

**ROSECRANS MEMORIAL AVIATION BOARD MINUTES
OCTOBER 4, 2023– 11:30 AM AIRPORT TERMINAL CONFERENCE ROOM**

	<u>Name</u>	<u>Member's Term Attendance</u> <u>(attended/absent)</u>	<u>End of Term</u>
ROLL CALL:	Mo Air National Guard		Pleasure of the Guard
	Joseph Costanzo	(03/00)	August 10, 2024
	James Crenshaw	(08/00)	August 29, 2026
	Kevin Haywood	(01/00)	August 21, 2028
	Tracy Norcross	(18/09)	October 8, 2023
	Chad Welch, Chair	(09/00)	April 10, 2027
ABSENTEES:	Matt Hoskins	(11/10)	October 8, 2023
	Michael Korte, Vice-Chair	(12/03)	June 01, 2026
	Derek Vreeland	(02/01)	April 20, 2028
CITY STAFF:	Julius Rice, Airport General Manager		
	Chris Cordonnier, Airport Operations Manager		
	Roxanne Patton, Airport Recording Administrator		
	Chance Gallagher, Deputy Director of Public Works and Transportation		
	Amy Cohorst, Director, Human Resources		

CITY OFFICIALS: Councilmember Trout

CALL TO ORDER

The Aviation Board called to order 11:30 am, October 4, 2023

WELCOME / INTRODUCTIONS / OTHERS IN ATTENDANCE

Introductions were made by current members. Board welcomes Kevin Haywood. Member Haywood has past and current interest in the wellbeing of Rosecrans Airport and the surrounding area. He is connected with Rosecrans as a pilot for the Missouri State Highway Patrol from 1994 until retirement in 2017. Member Haywood wishes to continue his role in the future growth of Rosecrans Memorial Airport.

ITEM #1 – Approval of minutes

Motion made by Member Crenshaw to accept the August 2, 2023 minutes. Motion was seconded and approved. Motion carries with 7-ayes. Minutes approved as transcribed in the office of the Airport General Manager by the Administrative Assistant.

ITEM #2 – Airport Business

Runway 17/35 Project: Project is a \$28M project and funded by MoANG (\$18M) and the City (\$494,409.00) as well as other grants. The following are Phases of the reconstruction:

- Phase I April 10-July 24 - Contractor completed in 106 days.
- Phase II July 25 – November; 120-Days- Runway 13/31 and Twy D Open. Twy A north of A3 closed. Using new 17/35 pavement as South hammerhead to alleviate delays.
Drop Zone deconfliction- Unable to use haul route during drops and cannot stop hauling while paving. May start paving as early as this weekend on the middle 3,000' of runway.

- Phase III August 10 – October (Concurrent with Phases II)– Continue buildup south of Runway to move Vehicle Service Road (VSR) outside of OSA /ILS critical area. Widened the perimeter road through the drop zone to 30’ with excess rubble.
- Phase IV November-December (20-Days)- Closure from 7pm – 7am nightly for runway grooving
- Phase V May 15 – July 10 - Completed at 57 days

Aviation Complex Project: Est. \$26M total completion amount

Began August 24; New Terminal and Administrative Building, new Air Traffic Control Tower , and new Snow Removal Equipment (SRE) building.

- Phase I Terminal Building- 54 of 300-working day project from ground-breaking. This Phase also moves the electrical vault to mid-field and lay utilities for the tower. Footings are poured with the foundation to follow.
- Phase II ATC Tower Building- Three funding sources for this Phase; \$4.5 from BIL, \$5M from Congressman Graves earmark and \$10.2M from the State. Currently working through Air Traffic Control equipment costs and takeover from FAA. March is expected to be ground-breaking for this Phase.
- Phase III Snow Removal Equipment (SRE) Building- Pending remaining funds, waiting on final costs of ATCT to determine amount of funding required remaining.

Member Costanzo asked if the control tower is manned by federal techs. Lt Col Rawlings said the ATC employees are funded through Department of Defense (DOD), Title 5 (National Guard Civilian personnel), or could have dual status as military members.

Rosecrans Airport staff is at full capacity. A new maintenance specialist began his duties September 25th.

ITEM #3 – Military Updates

Bringing in new C-130J models to the 139thAW remains a priority for the wing even after not being selected in the last round. Four (4) other units will receive the new C-130J's. The Wing may get H-3 models to upgrade their current H2.5 versions from some of the other wings that will be getting the J models.

Lt Col Rawlings will become the new OG next week due to the retirement of Lt Col Bailey. Lt Col Jason Lehman has taken over from Lt Col Aron Pena as Chief of Safety for the 139th AW.

MoANG will be alleviating their usage in their designated Drop Zone area to aid in concrete paving of the runway project, unless requirements dictate for annual obligations.

