

**Excelsior Springs Airport Board
Minutes of Meeting**

June 11, 2009

Meeting called to order by Dan Kirkpatrick at 6:00 PM.

Item 1. Roll Call

Present:

Board Members: Dan Kirkpatrick, Ron Holmes, Marlyn Atkinson, Buddy Bunch,
David Jones

Staff Representative – Todd Probasco

Visitor: Ed Holloway

Item 2. Approval of Minutes

A motion was made by Ron Holmes to approve the May 14 minutes; Marlyn Atkinson seconded. Motion Approved.

Item 3. Visitors Section

No presentations.

Item 4. New Business

Dan Kirkpatrick suggested that Old Business be included as a standard agenda item as his report covered both material previously discussed as well as new material.

He has received a quotation from D. R. Petroleum in Chillicothe for a replacement fueling system that included both the credit card pump and billing system and a new 2,000 gallon double wall tank. The tank was included in the quote because they felt that it would be very difficult to get fuel delivered into the tank that is currently located at the airport. The current tank holds only a total of 1,000 gallons in two compartments and is designed to be filled from a type of delivery truck that is no longer being used. The current delivery and unloading equipment would not be able to deliver an accurate amount, safely, into the current tank. The quote that included a new tank was approximately \$43,000. By substituting some used equipment, the total could be reduced to \$36,986.

The board discussed the design of equipment, possible sources of used equipment, and comparing this bid, on a line by line, basis with others already received. The City Manager had expressed his desire to see a line by line comparison of all bids received to ensure that

we are looking at a like-to-like comparison.

Buddy Bunch asked about security measures to prevent vandalism. It was reported that this had not been a problem in the past, although there had been a short time where some fuel theft was occurring. The board felt the most effective measure would be to ensure that the gates were closed, and proper signage regarding airport vandalism being a Federal Offense would be adequate. It was also suggested that a motion sensing camera be installed, and additional lighting for the area be considered.

Dan Kirkpatrick asked Ron Holmes to obtain a fresh bid from the company that he had been talking to about the fueling system, and said that he would check with the City Manager to see if any earlier bids had been received in his office.

Buddy Bunch reported that he had been in contact with the BBQ Contest group regarding the Fly-in that has been associated with the contest in recent years. The dates for this year's event will be August 14 and 15. The Fly-in will be on the 15th. The Optimists have agreed to do the breakfast this year, and BBQ is planned for lunch. The group is looking for other activities. It was suggested that the Young Eagles program be contacted regarding airplane rides for children. Marlyn Atkinson said that he will contact that group. It was also suggested that someone contact one of the traffic helicopters about attending as has been done in the past.

Todd Probasco reported that the City Public Works department is still considering the possibility of doing some asphalt repairs at the airport. It was believed that there would be some money available in the Transportation Trust Fund to cover the expense. However, at this time it is still uncertain as to whether there will be a surplus in that fund because of difficulties encountered in some of this years street repairs. Todd will continue to monitor this.

Ron Holmes reported that there were a number of cleanup-fixup items at the airport that needed to be done and he suggested another work day be planned for the airport. He would like this to include cleaning up the back room of the main hangar, the kitchen area, and repairing leaks in the roof. There is a possibility of the donation of new furniture for the lobby, but Ron felt that we needed to get the leaks fixed first. The date for the work day was set for Saturday July 11.

This started a discussion on the possibilities of what technology could be used to patch the roof leaks. It has been over ten years since the last time the roof was completely coated and newer style coatings may be available. Buddy Bunch reported that the Golf Course is getting their roof sprayed and he will get information from the company doing that work regarding their suggestions/quote for doing the main hangar and tee hangars. Marlyn Atkinson said that Roosterville Airport has a company that comes in on a schedule to spray

their roofs. He will contact Paul Stuber about that service.

Dan Kirkpatrick said that the office roof needs replacement also and that he would suggest a metal roof. A cost comparison needs to be accomplished while bids are being obtained.

Repairs to hangar doors, door insulation, and insulation in the Morton building were also discussed. Most or all of that work could be included in the work day agenda.

Ron Holmes reported that he had talked to a flight school about relocating to Excelsior Springs but no decisions have been made. Dan Kirkpatrick reported that he hasn't heard any more from Safewing Aviation about their interest in relocating to 3EX.

The lower hangar rental rates were to take effect immediately, but no one was certain if the bills that went out for June reflected the new pricing. Tee hangars are now \$75 and enclosed hangars \$150. It is expected that the lower rates will attract new renters to fill in the spaces we have available. Terry Littrel will be picking up his tractor and mower, which will open up one more tee hangar space.

The new City website was discussed. Several errors appear on the airport page, but are already known and being fixed. Effective immediately the minutes from the Airport Board will be sent to the city within three business days and will be posted on the web site. David Jones was given an e-mail address to submit the minutes.

Item 6. Adjourn

A motion was made by Ron Holmes to adjourn. Marlyn Atkinson seconded the motion. Unanimous vote to adjourn at 7:00.

The next meeting will be at the Hall of Waters on Thursday July 9, 2009 at 6:00 pm.

**Excelsior Springs Airport Board
Minutes of Meeting**

August 6, 2009

Meeting called to order by Dan Kirkpatrick at 6:00 PM.

Item 1. Roll Call

Present:

Board Members: Dan Kirkpatrick, Ron Holmes, David Jones, Buddy Bunch
Staff Representative – Todd Probasco

Visitor: Ed Holloway, Mark Houk

Item 2. Approval of Minutes

A motion was made by Ron Holmes to approve the July 9, 2009 minutes; Buddy Bunch seconded. Motion Approved.

Item 3. Visitors Section

Ed Holloway was present, but did not have a presentation for the board. Mark Houk, a long-term hangar renter, asked about rumors that he had heard concerning the lowering of hangar rents. Dan Kirkpatrick responded that the rent reduction had been approved by the Airport Board and implementation was in process. Todd Probasco reported that the City Manager said that the rent reductions could take place without further action but, the rent increase for the enclosed hangars needed to be reviewed by the City Attorney, and the rent adjustments should appear on the September or October statement sent to all hangar renters. Mr. Houk also asked about rumors that he had heard regarding the monthly bills being sent to hangar renters. His concern was centered on his current practice of paying quarterly. Todd Probasco responded confirming that monthly statements are being planned. He added that this will give the city an additional opportunity to communicate with hangar renters and keep them informed as to the progress on airport developments, obtaining fuel, contracting with an operators, etc. Hangar customers who pay rents in advance, would show a credit balance on the statements.

Mr. Houk asked about progress in contracting with a new operator for the airport. Dan Kirkpatrick told him that while there had been several inquiries, there had been no progress toward a contract with any of the inquirers.

Item 4. Old Business

Ron Holmes reported that he had been unable to obtain a third bid for the roofing project.

Has has also not heard anything about grants that might be available to offset the cost of this work. Molly McGovern is looking into available grants. Buddy Bunch added that he had also asked for additional bids on the roof work but had received no response.

Todd Probasco received a bid for a 5,000 gallon fuel tank only. He met with a representative of Double Check at the airport and, after review of the facilities, received an unofficial bid as follows:

3,000 double wall tank with pump (no card reader) \$19,000
5,000 double wall tank with pump (no card reader) \$25,000
Fuelmaster Card reader system (use with either tank above) \$11,500

When a formal bid from this company is received, it will constitute the required three-bid minimum and the Board may prepare a presentation for the City Council.

