



The City of Lee's Summit

Final Agenda

Board of Aeronautic Commissioners

Monday, January 14, 2019

7:00 PM

Council Committee Conference Room 1-114

City Hall

220 SE Green Street

Lee's Summit, MO 64063

Call to Order

Roll Call

Approval of Agenda

Approval of Action Letter

1. [2018-2460](#) Action Letter dated October 8, 2018

Public Comments

Business

2. [2018-2479](#) East Side Development Concept Presentation

Presenter: Bob Hartnett, Deputy Director of Public Works
Corey Henry, Bushyhead, LLC

Roundtable

Adjournment

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"

Packet Information

File #: 2018-2460, **Version:** 1

Action Letter dated October 8, 2018

Approval of Action Letter dated October 8, 2018

Recommendation: I move for approval of the Action Letter dated October 8, 2018.

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

Monday, October 8, 2018

7:00 PM

City Council Committee Room

City Hall

220 SE Green Street

Lee's Summit, MO 64063

1. Call to Order

Chairman Mall called the October 8, 2018 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.

2. Roll Call

Present: 7 - Chairperson Phil Mall
Vice Chair Ken Stremming
Commissioner James Brady
Commissioner Paula Derks
Commissioner Joseph Towns
Commissioner Tom Townsend
City Council Liaison Rob Binney

Absent: 2 - Commissioner Darryl Nelson
Commissioner Molly Waller

3. Approval of Agenda

A motion was made by Vice Chair Stremming, seconded by Joseph Towns, that the agenda of October 8, 2018 be approved. The motion carried unanimously 7-0. (Commissioners Nelson and Waller absent).

4. Approval of Action Letter

A. [2018-2195](#) Action Letter dated June 11, 2018.

A motion was made by Commissioner Brady, seconded by Commissioner Derks, to approve the June 11, 2018 Action Letter. The motion carried unanimously 7-0. (Commissioners Nelson and Waller absent).

5. Public Comments

None.

6. Business

A. [2018-2363](#) Presentation on Airport Insurance

Mr. Bob Hartnett, Deputy Director Public Works, introduced Robert Hopson, Lockton Insurance Consultant, who gave a presentation on the updated insurance coverages for the Lee's Summit Airport. It is a multi-year program and is a three year policy. Three primary coverages include:

1. Airport premises liability
2. Products liability
3. Hangar Keepers liability

This Presentation was received and filed.

B. [2018-2247](#) Presentation of the Missouri Sunshine Law

Mr. Bob Hartnett, Deputy Director of Public Works, gave a presentation on the Missouri Sunshine Law as it pertains to Board of Aeronautic Commissioners business. Under requirements of the law, meetings are open governmental meetings, and records and votes to the public are provided and transparent to government actions and operations.

This Presentation was received and filed.

C. [2018-2325](#) Monthly Checklist for Board of Aeronautic Commissioners (BOAC) Meetings

Mr. Bob Hartnett, Deputy Director of Public Works, gave a presentation on City staff's regular timeframe for packets to be started and approved prior to Board of Aeronautic Commissioners meetings. Staff wanted the Commissioners to be aware of timeframes so that if a commissioner wished to add an agenda item to the meeting, the Commissioners would be aware of the deadlines.

This Presentation was received and filed.

D. [BILL NO. 18-185](#) An Ordinance authorizing execution of Modification No. 11 to the agreement with Crawford, Murphy and Tilly, Inc. for on-call engineering services for the Municipal Airport (RFQ 2015-300) not to exceed maximum payment of \$25,590.00 for the boundary survey, zoning plats and Strother Road vacation plats. (BOAC 10/08/18, PWC 10/23/18)

A motion was made by Commissioner Brady, seconded by Vice Chair Stremming, to recommend to City Council approval of an ordinance authorizing execution of Modification No. 11 to the agreement with Crawford, Murphy and Tilly, Inc. for on-call engineering services for the Municipal Airport (RFQ 2015-300) not to exceed maximum payment of \$25,590.00 for the boundary survey, zoning plats and Strother Road vacation plats. The motion carried unanimously 7-0. (Commissioners Nelson and Waller absent).

E. [2018-2355](#) Airport Financial Report Year to Date June 30, 2018

Darlene Pickett, Finance Controller, presented the Airport Financial Report Year to Date June 30, 2018. The Airport fund has a net operating loss of \$708,882. The fund has operating revenues of \$1,466,315 against expenditures of \$2,175,197. Nonoperating items and transfers bring the fund to a year-to-date net income of \$7,311,912. When depreciation expense of \$628,316 is removed, net income adjusted for depreciation is \$7,940,228. Grant reimbursements make up \$5,627,702 of this income amount.

A Discussion ensued about some investing, spending and grant money reimbursements. Vice Chair Stremming talked about revenue benefits from fuel sales and a discussion ensued.

This Report was received and filed.

F. [2018-2202](#) Staff Report, Fuel Sales & Fuel History

Mr. Joel Arrington, Assistant Airport Manager, presented the fuel sales report. There has been an average of \$20,000 in fuel sales per month for the first three months of FY2019. The big driver is the Jet A sales. There was a discussion about the upward trend in fuel sales and if the airport is seeing more traffic.

Mr. John Ohrazda, Airport Manager, gave a presentation on construction updates at the airport. Lots of construction has taken place on Taxiway Alpha. Runway 18/36 may reopen in the middle of October. Staff is planning a tenant meeting for Dec. 5. Staff is reminding customers of the January 2020 deadline to be in compliance with new Automatic dependent surveillance-broadcast (ADS-B) regulations. There was a discussion about what ADS-B equipment entails. Road improvement projects on the East side of the airport are coming up, as well as upcoming maintenance projects this spring.

Lee's Summit Airport has been selected as a stop in June 2019 for the All Women's Classic Race. More discussion ensued about this race and media coverage, including who books rooms for the racers. The Airport was approached by a company interested in doing commercial sky diving, and the airport has requested a safety study from the FAA. This may be a topic of discussion at the December meeting.

This Presentation was received and filed.

