



The City of Lee's Summit
Action Letter - Final
Board of Aeronautic Commissioners

Monday, October 10, 2016

7:00 PM

City Council Committee Room

City Hall

220 SE Green Street

Lee's Summit, MO 64063

CALL TO ORDER

Chair Townsend called the October 10, 2016, Board of Aeronautic Commissioners meeting to order at 7:00 p.m. Notice of said meeting was provided by posting a proposed agenda at least 24 hours in advance for public notice.

This was received and filed.

ROLL CALL

- Present:** 8 - Chairperson Tom Townsend
Vice Chair Garey Reeves
Commissioner James Brady
Commissioner Gary Fox
Commissioner Joseph Towns
Commissioner Ken Stremming
Commissioner Phil Mall
City Council Liaison Phyllis Edson
- Absent:** 1 - Commissioner Molly Waller

GUESTS

Thad Deerman, Airport Intern from the University of Central Missouri State; Councilmember Craig Faith; Christal Weber, Assistant City Manager of Operations; Terrie Fox

Thad Deerman is the new Intern for the Airport and will be working 200 hours at the Airport before he graduates in Dec. 2016. Councilmember Faith said he was just visiting the meeting. Christal Weber was attending to make a presentation.

1. APPROVAL OF AGENDA

A motion was made by Commissioner Mall, seconded by Vice Chair Reeves, to approve the 10-10-16 Agenda. The motion carried unanimously 7-0 (Commissioner Stremming "Absent", Commissioner Waller "Absent").

2. APPROVAL OF ACTION LETTER

Board of Aeronautic Commissioners

Action Letter - Final

October 10, 2016

- A. [2016-0495](#) Approval of August 8, 2016 Action letter

Attachments: [8-8-16 Minutes.pdf](#)

A motion was made by Vice Chair Reeves, seconded by Commissioner Fox, that the Minutes of 8-8-16 was approved. The motion carried unanimously 8-0 (Commissioner Waller "Absent").

3. PUBLIC COMMENTS:

None

4. BUSINESS

- A. [2016-0589](#) Presentation on "No-Tax Increase" General Obligation Bond Election

Ms. Christal Weber said on Tuesday, Nov. 8, 2016, voters in Lee's Summit will be asked to consider a \$14.5 million "No-Tax Increase" General Obligation Bond improvement initiative to fund public safety improvements. Ms. Weber reported there is one question covering three safety improvements. The first is the the acquisition and installation of new emergency services radio equipment and related infrastructure (with interconnections for public safety and other operations of the City); the second is the acquisition, construction, furnishing and equipping of a new fire station to replace Fire Station No. 3; and the third is the acquisition of fire equipment and apparatus.

Commissioner Mall asked Christal Weber if someone would come to the Lakewood HOA meeting on Thursday, Oct. 13, to give the "No-Tax Increase" presentation. Ms. Weber said she would check with Administration to see if someone could attend.

This Presentation was received and filed.

- B. [2016-0593](#) Finance Report

Presenter: Presenter: Darlene Pickett

Attachments: [June 30 2016.pdf](#)

Darlene Pickett, Assistant Finance Director, gave the reports through June 2016 showing the Airport fund with a net operating loss of \$493,759. The fund has operating revenues of \$1,270,604 against expenditures of \$1,764,363. Non- operating items and transfers bring the fund to a year-to-date net income of \$4,671,842. When depreciation expense of \$566,064 is excluded (added back), net income adjusted for depreciation is \$5,237,906.

Operating revenues ended the year below budget by \$156,091 or 11%, and below prior year, \$50,330 or 4%. Rental revenues exceeded budget by 6% for FY2016 and up 2% compared to last year. Fuel revenues were below

budget \$167,277 (20%) and down \$56,000 (8%) compared to last year. Lower fuel prices are the primary driver for lower revenues compared to last year. Overall sales in gallons are up 14,665 gallons or 10% compared to last year. Average prices at the pump are \$1.16/gallon (24%) lower than last year.

Expenditures ended the year under budget \$162,040 or 8%. Supplies for resale (fuel) are the main driver in the overall decrease coming in at \$175,546 or 28% under budget. Other services and charges is under budget \$42,000 or 18%. Items included in this category include fuel used in airport vehicles/equipment and fuel discounts earned on purchases. Both of these are below budget due to lower costs. Also, in the category are supplies such as asphalt, concrete and pavement marking. Maintenance and repairs ended the year \$21,000 or 36% over budget. This was due to expenditures to extend a drain pipe and fill to grade near a hangar, replace tractor tires and unanticipated tractor repairs. All other expense categories performed within 10% or \$10,000 of budget.

This Report was received and filed.