Item 5. New Business

Jim McCullough and Paul Lane addressed the Board on behalf of the Barbeque and Fly-In on the River committee. They reported that activity at the airport this year should be very much like it has been at each previous fly-in associated with this event. Art Gentry has been in charge of the activities at the airport and has arranged for the pancake breakfast, airplane rides, r/c model aircraft, and bi-plane flyovers. The Masonic Lodge will be sponsoring the pancake breakfast, as they did last year.

Meetings for next years fly-in and barbeque contest will start immediately following this years event, and the Airport Board was invited to participate in all aspects of the planning. Jim reviewed how the money from this even has been distributed to local charities and organizations. He said that Art Gentry has been serving as the liaison for the airport and the committee was not aware that the Airport Board had not been involved in decisions regarding airport use and activities. He reiterated that the committee would like an Airport Board member to serve on their committee.

Dan Kirkpatrick asked that the Board be the liaison, and plan the airport activities. Jim said that the committee would welcome that. Dan said that he would be at the airport Friday afternoon, and all day Saturday for this year's event. Jim encouraged the Board to talk to Art Gentry to see what was going on at this years fly-in. Some small logistic items were discussed relative to this year's event including event insurance, and trash pickup.

Todd Probasco reported that he is still working on a draft of the grant applications. He is getting some coaching from the MODOT regarding these applications prior to their submission.

A Request for Quotation (RFQ) for airport consulting firms was approved by the City

Manager and should go out on August 7. Some of the data provided by these consultants will be necessary to complete the grant applications. The Board discussed the use of “in kind” services for the matching portion of the grants. This is a standard practice and should be considered when planning for the execution of these projects. Use of the sod area parallel to the runway as an aircraft operations area was discussed as one method to minimize disruption to airport operation while paving work is being done. The Board agreed that a plan needs to be developed and communicated to hangar renters regarding aircraft operations during the time repair work is underway.

Discussion turned to a variety of small operational issues associated with the airport. Todd asked what size the windsock at the airport was so that a new one could be ordered. No one present was certain, so measurements will need to be taken. While some money was provided in the current budget for repair of airport runway lighting replacement of the entire system will be needed soon. Todd cautioned that too many grant applications being filed with MODOT could have a negative effect on the chances for approval. MODOT suggested that the request for consulting and the runway repair projects would be a reasonable request for the first year.

The City Manager has approved an “Airport Operations Area” sign being installed to block the road that is currently being used for dumping. City Departments will also be notified that they must stop using that area for dumping. Dan asked about getting the area off of the South end of the runway mowed. Todd said that he would include that in the next mowing – before the fly-in.

Todd reported that the city budgeting process is underway for the October 1 fiscal year. He will be sending Board members this years budget figures.

Mark McCaslin has moved two of his aircraft out of the Morton building at the airport and relocated them to the Grain Valley airport. To the best of anyone present’s knowledge, he has not given notice of vacating the hangar slots. Also discussed was the fact that Matt Miller who also keeps and aircraft in the Morton Building has not paid hangar rent since last year.

Todd discussed the initiation of a hangar lease agreement which would detail the rates and responsibilities of all parties. This is currently being done at most area airports. This lease may be initiated with the next hangar rate change.

Mark Houk asked about getting a key to the administration building so that he would have access to the rest rooms. There was no objection, and a key will be issued to him.

Item 6. Adjourn

A motion was made by Buddy Bunch to adjourn. Ron Holmes seconded the motion.

Unanimous vote to adjourn at 7:08.

The next meeting will be at the Hall of Waters on Thursday September 10, 2009 at 6:00 pm.

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**Excelsior Springs Airport Board
Minutes of Meeting**

February 11, 2010

Meeting called to order by Dan Kirkpatrick at 6:10 pm.

Item 1. Roll Call

Present:

Dan Kirkpatrick, Ron Holmes, Marlyn Atkinson, Jerry Woods, and Ambrose Buckman.
Staff Representative, Shannon Stroud.

Absent:

Ken Gordy.

Visitor: Ed Holloway.

Item 2. Approval of Minutes

A motion was made by Ron Holmes to approve the January 14, 2010 minutes; Marlyn Atkinson seconded. Motion Approved.

Item 3. Visitors Section

No comments were brought forward.

Item 4. Report – Manager Duties – Dan Kirkpatrick

Dan Kirkpatrick hasn't discussed his issues the City Manager so nothing new to report.

Item 5. Report – Facility Repairs – Ron Holmes

Ron Holmes received three bids for the new furnace. The bids range from \$1,825.00 to \$1,888.00. Ron still needs to speak with Public Works Director, Chad Birdsong to see what kind of a lift the City has to install the furnace. Ron Holmes recommends the bid from Hales Heating and Cooling and recommends that board members install the unit to save approximately \$800.00. City Manager, Dave Haugland will decide if Airport Board Members will install the unit or if a contractor will install.

Item 6. New Business

There is a new aircraft occupying the Morton Building, it's owned by Tim Claire.

Enclosed space is still available. The new fuel tank will be delivered on February 18, 2010 around 10:00 am. Representatives from the City's Public Works Department will be contacted to help unload the old tank and the new tank will be installed on February 26, 2010. The old 1,000 gallon tank will be for sale, as is, for approximately \$1,000.00. Dan Kirkpatrick is to talk with Dave Haugland to determine which individual(s) will be trained on the new credit card reader system. The Master Plan does not have to be complete to finish the resurfacing project. Board members discussed ramp repair in front of the Morton Building. Jerry Woods is to look at it and determine a cost for gravel needed to take care of the issue. The lights outside in the T hangars are off some of the time but on most of the time, they need looked at and fixed. Board members recommend that Ken Gordy be contacted due to lack of attendance. If he can not attend, a new member should be found. After the fueling system is taken care of, upcoming projects would be fuel comparison, implementing the Lease Agreement, and requirements for finding an operator.

Item 7. Adjourn

Marlyn Atkinson motioned to adjourn; Ron Holmes seconded, motion approved.
Meeting adjourned at 7:10 pm.

**Excelsior Springs Airport Board
Minutes of Meeting**

July 14, 2010

Meeting called to order by Dan Kirkpatrick at 3:00 pm.

Item 1. Roll Call

Present: Dan Kirkpatrick, Ron Holmes, Marlyn Atkinson, Jerry Woods, Ambrose Buckman, Council Representative, Staff Members Larry Murry and Joe Fontenot, and Shannon Stroud, Secretary.

Absent: Ken Gordy.

Item 2. Approval of Minutes

A motion was made by Marlyn Atkinson to approve the June 17, 2010 minutes; Jerry Woods seconded. Motion Approved.

Item 3. Visitors Section

No visitors were in attendance.

Item 4. Report – Fuel System

Airport Manager, Dan Kirkpatrick began discussion regarding runway repair. Dan is asking if any of the board members can assist in repair of the runway. If not, they will look to the city for the repair.

