



**Wednesday, May 7, 2025**  
**Airport Board minutes**

**Airport Terminal Building**

**"The Airport Board's mission is to advise the Council in developing the future of Independence aviation."**

**Call to Order at 5.01 pm** by Chairman Dan Callahan.

**Roll Call:** Chairperson Callahan, Pilcher, Rottinghaus, present.

Absent- Payne unexcused and Jones excused.

**Other attendees:** The city manager, Matt, Steve Streeter, representatives from P&N Cole, Jackie, and Lucas

**Approve the Agenda:** Motion- Pilcher                      Second- Callahan                      Ayes- All

**Approve the Minutes:** Motion- Pilcher                      Second- Callahan                      Ayes- All

**Public comment:** Steve Streeter provided feedback on Brett's proposed plan for maintenance operations. He expressed concern that the building currently being considered is inadequate for their needs. Specifically, Steve noted that the building lacks sufficient space, particularly for working on larger aircraft, and does not include restroom facilities.

Steve mentioned that Brett indicated the city would be willing to allow space in the large hangar for whoever is awarded the maintenance contract. However, Steve emphasized that if the proposal requires operations to be conducted in the currently proposed building, his team would not submit a proposal.

He made it clear that for his organization to consider continuing maintenance services, the proposal must involve using the large hangar. Steve concluded by reaffirming their interest in staying, noting that they have provided maintenance services at the airport for the past three years.

**NEW BUSINESS**

**Engineer Update:** None

**Chairman/City Manager Update:** Dan had Brett send the Statistical handbook (FFA) report to the board, which contains some information that may aid in deciding on our airport's future.

**Airport Manager Update:** Brett submitted his report, which was accepted. Dan asked Brent if he could include fuel price changes when they happened. Brett reported that he puts those in the report every time we get a new load of fuel or when we change fuel prices.

**FBO Update:** P&N submitted their report, which was accepted. A conversation about where the students are from in relation to the airport.

**Lease Discussion:** The current FBO lease with P&N is set to expire in September. To begin discussions on the future operation of the airport, the City presented an initial proposal as a conversation starter. Brett was asked to explain the rationale behind the City's proposal. He shared that the airport board has been exploring ways over the past several months to increase vibrancy and attract more activity to the airport. With this objective in mind, Brett outlined an alternative operational model for the airport.

In response, P&N expressed that they also had a concept for a different operational approach, as they do not want to continue the way things are set forth right now. Their informal proposal involved the following elements:

- P&N would no longer be responsible for fuel sales. 40% would go back to the city
- The City would take over fuel sales operations and provide staffing for the airport office on weekends.
- P&N would lease the upstairs space in the terminal. Continue to get fuel at cost and keep their 3 T-hangers.
- Steve would lease the main terminal building for maintenance operations.

This alternative approach was discussed by the board. It was agreed that P&N would be asked to submit a formal proposal to the City for review before the board makes any decisions on how to proceed.

**Revenues and expenses to date:** no questions about the past month.

**Adjournment time was at 6:18 pm:** Motion-Pilcher      Second-Callahan      Ayes- All.

Respectfully submitted,  
Vicki Pilcher.