

Cape Girardeau Regional Airport Advisory Board Meeting - Minutes

April 11, 2023

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

Board Members Present:

Richard Knotte, Chair
Beverly Cleair, Vice Chair
Shawn Wasson, Board Member
Mark Mehner, Board Member (via phone)
Mike Marshall, Board Member
Jeff Brune, Board Member
Justin Davidson, Board Member
Joe Uzoaru, Board Member

Staff Present:

Katrina Amos, Airport Manager
Audrey Lorch, Airport Support Spec.

Others Present: Nathan English, Southeast Missourian, Maurie Crooks, Job Shadow Student, Sikeston

Absent: Dr. Quantella Noto

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

I. Appearances – NA

II. Old Business -

- A. **Airport Activity Report** – Ms. Amos presented February Airport Usage Reports. Contour had a good month, up by 5% compared to last year's enplanements, Voliare Aviation CGI's consulting team, has access to future reservation data, ticket sales are trending up for April and May. Contour is close to reservations sales this time last year with SkyWest. Contour has done very well with streamlining flights with any issues, CGI has started giving "Swag Bags" for late flights due to mechanical issues to give to customers who are waiting, the bags have been well received.

Ms. Amos is still working with Matt Chaifetz, CEO of Contour about potentially looking at options for a Chicago destination as well; CGI is looking to keep both markets. The Department of Transportation is also looking in to the additional route.

- B. **Cape Aviation Report** – Ms. Amos informed the Board that Jet A - Fuel appears lower, it is not, the gallon of fuel sales as a whole have actually trending up. There is a fuel on

demand fee of \$12,540.00 that Contour pay's CGI. Self-serve was up 455%, vs last year, 35 people used self-serve vs 9 for last year. US Aviation has also increased by 174% compared to last year. More discussion on this topic.

C. Airport Projects Update –

- **New Terminal Building** – Ms. Amos – informed the board, KCI Construction is here now finalizing topography and other survey work for the new terminal area, they have started stationing their equipment and office area, the project is moving fast and going well. The groundbreaking will be at 10:00am, April 11, 2023.
- **Design Charrette** – 4/11/2023, after the groundbreaking ceremony CGI will begin the monthly board meeting to discuss the Design Charrette, this will take several hours to go over the feedback from the Board Members. Ms. Amos has been having bi-weekly meetings with KCI Construction as well as Burns and McDonnell and CMT.
- **Taxiway Bravo** – Ms. Amos reports the Taxiway Bravo is coming along, Emery Sapp and Sons were here yesterday finishing up some of punch items; weather has been a factor in getting things completed. It is looking like the first part of April for completion.
- **T-Hangers** – Ms. Amos announced the T-Hangers went out to bid on February 28; a pre-proposal meeting was held last week and well attended. The City was able to find other resources for funding for the project freeing up Cares Act funds for the Terminal project. The budget is 2.9 million for 26 new Hangars. More discussion on this topic.

III. New Business

- I. **New Member Selection** – At this time, the Board has two Members to for re-appointment, Beverly Cleair (Vice Chair) and Shawn Wasson and one member to replace, Jeff Brune; the Board has gone over the new applications and will have a decision in the April meeting. Ms. Amos will reach out to the new candidates.
- II. **Non-Agenda Items** - Ms. Amos informed the Board, The SEMO Basket Ball Charter flight in March went very well; 96 passengers were on the flight.

- VI. **Adjournment** – There being no other business, Mr. Brune moved to adjourn the meeting, Mr. Uzoaru, second the motion. All were in favor. The meeting adjourned at 12:04pm.

Minutes prepared by:

Audrey Lorch, Airport Support Specialist