



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

Monday, February 8, 2021

7:00 PM

Via Video Conference

Notice is hereby given that the Board of Aeronautic Commissioners of the City of Lee's Summit will meet in regular session on Monday, February 8, 2021 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 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 February 8, 2021, by one of the following methods:

- By sending an e-mail to 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 February 8, 2021 by e-mail at clerk@cityofls.net, and they will be provided with instructions regarding how to provide their live testimony via videoconference during the public hearing.

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Call to Order

Chairman Townsend called the February 8, 2021, 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.

Roll Call

Guests and staff in attendance were Andy Bodine, Crawford, Murphy & Tilly (CMT); Christal Weber, Assistant City Manager; Shawn Graff, Assistant Director of Operations; Mike Anderson, Construction Manager and Interim Public Works Director; Joel Arrington, Assistant Airport Manager; John Ohrazda, Airport Manager; Cindy DeShazo, Administrative Assistant and Sarah Shore, Administration Manager.

Present: 6 - Chairperson Tom Townsend
Vice Chair James Brady
Commissioner Steve Benson
Commissioner Paula Derks
Commissioner Phil Mall
Commissioner Kirk Fletcher

Absent: 3 - City Council Liaison Trish Carlyle
Commissioner Darryl Nelson
Commissioner Joseph Towns

Approval of Agenda

A motion was made by Commissioner Mall, seconded by Vice Chair Brady, that the agenda of February 8, 2021, be approved. The motion carried unanimously 6-0. (Councilmember Carlyle, Commissioners Nelson and Towns absent).

Approval of Action Letter

A motion was made by Commissioner Mall, seconded by Commissioner Fletcher, to approve the December 14, 2020, Action Letter. The motion carried unanimously 6-0. (Councilmember Carlyle, Commissioners Nelson and Towns absent).

[2021-3944](#) Action Letter dated December 14, 2020

Public Comments

None.

Items for Discussion

Business

[BILL NO. 21-45](#) An Ordinance approving a Fixed Base Operator agreement between Meisinger Aviation LLC (Hereinafter "Operator") and the City of Lee's Summit, Missouri (Hereinafter "City") to rent office space to perform aircraft sales and aircraft brokering at the Lee's Summit Municipal Airport and authorizing the City Manager to execute the same by and on behalf of the City. (PWC 3/1/21)

A motion was made by Chair Townsend, seconded by Commissioner Benson, to recommend to

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City Council approval of an Ordinance approving a Fixed Base Operator agreement between Meisinger Aviation LLC (Hereinafter "Operator") and the City of Lee's Summit, Missouri (Hereinafter "City") to rent office space to perform aircraft sales and aircraft brokering at the Lee's Summit Municipal Airport and authorizing the City Manager to execute the same by and on behalf of the City. The motion carried unanimously 6-0. (Councilmember Carlyle, Commissioner Nelson and Towns absent).

[2021-3960](#) Update of the Airport Master Plan and Airport Business Plan.

Mike Anderson, Interim Public Works Director, kicked off an update of the Airport Master Plan and Airport Business Plan. In two months the plan will be presented to City Council. Andy Bodine, with CMT, gave an overview, as well. Inventory has been completed and the consultant is awaiting formal approval from the state and FAA, as well as completing a facilities requirement. A Stakeholders session took place in early January, and the virtual open house is still available to view. Comments have tapered off. The alternatives should be completed in a month, as well as a land use compatibility. Timeline is for the CIP, as well as the Airport Master and Business plans, to be presented to the BOAC and City Council in April. Mr. Bodine opened the presentation up for questions. There were none.

This Discussion Item was received and filed.

[2021-3965](#) Staff Report, Fuel Sales & Fuel History

John Ohrazda, Airport Manager, noted that one may notice the steel is up on new Hanger V. Prior to the snowstorm, work was underway to close in the hangar. Cold temperatures may hinder that for a bit, but soon the hangar will be getting closed in and work underway inside. Fuel sales have been much slower this January compared to last January 2020, mostly due to weather, the pandemic and the fact that a medical transport team moved their operations. A lift helicopter has been off site, mostly working on power line repairs at another location but housed at the Airport. Jet traffic and fuel sales have been up during the last two days, which shows growth is continuing as far as corporate traffic into the Airport.

This Presentation was received and filed.

Roundtable

Commissioner Brady commented to Mr. Ohrazda that construction at the new hangar site is commendable, and efficient. Commissioner Benson noted he was heavily involved in the Master and Business Plans from 20 years ago and is glad to see the many accomplishments come about from that planning. He is excited to be involved in the new Master and Business Plans and was welcomed to the BOAC by the members in this meeting. Commissioner Mall stated that the new Master and Business Plans is solid and he is excited with the proposals and what the future holds for the Airport. Christal Weber, Assistant City Manager, welcomed Commissioner Benson to the BOAC and thanked the members for their time.

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Chair Townsend mentioned having an air traffic control presentation on the proposed tower. Mr. Bodine, with CMT, noted this would be appropriate during Phase 2 of the process as they will be reviewing entry into the federal tower program. Commissioner Benson stated he had worked with Dave at the Branson Airport on their tower program.

Adjournment

Chairman Townsend adjourned the February 8, 2021, meeting of the Board of Aeronautic Commissioners at 7:32 p.m., via Zoom meeting.

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"