

**DEPARTMENT OF PUBLIC WORKS
901 North Elm Street
P.O. Box 979
Rolla, MO 65402**

AIRPORT ADVISORY COMMITTEE

AGENDA

5:00 p.m., Monday, December 8, 2025

Rolla National Airport

Conference Room

631 Airport Drive

Vichy, MO 65580

- 1) Consider Approval of the Airport Committee Minutes of:
 - A. August 14, 2024
 - B. October 29, 2024
- 2) CIP Updates
- 3) Budget Discussion
 - A. Airport Fund FY 25-26
 - B. Revenue Projections
 - C. Expenditures
- 4) Airport Manager's Report
 - A. Daily Totals November 2025
 - B. Discount Fuel Sales
 - C. Missouri Sales Tax Report
 - D. Monthly Breakdown Reports
- 5) Vichy Solar Update
- 6) Other Business



Airport Advisory Committee Minutes

Wednesday, August 14, 2024

4:00 p.m.

The Airport Advisory Committee gathered at 4:00 p.m. at the Airport Conference room.

In attendance were **Committee members**: Chairman Ed Schmidt, Vice Chairman Ron Wilkerson, Jody Eberly, Mike Matthews and Joshua Vroman. **Others in attendance**: Public Works Director Darin Pryor, Public Works Executive Assistant Angela Keehn, Airport Manager Darrin Bacon, City Engineer Matthew Kreyling, and Laura Koonce (Woolpert).

The first order of business was to review and approve the minutes from the meeting held on 11-09-2023. Joshua Vroman stated that he was present at the previous meeting and Darin Pryor stated that the revision would be made prior to the minutes going to Council. No further changes were needed; Ron Wilkerson made a motion to approve Ed Schmidt seconded all approved unanimously.

The second order of business was the election of officers. City ordinance states there should be a Chairman and Vice Chairman to be elected each year or when new board members begin. Mike Mathews made a motion to nominate Ed Schmidt as Chairman and Jody Eberly seconded. No other nominations were made. Jody Eberly made motion to cease nominations Joshua Vroman seconded and approved unanimously by roll-call vote. Ed Schmidt made a motion to nominate Ron Wilkerson as Vice Chairman Mike Mathews seconded. No other nominations were made. Ron Wilkerson was approved as Vice Chairman unanimously by roll-call vote.

The third order of business was the solar lease update from Darin Pryor. Working with Vesper on geotechnical work such as specs on foundations, researching environmental concerns on the land near the corner of highway 68 and 63, the old ammo dump. This portion of the airport may be excluded due to possible unspent ammunition. Darin Pryor and Joshua Vroman answered questions about the approximate size of the building where the batteries are stored, and questions about fire safety and suppression. The Conex sized units are self-contained and have a self-monitoring system that will shut the unit down prior to a fire starting. This company and its technology are U.S. based and the lease is worded that it can never be sold to any country that is or in the future may be an adversary of the United States. Ron Wilkerson asked about instruments or runway approach and if there would be any effect on the aircraft or its instruments while landing or on the approach. Darrin Bacon responded that everything will be underground.

The fourth order of business was to discuss CIP updates, Laura Koonce showed the board a handout of the Airport Capital Improvement Program (2025-2029) which shows the future projects and the current order of

their priority. Laura encouraged the board to give her any new projects that need to be done so she can get them on this CIP list. If it's not on the list, she won't be able to add them later. Discussion ensued about the projects and whether the board is still in agreement with the current arrangement of their priority level. The board addressed questions on a fix for Taxiway A Reconstruction and the drainage issues, it was suggested that a complete water drainage study of the entire airport and adding a self-service fuel tank for 100LL. Discussion of the new CIP priority list took place with Laura Koonce stating she will update and add the new projects to the list.

