

**MINUTES**  
**Airport Advisory Board**  
**July 2007**

The meeting was called to order by Chairman B.J. Hunter at 12:30 p.m. in the North Terminal Conference Room on Wednesday, July 11, 2007.

Present: Jim Elliott, B.J. Hunter, Bob Taylor, Larry Foster, David Rosman, Greg Cecil, Ron Craft, Don Miles  
Kathy Frerking, Tammy Puett – Airport Administration  
Jill Stedem – Public Works Information Specialist  
Randy Clark, Terry Rackers – Central Missouri Aviation  
Mike Naughton – City of Columbia Visioning Committee  
Cliff Faulkner – Air Midwest/US Airways Express Station Manager  
Cindy Conner - Manager, FAA System Support Center  
Mike Shulman – Missourian  
Randy Allen – President of the Jefferson City Chamber of Commerce

Excused: Rick Shanker, Randy Eckley

Absent: No one

APPROVAL OF MINUTES: Bob Taylor made the motion to approve the June minutes, Don Miles seconded the motion and the minutes were approved.

GUEST SPEAKER: Randy Allen, President of the Jefferson City Chamber of Commerce. Mr. Allen reported that HB741 passed and will go into effect on August 28, 2007. This Regional Economic Development District will include 12 surrounding counties. Columbia and Jefferson City will be the major counties and the Lake Area and Fulton counties are also interested. There is a lot of interest in formalizing this district. The Airport will be a focus of this group.

**OLD BUSINESS:**

Protocol for Future Guest Speaker Invitations –

A draft letter was distributed for consideration that would be sent to invited guest speakers for the purpose of informing them of the date, time and location of the meeting, parking considerations, and the Board's expectation of the information they would hope to receive from the speaker as it relates to airport operations. Staff will need to be informed of who the speaker is before the agenda goes out so the Board will know who will be speaking at the meeting and so that the letter can be sent to the invited guest. Bob Taylor suggested that the letter be accepted and that it be sent to the invited guest each month.

Requests for Interest – At the July 2<sup>nd</sup> Council meeting the City Council approved the Board's recommendation to distribute Requests for Interest for commercial air service

and T-hangar development. Kathy Frerking contacted the consultant to see if they had a Request for Interest format that we could use but they indicated they have never used a Request for Interest process to contact airlines. Kathy drafted sample wording for the Requests for Interest to assist the Board with discussion of how they wanted the information presented. The Board asked that the Requests for Interest letters be tabled until the August meeting so they had time to consider the format they would like to use and to come up with a list of interested parties that would be sent the letters.

Bob Taylor made the following motion: *“The Columbia Regional Airport Advisory Board recommends that the Mayor and the Columbia City Council invite interested area Business and Community leaders to form a corporation, which shall financially underwrite additional Airline Service at Columbia Regional Airport.”* Jim Elliott seconded the motion and the motion passed.

NEW BUSINESS: Greg Cecil had some information regarding Regional Airline Partners (RAP) organization. Annual membership fees are currently \$1,000. It was reported that this is a good way to get information regarding regional airlines that may have interest in serving our market. The Board suggested that additional funds be requested so the airport could pay the dues to become a member of RAP.

#### REPORTS:

Cliff Faulkner, US Airways Local Station Manager - As of July 8<sup>th</sup> all flights are to Kansas City. Cliff is still working with Midwest trying to get the E-ticket problem resolved.

Cindy Conner, Manager FAA System Support Center - The MALSAR project is underway and should be completed sometime in September.

Kathy Frerking, Airport Manager - The GA apron project is underway. Millings are being used to create a parking lot that was eliminated with the construction of CMA's newest hangar. Millings will also be used on the road going to the air traffic control tower if sufficient quantities exist. Project completion is scheduled for September. The restaurant is scheduled to close on August 17<sup>th</sup>. A draft RFP has been sent to purchasing to solicit proposals from parties that may be interested in operating the airport's restaurant concession. Columbia Transit has proposed implementation of a Dial-A-Ride program in the draft Transit Master Plan that would provide transportation to and from the airport to Columbia hotel and motels at a cost of \$3 per trip. Implementation would be contingent on City Council approval.

A tour of the newly remodeled Automated Flight Service Station is tentatively planned for next month following the Board meeting.

Airport Advisory Board  
July 11, 2007  
Page 3

**GENERAL COMMENTS BY AIRPORT ADVISORY BOARD:**

Bob Taylor is sending a letter to the Airport Board members and City Council regarding the May 2006 Mead and Hunt Passenger Demand Analysis report.

David Rosman commented there was a good article in the June 16<sup>th</sup> edition of the Columbia Business Times regarding the airport.

The meeting was adjourned by Chairman B.J. Hunter at 2:00 p.m.