the problem with that would be securing the area as they now have glass wall dividers and a lift gate. He added that the hold room was designed to be expanded outward.

Mr. Stockam informed the board that the airport has secured \$60,000 dollars' worth of billboards to advertise the Chicago service and we have ordered a banner for inside the terminal as well. Mr. Stockam is also recording new radio ads that begin on Monday. In March, we will refresh our statement as a reminder to the public. The Joplin Globe will do a full-page ad at that time and thank our corporate partners. We have also purchased advertising on the back page of the Chamber guide. Mrs. Starkweather asked if the ads would reinforce our free parking. Mr. Stockam stated that they would. The free parking is one of our biggest assets to making Joplin the cheapest fare according to Mr. Stockam.

Mr. Russell stated that in his own business, the workers compensation costs were so high, that it was beneficial to hire janitorial staff through an employment service and it worked out well. He suggests we may need to investigate that as well. Mr. Stockam replied that we just began using a janitorial service to clean some of the terminal building and the tower space be we would like to expand that service.

Mr. Loudermilk stated that the data from American Airlines and the data collected by us looks good. Mrs. Starkweather asked what happens to the unused backstop funds. Mr. Stockam replied that the Chamber funds would be used as area initiative funds for economic development. The city funds would remain in the transportation sales tax fund balance. Mr. Loudermilk commented that the passenger difference between December last year and December this year looks good as well.

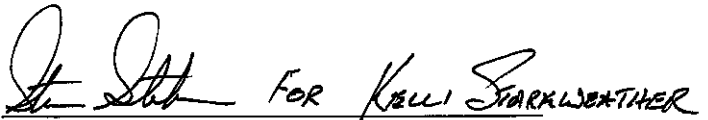
Mr. Stockam stated that we will review the fuel sales at the March meeting.

The meeting was adjourned at 8:01 am.

Approved,



Melissa Hunter, Airport Clerk



Kelli Starkweather, Chairman of the Board