The fifth order of business is the Airport Manager's Report from Darrin Bacon. Darrin Bacon first addresses that fuel sales are currently down, stating numbers came from January through July 2023 compared to the numbers for January through July 2024. 100LL fuel sales are down about 18% and Jet-A is down about 38% from last year. Darin Pryor stated in 2023 the airport broke even on fuel sales and 2024 sales are projected to be approximately \$30,000 less ending the year in the red. Discussions took place about the airport trying to find other ways to secure funds for a self-service 100LL pump, which would also be an incentive for pilots to stop for fuel after hours. Discussion ensued about fuel pricing with comparable airports, as well as self-service airport revenue compared to the full service currently provided at Rolla National Airport. It was noted that fuel sales have been especially low on the weekends, the airport currently staffs an employee for each 10-hour shift when there are few if any sales on the weekend. Darrin Bacon suggested to the board reducing the hours on the weekends to eight-hour shifts instead of ten which is a small way to save on labor. After some discussion Vice Chairman Ron Wilkerson made a motion to change weekend hours Jody Eberly seconded, all approved unanimously. It was proposed to the board by Darin Pryor that fuel prices for preferred large volume users may need to be assessed by the board soon. The current price is cost + \$.50. This was an increase from November 2022. The board had discussions on what a reasonable increase could be, at this time anywhere from cost + \$.60-\$.75, leaning toward Cost + \$.70, was discussed between board members. At this time all agreed to table the discussion.

The sixth order of business was budget discussion. Darin Pryor showed the board the Airport Revenue Projections and stated the projected contributions from the Capital Improvement Street Fund for the upcoming FY2025 is an estimated \$195,000. Darin Pryor also added there is a proposed 10% cost increase for all hanger leases for the term of current contracts.

The seventh order of business was Mike Mathews discussing the future plans for Brewer Science at the airport.

Mike Mathews made a motion to adjourn the meeting Ed Schmidt seconded. The meeting ended at 5:35p.m.



Airport Advisory Committee Minutes

Tuesday October 29, 2024

4:00 p.m.

The Airport Advisory Committee gathered at 4:00 p.m. at the Airport Conference room.

In attendance were **Committee members**: Chairman Ed Schmidt, Jody Eberly, Mike Matthews and Joshua Vroman. **Others in attendance**: Public Works Director Darin Pryor, Rolla City Administrator John Butz, Public Works Executive Assistant Angela Keehn, Airport Manager Darrin Bacon, Joe Pestka (Woolpert), and Laura Koonce (Woolpert).

Members received the tentative meeting agenda. Due to the fact the meeting did not have a quorum, discussion only followed.

No formal votes were taken.

Discussion followed regarding updates on the solar lease. Darin stated he spoke with the solar lease company, and they have finished the second phase of the interconnect agreement, working with MISO (Midcontinent Independent System Operator) the transmission company to connect into their transmission system. They are moving into phase three now and planning for construction to begin in late 2025 early 2026 and be completed and selling electricity by September 2027.

The next order of business was CIP Program. This discussion was led by Laura Koonce (Woolpert). An updated CIP Program (2025-2029) list was handed out, which showed the updates from the August 14th meeting. Added to the list was the Airport Drainage Study, as well as the rest of the list being restructured based on the priorities of the Airport as discussed with the Advisory committee during the August meeting. Joe Pestka (Woolpert) wanted to reiterate that the "Proposed Year" is just that and they are just a guessing at this point and not to start budgeting or planning around those dates. This is a list of potential projects over a five-year period and that it better to have more projects on the list just in case the funds become available.

Joe and Laura also explained how the Federal BIL (Bipartisan Infrastructure Law) and the local matching funds for Taxiway A Reconstruction project may differ from the 10% that was used to calculate the local matching funds. It could be as low as 5% but that is likely a worse-case scenario, and they do not have a definite answer to that yet. The Federal BIL from 2022 that is being issued in 2025 those rules will apply even though they were issued in 2022. MODOT wants the expiring funds from BIL 2022, allocated and under grant by March 1, 2025. However, the 2022 NPE funds will not be expiring until 2026, so there is another year to plan how those funds will be used. Darin Pryor asked for an approximate amount that will

need to be allocated in the coming year on top of what is already committed for design. Laura responded that there was approximately \$200,000.

Darin Pryor stated that at the last meeting we discussed adding the Drainage Study to the CIP list and discussed the addition of including underdrains to the Taxiway A Reconstruction. A cost estimate to add the underdrains to Taxiway A is about \$230,000. There will be an additional \$18,890 fee to design and add the drains to the existing plans for the reconstruction. All in attendance agreed that adding underdrains to the planning was a good idea. Using the NPE (Non-Primary Entitlement) funds, which is a zero percent local match, to pay the additional fees.