Drill weekend is set for October 13-15, 2023. This will entail a mass generation where all tails will be in the air. Two (2) ships will fly over MO Western State University.

ITEM #4 – Action Items

December 2023 Board meeting will be moved up one week from December 6 to December 13 due to the ICAS convention the Airport General Manager and others will be attending. Due to the ongoing projects at Rosecrans, the board feels it is best to hold a December meeting and not wait until the February 2024 meeting. A motion was made to change the December meeting date from the 6th to the 13th. All were in favor and motion carried.

ITEM #5 – Board Business

Considering restructuring board terms by proposing changes of residency and increasing the size of the board by one. An ordinance/resolution will be worked up to present to board-members for review before submittal to City Council by changing Airport board-member terms from a 5-year full term to a three (3) or four (4) year term with renomination resulting in a 6-to-8-year term.

Chairman Welch brought concern before the board with the way board-member applicants were selected. Through the City Clerk's office, applicants can complete an online application for board memberships. Consider contacting applicants through phone interviews with set questions to ask relating to applicant's affiliation with aviation.

Applications by law must remain on file for at least one year.

ITEM #6 - Airport Tenants/Organization Activities

Modular Trailer: Airport Administration is reworking the RFP for this facility. This facility will not be for purchase but rather at a rental status. RFP will affirm the facility could be as one or divided offices.

Hangars: as of October 1, 2023, T and P hangars are at full capacity with waiting lists. Hangar rent adjustments took effect October 1st increasing 5%, according to the current CPI. Rent increases have not been done since 2019. Member Crenshaw asked what it would take to have additional hangars built by an individual. Airport General Manager, Julius Rice, said a land lease would be necessary for land lots.

EAA Chapter: The local EAA Chapter cancelled the September Young Eagles event due to conflicts. Another YE event will be planned in the spring. Regular monthly scheduled meetings are being held.

Aircraft Owners Pilots Association (AOPA): The ASN representative brought attention to the challenge presented to KC Downtown Airport (MKC), as city leadership have floated the idea of closing the airport to make room for residential high-rise buildings.

FlyTech Pilot Academy: Member Norcross reported funds have been secured for the following:

- Funds for one plane secured,
- Round 1 fundraising completed with shareholders,
- Working on partnership with St. Joseph School District (STSD) – 25 students over 2-years. If approved announcement will be made mid-October, which is looking favorable,
- Seven (7) Certified Flight Instructors (CFI) applied and have interviews in October,
- Mark Gaines was secured as Chief of CFI operations and approved to be Designated Pilot Examiner (DPE) in the area by the FAA. CFIs are needed to facilitate student training,
- 13 students on ready to train list, on top of SJSD students that will be selected from application list,
- Raising funds for second plane, hoping for Spring of 2024,
- Shareholders only open to aviation involved investors,
- 60% through Round 2 of fundraising.

Website: www.flystj.com, and FlyTech Pilot Academy on Facebook.

ITEM #7 - Capital Improvement Program -2022-2026

CIP funds from City for grant matching.

ITEM #8 - Information Items

Airport Operations Board (AOB): Regular AOB meetings are scheduled and held by the military discussing various issues within the airport. The latest issue has been the red-line incursions (military apron). There were four (4) incursions in the first weeks of Runway 17/35, Phase II. Temporary construction barriers have been placed between the ANG and City aprons.

4-States Conference: Airport General Manager and Airport Operations Manager attended this conference in Kansas City, August 23-25. Received good information from the regional FAA; i.e., pavement lighting.

Airshow: Julius Rice is the Sound of Speed Airshow Chairman. The ICAS event is planned for September 14-15, 2024, with Wayne Boggs as the Airshow Boss, the US Air Force Thunderbirds as the main performer. Several past performers will be returning. The Sound of Speed Airshow always remains free to the public for general admission.

Missouri Military Preparedness and Enhancement Commission (MMPEC): The Commission was held on September 19th in Jefferson City, Julius Rice, Airport General Manager gave an update on Rosecrans Airport status and on behalf of the St. Joseph Community Alliance. Finding ways to develop business in the south area of the airport.

Metropolitan Planning Organization (MPO): Julius is the Technical Committee Chair of this organization as of the September meeting. Various issues are reviewed and voted on regarding topics of transportation for the wider planning area.

ITEM #9 – Public Comment

Airport General Manager Julius Rice and Aviation Board Chairman Chad Welch presented Tracy Norcross with a plaque for his outstanding 5-year service as a Board Member.

ITEM #10 - Adjourn

With no other business, a motion made by Member Norcross and seconded by Member Costanzo. Meeting adjourned at 12:23p.m.

Minutes respectfully submitted,

Roxanne Patton, Administrative Assistant
Rosecrans Memorial Airport