

**Cape Girardeau Regional Airport Advisory Board Meeting - Minutes
October 13, 2020**

The Cape Girardeau Regional Airport Advisory Board held their regular meeting on October 13, 2020, at 5:35pm at Sandy's Restaurant.

Board Members Present:

Ryan Dewrock, Chairman
Mark Welker, Vice Chairman
Mark Seesing, Board Member
Joe Uzoaru, Board Member
Justin Davidson, Board Member
Richard Knotte, Board Member
Beverly Clear, Board Member
Jeff Brune, Board Member
Mike Marshall, Board Member

Staff Present:

Katrina Amos, Airport Manager
Cindy Stone, Temporary Support Clerk
Derrick Irwin, Flight Line Manager
Audrey Lorch, Airport Support Spec.

Special Appearances(s):

Nick Brown, Brian Hutsell - CMT

Absent:

I. Call to Order/Approval of Minutes

The meeting was called to order at 5:35pm. Mr. Dewrock moved and Ms. Clear seconded the motion to approve the minutes from the September 8, 2020 meeting. The motion was approved by unanimous vote.

II. Appearances – Nick Brown, Brian Hutsell – Crawford Murphy & Tilly, Inc.

III. Old Business

A. Airport Activity Report – Ms. Amos presented the September 2020 Airport Usage Report. Enplanements continue to trend 65-70% below 2019 numbers due to COVID. While this trend is expected to continue for the next few months, she discussed that plans are in the works to move forward with an advertising campaign for the upcoming holiday travel. Discussion continued on this topic.

- B. Cape Aviation Report** – Mr. Irwin reported military and business traffic has continue to be low due to COVID-19. Mr. Irwin did note that Tuesdays have had an unusually higher volume in fuel sales when compared to previous months, but he is unsure of the motivation. There was no further discussion
- C. Election of Officers** – Mr. Dewrock moved and Mr. Uzoaru seconded a motion to recommend Mr. Welker continues to serve as Board Vice Chairman. The motion was approved with a unanimous vote.

IV. Projects –

- **Terminal Area Master Plan (TAMP)** – Ms. Amos reported the Terminal Area Forecast was approved by the FAA on September 23, 2020. Planning consultant, CMT, has proceeded with finalizing the remaining portions of the TAMP.

CMT presented a TAMP update to the Board which included an overview of all site concepts, terminal options, and a Rough Order of Magnitude (Rom) costs. A site and terminal recommendation was presented for the Board’s consideration. Ms. Amos informed the Board these recommendations would be presented at the next City Council meeting. Discussion continued on the topic.

- **Airport Hangar Update**--Ms. Amos informed the Board a private hangar has become available that the airport has first right to purchase at 75% Fair Market Value. Ms. Amos had an appraisal completed on the hangar and is now in negotiations with the current owners.
- **Airport Lease Update** - Ms. Amos informed the Board, Cape Air Charter has moved to the former Drury Hangar on October 1, 2020. The lease was approved by the City Council.

V. New Business -

- **Restaurant (Request for Proposal)** – With the pending relocation of Sandy’s Place, Ms. Amos advertised a Request for Proposal in the local newspaper for a new operator. Submission deadline for the proposals is November 13, 2020. They will be reviewed and potential candidates will be interviewed for hopeful occupancy by January 2021. There were other discussions for potential partnerships with the University to utilize the space. Ms. Amos stated she and city management are very

much open to the opportunity if it makes sense for both organizations. Discussions continued on the topic.

VI. Non-Agenda –

VII. Adjournment -

There being no other business Mr. Dewrock moved to adjourn the meeting. Mr. Knote seconded the motion. All were in favor. The meeting was adjourned at 7:40pm.

Minutes prepared by:

Audrey Lorch
Airport Support Specialist