



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

Monday, October 12, 2020

7:00 PM

Via Video Conference

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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, October 12, 2020 at 7:00 pm by video conference as provided by Section 610.015 of the Revised Statutes of the State of Missouri. Due to the ongoing Covid-19 pandemic, the public is invited to attend the meeting by one of these methods:

- By sending a request to the City Clerk at [clerk@cityofls.net](mailto:clerk@cityofls.net) to attend the meeting on the Zoom platform. 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 October 12, 2020, by one of the following methods:

- By sending an e-mail to [clerk@cityofls.net](mailto:clerk@cityofls.net),
- By leaving a voicemail at 816-969-1005 or
- By leaving written printed comments in the utility payments drop boxes located in the alley behind City Hall or inside the foyer at the north end of City Hall, both located at 220 SE Green Street, Lee's Summit, MO 64063.

Written comments submitted by these methods will be presented at the Board of Aeronautic Commissioners meeting. Persons wishing to speak at a public hearing on this agenda may do so by contacting the City Clerk prior to 5:00 p.m. on October 12, 2020 by e-mail at [clerk@cityofls.net](mailto:clerk@cityofls.net), and they will be provided with instructions regarding how to provide their live testimony via videoconference during the public hearing.

1. Call to Order

Chairman Mall called the October 12, 2020, Board of Aeronautic Commissioners meeting to order at 7:07 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

Commissioner Brady was not present for roll call but signed in at 7:16 p.m. The guest in attendance was Andy Bodine, CMT.

**Present:** 6 - Chairperson Phil Mall  
Vice Chair Paula Derks  
Commissioner James Brady  
Commissioner Darryl Nelson  
Commissioner Tom Townsend  
Commissioner Kirk Fletcher

**Absent:** 3 - City Council Liaison Trish Carlyle  
Commissioner Joseph Towns  
Commissioner Molly Waller

3. Approval of Agenda

A motion was made by Commissioner Derks, seconded by Commissioner Townsend, that the agenda of October 12, 2020, be approved. The motion carried unanimously 5-0. (Councilmember Carlyle, Commissioner Brady, Commissioner Waller and Commissioner Towns absent).

4. Approval of Action Letter

A. [2020-3732](#) Action Letter dated December 9, 2019

A motion was made by Commissioner Nelson, seconded by Commissioner Derks, to approve the December 9, 2019 Action Letter. The motion carried unanimously 5-0. (Councilmember Carlyle, Commissioner Brady, Commissioner Waller and Commissioner Towns absent).

5. Public Comments

None.

6. Business

A. [2020-3717](#) Status Update on the Airport Master Plan and Airport Business Plan Development

Mr. Bob Hartnett, Interim Director, presented a status update on the Airport Business and Master Plan. A Master Plan webpage was developed to supplement public engagement during the pandemic. This webpage communicates Master Plan documents, schedule and provides the public with an opportunity to comment on issues important to them. Thirty comments have been received to date, and there are common themes. Bob then introduced Andy Bodine, CMT, who gave an overview of the drop in traffic at the airport

since the stay at home orders were given, but that traffic has since rebounded. Andy explained that traffic cameras were placed during the height of the pandemic. Following coordination with the FAA, proper forecasting methodology during the pandemic has been drafted and submitted to the City and MoDOT for review. Several ideas will be developed to engage the public, inviting the public to review the Master Plan documentation at their leisure and respond to questions during a virtual tour.

In December, CMT is looking to present draft documentation to the City Council. He then opened the meeting up for questions. Commissioner Mall asked about the number of take offs and landings. Mr. Bodine's answer is there are roughly 40-50,000 operations per year. This discussion led to Mr. Bodine stating there would need to be a benefit cost analysis completed for the possibility of an air traffic control tower. Mr. Brady inquired about future camera counts, and Mr. Bodine stated that could be tough; the firm would need to address this with the FAA.

**B. [2020-3731](#)** Staff Report, Fuel Sales & Fuel History

Mr. Joel Arrington, Assistant Airport Manager, covered fuel sales and presented a graph. He stated overall, sales have been good. The Airport was down 2,000 gallons from the previous year. Overall, Jet A fuel was 5,000 gallons above average. The driving factors are: 1) More jet based aircraft are at the airport. 2) People are on the fence about chartering a plane; they are not flying commercially. 3) More people are going on vacation.

Commissioner Fletcher asked if there are any charter jets based at our airport, and if there is an interest for charters at Lee's Summit. Mr. Arrington stated there are none based at this airport currently and that the length of the runway is a limiting factor.

Mr. John Ohrazda, Airport Manager, presented the staff report which is a PDF included with the Agenda. The Cares Act funding for the Airport, which was approved by City Council on Sept. 27, will be used to purchase 107 airfield light mats for lighting on Runway 18/36. This was sent out for pre-construction bid. A pre-construction meeting was held on Oct. 12 for the Hanger 1 parking lot; 26 spaces will be added. Parking is full on a day-to-day basis.

**C. [2020-3743](#)** Election of Officers

A motion was made by Chairman Mall to nominate Commissioner Tom Townsend for Chairman, and was seconded by Vice Chair Derks. A motion was made by Commissioner Townsend to nominate Commissioner James Brady as Vice Chair, seconded by Commissioner Fletcher. There were no other nominations. A roll call vote was taken on the motions, and the Chairman determined the nominees to be elected unanimously (6-0).

7. Roundtable

Chairman Mall stated he misses the in person meetings. Commissioner Townsend agreed and looks forward to more presentations such as during this virtual meeting. Commissioner Fletcher is excited to still be here and stated we have to continue to move on. Vice Chair Derks asked if there is a possibility of scheduling an in person meeting, but Mr. Hartnett stated there are limitations for space in City Hall due to the Covid-19 pandemic. Commissioner Brady pointed out he is appreciative to staff who worked diligently on the Hangar 1 parking lot expansion.

8. Adjournment

Commissioner Mall adjourned the October 12, 2020, meeting of the Board of Aeronautic Commissioners at 7:49 p.m., via virtual meeting, held via Zoom.

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](https://lsmo.legistar.com)"