

**Airport Board  
Minutes of Regular Meeting  
January 6, 2016**

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**Present:** Marlyn Atkinson, Bruce Bellemore, Ed Holloway, Ron Holmes, and Jerry Woods.

**Absent:** None.

**Also Present:** Sharon Powell, Councilwoman, David Haugland, City Manager, Jerry Beebe, Airport Manager, Larry Murry, Director of Codes Administration, and Shannon Stroud, Airport Board Secretary.

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**2. Approval of Minutes:** Marlyn Atkinson motioned to approve the December 2, 2015 meeting minutes; Ed Holloway seconded. Motion approved.

**3. Old Business:**

**Election of Officers** – Jerry Woods nominated Marlyn Atkinson as President for the Airport Board; Bruce Bellemore seconded, Marlyn Atkinson opposed. Motion approved. Marlyn Atkinson is President for 1 year. Jerry Woods nominated Bruce Bellemore for Vice President; Marlyn Atkinson seconded. Motion approved. Bruce Bellemore is Vice-President for 1 year.

**MoDOT** – the final inspection is complete but they have not done a final inspection on the painting. David Haugland received an email from the company that does rehabilitation surveying after the project. They want to conduct a survey on the Excelsior Springs project. Cost is paid 90% by the state and 10% by the City; our portion would be approximately \$700. The FAA questions the new numbering.

**Fuel Pump** – David Haugland contacted Double Check for detail on a new fuel system and trade in value of the old system. Also, contact has been made with the same company that Public Works uses for a quote, they will visit next week. The problem may be in the grounding. Jerry Woods wondered if the fuel should be checked, since it has been sitting for so long.

**Memorial For Dan Kirkpatrick** – at one time a bench was outside the front door of the airport office. Board members would like to get a new one with names on it for the memorial. Jerry Woods will check with the Parks and Recreation Department for cost and where to purchase so it will be uniform with the ones throughout the city parks, recommendation of Councilwoman Powell.

**Navion** – Jerry Woods spoke with and met a prospective buyer for the plane at the airport. An offer was made, with the request that Charlie Wirt be contacted to give detail of the repair he did on the plane during the time that it was stored in Excelsior Springs. Marlyn Atkinson will contact Charlie Wirt to obtain the detail. The board feels that the price offered is a good price.

**Enclosed Hangars** – board members encourage enclosed hangars for revenue at the airport.

**4. New Business:** None.

**5. Manager's Report:** **Social** - Don Myer proposed 9am coffee at 3ex on Saturday mornings and everyone is invited. Held first one of weekly 9am coffee at the airport. Two pilots (one flew in), David Haugland, Jerry Beebe, and Don Myer attended. Pilots expressed interest in hangars, like the idea of a three sided for \$75. Invitation to all to bring your own mug (save \$\$). Hope to use this opportunity to listen to ideas, brainstorm, build relationships, discuss to-do list informally, etc.

**Mission:** increase traffic at 3ex. Four point plan: Fuel, Training, Maintenance, and Events.

**Operations:** Fixed the fuel system. Ryan with Double Check was very helpful over the phone. Event was a "journal error". That means the outside POS can't write to the inside database, database on flash drive. I tested flash drive and found it faulty. Replaced with spare flash drive and it started working. Printer broke, found keys, rethreaded, it started working and confirmed purchase of one gallon of fuel.

**Runway Inspection:** Don Myer completed the runway inspection and identified lights that are out. Once we start projects and events naturally the status and disposition of each would be listed.

**Next month:** Don Myer will provide an update and share event proposal and update the status on instructors and a mechanic on call.

**6. Comments:** Board members thanked Jerry Beebe for coming.

**7. Adjourn:** The meeting adjourned at 4:55 pm. The next meeting is scheduled for Wednesday, February 3, 2016 at 4:00 pm.

Shannon Stroud  
Airport Board Secretary