Item 5. Office Roof Repair

Dan Kirkpatrick will ask Chad Birdsong with Construction Services to look at the roof and give an estimate for repair. The bid that was given to the City Manager is \$3,500.00.

Item 6. Fly In

The Fly-In is Saturday, August 21st from 7:00 am – 2:00 pm. The Assembly of God Church is providing the grill and cooking breakfast and lunch for the event. The Young Eagles, supported by Clay County, will be there as well as five steerman to give rides to children. Details were discussed and flyers will be created listing only the Fly-In to be distributed before the event.

Item 7. Comments

A fire extinguisher with a cabinet that meets code will be obtained for the fuel tank. Jerry Woods is taking care of it. Stencils are needed for the tank for emergency purposes. Ambrose Buckman will check on the price. AirNav.com has been chosen to advertise the fuel at the airport. Set up is complete and the city has been billed.

Item 8. Adjourn

Marlyn Atkinson motioned to adjourn; Jerry Woods seconded, motion approved.
Meeting adjourned at 4:00 pm.

Shannon Stroud
Secretary to the Airport Board

**Excelsior Springs Airport Board
Minutes of Meeting**

August 11, 2010

Meeting called to order by Dan Kirkpatrick at 3:00 pm.

Item 1. Roll Call

Present: Dan Kirkpatrick, Ron Holmes, Marlyn Atkinson, Jerry Woods, Ambrose Buckman, Council Representative, Staff Members Larry Murry and Joe Fontenot, and Shannon Stroud, Secretary.

Absent: Ken Gorby.

Item 2. Approval of Minutes

A motion was made by Jerry Woods to approve the July 14, 2010 minutes; Marlyn Atkinson seconded. Motion Approved.

Item 3. Visitors Section

No visitors were in attendance.

Item 4. Runway Repair

Airport Manager, Dan Kirkpatrick would like to know who can help to fill in the cracks in the runway. If no response then he hopes by fall 2010 the City can complete the task.

Item 5. Office Roof Repair and Painting Buildings

Bids were sent out by the City for the office roof repair. The request deadline is August 18, 2010. Board members would like to paint the main office area before the Fly In if the City will supply the paint. Ambrose Buckman will request 30 gallons of paint.

Item 6. New Hangar Rental

One new hangar has been rented. The tenant paid four months in advance.

Item 7. Fly In

The Fly-In is Saturday, August 21st from 7:00 am – 2:00 pm. The grill is at the airport to use for breakfast and lunch. The Young Eagles will be there, Rod Hightower from the

EAA will be there, and at least four steerman will give rides to children and adults. Board members will conduct a clean up day on Friday, August 20, 2010 to prepare the main office area and rope off areas needed for the event.

Item 8. Comments

Board members asked for updates regarding the installation of bollards at the fuel tank and for the Beacon Light and all outside lights to be checked at the airport. Board members were asked to create a list of repairs and upcoming projects for future budget reviews.

Item 9. Adjourn

Jerry Woods motioned to adjourn; Marlyn Atkinson seconded, motion approved.
Meeting adjourned at 3:45 pm.

Shannon Stroud
Secretary to the Airport Board

**Excelsior Springs Airport Board
Minutes of Meeting**

September 16, 2010

Meeting called to order by Dan Kirkpatrick at 3:00 pm.

Item 1. Roll Call

Present: Dan Kirkpatrick, Ron Holmes, Marlyn Atkinson, Jerry Woods, David Haugland, City Manager, Staff Member Larry Murry, and Shannon Stroud, Secretary.

Absent: Ambrose Buckman and Ken Gordy.

Item 2. Approval of Minutes

A motion was made by Jerry Woods to approve the August 11, 2010 minutes; Marlyn Atkinson seconded. Motion Approved.

Item 3. Visitors Section

No visitors were in attendance.

Item 4. Discussion of Capital Improvements Items

Airport Manager, Dan Kirkpatrick listed the items to be funded by the Capital Improvements Authority. Repair of the roof in the main building and sealing and striping the runway are the high priority items. Some electrical will be included. It was determined to ask for \$20,000 from the Capital Improvements Authority to fund these repairs.

Item 5. Advertisement to Rent Hangars

An advertisement should go in General Aviation News and other publications regarding Hangar Rental. Two tenants no longer rent a hangar but two new tenants are taking their place. New tenants should come to the Cashier Window at the Hall of Waters Building to receive keys and set up an account.

Item 6. Advertisement for Full Time Operator

An advertisement should go in General Aviation News and other publications for a Full Time Operator. Dave Haugland will provide requirements for the operator position.

Item 7. Office Roof Repair

Bids have been received for the roof repair. This will be taken to the Capital Improvements Authority.

Item 8. Comments

Board members asked for updates regarding the installation of bollards at the fuel tank, they should be installed next week by Public Works. Marlyn Atkinson reported on the Fly-In. It went well but they were a little short on pilots. Some children did not get to ride. The church members cooking during the event served 250 people for breakfast and 40 people for lunch. Next year they would like to have the inflatables at the airport.

Item 9. Adjourn

Marlyn Atkinson motioned to adjourn; Jerry Woods seconded, motion approved.
Meeting adjourned at 3:35 pm.

Shannon Stroud
Secretary to the Airport Board

**Excelsior Springs Airport Board
Minutes of Meeting**

November 18, 2010

Meeting called to order by Marlyn Atkinson at 3:00 pm.

Item 1. Roll Call

Present: Dan Kirkpatrick, Ron Holmes, Marlyn Atkinson, Jerry Woods, Don Sharp, Council member Ambrose Buckman, Staff Members Joe Fontenot, Larry Murry, David Haugland, and Shannon Stroud, Secretary.

Absent: None.

Item 2. Approval of Minutes

A motion was made by Ron Holmes to approve the October 13, 2010 minutes; Jerry Woods seconded. Motion Approved.

Item 3. Visitors Comments

One visitor was in attendance. He did not wish to address the board.

Item 4. Manager's Report

Airport Manager, Dan Kirkpatrick reported that \$1,241 gallons of fuel have been sold to this date. There are 3 new tenants; 1 in the Morton building and 2 in T Hangars. The large hangar can support another tenant. One plane needs removed, the tenant is behind on the rent and the plane should be moved to the outside to be rented to someone else. The runway lights are not working. Dan Kirkpatrick will report it. Gary Sanson will be notified to repair all lights at the airport. David Haugland placed calls to the State to have a representative come and review the violations and determine what violations to repair first. Roof repair will begin at the end of the month. Steps to the fuel pump are in place. The wind tee is off the pedestal. Board members and volunteers will place it back on. A tree blocking the view near the end of the runway and at the south side of the golf course should be removed.

Item 5. Comments

Liability Insurance will continue through the same company as before, Davidson Solid Rock.

Item 6. Adjourn

Motion to adjourn made by Dan Kirkpatrick; seconded by Jerry Woods. Meeting adjourned at 3:25 pm.

Shannon Stroud
Secretary to the Airport Board

**Excelsior Springs Airport Board
Minutes of Meeting**

January 6, 2011

Meeting called to order by Marlyn Atkinson at 3:00 pm.

Item 1. Roll Call

Present: Dan Kirkpatrick, Ron Holmes, Marlyn Atkinson, Don Sharp, Jerry Woods, Ambrose Buckman, Larry Murry, Joe Fontenot, and Shannon Stroud, Secretary.

