



City of Columbia, Missouri

Meeting Minutes

Airport Advisory Board

Wednesday, October 25, 2023

3:00 PM

Regular

Columbia Regional
Airport Conference
Room

11350 S Airport Dr
Columbia, MO 65201

I. CALL TO ORDER

BJ Hunter called the meeting to order at 3:03 PM.

Present: 7 - B.J. Hunter, Matthew Jenne, Gary Thompson, Randa Rawlins, Britt Smith, Jon Poses and Raman Puri

Excused: 2 - Todd Culley and Thomas Richards

Non-Voting: 2 - Mike Parks and Amy Schneider

II. INTRODUCTIONS

Board members, staff (Stacey Button, Lauren Weber, Amy Schneider), and guest (Suzi McGarvey, Todd Martin) introductions.

III. APPROVAL OF AGENDA

Matt Jenne made a motion to approve the agenda as submitted with a second by Randa Rawlins. Motion passed unanimously.

IV. APPROVAL OF MINUTES

AAB Meeting Minutes September 2023

Attachments: [AAB Meeting Minutes September 2023](#)

The September 25, 2023 meeting minutes were approved as submitted with a motion by Randa Rawlins and a second by Britt Smith. The minutes were approved unanimously.

V. OLD BUSINESS

Randa Rawlins inquired about the lack of signage on the new terminal and asked if there was anything planned. Mike Parks indicated that there is more signage being installed, although nothing currently planned for the terminal itself. He stated he will look into it for the next fiscal year, as it was not included in FY24's budget, and that he is open to recommendations from the Advisory Board.

VI. NEW BUSINESS

None.

VII. REPORTS

Report from Mike Parks

Mike Parks presented his report to the Board:

-Mike stated that enplanements were at 8,055 for September 2023, which is a slight decline from August's enplanements. He indicated that there is no discernable cause for the decline, as all flights went as planned, and stated that there will be an increase in enplanements for October with the additional Chicago route being added temporarily. Mike noted that this additional flight to Chicago has been very popular and he has gotten feedback from passengers hoping that it will be a permanent addition. He stated that the additional Chicago route will end 10/26/2023 and he will share with American Airlines how popular it has been.

-Mike said the baggage claim system continues to be challenging, stating they had an expert come repair it and that it had been running smoothly until a few minutes prior to the meeting when it stopped playing the Mizzou Fight Song. He also noted that Mayor Buffaloe recorded a welcome message for arriving passengers.

-Mike stated that T-Mobile's agreement is almost ready for City Council consideration. He said it may go to City Council on November 20. Mike emphasized that this agreement won't cost the City anything, and that COU will use the same draft contract with AT&T once T-Mobile's has been approved.

-Mike stated that the concessions agreement is under final review with the attorneys, and anticipates that it will also go to City Council for approval on November 20. He indicated that the company information will become public at that time.

-Mike said that a temporary contract with Zimmer Communications is in place for COU's marketing. The RFP process has not moved forward yet as he is waiting to hear back from the Procurement Department on next steps.

Report from Amy Schneider

Amy Schneider presented her report over the lodging/hotel tax and airport terminal funds to the Board:

-Amy provided the Advisory Board an update for the Hotel 1% Gross Receipts Tax for the Airport Terminal.

-Amy explained that on August 2, 2016 voters approved a 1% increase to the gross receipts license tax on hotels and motels, which took effect January 1, 2017.

-Amy stated that the amount collected as of August 2023 is \$4,279,964.89. The amount transferred to the Airport for construction and payment of principal interest as of FY23 is \$3,092,233.52. She noted that the remaining amount the City is allowed to collect is \$7,128,519.11.

VIII. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF

Mike stated Moberly Area Community College's CDL training course has been doing very well. Suzi McGarvey noted that they also have received positive feedback, including from staff, indicating that they have been successful in doing all that they need to do for the certification in the gravel lot.

IX. MOTION TO GO INTO CLOSED SESSION

Motion to move into closed session to discuss sealed bids and related documents, until the bids are opened; and sealed proposals and related documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected as authorized by Section 610.021(12) of the Revised Statutes of Missouri. Closed session as authorized by Section 610.021(12) of the Revised Statutes of Missouri.

Matt Jenne made a motion to move into closed session to discuss sealed bids and related documents, until the bids are opened; and sealed proposals and related documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected as authorized by Section 610.021(12) of the Revised Statutes of Missouri. Britt Smith seconded the motion. BJ Hunter, Gary Thompson, Jon Poses, Randa Rawlins, and Raman Puri voted in favor of the motion. No one voted against the motion. No one abstained. At 3:26 PM, open session ended.

X. NEXT MEETING DATE

November 22, 2023

XI. ADJOURNMENT

The meeting adjourned at 3:39 PM with a motion by Randa Rawlins and a second by Matt Jenne. Motion passed unanimously.

Members of the public may attend any open meeting. For requests for accommodations related to disability, please call 573-874-CITY (573-874-2489) or email CITY@CoMo.gov. In order to assist staff in making the appropriate arrangements for your accommodation, please make your request as far in advance of the posted meeting date as possible.