Joe Peska gave a short description of what Non-Primary Entitlement funds are. Stating non-primary refers to general aviation airports like Rolla National versus primary aviation airports which are considered commercial service airports. Primary airports and non-primary airports receive entitlements each year for Capital Improvements, non-primary airports receive about \$150,000 at ninety percent and ten percent local match.

Discussion about available BIL funds or Bipartisan Infrastructure Law funds (a one-time covid relief program) and NPE there is about \$1.8 million in funds including local match that will be available through 2026. The local match being about \$148,000. BIL without the local match comes out to about \$736,000.

Darrin Bacon asked Laura if she had asked if Taxiway Bravo would be able to stay a full lanes width or not since it could impact the taxiway lighting. Laura stated she has not been in contact with Milicent yet, but she will look into it. Laura also stated the Tentative Allocation letter that was submitted with what is wanted and there has not been anything kicked back to them about the taxiway width at this point.

The next order of business was to hear the Airport Manager's Report. Darrin Bacon began by stating the fuel sales were up at this time, largely due to a Canadian company buying a lot of names EON that has been purchasing a lot 100 Octane. Sales are up at about \$10,000 over last month, which totals about \$41,000 in sales. They will be here through December buying about \$6000 more in sales over the next two months. In addition to Eon there has been an increase in corporate sales as well. Overall sales are up. Discounted fuel sales are looking good; there are just few who are still catching up and slightly behind but not bad. Larry took 700 November kilo out and only has one jet left here, but with the recent increase in corporate sales has balanced out the loss. For the year overall, sales are down a little bit, but with the increase the last few months have really made a difference.

Darin Pryor spoke to the committee about discussion from the last meeting about what to do with cost plus for the long-term users, since we are losing money on fuel sales. Darin reiterated that an increase of cost plus .60 would be sufficient to start or do we go with cost plus .70 that was also discussed. Pryor is planning a letter to go out to users in the next week or two explaining the fuel cost increase as well as an incremental increase for hanger leases which will go into effect beginning January 1, 2025.

Discussion about the hangers and new hanger door progress ensued. As of today, Dobinsky has two doors installed however the door openers are on backorder, there are two more framed up ready to go, and all the

doors are built and should be installed by December 1st. All the hangers are currently spoken for and there is a waitlist for any that becomes available. The fee for leasing is \$150.00 per month.

Darin Pryor went on to explain the proposed FY2025 Budget for the Airport. The board followed along as Mr. Pryor went over pages 5C Airport Revenue Projections and 5D Airport Expenditures.

Mike Matthews made a motion to adjourn, motion seconded by Ed Schmidt.

Meeting adjourned at 4:55p.m.

STATEMENT OF REVENUES, EXPENDITURES AND FUND BALANCE**AIRPORT FUND****City of Rolla****Fiscal Year 2025 - 2026**

	<u>Audit</u> <u>2023</u>	<u>Audit</u> <u>2024</u>	<u>Estimated</u> <u>2025</u>	<u>Proposed</u> <u>2026</u>
REVENUES				
Charges for Services	529,323	421,823	355,000	380,000
Other Income	242,355	132,100	128,811	151,600
Grants	75,000	227,748	50,000	1,236,293
Lease Proceeds	0	0	0	0
Total Revenues	846,678	781,671	533,811	1,767,893
EXPENDITURES				
Personnel	195,312	203,462	217,675	230,650
Supplies & Bldg. Maintenance	16,806	14,671	13,350	14,100
Services	474,576	385,849	393,050	652,500
Maintenance & Improvements	42,356	39,272	43,300	46,500
Capital Expenditures	110,392	416,153	178,300	1,265,500
Total Expenditures	839,442	1,059,407	845,675	2,209,250
EXCESS OF REVENUES OVER EXPENDITURES	7,237	(277,736)	(311,864)	(441,357)
FUND TRANSFERS				
From Street Fund	230,000	300,000	195,000	482,000
From General Fund	(35,000)	(47,400)	(48,800)	(51,850)
TOTAL REVENUES OVER EXPENDITURES	202,237	(25,136)	(165,664)	(11,207)
BEGINNING FUND BALANCE (10/1)	6,316	208,553	183,417	17,753
ENDING FUND BALANCE (9/30)	208,553	183,417	17,753	6,546
FOOTNOTES:				
RESTRICTED CASH	-	-	-	-
PROJECTED UNRESTRICTED CASH	208,553	183,417	17,753	6,546

