

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

Monday, December 5, 2022

7:00 PM

City Hall

Council Committee Conference Room 1-114

220 SE Green Street

Lee's Summit, MO 64063

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**1. Call to Order**

Chairman Townsend called the Dec. 5, 2022, Board of Aeronautic Commissioners meeting to order at 7:00 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; Joel Arrington, Airport Manager; Jeff Penfield, Assistant Airport Manager; and Cynthia DeShazo, Administrative Assistant. Guests in attendance were Debbie Hobbs and Corbin Arrington.**

**Present:** 8 - Chairperson Tom Townsend  
Vice Chair James Brady  
City Council Liaison John Lovell  
Commissioner Bill Haley  
Commissioner Phil Mall  
Commissioner Darryl Nelson  
Commissioner Joseph Towns  
Commissioner Kirk Fletcher

**3. Approval of Agenda**

**A motion was made by Commissioner Towns, seconded by Commissioner Nelson, that the agenda of Dec. 5, 2022, be approved. The motion carried unanimously 8-0.**

**4. Public Comments**

None.

**5. Business**

- A. [2022-5311](#)** Approval of the October 3, 2022, BOAC Action Letter.

**A motion was made by Vice Chair Brady, seconded by Commissioner Nelson, to approve the Oct. 3, 2022, Action Letter. The motion carried unanimously 8-0.**

- B. [2022-5312](#)** Discussion regarding the FY23 - FY27 Airport Capital Improvement Plan

Mike Anderson, Deputy Director of Public Works Operations, presented on the Fiscal Year 23-27 Airport Capital Improvement Plan. He also noted that he and Commissioner Townsend will be traveling to Jefferson City to meet with the

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MoDOT Aviation Section to formally submit the CIP to the FAA. The City's focus the next couple of years will be updating project budgets and shuffling projects as provided on the CIP spreadsheet in the packet. Project #5, Reseal the joints of Runway 11-29, Taxiway B & C will be coming forward with a design with the consultant Crawford, Murphy & Tilley (CMT). Project #25, Northside Drainage Ditch, has had no issues and staff has re-directed funds to Taxiway C. Project #10, Air Traffic Control Tower, is still in a feasibility study. Project #26, Medium Intensity Approach Light System with Runway Alignment Indicator Lights (MALSR), is still undergoing a location study and has a timeframe sometime in the future since the City has no funding source yet for this project.

Commissioner Haley asked when a feasibility study will be completed and if the City has numbers to compare. Joel Arrington, Airport Manager, answered that every month the City collects data based on traffic. The consultant, CMT, also has done many of these feasibility studies with comparisons. Mr. Anderson also commented that development on the East apron is being looked at for future growth at the Airport.

Chairman Townsend mentioned a comparable city airport in Illinois that just opened a new control tower, and Mr. Arrington reminded the BOAC that the City would be responsible for maintenance of the building, and the FAA would staff a control tower.

Vice Chairman Brady inquired if the traffic counts still include heavy traffic such as Chiefs games, the upcoming football draft, etc. Mr. Arrington answered yes and reiterated that a control tower would also be beneficial for safety, plus attract new users to the Airport.

Mr. Anderson continued presenting on the locally funded CIP projects, and gave an update on the Airport Business Plan and Master Plan Phase 1. Hangar 2 construction would also be the Airport's Fixed Base Operator (FBO) space with a proposed East side infrastructure project. The City is looking to build the infrastructure to the East side by this time next year 2024. The City also needs to be in a position to service new hangars on the East side. A 2012 study done by the Missouri Department of Transportation (MoDOT) was discussed, which depicted for each and every airport in the state how much of an economic impact the Airports had on those cities. According to the study in 2012, over \$9 million was brought in to the City of Lee's Summit from the Airport. More discussion took place on what a great economic impact the Airport brings to the City and how to fund infrastructure on the East side.

**This Discussion Item was received and filed.**

C. [2022-5317](#) Staff Report, Fuel Sales & Fuel History

Joel Arrington, Airport Manager, presented the November Airport Staff Report and fuel sales, noting that Jet-A sales were down 12,000 gallons. In comparison

to other airports, this appears to be normal for November. Locally, this is due in part to two jets being broken down and awaiting parts from overseas. Commissioner Fletcher asked if there had been any more issues with scheduling fuel. Mr. Arrington said no, fuel scheduling had worked itself out and picked up. Two new planes will be added as tenants at Hangar 1, and Hangar 1 will then be at full capacity.

100 LL sales are on track from previous years. Commissioner Haley asked about thoughts on the new gas, called zero lead. Mr. Arrington noted that zero lead is very expensive and it will be prudent to wait on that type of fuel.

Vice Chairman Brady asked if the City was re-evaluating security at the Airport since theft was reported at a hangar. Mr. Arrington responded that staff is looking into some options.

**This Presentation was received and filed.**

## **6. Roundtable**

Commissioner Towns inquired if the City would issue a policy noting limits on flight patterns around the Airport, with his reasoning being set traffic patterns and aircraft flying too low. Mr. Arrington responded that staff had recently emailed Airport users of the "fly-friendly" instructions, and that this is continued with education. More discussion continued on the topic.

Mr. Arrington said the Dec. 1 Airport Tenant Open House had a great turnout. Staff may hold another open house in the spring.

Commissioner Mall informed Commissioners that the Harrisonville municipal airport will be replacing their runway in 2024, and also mentioned that a control tower at the City of Lee's Summit Airport would help mitigate flight patterns and low-flying concerns.

Jeff Penfield, Assistant Airport Manager, offered to meet with Commissioner Towns regarding his concerns on flight patterns at LXT.

Mr. Anderson noted the Dec. 12 Public Works Committee Agenda will have a proposed ordinance "amending Chapter 6, Aviation, Article II, Board of Aeronautic Commissioners of the Code of Ordinances" and this will have some impact on the BOAC. All changes are set forth and desired to align with current needs of the City and the Airport along with other boards and commissions. All changes were presented and discussed.

Chairman Townsend asked if the BOAC will still maintain dialogue concerning the Airport Master Plan and Business Plan. Mr. Arrington responded that verbiage will be added to Section 6-23 of the proposed ordinance, and will be presented to City Council on Dec. 20. Chairman Townsend noted that he and

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Vice Chairman Brady had met with the Mayor and City Staff on what their vision for the BOAC was moving forward, and that information would be included in the proposed ordinance.

Commissioner Mall asked if the Administrative Assistant would please email a PDF version of the proposed ordinance and older Articles 2 and 5 could be sent to all the BOAC members. Mr. Anderson responded yes.

**7. Adjournment**

Chairman Townsend adjourned the Dec. 5, 2022, meeting of the Board of Aeronautic Commissioners at 8:18 p.m.

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