C. [BILL NO.
16-222](#)

AN ORDINANCE AUTHORIZING THE EXECUTION OF A MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION AMENDMENT NO. 4 TO STATE BLOCK GRANT AGREEMENT BY AND BETWEEN THE CITY OF LEE'S SUMMIT, MISSOURI, AND THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION, GRANTING FEDERAL FUNDS IN THE AMOUNT OF \$2,232,789.00 FOR LAND ACQUISITION FOR RUNWAY 18-36 EXTENSION AT THE LEE'S SUMMIT MUNICIPAL AIRPORT. (BOAC 10-10-16) (PWC 10-10-16)

Recommendation: Recommendation: Staff recommends approval of AN ORDINANCE AUTHORIZING THE EXECUTION OF A MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION AMENDMENT NO. 4 TO STATE BLOCK GRANT AGREEMENT BY AND BETWEEN THE CITY OF LEE'S SUMMIT, MISSOURI, AND THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION, GRANTING FEDERAL FUNDS IN THE AMOUNT OF \$2,232,789.00 FOR LAND ACQUISITION FOR RUNWAY 18-36 EXTENSION AT THE LEE'S SUMMIT MUNICIPAL AIRPORT.

Presenter: Presenter: John Ohrazda, Airport Manager

Committee Recommendation: Board of Aeronautic Commissioners Recommendation: Board of Aeronautic Commissioners voted unanimously 8-0 to recommend to City Council approval of AN ORDINANCE AUTHORIZING THE EXECUTION OF A MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION AMENDMENT NO. 4 TO STATE BLOCK GRANT AGREEMENT BY AND BETWEEN THE CITY OF LEE'S SUMMIT, MISSOURI, AND THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION, GRANTING FEDERAL FUNDS IN THE AMOUNT OF \$2,232,789.00 FOR LAND ACQUISITION FOR RUNWAY 18-36 EXTENSION AT THE LEE'S SUMMIT MUNICIPAL AIRPORT.

Public Works Committee Recommendation: The Public Works Committee voted unanimously 4-0 to recommend to City Council approval of AN ORDINANCE AUTHORIZING THE EXECUTION OF A MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION AMENDMENT NO. 4 TO STATE BLOCK GRANT AGREEMENT BY AND BETWEEN THE CITY OF LEE'S SUMMIT, MISSOURI, AND THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION, GRANTING FEDERAL FUNDS IN THE AMOUNT OF \$2,232,789.00 FOR LAND ACQUISITION FOR RUNWAY 18-36 EXTENSION AT THE LEE'S SUMMIT MUNICIPAL AIRPORT.

Board of Aeronautic Commissioners

Action Letter - Final

October 10, 2016

Attachments: [Ordinance](#)

[Amendment 4 to State Block Grant Agreement](#)

John Ohrazda explained the process taken by the City in obtaining the property for the Airport's extension of runway 18-36. Mr. Ohrazda said the grant is Federal funds totaling 90% of the project cost.

A motion was made by Vice Chair Reeves, seconded by Commissioner Fox, that this Ordinance be recommended for approval to the City Council. The motion carried unanimously 8-0 (Commissioner Waller "Absent").

D. [BILL NO.](#)
[16-223](#)

AN ORDINANCE AUTHORIZING THE EXECUTION OF AN AIRPORT AID AGREEMENT BY AND BETWEEN THE CITY OF LEE'S SUMMIT, MISSOURI, AND THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION SUPPLEMENTAL NO. 4, GRANTING STATE FUNDS IN THE AMOUNT OF \$124,044.00 FOR LAND ACQUISITION FOR RUNWAY 18/36 EXTENSION AT THE LEE'S SUMMIT MUNICIPAL AIRPORT. (BOAC 10-10-16) (PWC 10-10-16)

Recommendation: Recommendation: Staff recommends approval of AN ORDINANCE AUTHORIZING THE EXECUTION OF AN AIRPORT AID AGREEMENT BY AND BETWEEN THE CITY OF LEE'S SUMMIT, MISSOURI, AND THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION SUPPLEMENTAL NO. 4, GRANTING STATE FUNDS IN THE AMOUNT OF \$124,044.00 FOR LAND ACQUISITION FOR RUNWAY 18/36 EXTENSION AT THE LEE'S SUMMIT MUNICIPAL AIRPORT

Presenter: Presenter: John Ohrazda, Airport Manager

Committee Recommendation: Board of Aeronautic Commissioners Recommendation: Board of Aeronautic Commissioners voted unanimously 8-0 to recommend to City Council approval of AN ORDINANCE AUTHORIZING THE EXECUTION OF AN AIRPORT AID AGREEMENT BY AND BETWEEN THE CITY OF LEE'S SUMMIT, MISSOURI, AND THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION SUPPLEMENTAL NO. 4, GRANTING STATE FUNDS IN THE AMOUNT OF \$124,044.00 FOR LAND ACQUISITION FOR RUNWAY 18/36 EXTENSION AT THE LEE'S SUMMIT MUNICIPAL AIRPORT.
Public Works Committee Recommendation: The Public Works Committee voted unanimously 4-0 to recommend to City Council approval of AN ORDINANCE AUTHORIZING THE EXECUTION OF AN AIRPORT AID AGREEMENT BY AND BETWEEN THE CITY OF LEE'S SUMMIT, MISSOURI, AND THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION SUPPLEMENTAL NO. 4, GRANTING STATE FUNDS IN THE AMOUNT OF \$124,044.00 FOR LAND ACQUISITION FOR RUNWAY 18/36 EXTENSION AT THE LEE'S SUMMIT MUNICIPAL AIRPORT.