G. [2018-2341](#) Election of Officers

A motion was made by Vice Chair Stremming, to nominate Phil Mall for Chairman, and Paula Derks as Vice-Chair. There were no other nominations. Hearing no opposition, the Chairman determined the nominees to be elected by acclamation.(Commissioners Nelson and Waller absent).

7. Roundtable

Commissioner Derks informed all that the Federal Aviation Administration (FAA) now has fixed 5 year funding. Commissioner Townsend would like to entertain the idea to increase the insurance coverages for a year from now, since this year's renewal is already budgeted. A discussion ensued about "right sizing" the insurance policy.

Mr. Hartnett noted how important fuel sales are to the airport. The City will be sending Joel Arrington back to the National Business Aviation Association schedulers and dispatchers conference in the Spring. Someone wrote an online comment giving our airport 5 stars, stating in part that they couldn't believe this was a municipal airport. They noted Service Attendant Dana Cramer's outstanding customer service. The Missouri Department of Transportation Aviation Director has stated they have some "turnback" money totaling \$130,000. This will cover legal fees from a project for land acquisition up north of the airport. It was asked if there would be any money leftover and Ms. Pickett answered there would be roughly \$100,000. There is some potential for development on the east side of airport and Mr. Hartnett will share with the BOAC soon. There may be a special meeting of BOAC in a few weeks.

Mr. Ohrazda noted a tentative date for the annual trip to Jefferson City in December to talk to the Aviation Director about Capital Improvement plans with the new funding program. We hope to get feedback about what will happen in the future.

Vice Chair Stremming announced that Commissioner Derks is retiring as president of the Aircraft Electronics Association.

Councilmember Rob Binney thanked staff for the coverage of the Fly-In and he continues to encourage BOAC to interact with all of the City's elected officials as well as at the state level.

8. Adjournment

Commissioner Mall adjourned the Oct. 8, 2018, meeting of the Board of Aeronautic Commissioners at 8:40 p.m at City Hall, 220 SE Green Street, City Council Committee Room.

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Packet Information

File #: 2018-2479, Version: 1

East Side Development Concept Presentation

Issue/Request:

A development concept for east side of the Airport in the form of a PowerPoint presentation was received by staff on December 21. The Developer has requested that BOAC review and comment on the concept.

Issues:

- The submittal is in the form of a concept and many details remain to be resolved prior to proceeding.
- The first development on the east side will set the tone for all other development on the east side of the airport.
- Staff and the BOAC should request additional information before making a final recommendation. Additional details to be reviewed would include the consideration of a Business Plan, revenue generation from land lease and fuel sales, and requested economic incentives by the developer.
- Going forward, other City review will be required before final approval. This will include meeting all the requirements of the Development Center including the proper planning, zoning and building requirements.

Background:

Several months ago, City/Airport staff was approached regarding a potential development on the east side of the airport. The concept revolved around the development of one and possibly two hangars adjacent to the east apron. In previous meetings information was shared with the developer regarding pad sites, current site plan, building restriction lines, height limitations, utility locations, airport minimum standards and ground leases. The developer's design team has spent the last several months working on their submittal. A development concept in the form of a PowerPoint was received by staff on December 21, and staff had the opportunity to review the concept on January 3.

Beginning with the preparation and adoption of the Airport Master Plan in 1998 and the Airport Business Plan in 2008, the east side of the airport has been envisioned to become the corporate or business side of the airport. The lack of pad ready sites including infrastructure such as grading, drainage, utilities and vehicular access has hindered the development in this area. The first development located on the east side of the airport will set the tone for all other development that will follow.

The developer, Mr. Gregory Short, had several meetings with staff prior to work beginning by his design team. Included in the concept is site planning, building location, and architectural work. Many details remain to be resolved prior to proceeding on this project. Staff and the BOAC will be requesting additional information before making a final recommendation for the project to move forward to the City Council. On the aviation side additional details to be reviewed would include, but not limited to:

- Does the proposal meet the long term vision for airport development
- Review and consideration of the developers marketing and Business Plan for the proposed hangar to include:
 - Ownership structure
 - The review and consideration of a Business Plan for Sky Pros Aviation
 - The lease terms with Life Flight Eagle
- Revenue generation from land lease and fuel sales by Sky Pros Aviation and Life Flight Eagle
- Requested economic incentives by the developer
- Compliance with FAA/MoDOT aviation requirements
- Compliance with Airport Minimum Standards
- Understanding of site maintenance responsibilities by each party

Also as the concept moves forward, additional City review will be required before a recommendation to the Council for final approval. On the City development side, additional details to be reviewed would include but not limited to:

- Compliance with all requirements of the Development Center
- Compliance with the proper zoning
- The hangars meet all building and fire codes

Bob Hartnett, Deputy Director of Public Works
Corey Henry, Bushyhead, LLC

Staff Recommendation: Staff recommends that the BOAC direct staff to continue to work with the developer to take the concept to a full proposal. This would include all steps necessary to ensure the concept complies with the long term development vision of the airport, meets the long term business needs of the airport, is financially beneficial to the airport and identifies the responsibilities of each party under the proposal. This also includes the understanding that the proposal complies with the requirements of the FAA, MoDOT and the City's Development Services Department.

Committee Recommendation: I move to recommend that the BOAC direct staff to continue to work with the developer to take the concept to a full proposal. This would include all steps necessary to ensure the concept complies with the long term development vision of the airport, meets the long term business needs of the airport, is financially beneficial to the airport and identifies the responsibilities of each party under the proposal. This also includes the understanding that the proposal complies with the requirements of the FAA, MoDOT and the City's Development Department.



LEE'S SUMMIT MUNICIPAL AIRPORT

Private Investment on East portion of Runway

THE PROJECT

We propose to construct a state of the art building comprised of two (2) corporate airplane hangars on the East Side of the runway at the Lee's Summit Municipal Airport. The Project will create a unique state-of-the-art hangar, capable of housing three (3) to four (4) airplanes in each hangar. In addition to storage for airplanes, the hangars will have office space on either side of the building, replete with balconies on either side and glass walls for view of the runway.