8/14/2025

**CITY OF ROLLA
AIRPORT REVENUE PROJECTIONS**

	<u>Account Titles</u>	<u>FY 2023 Actual</u>	<u>FY 2024 Actual</u>	<u>FY 2025 Estimated</u>	<u>FY 2026 Proposed</u>	<u>Remarks</u>
05/	4-000-43-020 Federal and State Grants	\$ 75,000 00	\$ 227,748 00	\$ 50,000 00	\$ 1,236,293 00	Taxway rehab reimb
05/	4-000-43-081 Reimbursements	\$ 120,129 46	\$ 4,773 83	\$ 4,471 00	\$ 4,500 00	Intercounty rebate
05/	4-000-43-102 Transfer to/from Other Funds	\$ -	\$ -	\$ -	\$ -	
05/	4-000-44-500 Fuel Sales	\$ 529,323 04	\$ 421,822 74	\$ 355,000 00	\$ 380,000 00	
05/	4-000-46-005 Lease (Loan) Proceeds/Bond-COP	\$ -	\$ -	\$ -	\$ -	
05/	4-000-46-020 Hangar/Lease Income	\$ 113,150 47	\$ 117,809 09	\$ 113,000 00	\$ 125,000 00	Ag lease \$47k, hangars inc 10%
05/	4-000-46-030 Rent income	\$ 8,008 57	\$ 4,712 94	\$ 4,000 00	\$ 8,000 00	Wave/Misper
05/	4-000-46-040 Interest income	\$ 929 56	\$ 1,862 50	\$ 1,000 00	\$ 1,000 00	
05/	4-000-46-060 Sale of Property	\$ -	\$ 3,000 00	\$ 6,235 00	\$ 13,000 00	mower, fuel truck
05/	4-000-46-400 Miscellaneous income	\$ 139 36	\$ 142 07	\$ 105 00	\$ 100 00	
05/	4-000-47-100 Contrn to General Fund	\$ (35,000 00)	\$ (47,400 00)	\$ (48,800 00)	\$ (51,850 00)	GF Administrative overhead
05/	4-000-46-900 Contrn from Street Fund	\$ 230,000 00	\$ 300,000 00	\$ 195,000 00	\$ 482,000 00	Based on final budget
	FUND TOTAL	\$ 1,041,878.46	\$ 1,034,271.17	\$ 680,011.00	\$ 2,188,043.00	

