

July 13, 2017 Airport Commission Meeting held at 7:00pm

Conducted by Dennis Hansen

*Minutes taken by Kris Glaser

1. **Present at the Meeting:** Dennis Hansen, Kris Glaser, Jane Wollenzien, Von Blunt, Tim Kangas, Mike Cherry, and Dale Guimond.
Guests: Dr. Ann Rathe
Absent: None
2. **Approval of the Last Meeting Minutes:** Motion to approve the June 2017 meeting minutes by Kris Glaser and seconded by Jane Wollenzien, motion carried.
3. **Review of Financial Reports for June 2017:** It was noted that in FY17 that the City support for the airport was only about \$11,000 for the fiscal year. Various line items on the report were explained to Dr. Rathe. There were no bills to approve at the present time; however, Dale is still waiting on a bill for the repair to the Jet A fuel tank. Motion was made to approve the June 2017 Financial Report by Von Blunt and seconded by Dennis Hansen, motion carried.
4. **Reports and Announcements:** Commission reviewed the Traffic and Fuel Report for June 2017 as presented by Dale Guimond. It was noted that there were a total of 312 take offs & landings and 1655 gallons of 100LL fuel sold in the month of June. Various items on the report were explained to Dr. Rathe. No other questions or issues were noted with the report. Motion to approve the June 2017 Traffic and Fuel Reports by Kris Glaser and seconded by Jane Wollenzien, motion carried.
5. **Unfinished Business:** A reminder was announced that the Fly-in Breakfast will be held at the Airport on July 16th, 7 a.m.- Noon. Various Airport Commission members volunteered to help.
6. **New Business:**

Runway 29 Extension Project: FAA conducting final review of our plan and we are waiting to hear back. The next step to be completed by July 28th is to complete an independent fee analysis which will be done by in-house City staff. On August 7th, the City Council will review/execute Task Order #1. Motion to recommend Task Order #1 for review/execution by the City Council by Jane Wollenzien and seconded by Von Blunt, motion carried.

7. **Tabled Items:** None

8. **Project Status Report:**

GAVI Grant Application for Insulation Work: The City still has not heard back from IDOT on the grant award for the bulk hanger insulation project.

Runway Safety Area - Property Acquisition: Clan, LLC signed the purchase agreement and property will close by August 1, 2017. City Council approved the purchase agreement and FAA funding application. The Schmidt property is still being pursued by the City to stay on schedule for the Runway Safety and Expansion Project.

9. Group Discussion:

- a. The normal operations of the airport, how Waverly Airport compared to other general aviation airports in Iowa and future plans for a North/South runway were explained to Dr. Rathe.
- b. Mike Cherry explained that the electricity of the airport was paid for by the City but the propane to heat the facility was split 50/50 with Cedar Valley Aviation. Mike stated that the bulk hanger lights will be swapped out with LED lamps which should save energy, last longer and may be eligible for a rebate with Mid-America Energy. He noted that the runway lights had already been replaced with LED lamps.
- c. The Airport Commission thanked Dr. Ann Rathe, candidate for the “at-large” City Council position, for attending the Airport Commission meeting to learn more about the airport and how it is a valuable resource for the City.

10. Adjournment: Motion by Jane Wollenzien and seconded by Von Blunt, motion carried at 8:20pm.