One of the hangars will house Sky Pros Aviation, a Federal Aviation Administration approved repair facility. Sky Pros Aviation employs four (4) full time mechanics and up to six (6) part-time employees. Additionally, the hangar will also be home to a Life Flight Eagle helicopter. The hangar and the 30x80 office space will accommodate these businesses with ease. In the other half of the building, storage for airplanes will be maximized and there will be room for business to grow out of the hangar as well.



THE TEAM

Gregory Short

Doug Kenney

Bob Bushyhead, Land3 Studio

Christine Bushyhead,
Bushyhead, LLC

Corey Henry, Bushyhead, LLC

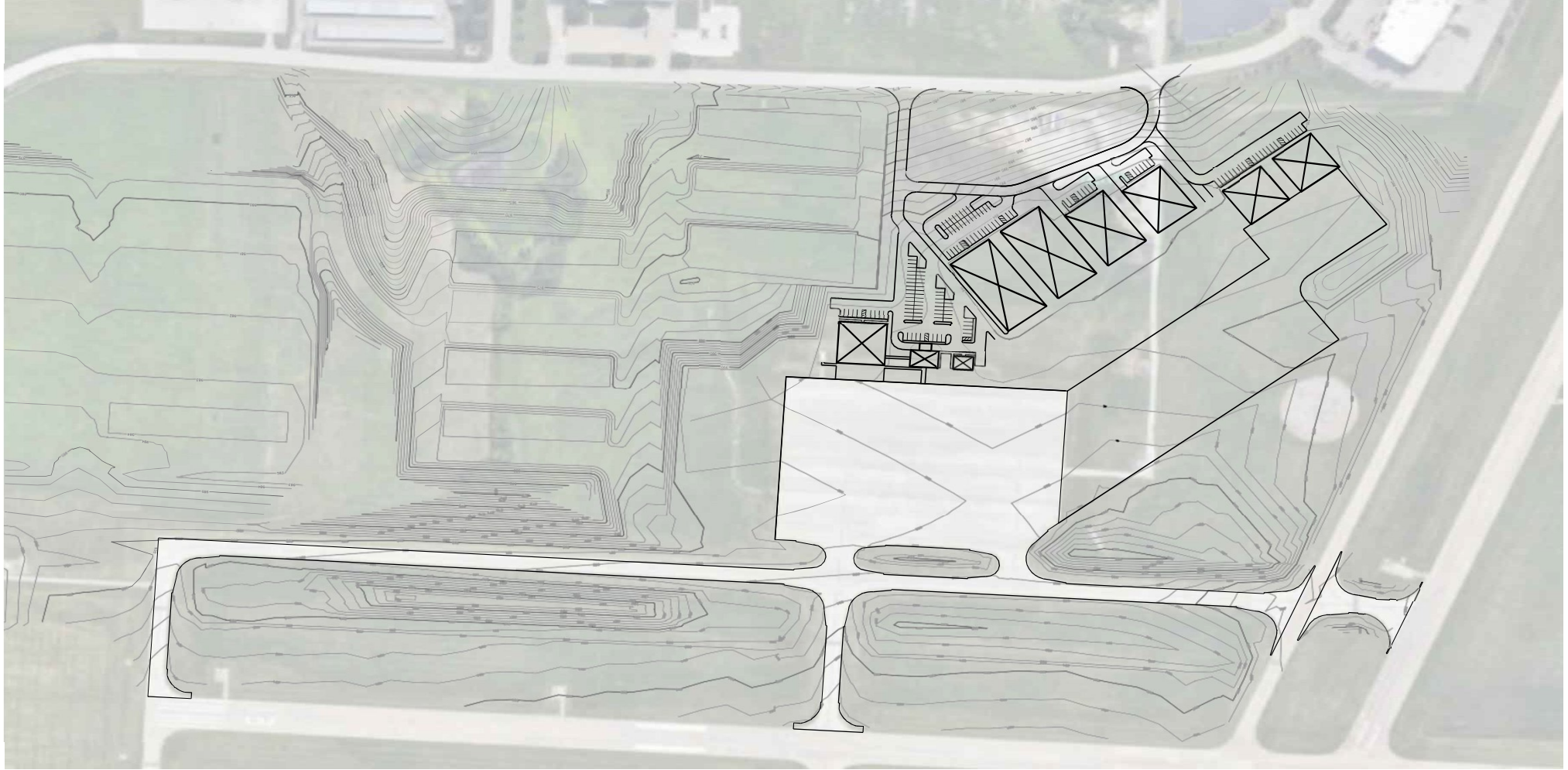
PROPOSAL

The potential for further corporate development at and around this site at the airport is accelerated once utilities are available at the site and a building has already been constructed.

Mr. Short is prepared to construct the hangar and connect utilities to the site understanding that he is an initial investor in the area. It is our understanding that Capital Improvement Plan for the airport for this site contemplated, among other things, providing utilities and road access to this site and was relying on \$2,388,000.00 of funding from state and federal sources for that purpose and that this funding is no longer available.

Additionally, according to the Capital Improvement Plan, the City allocated \$266,000.00 to infrastructure improvements at this site, and we would continue that assumption in our proposed budget.

As the City strives to continue development in spite of the temporary lack of state and federal funding, Mr. Short requests that certain economic incentives be considered for this plan as well.

