

## Cape Girardeau Regional Airport Advisory Board Meeting - Minutes December 13, 2022

The Cape Girardeau Regional Airport Advisory Board held their regular meeting on December 13, 2022 at 11:30 am at The Pilot House Restaurant.

### **Board Members Present:**

Richard Knote, Chair  
Beverly Clear, Vice Chair  
Shawn Wasson, Board Member  
Mark Mehner, Board Member  
Mike Marshall, Board Member  
Joe Uzoaru, Board Member  
Jeff Brune, Board Member  
Dr. Quantella Noto

### **Staff Present:**

Katrina Amos, Airport Manager  
Audrey Lorch, Airport Support Spec.  
Mark Bliss, City Council Liaison

### **Others Present:**

**Absent:** Justin Davidson, Board Member

- I. **Call to Order/Approval of Minutes** - Mr. Knote called the meeting to order at 11:30 am. Mr. Brune motioned and Ms. Clear seconded a motion to approve the November 2022 minutes. All were in favor and the motion passed with a unanimous vote.
- II. **Appearances** – NA
- III. **Old Business** -
  - A. **Airport Activity Report** – Ms. Amos presented October and November 2022 Airport Usage Reports. Monthly enplanements have trended upward both months, with holiday travel enplanements expected in increase.
  - B. **Airline Update** – Ms. Amos reported to the Board, Contour has a promotional fare at this time of \$24.00 round trip; CGI is advertising this twelve-day promotion on social media. Ms. Amos is in regular communication with Matt Chaifetz, Contour CEO, for rectification of recent delays and cancelations. Contour and CGI are looking at several solutions to repair those issues. More discussion on this topic.
  - C. **Cape Aviation Report** – Ms. Amos presented the October and November 2022 Cape Aviation Reports. Fuel sales continue to remain steady, due to increased Military traffic along with SEMO University Charter flight purchasing 6300 gallons for their aircraft. Cape

Aviation has hired a new Flight Line Supervisor, Dustin Johnson. Ms. Amos is comfortable with staffing at this time.

**A. Airport Projects Update –**

- **New Terminal Building** – Ms. Amos informed the Board, the FAA has approved the recommendation Friday, November 25; it was scheduled to be on the December 5. City Council Agenda for Council to approve the recommendation selecting KCI Construction and begin contract negotiations. Ms. Amos welcomed all to be involved with the Design Charrette Process; this is a participatory planning process that assembles an interdisciplinary team - typically consisting of planners, citizens, city officials, architects, landscape architects, transportation engineers, parks and recreation officials, and other stakeholders - to create a design and implementation. More discussion on this topic.

**Taxiway Bravo** – Ms. Amos reports Taxiway B is progressing, however due to the weather, the rain and cold temperatures this has hampered sealing and airfield markings, in all the project is wrapping up.

**IV. New Business**

- A. Airport CIP Preparation** – (Capital Improvement Program) Ms. Amos informed the Board discussion will now start with City and the FAA on items CGI wants to accomplish within the next five years, such as Taxiway Delta and Echo, they will work on the design in 2023 and go into construction after the Terminal project is complete, after that, work will begin on runway 2/0. More discussion on this topic.
- B. 2022 Year-End Report** – Ms. Amos is putting together the year-end report and will have it at the next meeting in January.

**Non-Agenda:**

- VI. Adjournment** – There being no other business, Mr. Uzoaru moved to adjourn the meeting, Mr. Mr. Wasson second the motion. All were in favor. The meeting adjourned at 12:15pm.

**Minutes prepared by:**

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**Audrey Lorch, Airport Support Specialist**