AIRPORT FUND

Airport Expenditures

ACCOUNT TITLE	2022-23 ACTUAL	2023-24 ACTUAL	2024-25 ADOPTED	2024-25 ESTIMATED	2025-26 PROPOSED	COMMENTS
Personnel						
05/ 5-050-101 00 Salary & Wages- Full time	93,236	101,061	106,000	107,000	113,000	2 FT Emp - 1% COLA, 3% ave ment
05/ 5-050-102 00 Salary & Wages- Part time	72,068	70,429	72,000	71,000	75,000	4 PTE (4,800 hours)
05/ 5-050-103 00 Salary & Wages- Overtime	516	180	500	400	500	
05/ 5-050-108 00 Empl Bene - FICA	12,072	12,514	13,300	13,000	13,500	
05/ 5-050-109 00 Empl Bene - LAGERS	8,732	8,394	10,000	10,100	11,200	10 30% benefit (9 30% prior year)
05/ 5-050-112 00 Empl Bene - Life/Disability	439	457	450	425	450	Combined life & disability
05/ 5-050-113 00 Empl Bene - Health Insurance	8,250	10,418	13,700	15,750	17,000	2 covered lives
05/ 5-050-114 00 Empl Bene - Unemployment	0	0	0	0	0	
	195,312	203,482	215,950	217,675	230,650	
Supplies & Bldg. Maintenance						
05/ 5-050-220 00 Office/Building Supplies	2,835	2,596	3,000	2,500	3,000	
05/ 5-050-221 00 Postage	25	72	100	50	100	
05/ 5-050-222 00 Telephone	4,052	2,103	0	0	0	0 Move to Tech Fund
05/ 5-050-224 00 Utilities	10,093	9,900	10,400	10,800	11,000	
	16,806	14,671	13,500	13,350	14,100	
Services						
05/ 5-050-315 00 Av Gas/Jet Fuel	423,377	318,321	320,000	280,000	295,000	12-13 Tankers
05/ 5-050-325 00 Advertising	249	138	300	2,100	800	
05/ 5-050-326 00 Insurance	24,917	42,897	44,800	38,750	41,500	7% inc
05/ 5-050-327 00 Dues & Subscriptions	338	1,372	1,500	1,700	2,000	
05/ 5-050-328 00 Sales Excise Tax	23,283	18,314	18,000	15,500	17,200	
05/ 5-050-331 00 Professional/Contractual	1,818	4,998	265,000	51,000	292,000	Taxway eng
05/ 5-050-332 00 Travel/Meetings	0	0	0	0	0	
05/ 5-050-333 00 Training	594	0	0	0	0	
05/ 5-050-339 00 Uniform Services	0	9	0	0	0	
05/ 5-050-340 00 Miscellaneous Expenses	0	0	0	0	0	
05/ 5-050-360 00 Technology Services	0	0	4,410	4,000	4,000	
	474,676	385,849	654,010	393,050	652,500	
Maintenance & Improvements						
05/ 5-050-434 00 Petroleum Products	9,523	6,784	8,000	11,000	11,500	
05/ 5-050-441 00 Small Tools	1,273	981	1,500	800	1,000	
05/ 5-050-442 00 Equipment Repairs & Mntc	19,852	13,379	15,000	15,000	16,000	Mowers, fuel farm, lights
05/ 5-050-443 00 Vehicle Repairs & Mntc.	6,104	12,594	16,000	12,500	13,000	Tanker, trucks
05/ 5-050-444 00 Machine Maintenance	0	0	0	0	0	
05/ 5-050-445 00 Building/Grounds Repair & Maint	5,603	5,523	2,000	4,000	5,000	
	42,366	39,272	42,500	43,300	46,500	
Capital Improvements						
05/ 5-050-452 00 Grant Expense	0	0	0	0	1,000,000	Taxway rehab
05/ 5-050-560 00 Equipment	0	10,750	0	5,300	15,000	Mower
05/ 5-050-581 00 Vehicles	0	15	0	0	150,000	Jet Fuel Truck replace
05/ 5-050-582 00 Lease Purchases	107,500	107,140	108,000	108,000	75,500	Water tank financing 19/20
05/ 5-050-583 00 Building & Grounds	2,891	298,248	25,000	65,000	25,000	Repair Airport Doors/Arches
05/ Bond Exp	0	0	0	0	0	
	110,392	416,153	133,000	178,300	1,265,500	
TOTAL AIRPORT EXPEND.	839,442	1,059,407	1,058,960	845,675	2,209,250	

% of 24-25 Budget	Growth over 24-25 Estimated
79.66%	161.24%

NOV	CASH/CHECK	CREDIT	CHARGE	TOTAL
1		\$233.16		\$233.16
2			\$167.62	\$167.62
3	\$203.93	\$3,248.51	\$981.19	\$4,433.63
4		\$517.36	\$366.80	\$884.16
5		\$396.22	\$423.58	\$819.80
6		\$0.00		\$0.00
7		\$261.58	\$1,296.78	\$1,558.36
8	\$30.74			\$30.74
9		\$461.97		\$461.97
10		\$116.00		\$116.00
11		\$0.00		\$0.00
12	\$7,148.61		\$523.50	\$7,672.11
13		\$0.00		\$0.00
14		\$174.00	\$729.35	\$903.35
15		\$0.00		\$0.00
16		\$256.36		\$256.36
17		\$139.20	\$1,560.03	\$1,699.23
18	\$633.90	\$2,311.16	\$528.39	\$3,473.45
19		\$0.00		\$0.00
20		\$711.03	\$363.31	\$1,074.34
21		\$1,025.36		\$1,025.36
22		\$348.00	\$686.00	\$1,034.00
23		\$0.00		\$0.00
24		\$1,147.50		\$1,147.50
25		\$868.40	\$523.50	\$1,391.90
26			\$1,947.07	\$1,947.07
27		\$0.00		\$0.00
28		\$0.00		\$0.00
29		\$0.00		\$0.00