Absent: Dave Haugland.

Item 2. Approval of Minutes

A motion was made by Ron Holmes to approve the December 9, 2010 minutes; Dan Kirkpatrick seconded. Motion Approved.

Item 3. New Business

Ideas and cost were discussed for growth, addition of enclosed hangars, and a full-time operator. Manager, Dan Kirkpatrick will talk to City Manager, Dave Haugland to get a sample lease put together for additional hangars with a taxi-way, all at the individuals expense, example \$600.00 a year. Airport Board Members will ask the City to pave a small section of the drive that is in extremely bad shape. Airport Board members will find ways to raise money and make small improvements throughout the year.

Item 4. Old Business

Ron Holmes did a great job in fixing the window in the lobby. The cover over the fuel tank is complete. The tree near the runway will be taken down next week.

Item 5. Manager's Report

S&M Electric needs an inventory list of parts that the airport already has; Dan Kirkpatrick will get the list to Dave Haugland. The airport has lenses but no bases, green lights go at the ends and white lights for the runway. The Dusk to Dawn lights have been repaired. Fuel does not need ordered at this time.

Item 6. Comments

Should there be a Spring Fly-In to raise money? Marlyn Atkinson would be the coordinator for events. Discussion of Fly-Ins will take place next month.

Item 7. Adjourn

Meeting adjourned at 3:35 pm. The next meeting will be February 3, 2011 at 3:00 pm.

Shannon Stroud

Secretary to the Airport Board

**Excelsior Springs Airport Board
Minutes of Meeting**

February 3, 2011

Meeting called to order by Marlyn Atkinson at 3:00 pm.

Item 1. Roll Call

Present: Dan Kirkpatrick, Ron Holmes, Marlyn Atkinson, Don Sharp, Jerry Woods, and Shannon Stroud, Secretary.

Absent: Ambrose Buckman, Joe Fontenot, Dave Haugland, and Larry Murry.

Item 2. Approval of Minutes

A motion was made by Dan Kirkpatrick to approve the January 6, 2011 minutes; Ron Holmes seconded. Motion Approved.

Item 3. New Business

Discussed having a Fund Raiser for the Airport; a Pancake Breakfast and Fly-In. It will be held on Saturday, May 21, 2011 from 7:00 a.m. – 11:00 a.m. Dan Kirkpatrick will create a flyer for local advertising.

Item 4. Old Business

Don Sharp asked what happened to the “Friends of the Airport” group and the money that was raised from the group.

Item 5. Manager’s Report

A priority for this year will be the runway lights. Dan Kirkpatrick noted that 2010 wasn’t a bad year for the airport; the fuel tank is in, new pavement in front of the Morton building, and got a new roof.

Item 6. Comments

None.

Item 7. Adjourn

Meeting adjourned at 3:25 pm.

Shannon Stroud
Secretary to the Airport Board

**Excelsior Springs Airport Board
Minutes of Meeting**

March 2, 2011

Meeting called to order by Marlyn Atkinson at 3:00 pm.

Item 1. Roll Call

Present: Dan Kirkpatrick, Ron Holmes, Marlyn Atkinson, Don Sharp, Jerry Woods, Larry Murry, Joe Fontenot, and Shannon Stroud, Secretary.

Absent: Ambrose Buckman and Dave Haugland.

Item 2. Approval of Minutes

A motion was made by Don Sharp to approve the February 3, 2011 minutes; Ron Holmes seconded. Motion Approved.

Item 3. New Business

The Board discussed the roof leak in the main hangar. Joe Fontenot will work with the City Manager to get the roofing company to come back and fix the leaks. Board members also discussed painting the T-Hangers when weather permits.

Item 4. Old Business

Saturday, May 21, 2011 from 7:00 am – 11:00 am is the Pancake Breakfast and Fly-In. The rain-out date is Sunday, May 22, 2011. Flyers will be created by Dan Kirkpatrick, Ron Holmes will get the grill, parking will be handled by Don Sharp, food and tables and chairs will be handled by all members. The Young Eagles will have volunteers there from 9:00 am – 1:00 pm.

Item 5. Manager's Report

Dan Kirkpatrick reported that fuel was received on President's Day and that the price has gone up to \$4.29. Dan will report to the City Manager the number of lights needed for the runway.

Item 6. Comments

The tree causing a problem near the runway is still there, will it be cut down soon? The next Airport Board Meeting is Wednesday, April 6, 2011 at 3:00 pm.

Item 7. Adjourn

Meeting adjourned at 3:40 pm.

Shannon Stroud

Secretary to the Airport Board

**Excelsior Springs Airport Board
Minutes of Meeting**

April 6, 2011

Meeting called to order by Marlyn Atkinson at 3:00 pm.

Item 1. Roll Call

Present: Dan Kirkpatrick, Ron Holmes, Marlyn Atkinson, Don Sharp, Jerry Woods, Ambrose Buckman, Joe Fontenot, and Shannon Stroud, Secretary.

Absent: Larry Murry and Dave Haugland.

Item 2. Approval of Minutes

A motion was made by Dan Kirkpatrick to approve the March 2, 2011 minutes; Ron Holmes seconded. Motion Approved.

Item 3. Old Business

The Board discussed the fuel pump being down but it is now working. Padlocks are needed for the tank and the pumps; Joe Fontenot will purchase them and get them placed. Airport members requested an answer from the City Manager to do business under Friends of the Airport and to obtain their own checking account. The board cannot obtain a checking account with individual board members names but they may use the City's purchasing system and earmark the money for airport use only. Charging and purchasing of airport supplies can only be done by City employees. Marlyn Atkinson contacted ManAirCo regarding the order and costs of lights for the runway. The order will be for white, blue, and green lights. Dan Kirkpatrick motioned to take the total project cost of \$1,350.00 for the lights to the City Manager; Jerry Woods seconded. Motion approved. Details were discussed for the upcoming Fly-In on Saturday, May 21, 2011 and Board members are still trying to get a confirmation from the Young Eagles. Don Sharp motioned to change the hours of the Fly-In from 7:30 am – 10:30 am; Dan Kirkpatrick seconded. Motion approved.

Item 4. Manager's Report

Dan Kirkpatrick requested all board members to bring their list of volunteers and details to finalize the Fly-In during the May meeting. Ambrose Buckman will inform the City Council members of the Fly-In.

Item 5. Comments

Listing Agenda items for each month was discussed. Send all items to Shannon Stroud before the meeting.

Item 6. Adjourn

The next Airport Board Meeting is Wednesday, May 4, 2011 at 3:00 pm. The Airport Board Meeting adjourned at 3:45 pm.

Shannon Stroud
Secretary to the Airport Board

**Excelsior Springs Airport Board
Minutes of Meeting**

May 4, 2011

Meeting called to order by Marlyn Atkinson at 3:00 pm.

Item 1. Roll Call

Present: Dan Kirkpatrick, Ron Holmes, Marlyn Atkinson, Jerry Woods, Mayor Ambrose Buckman, Larry Murry, Joe Fontenot, and Shannon Stroud, Secretary.

Absent: Don Sharp.

