



Cape Girardeau Regional Airport Advisory Board Meeting - Minutes
January 9, 2024

The Cape Girardeau Regional Airport Advisory Board held their regular meeting on January 9, 2024 at 11:30 am at The Pilot House Restaurant.

Board Members Present:

Mike Marshall, Board Member
Beverly Clear, Vice Chair
Joe Uzoaru, Board Member
Justin Davidson, Board Member
Dr. Quantella Noto, Board Member
Shawn Wasson, Board Member
Keith Boeller, Board Member
Mark Mehner, Board Member

Staff Present:

Katrina Amos, Airport Manager
Audrey Lorch, Airport Support Specialist

Others Present: NA

Absent: Richard Knote, Board Chair

Call to Order/Approval of Minutes – Ms. Clear called the meeting to order at 11:30 am. Mr. Mehner motioned and Mr. Wasson seconded a motion to approve the December 2023 minutes. All were in favor and the motion passed with a unanimous vote.

Appearances – None

I. **Old Business** -

- A. **Airport Activity Report** – Ms. Amos provided the December 2023 report to the Board. Airline enplanements were down 7% at 7,268 for the year and down 4% at 7,638 when charter enplanements were factored in. Contour finished the year with an average on-time complete rate of 87% and continues to improve their operational efficiency.

Airport traffic experienced increases in all categories with Itinerant and Local operations up 17.5% and Instrument operations up 20%.

- B. **Cape Aviation Report** – Ms. Amos presented the December 2023 report to the Board. Fuels sales continue to trend higher in comparison to 2022. Year-to-date gallons sold were up 16%. Fuel sales revenue was also higher at 11%. Discussion continued on the topic.

- C. **Airport Projects Update** -

- **New Terminal Building** – Ms. Amos provided an update to the Board regarding the new terminal building progress. She remarked KCI Construction is making great headway and are currently working to close the building in to shield workers from the elements. Frigid temperatures delayed work on the roof but they are picking up speed in other areas. Discussion continued on the topic including beginning discussion on the grand opening as well as sponsorships for certain areas within the facility.
- **T-Hangars** – Ms. Amos reported she had a meeting with Zoellner Construction last week and finalized the design. They hope to begin grading as soon as the weather conditions are favorable.

II. **New Business –**

- Airport Development Opportunities** – SEMO University toured the airport campus on January 19th to discuss opportunities to expand their aviation programs. Ms. Amos has also been approached concerning other hangar development opportunities. She is working with CMT, Inc. to ensure these opportunities align with the 2023 Airport Master Plan. Discussion continued on the topic.
- 2024 – 2025 Budget Preparation** – Ms. Amos informed the Board the City’s annual budget process is underway. Ms. Amos identified several areas of focus for next year’s budget but would like Board input on items they would like considered.
- New Equipment Donation** – Ms. Amos informed the Board of the donation of a new lavatory cart to increase Cape Aviation’s services offerings. Staff is being trained to utilize the equipment and expect to add it to the service list soon.

III. **Non-Agenda Items –**

- Cape Copters** - Ms. Amos regretfully shared with the board since the last AAB meeting, the Airport community did lose a friend and tenant unexpectedly. Dr. Paul Salmon, owner of Cape Copters, passed away unexpectedly on December 19th. Discussion continued on this topic.
- SkyBound Aviation** - Skybound Aviation’s business will be changing in 2024. Ms. Clear reported Skybound will continue selling Remos aircraft parts remotely; however, their pilot program will be ground flight instruction only as they have elected to sell their Remos aircraft fleet.

- Adjournment** – There being no other business, Mr. Marshall moved to adjourn the meeting, Mr. Boeller, second the motion. All were in favor. The meeting adjourned at 12:45 pm.

Minutes prepared by:

Audrey Lorch, Airport Support Specialist