

13 May 2021 Waverly, Iowa Airport Commission - Minutes by Eric Bagelmann

1) Present - Jane Wollenzien, Dennis Hansen, Mike Sherer, Eric Bagelmann and Irv Swieter

Absent - Kris Glaser, Lee Hinrichs and Mike Cherry

Guests - None

2) Approve April Meeting Minutes - Motion to approve made by Mike Sherer, seconded by Jane Wollenzien. Approved.

3) Review Financial Reports & Approve Bills - No Bills. One question asked, what was the Capital expenditure under #6727? Discussion among members thought it was from the new security camera system installed 2 months ago. Motion to approve Financial Report made by Jane Wollenzien, seconded by Eric Bagelmann. Approved

4) Reports & Announcements - There are still 3 hangars for rent. Traffic and Fuel Reports were not available for review. The charts below reflect traffic and fuel numbers received and approved from last month, April.

2021 Waverly, Iowa Airport Monthly Traffic Report

Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Agriculture	0	0	0										0
Business	24	22	93										139
Training	7	9	14										30
Pleasure	24	8	28										60
Total	55	39	135										229

2021 Waverly, Iowa Airport Monthly Fuel Sales (Gallons)

Fuel	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
100LL	35.08	143.77	394.16										573.01

5) Unfinished Business - Postcard Advertising - Members like the larger sized postcard with photos showing greater detail.

6) New Business - New Airport Logo - Barb Swieter is still working on.

Discuss July 1st Annual Lease Agreements for Hangar Rental - City will mail mid-May; due June 30th - Dennis Hansen thought the agreement should be an automatic yearly renewal lease. This would save the City time and money from sending out new lease agreements every year to tenants for signing. Commission members agreed this is a good idea. Other changes proposed and discussed, using the Hangar Lease Agreement provided:

Paragraph 13, deleting the words, "In general," (line 2) and start the sentence with "Hangars".

Paragraph 2, changes in the Lease Agreement wording; deleting the words "an annual lease" and replacing with "automatically renewed" (line 5), deleting the words "prior to the annual anniversary date" (line 6), deleting "the month and" (line 9). Adding the sentence "Rental rates are subject to annual review and adjustment by the City taking effect on the next July 1st anniversary date.", after the sentence ending with "30 days written notice".

Amended paragraph 2 will read as follows:

*2. The City of Waverly, in consideration the rentals to be paid by the Lessee, does hereby lease to the Lessee, Hangar #___, hereinafter referred to as the "Leased Premises", for individual aircraft storage on the Waverly Municipal Airport, hereinafter called the "Airport", beginning on the ___ day of ____, 20__, at the rental rate of \$____.00 per month. Rental rates are subject to annual review and adjustment, by the City, taking effect on the next July 1st anniversary date. This lease shall be automatically renewed, effective July 1st of each year, and may be terminated by giving 30 days written notice. The monthly rent shall be paid in full by the 20th day the preceding month. All payments are prepayments for the month ahead. If the lease is terminated prior to the end of the month, refunds will be prorated for the remaining balance of any additional months paid in advance. All rental payments as provided herein shall be made payable to the **City of Waverly**, and delivered or mailed to the Airport Manager at 1710 35th Street NW, Waverly, IA 50677. The aircraft to be stored in or upon the Leased Premises, is that which is set forth herein below.*

Motion to approve the deletions, additions to the Lease Agreement and make it automatically renewed made by Dennis Hansen, seconded by Mike Sherer. Approved.

7) Tabled Items - None

8) Project Status Report - The Runway 29 Extension - Final Documents Submitted to FAA - Close out Documents were submitted to the FAA.

9) Group Discussion - In Person Meetings at Airport beginning June 10th - Commission in-person meetings will move back to the airport.

Lion's Club Fly-In Pancake Breakfast - July 18th - Irv will inform the Lion's Club that July 18th is a good date.

10) Adjournment - Motion to adjourn by Eric Bagelmann, seconded by Mike Sherer. Approved.