



City of Columbia, Missouri

Meeting Minutes - Final

Airport Advisory Board

Wednesday, October 24, 2018
3:00 PM

Regular

City Hall
Conference Room 1A
701 E. Broadway

I. CALL TO ORDER

B.J. Hunter called the meeting to order at 3:02 P.M.

Present: 5 - B.J. Hunter, Mark Winter, Matthew Jenne, Todd Culley and Gary Thompson

Excused: 2 - Gregory Cecil and Brian Whorley

Absent: 1 - Mike Parks

Unexcused: 1 - J. Rick Mihalevich

Non-Voting: 2 - David Nichols and Amy Schneider

II. INTRODUCTIONS

- City of Columbia Staff Liaisons
- Airport Advisory Board Members
- Other guests and attendees

III. APPROVAL OF AGENDA

Todd Culley motioned to approve the agenda and Mark Winter seconded the motion. The agenda was approved unanimously.

IV. APPROVAL OF MINUTES

The minutes from the August 22nd meeting were distributed in advance of the meeting. Gary Thompson moved to approve the minutes and Todd Culley seconded the motion. The minutes were approved unanimously.

Attachments: [Draft Minutes 8-22-18](#)

V. SPECIAL ITEMS

2019 Law Department Training for Board Members

January 30, 2019: Noon-1:00 p.m. or 6:00-7:00 p.m. (Room 1C, City Hall)

April 3, 2019: Noon-1:00 p.m. or 6:00-7:00 p.m. (Room 1C, City Hall)

August 14, 2019: Noon-1:00 p.m. or 6:00-7:00 p.m. (Room 1C, City Hall)

December 11, 2019: Noon-1:00 p.m. or 6:00-7:00 p.m. (Room 1C, City Hall)

The Board was given dates of upcoming training for members to attend for a refresher of responsibilities, rules and Sunshine Law requirements. The training is not mandatory, however, highly recommended.

VI. OLD BUSINESS

50th Anniversary Update - Steve Sapp

Steve was not in attendance at the meeting. It was discussed that the anniversary date is in November, but due to the likeliness of cold or bad weather that the celebration would take place in the spring.

VII. REPORTSAirport Manager Report, Mike Parks

Stacey presented the Board with Mike's report since he was attending an event to promote the airport.

- Numbers continue to be on the positive side for both American Airlines and United Airlines.
- Airport maintenance staff is currently working on installing a Service Animal Relief Area (SARA). It will include a fenced in area with a shelter to help protect the users from the weather elements.
- COU is being represented at the Jeff City Expo.
- All the winter equipment has been tested and is ready for winter operations.
- Rock is being added to Outfall 8 for a distance of 350' to help with adding oxygen to the water runoff.
- We will be partnering with "K9's on the Front Line" in helping train dogs for veterans. We will assist this organization by allowing the dogs to be in an airport environment.
- ACIP documents are currently being reviewed to determine the priorities of future projects. This is due in February by the FAA.
- Painting is almost complete on the primary runway and is ready for winter.
- Working with TSA to alleviate problems with cold air in the baggage screening room. We have purchased plastic sleeves that will be installed in front of the garage door to mitigate employees being exposed to extreme winter temperatures this year.
- Staff has been reaching out to some of the smaller communities asking to speak at events, radio stations, etc trying to get the word out about COU.
- Mike will be attending National Transportation Safety Board training in Kansas City in November for emergency preparedness training.

Public Works Report, Dave Nichols

- The Route H Relocation project will go out for bid in 2019.
- Runway 2-20 Isolated Repairs is scheduled to begin April 15, 2019.
- A meeting is planned on October 25, 2018, between engineers and the contractor to check on grass seeding for Runway 13-31.
- The PFC Application process is in progress to identify projects.
- The design of Runway 2-20 negotiations is underway for the contract.
- The 2019 Airshow will be held at the Jefferson City airport next year.
- Supplemental Terminal Area Master Plan (STAMP) is currently in progress.

Convention & Visitors Bureau Report, Amy Schneider

- Working with the Tourism Director in Jefferson City about lodging for the airshow. Jefferson City will be hosting Cross Country that same weekend so the overflow will come to Columbia.
- The end of the year lodging tax report is not yet available, hopefully by the next meeting the report will be ready.

Economic Development Report, Stacey Button

- There is a new prospect for potentially a new business in the area.
- Northwest Medical Isotopes has gone through the Chapter 100 Policy and is advancing.
- "All Things Airport" is going well. Staff is getting ready to go on the road with it, visiting surrounding communities.
- Continuing communications with work and projects associated with the terminal and future airport projects in 2019.
- Columbia Game Jam IV was held at REDI offices on October 21st.
- Janet Kraus has been in town meeting with different organizations about women startup companies.

General Aviation Report, Columbia Jet Center

There was no General Aviation Report given at the meeting.

VIII. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF

There was no public comment.

IX. NEXT MEETING DATE

November 28, 2018

X. ADJOURNMENT

At 3:36 P.M. Matthew Jenne motioned to adjourn the meeting. Todd Culley seconded the motion. The Board unanimously passed the motion to adjourn. The meeting adjourned at 3:37 P.M.