

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

Wednesday, October 1, 2025

7:00 PM

Strother Conference Room

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, Oct. 1, 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, Oct. 1, 2025, to the City Clerk at clerk@cityofls.net. The City Clerk will provide instructions regarding how to attend by this method.

1. Call to Order

Chair Townsend called the Oct. 1, 2025, Board of Aeronautic Commissioners meeting to order at 7:00 p.m.

2. Roll Call

Present: 6 - Chairperson Tom Townsend
Vice Chair James Brady
City Council Liaison Donnie Funk
Commissioner Phil Mall
Commissioner Darryl Nelson
Commissioner Adam Shimmens

Absent: 4 - Commissioner Bill Haley
Commissioner John T. Hightower Jr.
Commissioner Steve Rich
Commissioner Joseph Towns

3. Approval of Agenda

A motion was made by Vice Chair Brady, seconded by Commissioner Nelson, that the agenda for Oct. 1, 2025, be approved. The motion carried unanimously 5-0 (Commissioners Rich, Haley, Hightower, Jr. and Towns absent).

4. Public Comments

None.

5. Business

- A. [2025-7082](#) Approval of the June 4, 2025, BOAC Action Letter.

A motion was made by Vice Chair Brady, seconded by Commissioner Mall, that the June 4, 2025, Action Letter be approved. The motion carried unanimously 5-0 (Commissioners Rich,

Haley, Hightower, Jr. and Towns absent).

B. [2025-7197](#) Staff Report, Fuel Sales and Fuel History

Joel Arrington, Airport Manager, noted staff anticipates moving into Hangar 2 mid-to-late October pending elevator completion. Floors are being completed and sealed. Floors in the lean-to building are being completed and then contractor will move to the interior of the building. The floors will need to be polished.

Staff is still in negotiations on the southeast hangar development. Staff is awaiting execution of documents from the state on the General Aviation Terminal building. Then construction can begin in November.

An airplane had an engine failure three weeks ago on runway 36. The pilot attempted to land but did not make it to the runway 18, and landed on the side of a hill near the airport. The pilot was ok.

The first annual Special Olympics of Missouri met at the Airport. It was a very good turnout. Staff pulled a Falcon 50 airplane.

In mid-October, the LS Management hangar will be completed. This will be occupied by Mid-West Avionics and Summit Flight Academy. This move will open up several T-hangar spaces and space in Hangar 1. HDR was chosen for the on-call engineering services effective in September. There was very good turnout for the Eagles vs. Chiefs home opener game, and the Ravens game.

Taxiway Charlie lights were turned back on today. Commissioner Nelson asked about field work on the north end of Airport. Mr. Arrington answered that the contractor asked if dirt from another project could be placed on Airport grounds. Final grading is being done. Staff will let this settle for several years and plans to build at a later date on these grounds.

Mr. Arrington noted on jet fuel that totals for this year are 82,866 gallons, down about 5,400 gallons, but very close to goal. 100 low level is right on track from last year totals. MoGas sales are down just a bit. Commissioner Nelson asked for an update on the self serve, and Thad Dearman, Assistant Airport Manager, answered the contractor is looking at power for the new system. This will be for credit card use and up to industry technology standards. Mr. Arrington will work on some financial reports, but the City has a new software system and he will have to work on those reports using the new system. The Commissioners would like to see a financial report. Mr. Arrington just got access to a financial report and attempted to show the Commissioners comparative actuals thus far. The report also shows percentage of budget utilized. Discussion took place on other numbers on the report, which is a work in progress per Mr. Arrington.

This Presentation was received and filed.

C. [2025-7081](#) Election of Officers

A motion was made by Commissioner Nelson, seconded by Commissioner Mall, to nominate and elect Adam Shimmens as Chairman and retain Jim Brady as Vice Chair. The motion passed unanimously 5-0 (Commissioners Rich, Haley, Hightower, Jr. and Towns absent).

6. Roundtable

Commissioner Shimmens inquired about a temporary control tower update before the upcoming World Cup. Mr. Arrington noted there are no plans for a temporary control tower at this time. Staff does anticipate 270 aircraft per game visiting all the local airports during World Cup events. Staff does plan to close runway 29 in order to park aircraft on it, and the FAA has provided an app to plan plotting or scheduling for local airports during World Cup.

Discussion took place about PPRs (prior approval required) and slotting.

Vice Chair Brady noted the last Young Eagles pancake breakfast will be on the 17th for this year.

Chair Townsend asked if staff has any planned activities or FIFA goals. Mr. Arrington noted staff will allow a certain number of slots, or parking, for this event. Volunteers may be asked to help with Airport events during the June 2026 events. Commissioner Shimmens suggested putting a notice in Airport and Lakewood HOA newsletters reminding citizens of increased flight activity during World Cup events. Staff is working with the state to place signage on or near the highways near the Airport.

Chair Townsend also inquired about fiber at the Airport, and the Joint Operations Facility, and if cameras were being monitored. Mr. Arrington noted fiber is being installed at Hangar 2. Cameras will be monitored as soon as staff determines where data can be stored. Free wifi is available at Hangar 2. Two Open House dates will be coming soon for officials, stakeholders and then later for the public.

7. Adjournment

Chair Townsend adjourned the meeting of the Board of Aeronautic Commissioners at 8:01 pm.

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