



City of Columbia, Missouri

Meeting Minutes

Airport Advisory Board

Thursday, May 24, 2018

3:00 PM

Regular

City Hall
Conference Room 1A
701 E. Broadway

I. CALL TO ORDER

Present: 6 - Gregory Cecil, B.J. Hunter, Brian Whorley, Mark Winter, J. Rick Mihalevich and Todd Culley

Excused: 1 - Renee Cosner

Absent: 1 - David Nichols

Unexcused: 1 - Matthew Jenne

Non-Voting: 2 - Mike Parks and Amy Schneider

II. INTRODUCTIONS

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

III. APPROVAL OF AGENDA

Brian Whorley moved to approve the agenda and Todd Culley seconded the motion. The agenda was approved unanimously.

IV. APPROVAL OF MINUTES

The minutes from the March 22nd meeting were distributed in advance of the meeting. There were no minutes from April 26 due to no quorum and the meeting was cancelled. Brian Whorley moved to approve the minutes and Todd Culley seconded the motion. The minutes were approved unanimously.

V. NEW BUSINESSHotel Tax Revenue Information

Amy Schneider provided the hotel tax revenue numbers since its implementation at the start of fiscal year 2017. The total 1% revenue from October 1, 2016 thru April 30, 2018 is \$814,754.00. Staff showed the Board members where this information can be accessed online at www.flycou.com.

Enplanement Figures

B.J. Hunter discussed record-breaking enplanement numbers for the month of April. The total of enplanements for American and United Airlines combined was 10,214 passengers. Staff also showed how this information can be accessed online and will be broken-out by airline in the future.

Revenue Guarantee Update

Stacey Button reminded the board that the revenue guarantee was utilized for United Airlines in April.

COU's Upcoming 50th Anniversary

Steve Sapp discussed some ideas that his team is working on for the 50th anniversary of the Columbia Regional Airport in November.

Previous Conceptual Terminal Studies and Related Timelines

Stacey Button discussed the previous request about the terminal studies done several years ago. The City hired RS&H to specifically look at the existing terminal back in 2009. They presented a preliminary architectural concept on how to remodel the existing terminal but not expand it. Simon Oswald Architecture did the same study again in 2015 in order for the City to look at ways to handle the growth of passengers. Parsons Brinckerhoff conducted the newest Terminal Area Master Plan.

VI. REPORTSAirport Manager Report, Mike Parks

- Provided a map and information about the Salute to Veterans 2018 Airshow.
- Provided a Finance Report of Revenues so far for the year.
- TSA is hiring for part-time employment.
- Wall decals in the Sterile Area have been removed and freshly painted.
- TSA announced they are installing a second security line and should be operational at the end of July. Preliminary layout provided.
- The 889 Cafe staffed portion will be closing at the end of June to allow for the expansion of the second security screening. Vending services will still be available with snacks and beverages.
- The car rental counters will be relocated to the right of the screening area in the cafe area. The administration offices for the car rental companies will be relocated to the North Terminal building.

Handouts provided in Airport Manager Report

Attachments: [2018 Airshow Ramp Layout](#)
[Revenue Report](#)
[TSA Expansion](#)

Terminal Project Report, Shreya Mukerji

Shreya introduced herself as this is her first Airport Advisory Board meeting. She recently became the internal city Project Planner for the design and construction of the new terminal. She provided information about her work background with the City. She plans to have information to provide in her report by the next meeting.

Public Works Report, Dave Nichols

There was no Public Works Report given at the meeting.

CIP Project Manager Report, Dave Hadel with Burns and McDonnell

- Taxiway Charlie had a final punch list done recently.
- The contractor finally had decent weather to complete Runway 13-31. The project is going to finish for the exact amount that was planned/bid for the project four years ago.
- Runway 2-20 Isolated Pavement Repairs project is underway. Drawings have been submitted to FAA for review and comment. Anticipate going to bid in June, receiving bids by the end of June and receiving a grant in July for the project. Construction for the project will begin in calendar year 2019.
- Ongoing project Route H has had all documents submitted for review. All FAA comments have been received and now waiting on MoDOT's. Once all is received, it is anticipated that FAA will provide funding for the project. Construction is planned in calendar year 2019 as well.

Convention & Visitors Bureau Report, Amy Schneider

Amy informed the board of upcoming events in the area.

- Salute to Veteran's Airshow May 26th-27th.
- Memorial Day parade planned for May 28th.
- Centralia Anchor Fest is June 1st-3rd.
- Art in the Park is the first weekend in June.
- The new Drury Plaza Hotel will open in July.

Economic Development Report, Stacey Button

- Working on a new project with a business that is looking to expand to our region.
- There is also an existing company that is looking to expand.
- Several entrepreneurial events and activities in the last 30 days.
- Been very active with City Council items for the Airport.

General Aviation Report, Randy Clark

- SEC Softball Tournament was this past month. 8 of the 12 teams flew out of Columbia.
- Held an event in one of the hangars for a regional banking group. Stacey made a presentation to them about the Airport.

VII. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF

There was no public comment.

VIII. NEXT MEETING DATE

June 27, 2018

IX. ADJOURNMENT

At 4:00 P.M. Brian Whorley moved to adjourn the meeting. Greg Cecil seconded the motion. The meeting adjourned at 4:01 P.M.