

**Cape Girardeau Regional Airport Advisory Board Meeting - Minutes
August 10, 2021**

The Cape Girardeau Regional Airport Advisory Board held their regular meeting on August 10, 2021, at 11:31 am at the Cape Pilot's Club.

Board Members Present:

Ryan Dewrock, Chairman
Richard Knote, Vice Chair
Beverly Clear, Board Member
Mike Marshall, Board Member
Justin Davidson, Board Member (via phone)
Tameka Randle, Board Member
Joe Uzoaru, Board Member
Jeff Brune, Board Member (via phone)

Staff Present:

Katrina Amos, Airport Manager
Audrey Lorch, Airport Support Spec.
Tommy Sung, Maintenance Ops/Intern
Jeff Long, Southeast Missourian

Absent: N/A

- I. **Call to Order/Approval of Minutes** - The meeting was called to order at 11:31 am. Mr. Knote moved and Ms. Clear seconded the motion to approve the minutes from the July 13, 2021 minutes with the exception of correcting the name of the SEMissourian reporter present at the July meeting. The motion was approved by unanimous vote.
- II. **Appearances** – None
- III. **Old Business** -
 - A. **Airport Activity Report** –Ms. Amos presented the July 2021 Airport Usage Reports. Airline enplanements continue to be very strong, with a 40% load factor compared 2020 at 14%. There were cancelations/delays during the month due to weather in Chicago but compared to July 2020, enplanements are up 189%. Discussion continued on this topic.
 - B. **Cape Aviation Report** – Ms. Amos presented the July 2021 Cape Aviation Report. Fuel sales were steady for the month. Cape Aviation has been very busy with both corporate and student pilot traffic. Flight Line staff has done an excellent job

keeping up considering the FBO is short staffed. Ms. Amos expects to hire another full-time flight line technician in the next couple weeks.

Ms. Amos reported the new self-service credit card unit will be installed on 8/11/21; the next project is to build a new awning for weather protection. More discussion continued on the topic.

C. Projects

- **Airport Development Projects Update** – Ms. Amos presented the New Passenger Terminal Building Scope Of Services packet to the Board for review, which covers the tasks Burns and McDonnell will assist airport staff with including developing 15% Basis of Design. Once completed, Burns and McDonnell will assist with advertising the project for bid as well as vetting potential design-build teams. Discussion continued on the topic.
- **Taxiway Bravo Reconstruction** – Ms. Amos reported she continues to work with CMT, Inc. on the design for the Taxiway B reconstruction project. Ms. Amos noted the FAA has agreed to allow the taxiway be constructed at 50ft width instead of the 35ft they originally required. This exception is mostly due to the project being funded with CARES funding. The Board offered comments and suggestions on the current design geometry. Ms. Amos will share their comments to CMT in hopes to incorporate those ideas into the design.
- **Master Drainage and NEPA Study Update** – The Master Drainage Study has been completed and under review. The main areas of concern are south of Runway 10-28 adjacent to Taxiway D as well as the north end of Runway 20 under Taxiway E; both areas have failed culverts due to age. Also due to the flat areas, there are issues with ponding in various areas of the airfield. Some of the repairs will be captured during improvement projects, while storm water tax will be used to address some of the minor issues.
- **SEMO Pilot Program Update** – Ms. Amos reported SEMO University will host a BBQ at the Airport on August 21 to kick-off the beginning of the Professional Pilot Program. They plan to bring three (3) university branded aircraft in for the event.

IV. New Business –

- A. **Agricultural Lease** – Ms. Amos reported the agricultural lease bid closed on July 30, 2021. Larry Eftink Farms was the high bidder at \$202.22 per acre. The lease includes 61 acres in the Northwest quadrant purchased in 2020. This is a 5-year agreement, effective January 1, 2022.

- B. **B-25 Maid in the Shade Visit** – Ms. Amos reported the B-25 Bomber would be here on display for tours and rides Monday August 23 – Sunday August 29, 2021.
- C. **Advisory Board Member Application Review**- The Airport has one appointment to fill, the board reviewed several applications and will move to make a decision to present to the City Council.

V. Non-Agenda –

- A. **Cape Girardeau Chamber Business After Hours** – The Airport will host “Business After Hours” this month on August 24th, from 4:30 to 6:00pm. A ride on the B-25 Maid in the Shade Bomber will be given away as part of a raffle for the event.
- B. **Veterans Honor Flight**- Ms. Amos is working with the Wake Foundation to potentially host an Honor Flight for 50 Veterans from Cape Girardeau to Washington, DC. SkyWest Airlines is assisting with this effort by adding a nonstop flight to IAD to the schedule. The flight is expected to take place October 8-10.

VI. Adjournment –

There being no other business Mr. Knotte moved to adjourn the meeting. Mr. Uzoaru seconded the motion. All were in favor. The meeting was adjourned at 12:36pm.

Minutes prepared by:

Audrey Lorch, Airport Support Specialist