

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

Wednesday, February 5, 2025

7:00 PM

Howard A Conference Room

City Hall

220 SE Green Street

Lee's Summit, MO 64063

Notice is hereby given that the Board of Aeronautic Commissioners for the City of Lee's Summit will meet in person and via video conference on Wednesday, Feb. 5, 2025, at 7:00 p.m. 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 via video conference or to comment on any item of business on the agenda may do so by sending a request prior to 12:00 p.m. on Wednesday, Feb. 5, 2025, to the City Clerk at clerk@cityofs.net. The City Clerk will provide instructions regarding how to attend by this method.

1. Call to Order

Chair Townsend called the Feb. 5, 2025, Board of Aeronautic Commissioners meeting to order at 7:06 p.m.

2. Roll Call

One guest in attendance was Andy Bodine, Aviation Market Sector Lead for HDR in Kansas City, MO.

Present: 8 - Chairperson Tom Townsend
Vice Chair James Brady
City Council Liaison Mia Prier
Commissioner Bill Haley
Commissioner Phil Mall
Commissioner Darryl Nelson
Commissioner Steve Rich
Commissioner Adam Shimmens

Absent: 2 - Commissioner John T. Hightower Jr.
Commissioner Joseph Towns

3. Approval of Agenda

A motion was made by Commissioner Haley, seconded by Commissioner Brady, that the agenda for Feb. 5, 2025, be approved. The motion carried unanimously 7-0 (Commissioners Hightower, Jr. and Towns absent).

4. Public Comments

None.

5. Business

Board of Aeronautic Commissioners

Action Letter

February 5, 2025

- A. [2025-6740](#) Approval of the November 6, 2024 BOAC Action Letter.

A motion was made by Commissioner Mall, seconded by Commissioner Haley, that the Nov. 6, 2024, Action Letter be approved. The motion carried 7-0 (Commissioners Hightower, Jr. and Towns absent).

- B. [2025-6735](#) Discussion: Lee's Summit Airport Fly Friendly Brochure Update

Thad Dearman, Assistant Airport Manager, gave a presentation on the updated Fly Friendly procedures at the Airport which can also be viewed on the City website under the meeting attachments. Most notable are the recommended flight patterns. No touch-and-goes are allowed between the hours of 10 p.m. and 7 a.m. Pilots can perform stop and goes, but no midfield take offs allowed. Thus, repeated takeoffs and landings between 10 p.m. and 7 a.m. need to be brought to a full stop and taxied back. Commissioner Haley asked if this information had been passed along to the flight schools based at the Airport, and Mr. Dearman answered yes.

Discussion arose on if developers for the new Discovery Park were informing new residents that they will be living close to an airport.

- C. [2025-6741](#) Staff Report, Fuel Sales and Fuel History

Mr. Dearman noted the ASOS, which stands for Automated Surface Observing System and is a network of weather instruments that provides information to support aviation safety, is not very strong at the Airport. Mr. Joel Arrington, Airport Manager, will be meeting soon with staff from the Pleasant Hill National Weather Service to discuss implementing a Terminal Aerodrome Forecast (TAF) for the airport. A TAF is a weather statement of the expected meteorological conditions at an airport over a specified period, usually 24 hours. Implementing a TAF will help reassure pilots about the predicted weather conditions during their planned arrival times and make the airport more appealing to corporate customers.

Mr. Dearman attended the KC regional FIFA World Cup Meeting at the Downtown Airport. Folks could be coming from other countries, and discussions ranged from how to plan for the mass of people or fans may be from international companies. Staff is looking into equipment rentals to include a GPU, Tugs, airport moving equipment, as well as charges for special event fees. During the AFC Championship game, the crosswind runway was closed down during heavy traffic times and that configuration turned out well. World Cup events will be about six weeks long.

Mr. Anderson, Deputy Director, noted staff will be moving forward with a final site study and location for a control tower. This has been put on hold to secure a funding source. During the AFC Championship game a total of 8500 gallons of Jet A fuel was sold that day. Staff received positive feedback. Two locations of

operations were set up for incoming traffic, at the north end and south end, to receive guests arriving to go to the football game. The Airport can hold 17,500 gallons of fuel on the field currently. A new 5,000 gallon truck is expected this week, for a total of 19,500 gallons of Jet A fuel available to have on-hand on the field. Mr. Dearman held a career fair with LS North students last week, and another is coming up with a local Christian school. A second community outreach in Lakewood is planned in the springtime, and will possibly include residents south of airport such as downtown communities.

6. Roundtable

Hangar 2 is well underway. Traffic driving by can see the building rising up. There have been a few cost increases, about 1.7%, mostly on the civil side for items such as roads. The expected completion date is June 27, with a ribbon cutting expected. Staff is working on a scope and fee for the terminal building, and documents are getting ready to go out to bid later once staff has a better idea on federal funding moving forward.

Hangar development on the East side has been interesting. The first hangar design will include a connection to a taxi lane. A lease agreement is coming soon. Discussions have taken place to develop the remaining nine hangars south of the current ones. Wellner is designing these which will be a nice look. Another developer came in with ideas, had a three year timeline, but staff was concerned. The Legal department looked into those discussions. Staff is backing off from an overall developer concept, since staff is seeing there is a huge interest on the south side to extend taxiways and add more hangars. This has been added to the Airport master plan, phases 1 and 2, possibly looking to do that in the next fiscal year with city funds.

Mr. Anderson noted that the Financial reports had slipped off, and he will work with Finance staff to try to get a report soon.

Chair Townsend had asked for the financial report. He would like to see a briefing on landing fees to be included in the discussion. The new airport name sounds like it is official. He requested a name change on the ASOS system.

Questions arose if there were any issues with snow removal. Overall things opened up on the runway smoothly. Some airfield lights had to be reset.

Commissioner Rich had read in the Kansas City Star where Johnson County will be providing transportation during the World Cup games. Mr. Anderson noted staff may be looking at ground transportation, some kind of transit hub or parking spots. Councilmember Prier noted several plans are being looked at per City staff such as offerings of lodging, transportation, etc.

An update on Airport Capital Improvement Projects (CIP) was requested, notably the next five years. Mr. Anderson and staff will give an update at either the April or June Board of Aeronautic Commissioners meeting. Staff needs to look at the transportation sales tax and matches coming up, and will be able to

provide an update at a future meeting.

7. Adjournment

Chair Townsend adjourned the Feb. 5, 2025, meeting of the Board of Aeronautic Commissioners at 8:15 p.m.

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