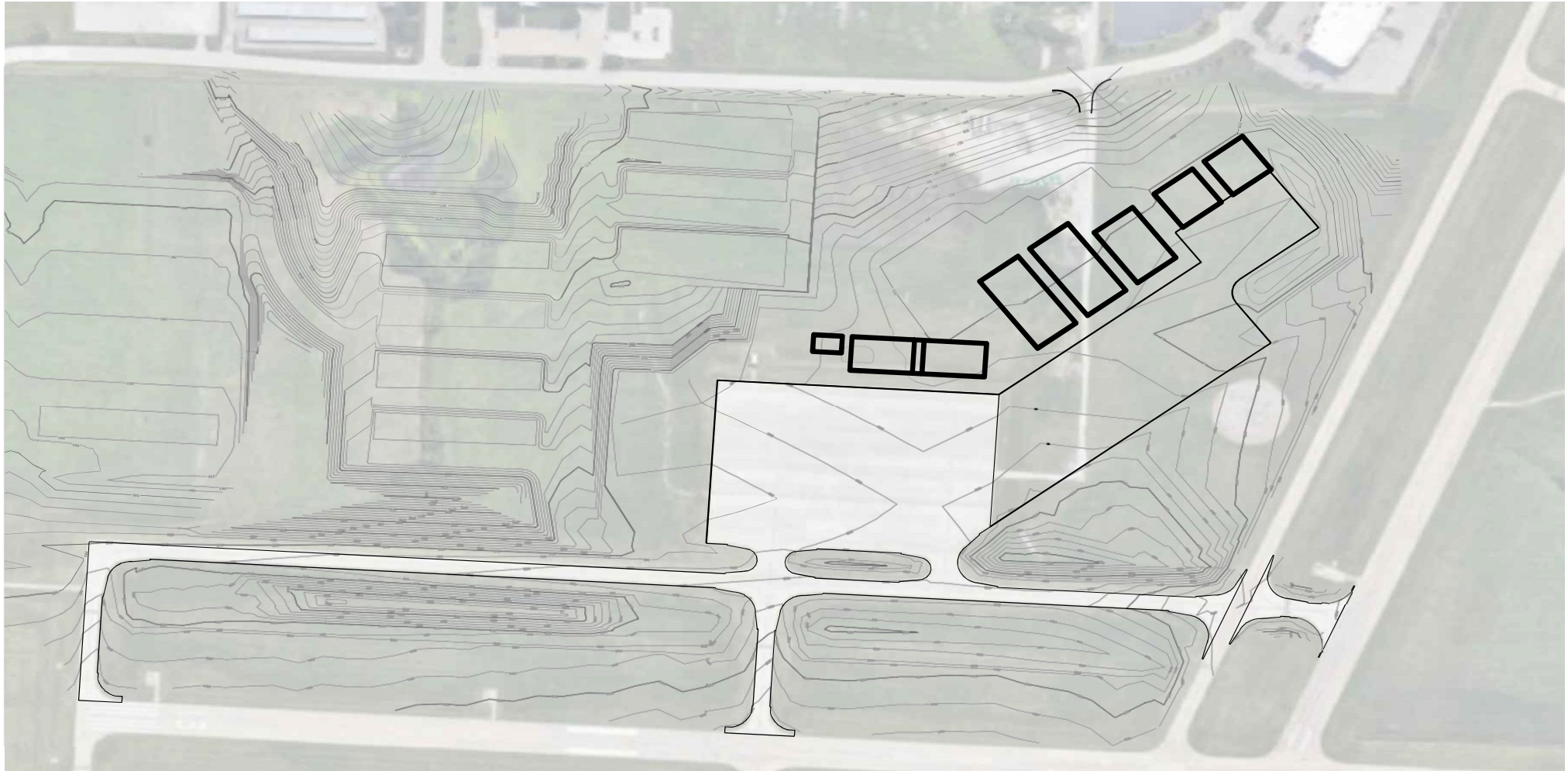


317 S. MAIN
LEE'S SUMMIT, MO 64063
816.207.6017
MO LA Corp #2008001860

LEE'S SUMMIT AIRPORT - ORIGINAL MASTER PLAN

DECEMBER 13, 2018



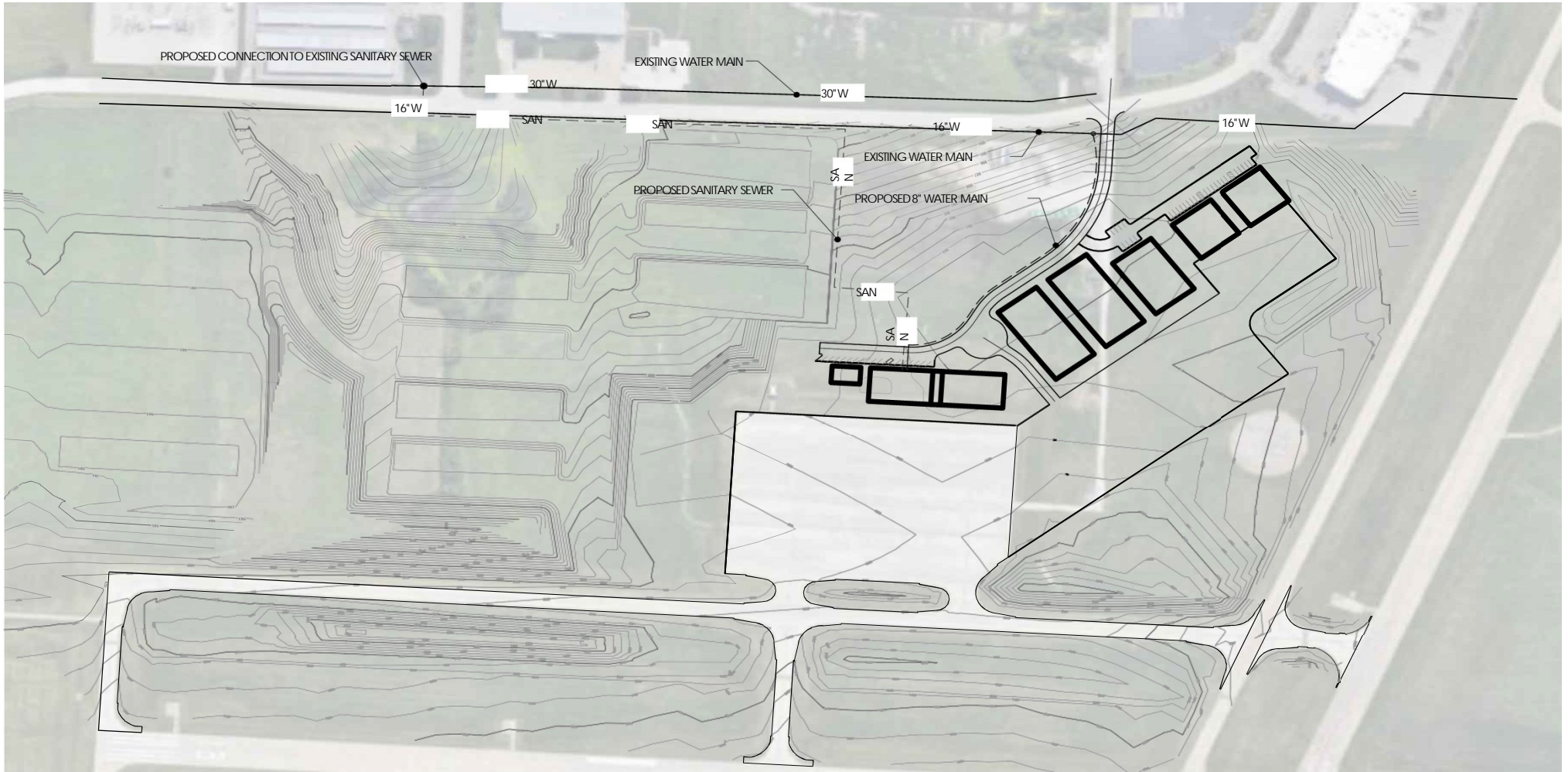