Item 2. Approval of Minutes

A motion was made by Jerry Woods to approve the April 6, 2011 minutes; Ron Holmes seconded. Motion Approved.

Item 3. Old Business

The Board discussed the upcoming Fly-In. A Work Day will be held Friday, May 20, 2011 beginning at 9:00 am. Food, tables, chairs, setup, parking, and other details were discussed again this month. Each board member will hand out 5 flyers each. The price of fuel is still at \$4.39 but will soon be raised.

Item 4. Manager's Report

Dan Kirkpatrick sprayed weed killer along the runway but hasn't done the taxiway yet.

Item 5. New Business

There is insulation in the main hangar to get rid of. The City Attorney and City Council are reviewing the Inspection Report (Attached) from the state and all liability issues associated with the airport. Trimming the trees near the runway will be considered as well. Runway lights are not working due to electrical problems. The lights are in and board members would like to install the lights themselves.

Item 6. Comments

Dan Kirkpatrick motioned to change the Airport Board Meetings to the first Tuesday of each month at 6:00 pm at the Airport; Jerry Woods seconded. Motion approved. The next meeting will be Tuesday, June 7, 2011 at 6:00 pm at the Airport.

Item 6. Adjourn

The Airport Board Meeting adjourned at 4:00 pm.

Shannon Stroud
Secretary to the Airport Board

**Excelsior Springs Airport Board
Minutes of Meeting**

June 22, 2011

Meeting called to order by Marlyn Atkinson at 5:00 pm.

Item 1. Roll Call

Present: Dan Kirkpatrick, Ron Holmes, Marlyn Atkinson, Jerry Woods, Mayor Ambrose Buckman, City Manager, David Haugland, Larry Murry, Joe Fontenot, and Shannon Stroud, Secretary.

Absent: None.

Item 2. Approval of Minutes

A motion was made by Dan Kirkpatrick to approve the May 4, 2011 minutes; Don Sharp seconded. Motion Approved.

Item 3. Old Business

The Board reviewed details from the recent Fly-In and Pancake Breakfast and thanked everyone that helped. The Young Eagles flew 30 kids. One suggestion was made to advertise more, locally. Total raised after paying expenses was \$314.00.

Item 4. Manager's Report

Dan Kirkpatrick reported that several planes from Missouri City and Lexington have rented space at the airport because of the flooding. The T-Hangars are full and the inside is almost full. The fuel price was raised to \$4.65 per gallon. Insulation in the Main Hangar will be discarded by Dan Kirkpatrick.

Item 5. New Business

Details were discussed to hold a Cook-out for the board members, the volunteers from the Fly-In and their families as an appreciation for their help. The date for the cook-out is Sunday, July 10th at 5:00 pm. Runway lights will be replaced by board members. The runway needs repair, details were discussed. Other improvements will be noted and brought to the next meeting for discussion.

Item 6. Comments

Dan Kirkpatrick motioned to hold future Airport Board Meetings the first Wednesday of each month at 5:00 pm in the Hall of Waters Conference Room; Jerry Woods seconded. The next Airport Board Meeting will be Wednesday, July 6, 2011 at 5:00 pm.

Item 6. Adjourn

Dan Kirkpatrick motioned to adjourn the meeting at 5:45 pm; Don Sharp seconded. Meeting adjourned.

Shannon Stroud
Secretary to the Airport Board

**Excelsior Springs Airport Board
Minutes of Meeting**

July 6, 2011

Meeting called to order by Marlyn Atkinson at 5:00 pm.

Item 1. Roll Call

Present: Dan Kirkpatrick, Ron Holmes, Marlyn Atkinson, Jerry Woods, Larry Murry, Joe Fontenot, and Shannon Stroud, Secretary.

Absent: Don Sharp, Mayor Ambrose Buckman, and City Manager David Haugland.

Item 2. Approval of Minutes

A motion was made by Jerry Woods to approve the June 22, 2011 minutes; Ron Holmes seconded. Motion Approved.

Item 3. Old Business

Runway Lights – the Runway lights are replaced and working except for approximately 3 of them, thanks to Jerry Woods and Marlyn Atkinson. Parts will be needed for the remaining lights to work.

Improvement Projects are: Dusk to Dawn Sensor's, parts for the Runway Lights, spare bulbs, sealer for the runway, the hole midway through the runway needs repaired, the T-Hangar roofs are sagging, and water is running in near the main hangar where the office and the hangar meet.

Cook-out – the get together to thank the workers for helping with the Fly-In is Sunday, July 10, 2011 around 5:00 pm.

Item 4. Manager's Report

Dan Kirkpatrick reported that another plane is renting the Main Hangar, there are 5 total.

Item 5. New Business

BBQ Contest and Fly-In On the River – August 19th & 20th. Need to start discussing the Pancake Breakfast on August 20th from 7:30 – 11:00 am.

FBO – Ron Holmes has a person in mind. He will work with this person to create terms and conditions and present documentation for the City Manager to review.

Item 6. Comments

The next meeting will be Wednesday, August 3rd at 5:00 pm in the Hall of Waters Conference Room.

Item 6. Adjourn

Dan Kirkpatrick motioned to adjourn the meeting at 5:40 pm; Jerry Woods seconded.
Meeting adjourned.

Shannon Stroud
Secretary to the Airport Board

**Excelsior Springs Airport Board
Minutes of Meeting**

August 3, 2011

Meeting called to order by Marlyn Atkinson at 5:00 pm.

Item 1. Roll Call

Present: Dan Kirkpatrick, Ron Holmes, Marlyn Atkinson, Jerry Woods, Don Sharp, City Manager David Haugland, Mayor Ambrose Buckman, Larry Murry, Joe Fontenot, and Shannon Stroud, Secretary.

Absent: None.

Item 2. Approval of Minutes

A motion was made by Jerry Woods to approve the July 6, 2011 minutes; Don Sharp seconded. Motion Approved.

Item 3. Old Business

Runway Lights – the Runway lights are replaced and working, need to order a few more.

Bar-B-Q/Fly-In on the River Pancake Breakfast – Marlyn Atkinson spoke with Roosterville to get some help at the Bar-B-Q Contest. They have helped twice, Marlyn Atkinson requests to pay Roosterville \$200.00 for gas money. The motion was made by Dan Kirkpatrick to pay \$50.00 to each for fuel, up to \$200.00; seconded by Ron Holmes. Motion approved. Dan Kirkpatrick will create the informational flyer for the Bar-B-Q contest and the City will pay postage to distribute them.

Lights in T-Hangars – the lights in the T-Hangars stay on all the time; would like Gary Sanson to check them.

Item 4. Manager's Report

Dan Kirkpatrick commended the Parks and Recreation Department for mowing at the airport. The hole in the runway has been filled. The cracks in the runway still need filled. The fuel price was raised to \$5.00.

Item 5. New Business

City Manager David Haugland reiterated issues with board members. The fuel system was out on Sunday; Dan Kirkpatrick will notify David Haugland when that happens. All information has been sent to the City Attorney regarding non-payment from the accounts with Carolan and Gentry. Agenda items need to be sent to Shannon Stroud as soon as possible or there will not be a meeting. The air conditioner in the airport office was replaced. All purchases must be approved by David Haugland. A key code system may be installed to simplify all the key problems with the airport office door. Joe Fontenot will check pricing.