Attachments: [Ordinance](#)

[Fourth Supplemental Airport Aid Agreement](#)

John Ohrazda explained these are State funds totaling 5% of the project cost.

A motion was made by Vice Chair Reeves, seconded by Commissioner Stremming, that this Ordinance be recommended for approval to the City Council. The motion carried unanimously 8-0 (Commissioner Waller "Absent").

E. [RES. NO.](#)
[16-21](#)

A RESOLUTION AUTHORIZING THE AIRPORT DIVISION TO MAKE APPLICATION FOR AN ENERGY EFFICIENCY IMPROVEMENT PROJECT GRANT WITH THE MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT DIVISION OF ENERGY FOR CERTAIN AIRPORT PROJECTS.

Board of Aeronautic Commissioners

Action Letter - Final

October 10, 2016

(BOAC 10-10-16) (F&BC 11/7/16)

Recommendation: Recommendation: Staff Recommends A RESOLUTION AUTHORIZING THE AIRPORT DIVISION TO MAKE APPLICATION FOR AN ENERGY EFFICIENCY IMPROVEMENT PROJECT GRANT WITH THE MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT DIVISION OF ENERGY FOR CERTAIN AIRPORT PROJECTS.

Presenter: Presenter: John Ohrazda, Airport Manager

Committee Recommendation: Committee Recommendation: The Board of Aeronautic Commissioners voted unanimously 8-0 for Staff to Recommend A RESOLUTION AUTHORIZING THE AIRPORT DIVISION TO MAKE APPLICATION FOR AN ENERGY EFFICIENCY IMPROVEMENT PROJECT GRANT WITH THE MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT DIVISION OF ENERGY FOR CERTAIN AIRPORT PROJECTS.

Attachments: [Resolution](#)
[Electrical History-Airfield Lighting](#)
[LED Elevated Runway Edge Lighting Info](#)
[Old Style Light Info](#)
[New Style Light Info](#)
[L861T Light Fixture Info](#)
[Exhibit A-\(RW 18-36\)](#)

This Resolution was recommended for approval to the Finance and Budget Committee due back on 11/7/2016.

F. [2016-0578](#) Presentation of Hangar Survey Results of Based Customers and 600 Aircraft Owners in the Kansas City Area

Presenter: Presenter: John Ohrazda, Airport Manager

Attachments: [Airport Hangar Demand Survey Results](#)
[Hangar Survey for Based Customers](#)
[Metro Area Hangar Survey](#)
[2017 Lees Summit Airport Marketing Plan](#)

John Ohrazda said a survey of the Airport's base customers was completed. Joel Arrington mailed an additional 600 survey cards to aircraft owners in the immediate surrounding areas to see if there was any interest in obtaining hangars at the Lee's Summit Airport. There were 23 responses through Survey Monkey and phone calls.

This Presentation was received and filed.

G. [2016-0594](#) Staff Report

Presenter: Presenter: John Ohrazda, Airport Manager

Attachments: [Staff Report initialed by DEM.pdf](#)

John Ohrazda said there was nothing new to add to the Staff Report.

5. SUGGESTION BOX

Vice Chair Townsend said there were no suggestions in the box.

6. Election of Officers

Chair Townsend nominated Garey Reeves for Chairman and Gary Fox for Vice Chairman and both commissioners accepted the nominations. Commissioner Brady said due to everything going on at the Airport, such as the tenant open house coming up in November, the closing of the Airport runways and all the work being done, he suggested the current officers remain in office for one more year. Commissioner Brady said the Airport needs to show consistency to the community. All Commissioners agreed and Commissioner Reeves and Commissioner Fox withdrew their nominations. By acclamation, Chair Townsend and Vice Chair Reeves agreed to serve for another year.

7. MEMBERS DISCUSSION

8. ROUNDTABLE:

Commissioner Fox thanked John Ohrazda and staff for all their hard work in getting the BOAC meeting and packet put together.

Chair Townsend asked if there was a way to electronically get the packet to all the Commissioners without having to print it out. Christal Weber said we might be able to create a link for the Commissioners to click on and see the packet.

Commissioner Towns suggested a plaque be constructed and hung at the Airport with the names of the people responsible for the Airport. As a milestone, a place in history; so in the future people will know how the Lee's Summit Airport originated.

Commissioner Stremming thanked the City Council for all their support for the improvements at the Airport.

John Ohrazda said the Tenant Open House will be Monday, Nov. 7, from 5:30-8:30 p.m. at City Hall, 2nd floor, in the Howard A & B Conference Rooms. Councilmember Faith asked if the Councilmembers should be there and Mr. Ohrazda said it would be great if some wanted to come, as it's an open house, so they could come and go as they were available.

9. ADJOURNMENT

The October 10, 2016, Board of Aeronautic Commissioners meeting was adjourned by Chairman Townsend at 8:01 p.m. at City Hall, 220 SE Green Street, Council Committee Conference Room.

For your convenience, City Council agendas, as well as videos of City Council and Council Committee meetings, may be viewed on the City's Internet site at "www.cityofls.net".

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Action Letter - Final

October 10, 2016