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LEE'S SUMMIT AIRPORT - DEVELOPMENT CONCEPT #1

DECEMBER 13, 2018



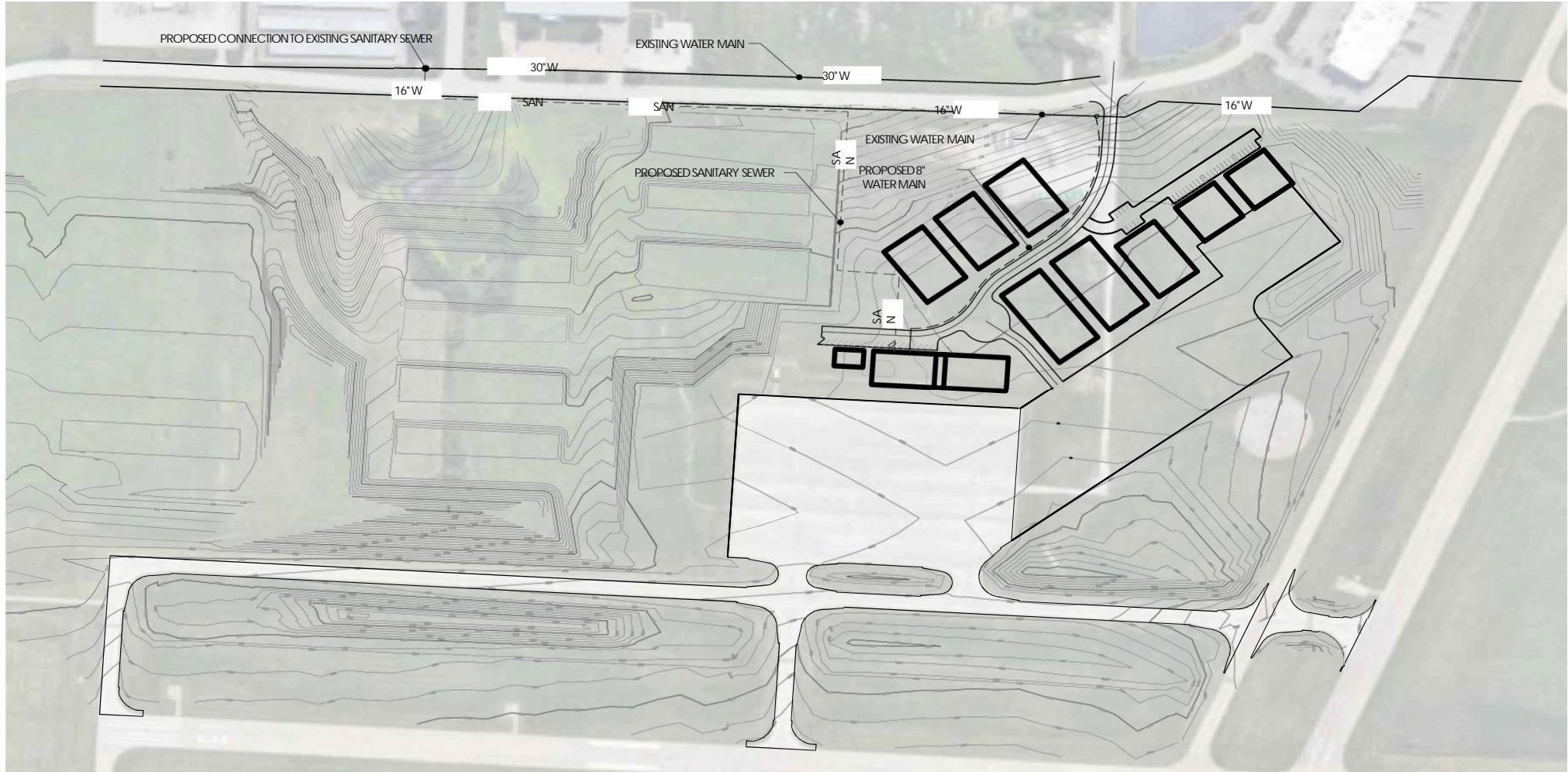


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LEE'S SUMMIT AIRPORT - DEVELOPMENT CONCEPT #2