Item 6. Comments

The next meeting will be Wednesday, September 14th at 5:00 pm.

Item 7. Adjourn

Dan Kirkpatrick motioned to adjourn the meeting at 5:40 pm; Don Sharp seconded.
Meeting adjourned.

Shannon Stroud
Secretary to the Airport Board

**Excelsior Springs Airport Board
Minutes of Meeting**

September 14, 2011

Meeting called to order by Marlyn Atkinson at 5:00 pm.

Item 1. Roll Call

Present: Dan Kirkpatrick, Ron Holmes, Marlyn Atkinson, Jerry Woods, Don Sharp, Larry Murry, Joe Fontenot, and Shannon Stroud, Secretary.

Absent: David Haugland and Ambrose Buckman.

Item 2. Approval of Minutes

A motion was made by Ron Holmes to approve the September 14, 2011 minutes; Dan Kirkpatrick seconded. Motion Approved.

Item 3. Old Business

Bar-B-Q/Fly-In on the River Pancake Breakfast – Marlyn Atkinson reported that 117 paying customers attended the breakfast and they took in a total of \$375.40. The previous pancake breakfast raised was \$316.00 making a grand total raised this year of \$691.40. The Young Eagles helped with the event and compensation to the group was offered but they wouldn't accept.

Leak in Office – the ceiling in the office is leaking. Joe Fontenot will call the roofing company.

Item 4. Manager's Report

Dan Kirkpatrick reported that 3,800 gallons of fuel has been sold since it was installed. The price may increase to \$5.25 in the near future.

Item 5. New Business

Cook-out – board members will have a cookout on Sunday, September 25, 2011 from 3:00 – 5:00 pm. Board members would like the City to consider putting a combination lock on the office door. It will make things easier for all tenants and the City by not having excess keys floating around. Joe Fontenot has pricing and will discuss with the City Manager.

Mowing – David Haugland is to request additional mowing from the Golf Course or the Parks and Recreation for the section of mowing that Marylyn Atkinson just mowed.

Extra Cash – the money raised from the cook-outs will be used for painting of the T-Hangars and painting inside the office.

Requests to the City from the Board – the loose gravel area should be fixed at the entrance of the airport and sealing the specific sections on the runway.

Item 6. Comments

The next meeting will be Wednesday, October 5, 2011 at 5:00 pm.

Item 7. Adjourn

Ron Holmes motioned to adjourn the meeting at 5:30 pm; Don Sharp seconded. Meeting adjourned.

Shannon Stroud
Secretary to the Airport Board

**Excelsior Springs Airport Board
Minutes of Meeting**

October 5, 2011

Meeting called to order by Marlyn Atkinson at 5:00 pm.

Item 1. Roll Call

Present: Dan Kirkpatrick, Ron Holmes, Marlyn Atkinson, Jerry Woods, Larry Murry, and Joe Fontenot.

Absent: David Haugland, Ambrose Buckman, Don Sharp, and Shannon Stroud.

Item 2. Approval of Minutes

A motion was made by Ron Holmes to approve the September 14, 2011 minutes; Dan Kirkpatrick seconded. Motion Approved.

Item 3. Old Business

Cookout – another cookout is being planned.

Item 4. Manager's Report

Dan Kirkpatrick reported on fuel. Going to wait to purchase fuel to see what the prices are doing.

Item 5. New Business

Asphalt – A diagram was given to each board member indicating where new asphalt will be put down at the airport. The repair will be funded for \$25,000.00 from the Capital Improvements Authority. The Capital Improvements Meeting is Monday, October 5, 2011 at 4:00 pm if any board member would like to attend.

Item 6. Comments

The next meeting will be Wednesday, November 2, 2011 at 5:00 pm.

Item 7. Adjourn

Ron Holmes motioned to adjourn the meeting at 5:30 pm; Marlyn Atkinson seconded. Meeting adjourned.

Larry Murry/Shannon Stroud
Secretary to the Airport Board

**Excelsior Springs Airport Board
Minutes of Meeting**

November 2, 2011

Meeting called to order by Marlyn Atkinson at 5:00 pm.

Item 1. Roll Call

Present: Dan Kirkpatrick, Ron Holmes, Marlyn Atkinson, Jerry Woods, Don Sharp, Dave Haugland, Ambrose Buckman, Joe Fontenot, and Shannon Stroud.

Absent: Larry Murry.

Item 2. Approval of Minutes

A motion was made by Dan Kirkpatrick to approve the October 5, 2011 minutes; Ron Holmes seconded. Motion Approved.

Item 3. Old Business

New Asphalt – Marlyn Atkinson and all board members expressed gratitude to all that made it happen and gave compliments on the new asphalt, looks great!

Painting – board members volunteered to paint the hangars and other areas in the building but due to liability issues, city crews will do the painting. Joe Fontenot will order the paint.

Door Locks – one door lock was ordered by Joe Fontenot. It is a push button type with a code and a key, very heavy duty. This one will be installed for the main office, if it serves the purpose more may be ordered for the other doors.

October Cookout – the last cookout went well. The next cookout will be open to the public.

Lights for Runway – bulbs were ordered by Joe Fontenot for the runway.

Roof Leaks – the roofing company has been contacted and has checked the top and outside of the roof. The leaks are not coming from the top. He will come back if board members or staff can pinpoint the leak.

Item 4. Manager's Report

Fuel – Dan Kirkpatrick will wait to purchase fuel after the tank gets below 500 gallon. A sign will be posted to keep fuel trucks and heavy traffic from entering in the airport and tearing up the new asphalt. Access to the fuel tank will be outside the fence.

Sealer for Runway – Joe Fontenot will order a 55 gallon drum of sealer for the runway.

Non-payment – two Hangar Rental accounts still have a non-payment status; the City Manager will handle this.

Resignation of Board Member – Dan Kirkpatrick has resigned as an Airport Board member. He will still be the Airport Manager and fulfill those same duties but will no longer be a board member. It was suggested that Ed Holloway fill the open position on the board.

Item 5. New Business

November Cookout – Jerry Woods motioned to have the November Cookout; Don Sharp seconded. Motion unanimously approved. It will be Sunday, November 6, 2011 at 3:00 pm. The new ramp is in for people to see and there will be a Kansas City area Girls Volleyball Team in attendance to take pictures with the planes and to enjoy the cookout. The event will be posted on the website and put in the Daily Standard for exposure of the Airport. A portion of the money from previous fundraisers will be used for food.

Hangar Rentals – there are only 2 spaces left for hangar rental.

Fundraising Money – board members have conducted fundraisers in the past and asked if they can create an account to manage the money. They must create a club with their names and signatures on it to hold fundraisers and the funds from the fundraisers and establish their own account. If they don't then the money they earn from the airport will have to come into the City's accounting system and be marked for the Airport.

Item 6. Comments

Ron Holmes would like everyone to be thinking about a five or ten year plan for the airport. We need new hangars and need an operator out there. Now that activity has increased and with improvements being made, it's time to create a long term plan. The issue will be on the Agenda at the next meeting.

Item 7. Adjourn

Ron Holmes motioned to adjourn the meeting at 5:54 pm; Marlyn Atkinson seconded. Meeting adjourned.