30		\$0.00		\$0.00
31				\$0.00
TOTALS	\$8,017.18	\$12,215.81	\$10,097.12	\$30,330.11

DISCOUNTED FUEL SALES

ROLLA NATIONAL AIRPORT

2025

First Class Air Services		Baron Aviation	
100LL	Jet-A	100LL	Jet-A
Jan	15.0		0.0
Feb	0.0		0.0
Mar	49.4		0.0
Apr	0.0		601.5
May	85.2		458.0
Jun	0.0		599.9
Jul	0.0		863.0
Aug	0.0		478.0
Sep	0.0		343.3
Oct	0.0		135.1
Nov			660.1
Dec			
Total	149.6	0.0	4138.9

Air Methods Corp.		KRER	
100LL	Jet-A	100LL	Jet-A
Jan	0.0		
Feb	0.0		
Mar	0.0		
Apr	0.0		
May	0.0		
Jun	0.0		
Jul	0.0		
Aug	0.0		
Sep	0.0		
Oct	0.0		2030.6
Nov	0.0		1080.7
Dec	0.0		
Total	0.0	0.0	3111.3

Rolla National Airport

Missouri State Sales Tax Report

Date 12/1/2025 By Darrin L Bacon

Regular Sales

Gross Sales @ 5.891 \$70.82

Exempt Sales \$0.00

Fuel Sales

Gross Sales @4.725% \$18,191.61

Exempt Sales \$0.00

Monthly Gallons Sold

100LL 455.8

Jet-A 4395.6

Monthly Breakdown Report

total

4 D-1

Rolla National Airport

Monthly Totals 2024

Month	Sales	100LL	Jet-A	Leases	Markup
Jan	\$17,645.80	285.9	3710.9	\$9,410.74	\$3,071.60
Feb	\$40,217.10	1495.6	7991.4	\$9,410.74	\$8,118.29
Mar	\$39,931.23	1592.2	7727.8	\$9,410.74	\$7,102.79
Apr	\$36,108.34	1241.7	7050.8	\$9,410.74	\$6,620.09
May	\$19,158.49	1259.0	2828.0	\$9,410.74	\$3,807.61
Jun	\$23,147.55	1284.7	4001.3	\$9,160.74	\$4,504.28
Jul	\$36,408.33	1818.9	6544.8	\$9,160.74	\$7,676.69
Aug	\$29,925.46	752.0	6282.5	\$9,160.74	\$6,163.83
Sep	\$23,836.18	1366.4	4103.1	\$9,160.74	\$5,348.93
Oct	\$47,604.46	2872.5	8708.6	\$9,160.74	\$10,329.86
Nov	\$51,023.16	4876.8	8141.0	\$9,160.74	\$10,756.43
Dec	\$30,215.40	2341.5	5491.8	\$9,160.74	\$6,007.71
Totals	\$395,221.50	21187.2	72582.0	\$111,178.88	\$79,508.11

Rolla National Airport

Monthly Totals 2025

Month	Sales	100LL	Jet-A	Leases	Markup
Jan	\$13,320.13	940.4	2335.2	\$9,160.74	\$2,905.03
Feb	\$20,002.61	2707.8	1797.7	\$9,160.74	\$3,973.04
Mar	\$36,477.22	2193.9	6790.6	\$9,160.74	\$8,155.44
Apr	\$28,633.64	901.6	6654.4	\$9,160.74	\$6,419.64
May	\$28,089.49	1162.3	5952.4	\$9,160.74	\$6,419.52
Jun	\$22,604.26	794.9	5280.0	\$9,160.74	\$4,577.80
Jul	\$32,785.70	1112.6	7646.6	\$9,160.74	\$6,803.69
Aug	\$26,355.44	1337.4	5211.4	\$9,160.74	\$5,893.59
Sep	\$21,718.17	1297.5	4146.0	\$9,160.74	\$4,377.97
Oct	\$33,181.08	718.0	7758.2	\$9,360.74	\$7,633.78
Nov	\$18,262.43	455.8	4395.6	\$9,360.74	\$3,628.85
Dec					
Totals	\$281,430.17	13622.2	57968.1	\$101,168.14	\$60,788.35