DECEMBER 13, 2018





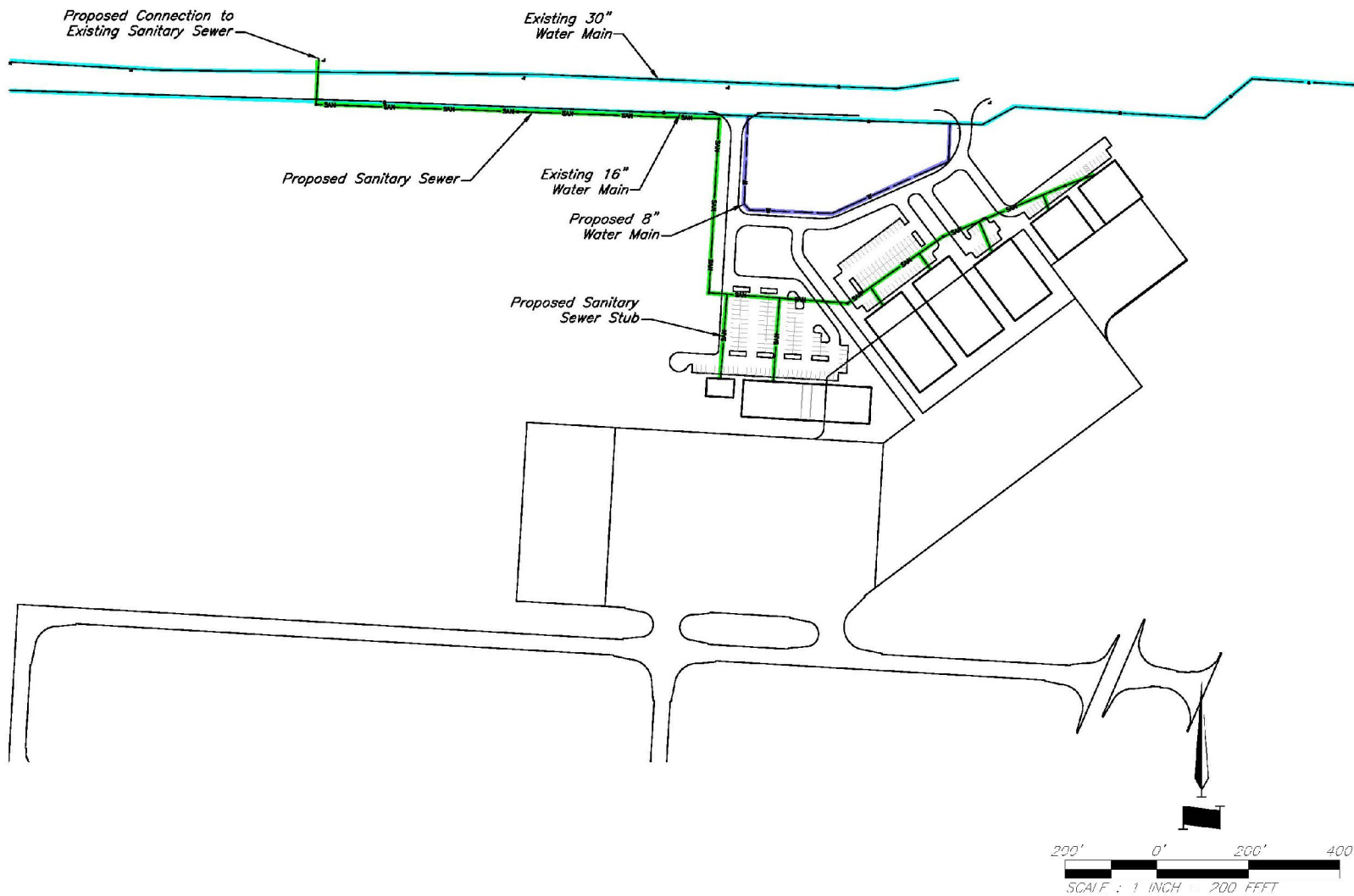
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LEE'S SUMMIT AIRPORT - DEVELOPMENT CONCEPT #3

DECEMBER 13, 2018



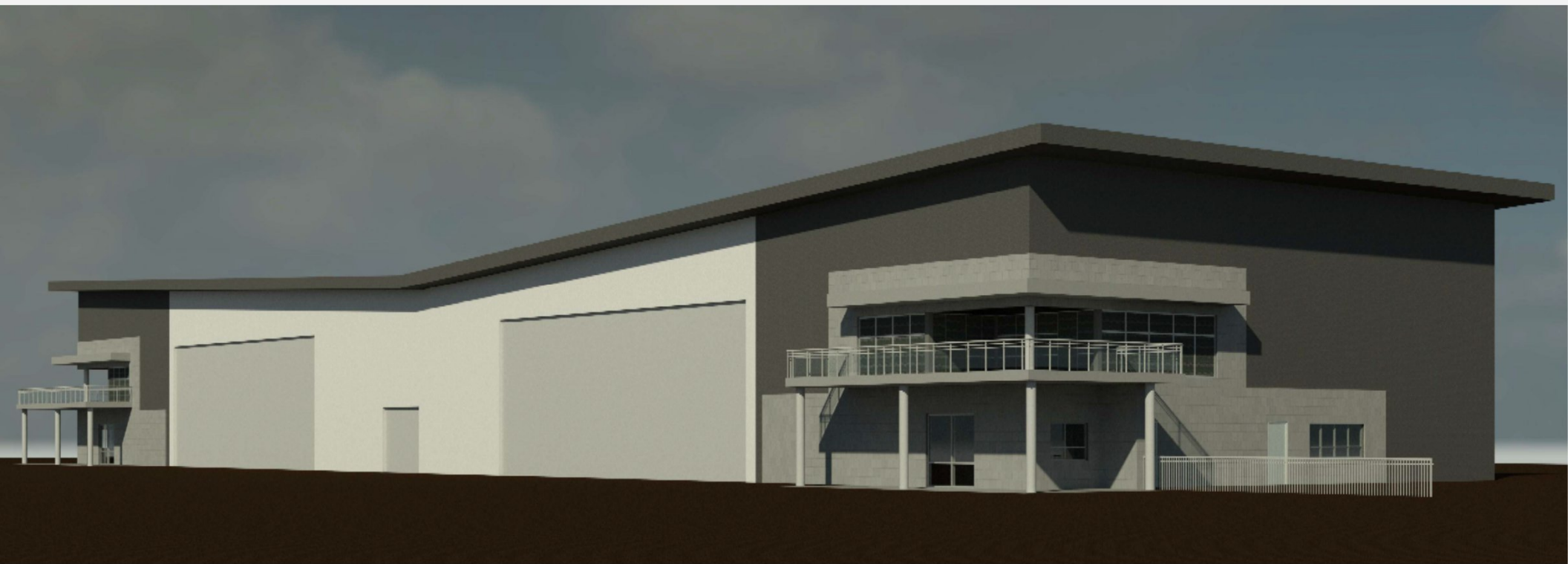
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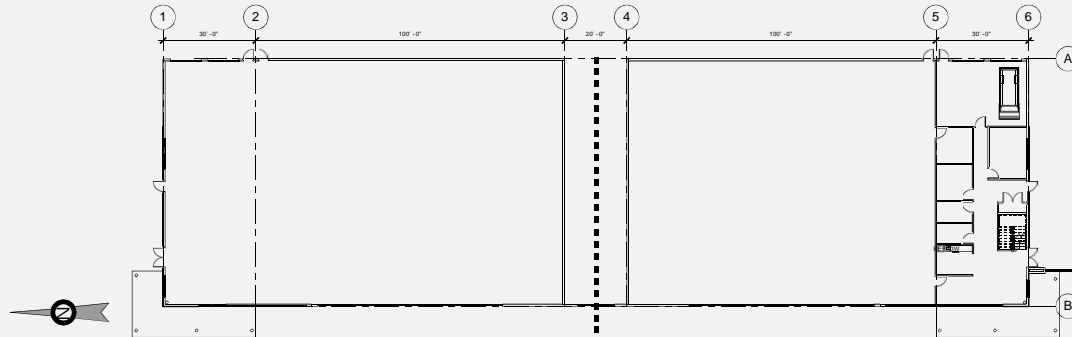