Shannon Stroud
Secretary to the Airport Board

**Excelsior Springs Airport Board
Minutes of Meeting**

December 7, 2011

Meeting called to order by Marlyn Atkinson at 5:00 pm.

Item 1. Roll Call

Present: Ron Holmes, Marlyn Atkinson, Jerry Woods, Don Sharp, Ed Holloway, Dave Haugland, Ambrose Buckman, Dan Kirkpatrick, Joe Fontenot, Larry Murry, and Shannon Stroud.

Absent: None.

Item 2. Approval of Minutes

A motion was made by Jerry Woods to approve the November 2, 2011 minutes; Ed Holloway seconded. Motion Approved.

Item 3. Old Business

New Door Lock – the new door lock will be installed by a locksmith the middle of next week.

Replacement Bulb for Runway Lights – Joe Fontenot will get the new size needed.

Supplies for the Runway – Joe Fontenot will wait until early spring to order filler for the cracks in the runway and paint.

November Cookout – board members hosted the November Cookout with the KC Highland Volleyball Team in attendance and were taking pictures in front of the planes.

Item 4. New Business

Main Hangar Door Repair – it needs a seal at the bottom. Joe Fontenot will follow up on the repair.

Establish a Name to Track Funds for Fundraisers – airport board members hold fundraisers throughout the year and need to establish an account to accept donations and use the funds. Don Sharp made a motion to name the group “Friends of the Airport”; Jerry Woods seconded. Motion approved.

Adopt a 5 – 10 Year Plan – Ron Holmes began discussion for the plan. He gave an overview of what’s been accomplished to date and he would like board members to bring ideas to create further activity. Holmes would like to see the airport opened up to churches and businesses that don’t know it’s there and he feels that it will need additional hangar space. Marlyn Atkinson suggested that a flight instructor might help draw in business. Members were asked to be prepared at the next meeting to discuss how to increase activity at the airport.

Item 5. Manager’s Report

Fuel – Dan Kirkpatrick will wait to purchase fuel. There is one less plane at the airport; Ron Holmes sold one of his planes.

Item 6. Comments

None.

Item 7. Adjourn

Ron Holmes motioned to adjourn the meeting at 5:45 pm; Marlyn Atkinson seconded. Meeting adjourned. The next meeting is Wednesday, January 4, 2012 at 5:00 pm.

Shannon Stroud
Secretary to the Airport Board

Excelsior Springs Airport Board
Minutes of Meeting

February 1, 2012

Meeting called to order by Marlyn Atkinson at 5:00 pm.

Item 1. Roll Call

Present: Ron Holmes, Marlyn Atkinson, Jerry Woods, Don Sharp, Ed Holloway, Dan Kirkpatrick, Ambrose Buckman, Larry Murry, Joe Fontenot, and Shannon Stroud.

Absent: David Haugland.

Item 2. Approval of Minutes

Ron Holmes motioned to approve the January 4, 2012 meeting minutes. Don Sharp seconded. Motion approved.

Item 3. Old Business

Runway Lights – continued discussion of how to repair.

Cookout Date – March 11, 2012 at 4:00 pm was set for the next cookout.

State Funding for Improvements – is it possible to ask for funding again? Joe Fontenot said the State discouraged it but board members say it doesn't hurt to ask. Joe will review the paperwork from the last request and update the board. He also believes there is another resource for Aviation funding.

Wish Lists for 5 – 10 Year Plan - each member stated their wants; a restaurant, golf cart rides to the Golf Course restaurant or a shuttle to other restaurants in town when out-of-town people fly in. Dan Kirkpatrick may have Steerman coming in during the summer, he will pursue the issue. Paint the hangars now but add additional hangars later, eventually get rid of old T-Hangars and do all enclosed hangars, Ron Holmes checking on cost.

Runway overlay, take care of as many State violations as we can, fix roof with a different slope. Get the parking lot fixed; right now it can be done by adding gravel in the front area and in front of the T-Hangars.

Item 4. New Business – Fly-In Events

Moisture in Main Hangar – discussed getting a de-humidifier or ceiling fans to help.

Item 5. Manager's Report

Dan Kirkpatrick noted that a new load of fuel was delivered. The price is still at \$5.00 a gallon.

Item 6. Comments

None.

Item 7. Adjourn

The meeting adjourned at 5:55 pm. The next meeting is Wednesday, March 7, 2012 at 4:00 pm.

Shannon Stroud – Secretary

Excelsior Springs Airport Board
Minutes of Meeting

March 7, 2012

Meeting called to order by Marlyn Atkinson at 4:00 pm.

Item 1. Roll Call

Present: Ron Holmes, Marlyn Atkinson, Jerry Woods, Don Sharp, Ed Holloway, Ambrose Buckman, Larry Murry, Joe Fontenot, and Shannon Stroud.

Absent: Dan Kirkpatrick, David Haugland, and Ambrose Buckman.

Visitors: Bruce Bellmore.

Item 2. Approval of Minutes

Ron Holmes motioned to approve the February 1, 2012 meeting minutes. Don Sharp seconded. Motion approved.

Item 3. Old Business

Runway Lights – continued discussion of the correct bulbs to utilize for the runway.

Painting – the City will provide the paint, ordered by Joe Fontenot. Board members will paint on the ground and the City will paint up high, on the roof, etc.

Cookout Date – Sunday, March 11, 2012 at 5:00 pm was set for the next cookout, after the Animal Shelter Open House.

Expansion of Hangars – Ron Holmes is encouraging board members to come up with a plan to expand and put in new hangars at the airport.

Runway Re-surfacing – board members requested that the re-surfacing be done now.

They would also like to check into the proper procedure for filling in the cracks in the runway before the re-surfacing.

Item 4. New Business – Fly-In Events

Advertising – placing an ad in the Kansas City Star or other papers was suggested to promote the airport; Marlyn Atkinson will check on cost.

New Activities for the Year – the board will be thinking on new activities for the upcoming year to promote the airport.

Item 5. Manager's Report

Manager absent.

Item 6. Comments

Gutter – Joe Fontenot will get someone to take care of the guttering that is falling off the shed.

Item 7. Adjourn

The meeting adjourned at 4:35 pm. The next meeting is Wednesday, April 4, 2012 at 4:00 pm.

Shannon Stroud – Secretary

**Excelsior Springs Airport Board
Minutes of Meeting**

April 4, 2012

Meeting called to order by Marlyn Atkinson at 4:00 pm.

Item 1. Roll Call

Present: Ron Holmes, Marlyn Atkinson, Jerry Woods, Don Sharp, Dan Kirkpatrick, Ambrose Buckman, David Haugland, and Shannon Stroud.

Absent: Ed Holloway, Larry Murry, and Joe Fontenot.

Visitors: Bruce Bellmore.

Item 2. Approval of Minutes

Ron Holmes motioned to approve the March 7, 2012 meeting minutes. Don Sharp seconded. Motion approved.

Item 3. Old Business

Runway Repair and Lights – the Board would like to get the cracks sealed and has 12 – 14 gallons of sealer at the airport. Joe Fontenot will order the rest of the materials needed. Joe will also get a 15 Watt light for the runway.

Painting – Joe Fontenot will get the paint needed so Board members can get started. Water blasting on the roof and primer will be completed before starting the painting.

