Cape Girardeau Regional Airport Advisory Board Meeting - Minutes
September 12, 2023

The Cape Girardeau Regional Airport Advisory Board held their regular meeting on September 12, 2023 at 11:30 am at The Pilot House Restaurant.

Board Members Present:
Richard Knote, Chair
Beverly Cleair, Vice Chair
Joe Uzoaru, Board Member
Justin Davidson, Board Member
Dr. Quantella Noto, Board Member
Mike Marshall, Board Member
Shawn Wasson, Board Member
Keith Boeller, Board Member
Mark Mehner, Board Memeber

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

Others Present: Maryam Seydalhosseini, Southeast Missourian

Absent:

Call to Order/Approval of Minutes – Mr. Knote called the meeting to order at 11:30 am. Mr. Wasson motioned and Mr. Davidson seconded a motion to approve the August 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 reported the Airport Activity Report. At this time, CGI is up by 3% for enplanements compared to last month. Ms. Amos and Ms. Cleair are working with a local Travel Agent to develop travel packages to promote commercial travel. Discussion continued on the topic.

- **Airline Update –** Ms. Amos shared CGI has seen an improved operational experience in the last few weeks, partly due to Contour adding more aircraft to their fleet and other internal operational changes. Ms. Amos reminded the Board; Contour's performance is in line with industry standards and are actually performing at a slightly higher level. Ms. Amos stated Contour has been responsive to CGI's concerns.

B. **Cape Aviation Report –** Ms. Amos presented the Cape Aviation fuel sales reports from August to the Board. CGI is up 34% year over year in 100 - Low Lead sales and up 152% in military fuel sales. CGI supported the US Army Golden Knights participation in the first SEMO game of the season. CGI also supported airship operations by Subway, whose

blimp was on a promotional tour with a stop in Kansas City, MO. Discussion continued on the topic.

C. **Airport Projects Update –**

- **New Terminal Building** – Ms. Amos reported the project is progressing well; KCI Construction has poured 300 feet of stem-wall, and is getting very close to going vertical with construction; the weather has been very good. At this time, KCI is 40% into the construction phase. More discussion on this topic.

- **T-Hangars –** Ms. Amos reported the Old T-Hangars have been completely removed. CGI is near completion of the design and the pre-engineered metal buildings will be ordered in the near future. Ms. Amos anticipates spring as the completion date.

II. New Business

A. **FAA Site Visit –** Ms. Amos shared CGI had an FAA Central Regional visit last week to inspect the current projects on the campus utilizing various federal funding. Ms. Amos provided a tour of Taxiway B, the new terminal site, and new t-hangar site. They were pleased with the progress.

There was discussion concerning Taxiways D and E reconstruction. It was determined a grant should be executed soon to begin the design phase. Additional conversations will need to be had with city leadership on how to phase out both projects as both will require a local match.

B. **Part 139 Triennial Exercise –** Ms. Amos provided an overview of the Triennial Live Exercise with the Board. CGI is a Class 1 Airport, making the exercise mandatory per FAA guidelines every three years. The last Exercise was in 2020 but was scaled down due to pandemic restrictions. The exercise was successful with great participation from key agencies noted in our Airport Emergency Plan.

C. **US Army Golden Knights Visit –** This was covered in the Cape Aviation Report.

D. **US Aviation Update –** Dr. Noto moved and Mr. Uzoaru seconded a motion to go into closed session to discuss leasing, purchasing or sale of real estate. All were in favor. Dr. Noto moved and Mr. Uzoaru seconded a motion to return to open session. All were in favor.

III. Non-Agenda Items –

A. **Airport Marketing –** CGI is working with BOLD Marketing to roll out a robust advertising campaign including social media, radio, and television. This also includes upgrading CGI's website, a FAQ's link, adding a cost calculator to the site, and other changes to make it more user-friendly.

Business View Magazine approached Ms. Amos to do a feature on CGI. This publication can be found in many FBO facilities around the country. Ms. Amos did a wide-range interview

and the article will feature the many businesses and services provided at CGI. Discussion continued on the topic.

B. **Airport Roof Repairs** - Ms. Amos reported Riverside Roofing won the bid for the terminal roof replacement. They will start mobilizing and begin soon.

IV. Adjournment – There being no other business, Mr. Mehner moved to adjourn the meeting, Mr. Boeller, second the motion. All were in favor. The meeting adjourned at 12:18 pm.

Minutes prepared by:

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Audrey Lorch, Airport Support Specialist