GBA
architects
engineers

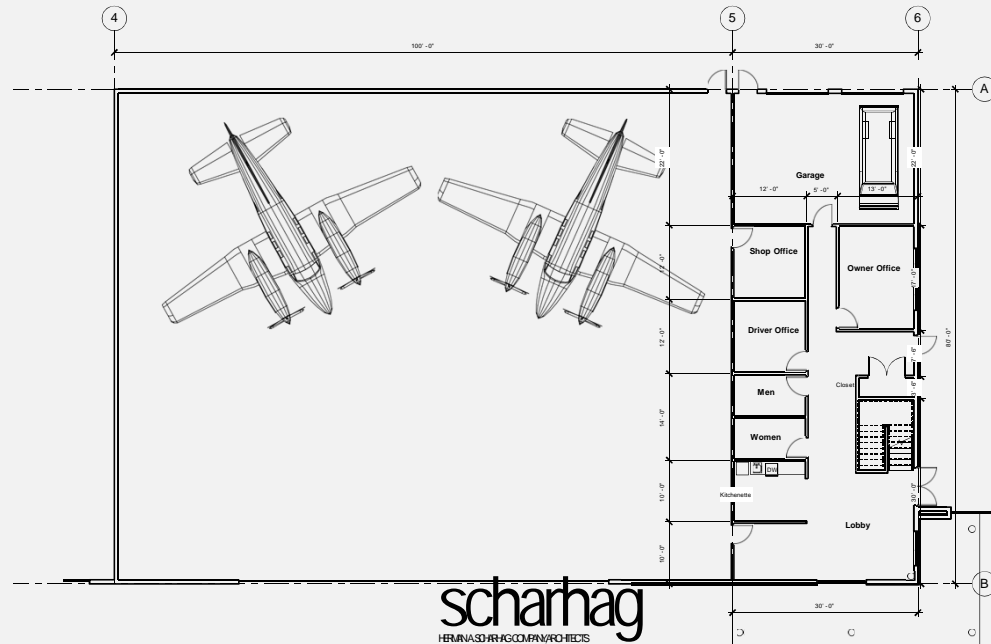
Lee's Summit Municipal Airport
Lee's Summit, MO
Preliminary Proposed Utility Routing

PROJECT NUMBER
14149
DATE
10/23/18
SHEET NUMBER
1





1) Key Plan
1/16" = 1'-0"



2) Ground Level Floor Plan
1/8" = 1'-0"

scharhag
HERNANDO COUNTY PROJECTS

627 Brookside Blvd. #204 Kansas City, MO 64113
Phone 816-666-0065 [SCHARHAG.COM](http://www.scharhag.com)

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NEW BUILDING FOR
GREG SHORT HANGAR
LEE'S SUMMIT AIRPORT

Lee's Summit, MO
Scharhag & Associates, Inc. is the design consultant for this project.

No.	Description	Date
1	Revision Schedule	

Key Plan

Project number: 2084
Date: 09/01/2018

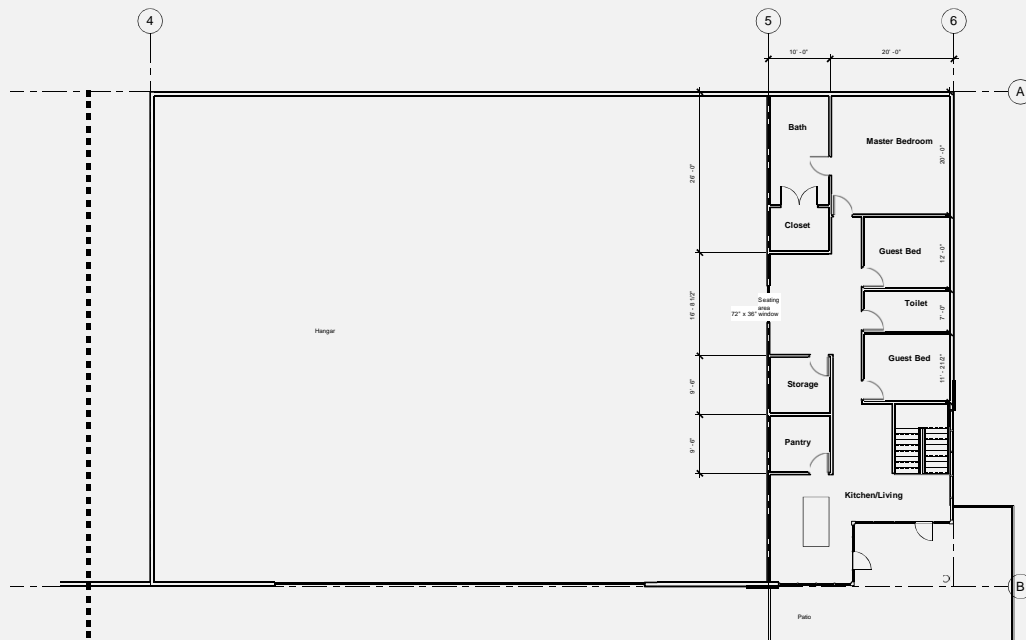
A101

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1 Upper Level Floor Plan
1/8" = 1'-0"