Mowing – Parks and Recreation is doing the mowing at the Airport and doing a great job but they still don't mow at the end of the runway.

Cookout Date – the March cookout went well. It was suggested to have cookouts once a month through the summer. The next cookout is scheduled for April 15, 2012.

Expansion of Hangars – Ron Holmes continues to do research for inputting additional hangars.

Item 4. New Business – Fly-In Events

Advertising – Marlyn Atkinson will check on cost for placing an ad in the local papers to promote the airport and availability of hangar space. Websites can be utilized also.

Spring Fly-In – May 19th has been set for the Spring Fly-In.

Cleanup Day – to prepare for cookouts and the Fly-In there will be a cleanup day on April 14, 2012.

Gutter & Down Spout – still needs repaired or removed. The City will take care of.

Item 5. Manager's Report

There are no new hangar rentals at the Airport and no one has left. The Fuel Tank is full.

Item 6. Comments

None.

Item 7. Adjourn

The meeting adjourned at 4:43 pm. The next meeting is Wednesday, May 2, 2012 at 4:00 pm.

Shannon Stroud – Secretary

Excelsior Springs Airport Board
Minutes of Meeting

May 5, 2012

Meeting called to order by Marlyn Atkinson at 4:00 pm.

Item 1. Roll Call

Present: Ron Holmes, Marlyn Atkinson, Jerry Woods, Don Sharp, Ed Holloway, Dan Kirkpatrick, Ambrose Buckman, David Haugland, Joe Fontenot, and Shannon Stroud.

Absent: Larry Murry.

Visitors: None.

Item 2. Approval of Minutes

Don Sharp motioned to approve the April 4 2012 meeting minutes. Ed Holloway seconded. Motion approved.

Item 3. Elms Presentation

Dan Kirkpatrick introduced April Graham, Sales Manager of the Elms Hotel. April is in attendance to incorporate activity between the airport and the hotel. The hotel only has 2 ballrooms for events and is looking to partner with other businesses in the community to provide for extra space to hold additional events. The Airport would be a good event hall. People are looking for a unique space. April is assuming that \$500 could be obtained for a rental fee. David Haugland, City Manager would check on insurance and liability issues. Many times businesses will coordinate with the City and the hotel to make trades for hangar space and different types of work such as doing murals, etc. Hotel staff is excited about working together and the Airport Board members are supportive of the idea.

Item 4. Old Business

Painting – David Haugland informed the board of an option besides paint. The paint may not hold on the building or the T-hangars so re-tinning may be a cheaper option. Pricing will be obtained for both options.

Runway Surfacing – the product is now available. The City will pick-up the product so the board members can start the process.

Cleanup Day – was conducted last Saturday. Gutters were worked on and flower boxes were de-weeded, etc.

Pancake Breakfast – is Saturday, May 19th from 7:30 – 10:30 am. Advertising will be done by the internet and in the newspaper.

Grill – a new grill will be purchased for the Airport cookouts and Pancake Breakfasts with donation money received from past cookouts.

Cook-outs – a donation jar will be placed at the cook-outs instead of charging admission.

Item 5. New Business

Medi-Vac – Marlyn Atkinson discussed an opportunity for the airport. iAEvac Helicopters are looking for places to expand and add 100 new bases for their operation and want to do this within a 5 year period. They would need a concrete pad and small office space. If interested, the City can compose a letter to inquire or see if it's feasible. Marlyn Atkinson will work with David Haugland to create the letter.

Item 6. Manager's Report

Dan Kirkpatrick is to meet with a new tenant to rent hangar space this week.

Item 7. Comments

None.

Item 8. Adjourn

The meeting adjourned at 4:55 pm. The next meeting is Wednesday, June 6, 2012 at 4:00 pm.

Shannon Stroud – Secretary

Excelsior Springs Airport Board
Minutes of Meeting

June 6, 2012

Meeting called to order by Marlyn Atkinson at 4:02 pm.

Item 1. Roll Call

Present: Ron Holmes, Marlyn Atkinson, Jerry Woods, Don Sharp, Ed Holloway, Dan Kirkpatrick, Ambrose Buckman, David Haugland, and Joe Fontenot.

Absent: Shannon Stroud and Larry Murry.

Visitors: Sara and Jim Dickerson.

Item 2. Approval of Minutes

Don Sharp motioned to approve the May 22, 2012 meeting minutes. Ed Holloway seconded. Motion approved.

Item 3. Presentation

David Haugland introduced Sara and Jim Dickerson of Prime Business Group and the owners of Paradise Playhouse. Sara and Jim are in attendance to incorporate daily activity at the airport. They are both pilots and Prime Business Group helps businesses get back on their feet. Sara has a marketing background and wants to help the board push forward with their wish list; flight instruction, obtaining an operator, repairing the runway, and refurbishing T-Hangars, etc. The Dickerson's main priority is to promote the airport and establish a presence that is inviting. They are finding that pilots want to revert back to the old time airport setting and they want to help make the Excelsior Springs Airport a place where people want to visit.

Item 4. Old Business

Discussion took place to further proceed with the runway sealer, insulation in Morton building, Elms using the facility, and upcoming Pancake Breakfast.

Item 5. New Business

Discussion took place to prepare for the June and July cookouts and the BBQ on the River Pancake Breakfast.

Item 6. Manager's Report

Nothing to report.

Item 7. Comments

None.

Item 8. Adjourn

The meeting adjourned at 5:15 pm. The next meeting is Thursday, July 5, 2012 at 4:00 pm.

Joe Fontenot – Secretary

Excelsior Springs Airport Board
Minutes of Meeting

July 5, 2012

Meeting called to order by Don Sharp at 4:00 pm.

Item 1. Roll Call

Present: Ron Holmes, Jerry Woods, Don Sharp, Ed Holloway, Dan Kirkpatrick, David Haugland, Joe Fontenot, and Shannon Stroud.

Absent: Marlyn Atkinson, Ambrose Buckman, and Larry Murry.

Visitors: Bruce Bellemore and Jim Dickerson.

Item 2. Approval of Minutes

Ron Holmes motioned to approve the June 6 2012 meeting minutes. Jerry Woods seconded. Motion approved.

Item 3. Old Business

The sealant is in and is ready for application. The Fall would be the best time to use it. The City will supply the sand.

Item 4. New Business

An Ice Cream Social was planned for July 15, 2012 but due to board members being out of town, it has been postponed. The T-Hangars will be cleared of weeds by City crews. There are 13 lights out on the runway and the back room has birds coming in. Jim and Sara Dickerson revised the current proposed lease and submitted it to the City. If the proposal is accepted, several things will change. The Dickerson's have reviewed former meeting minutes to see what the board is working towards. Sara created a logo for Fly-Ins and is working on details for the Bar-B-Que Contest. The Dickerson's will obtain further information from board members and will continue to work together to accomplish future goals.

Item 5. Manager's Report

Nothing to report.

Item 6. Comments

None.

Item 7. Adjourn

Ron Holmes motioned to adjourn; Jerry Woods seconded. Meeting adjourned at 4:38 pm. The next meeting is Wednesday, August 1, 2012 at 4:00 pm.

Shannon Stroud – Secretary