



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

Monday, April 4, 2022

7:00 PM

Howard A & B Conference Rooms  
and Via Video Conference  
220 SE Green Street  
Lee's Summit, MO 64063

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Notice is hereby given that the Board of Aeronautic Commissioners of the City of Lee's Summit will meet in Regular Session on Monday, April 4, 2022, at 7:00 pm in person and via video conference as provided by Section 2-50 of the City of Lee's Summit Code of Ordinances, adopted by the City Council on June 15, 2021, Ordinance No. 9172. Persons wishing to attend the meeting virtually may do so by sending a request to the City Clerk at [clerk@cityofls.net](mailto:clerk@cityofls.net). The City Clerk will provide instructions regarding how to attend by this method.

Persons wishing to comment on any item of business on the agenda may do so in writing prior to noon on April 4, 2022, by sending an e-mail to [clerk@cityofls.net](mailto:clerk@cityofls.net), leaving a voicemail at 816-969-1005 or by leaving written comments in the drop boxes located in the alley behind City Hall or inside the foyer at the north end of City Hall. Written comments submitted by these methods will be presented at the Board of Aeronautic Commissioners meeting.

**1. Call to Order**

Chairman Townsend called the April 4, 2022, Board of Aeronautic Commissioners meeting to order at 7:02 p.m. Notice of said meeting was provided by posting the meeting notice with a tentative agenda, at least 24 hours in advance of the meeting, at both entrances to City Hall and on the City's website.

**2. Roll Call**

Staff in attendance were Mike Anderson, Deputy Director of Public Works; John Ohrazda, Airport Manager; Joel Arrington, Assistant Airport Manager; and Cynthia DeShazo, Administrative Assistant.

**Present:** 6 - Chairperson Tom Townsend  
Commissioner Bill Haley  
Commissioner Phil Mall  
Commissioner Darryl Nelson  
Commissioner Joseph Towns  
Commissioner Kirk Fletcher

**Absent:** 2 - Vice Chair James Brady  
City Council Liaison Trish Carlyle

### 3. Approval of Agenda

A motion was made by Commissioner Towns, seconded by Commissioner Haley, that the agenda of April 4, 2022, be approved. The motion carried unanimously 6-0 (Vice Chairman Brady and Councilmember Carlyle absent).

### 4. Business

- A. [2022-4822](#) March 7, 2022 BOAC Action Letter

A motion was made by Commissioner Towns, seconded by Commissioner Fletcher, to approve the March 7, 2022, Action Letter. The motion carried unanimously 6-0 (Vice Chairman Brady and Councilmember Carlyle absent).

- B. [TMP-2230](#) An Ordinance approving a Fixed Base Operator Agreement between the City of Lee's Summit, Missouri and Fly Kilo Charlie, LLC to rent office space to perform Flight Training and Aircraft Rental at the Airport and authorizing the Mayor to execute the same.

A motion was made by Commissioner Towns, seconded by Commissioner Haley, to recommend to City Council approval of an Ordinance approving a Fixed Base Operator Agreement between the City of Lee's Summit, Missouri and Fly Kilo Charlie, LLC to rent office space to perform Flight Training and Aircraft Rental at the Airport and authorizing the Mayor to execute the same. The motion carried unanimously 6-0. (Vice Chairman Brady and Councilmember Carlyle absent).

- C. [2022-4819](#) Annual Airport Budget Presentation

A motion was made by Commissioner Haley, seconded by Commissioner Towns, to recommend to City Council the Annual Airport Budget Presentation. The motion carried unanimously 6-0. (Vice Chairman Brady and Councilmember Carlyle absent).

- D. [2022-4825](#) Presentation of the Draft FY23 Airport Capital Improvement Plan.

A motion was made by Commissioner Towns, seconded by Commissioner Fletcher, to recommend to City Council approval of the Draft FY23 Airport Capital Improvement Plan. The motion carried unanimously 6-0. (Vice Chairman Brady and Councilmember Carlyle absent).

- E. [2022-4821](#) Staff Report, Fuel Sales & Fuel History

This Presentation was received and filed.

### 5. Public Comments

None.

### 6. Roundtable

Commissioner Fletcher noted he will start flying again this week, and the committee congratulated him. No other comments were given.

### 8. Adjournment

Chairman Townsend adjourned the April 4, 2022, meeting of the Board of Aeronautic Commissioners at 8:01 p.m.

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For your convenience, City Council agendas, as well as videos of City Council and Council Committee meetings, may be viewed on the City's Legislative Information Center website at "[lsmo.legistar.com](http://lsmo.legistar.com)"