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NEW BUILDING FOR
GREG SHORT HANGAR
LEE'S SUMMIT AIRPORT

Carlyle Schaeffle, Inc. Licensed in MO
Scharhag & Scharhag Co., Inc. State of Missouri Licensed

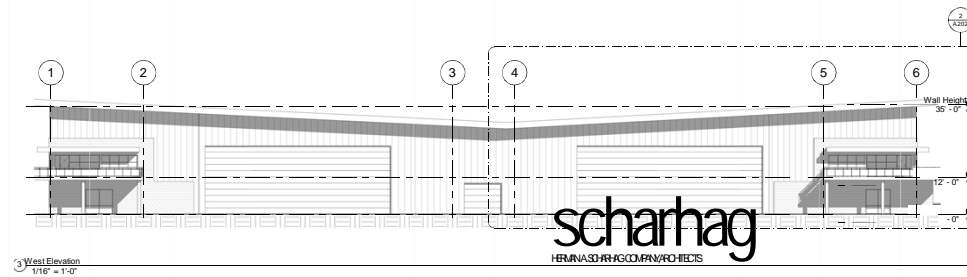
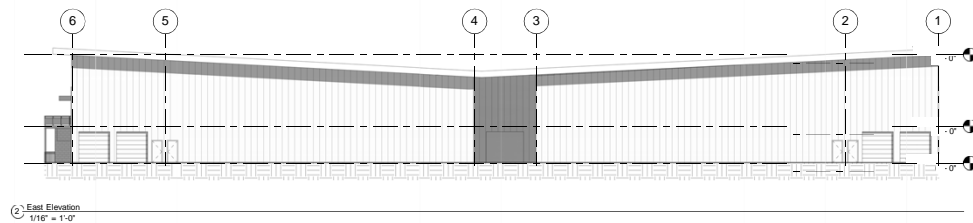
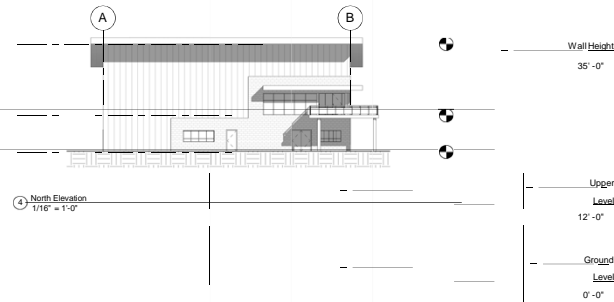
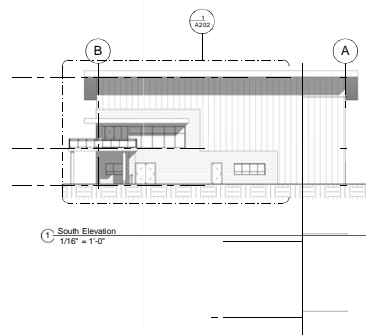
No.	Description	Date
Revision Schedule		

Second Level
Floor Plan

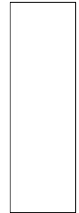
Project number: 2084
Date: 09/01/2018

A102
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1/10/2018 3:55 PM



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HERNANDEZ ARCHITECTS



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NEW BUILDING FOR
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LEE'S SUMMIT AIRPORT

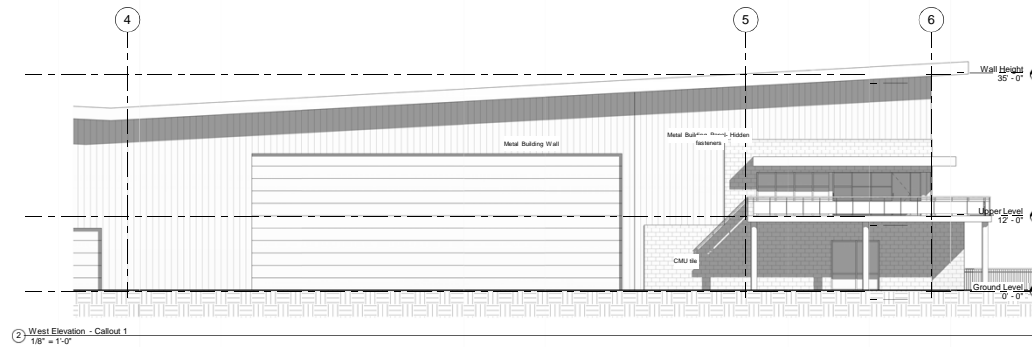
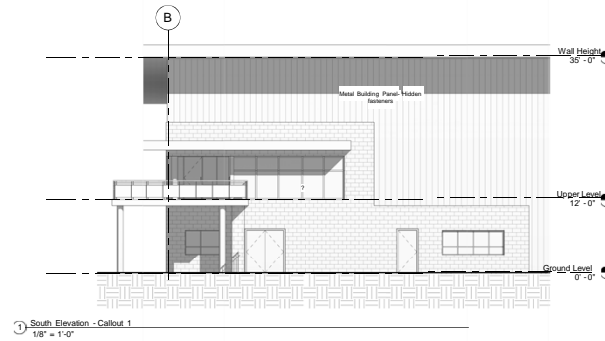
Lee's Summit, MO. Drawing by Scharhag & Hernandez Co. All rights reserved.

No.	Description	Date
1	Revision Schedule	

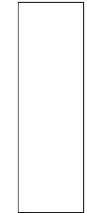
Elevations

Project number	2084
Date	08/01/2018
A201	
Scale	1/16" = 1'-0"

1/16" = 1'-0" 1/16" = 1'-0"



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NEW BUILDING FOR
GREG SHORT HANGAR
LEE'S SUMMIT AIRPORT

Lee's Summit, MO. Located in 2018.
Scharhag & Associates, Inc. with Greg Short and Associates, Inc.

No.	Description	Date
1	Revision Schedule	

Large Scale Elevations	
Project number	2084
Date	08/01/2018
A202	
Scale	1/8" = 1'-0"

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