

**Cape Girardeau Regional Airport Advisory Board Meeting - Minutes  
Tuesday September 8, 2020**

The Cape Girardeau Regional Airport Advisory Board held their regular meeting on September 8, 2020, at 11:30am at Sandy's Restaurant.

**Board Members Present:**

Ryan Dewrock, 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

**Staff Present:**

Katrina Amos, Airport Manager  
Cindy Stone, Temporary Support Clerk  
Derrick Irwin, Flight Line Manager

**Special Appearances(s):**

None

**Absent:**

Mark Welker, Vice Chairman  
Mike Marshall, Board Member

**I. Call to Order/Approval of Minutes**

The meeting was called to order at 11:30am. Mr. Knotte moved and Mr. Brune seconded the motion to approve the minutes from the July 14, 2020 and August 11, 2020 meetings. The motion was approved by unanimous vote.

**II. Appearances - None**

**III. Old Business**

**A. Airport Activity Report** – Ms. Amos presented the August 2020 Airport Usage Report. We continue to see a decrease in enplanement numbers when compared to 2019 due to the impact of COVID-19. Mike Mooney with Volaire Aviation consulting firm states our numbers are in line with industry wide enplanement data. Discussion continued on the topic.

**B. Cape Aviation Report** – Mr. Irwin reported military and business traffic, including Menards, has decreased due to the continued impact of COVID- 19. We will move forward in anticipation flights will increase in the future. There was no further discussion.

**C. Projects –**

- **Terminal Area Master Plan (TAMP)** – Ms. Amos reported the Terminal Area Forecast (TAF) has been submitted to the FAA for review and approval. The FAA responded with comments relating to the critical aircraft category and the justification for CGI to remain a C-3 airport. Ms. Amos has a conference call this week with the FAA to discuss. Further discussion continued on the benefits of the C-3 classification.

Ms. Amos will be touring an airport terminal in Shenandoah, VA and a Remote Tower in Leesburg, VA. The pros and cons of the remote tower and traditional tower were discussed. The tour in VA will help us vet out the benefits of both options and see which is best for CGI. The initial cost quoted for the terminal was out of line for our area, so this will be refigured and Ms. Amos will report back to the Board at the next meeting. Once the cost is received Ms. Amos will engage the public to get more input from stakeholders and the City Council.

**D. SEMO Pilot Program Update**-- Southeast Missouri State University and Ms. Amos interviewed US Aviation from Denton, TX for the Pilot program. If the University and US Aviation agree to terms, US Aviation would like to move in by March 2021. Further discussion continued related to cost and building location.

**E. Airport Foundation Update**-- Ms. Amos asked the Board if they had any questions regarding the Foundation draft previously sent to the Board for review. Mr. Knote inquired if the Foundation would have the power to borrow money and collect fees. Ms. Amos will discuss this with the City Attorney and see if this is possible. She will report back to the Board at a later meeting.

**F. Airport Hangar Update**--Ms. Amos informed the Board a hangar has become available. She is moving forward with obtaining an appraisal and hopes to make an offer and acquire the facility.

**G. Airport Lease Update**--Ms. Amos informed the Board, Cape Air Charter will be taking over the old Drury Hangar on October 1, 2020. The lease will be submitted to the City Council at the next Council meeting.

**IV. New Business -**

**A. Election of Officers** -- A motion was submitted by Mr. Brune to have Mr. Dewrock continue to serve as Board Chairman. Mr. Knote seconded the motion. All were in favor. The Board agreed to table the election of the Vice Chairman to the next meeting as several of the Board members were absent.

**V. Non-Agenda –**

**A. Snow Removal Equipment** – Ms. Amos informed the Board the new snow removal equipment will be delivered today. This has been a long time coming. The new equipment will be added to the fleet and available for use this winter. Training for the crew on equipment use will occur this week.

**B. NW Quadrant 60 Acres** – Ms. Amos reported the City’s acquisition agent has acquired the 60 acres in the NW quadrant. The acquisition of this land will allow other site concepts to be considered and will save money on the Wildlife Perimeter fence.

**VI. Adjournment -**

There being no other business Mr. Knote moved to adjourn the meeting. Mr. Dewrock seconded the motion. All were in favor. The meeting was adjourned at 12:30pm.

**Minutes prepared by:**

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**Cindy Stone**  
**Temporary Support Clerk**