

13 October 2022 Waverly, Iowa Airport Commission

Chaired by Dennis Hansen Minutes by Eric Bagelmann

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

Absent - None

Guests - Barb Swieter

2) Approve September Meeting Minutes - Motion to approve by Mike Sherer, seconded by Lee Hinrichs. Approved.

3) Review Financial Reports & Approve Bills - Financial Report - Hansen noted the large cash balance is still present. Cherry said the Financial Report was not corrected but it should be going forward. There will be a \$55,000.00 transfer as part of the local match shown in the future. It will show as a Capital Improvement even though there is \$0.00 budgeted. This was supposed to have shown in June but was missed.

Hinrich's asked what is the significance of the second financial sheet. The second sheet provides a breakdown within the accounts. As an example; #6347 Electric/Propane Utilities/Garbage is broken down further into three cost categories.

Bagelmann had a question as to what was the \$3,740.00 reimbursement under Revenues, #4710. The reimbursement is for propane. The City is reimbursed for 50% of the cost of the propane by the FBO (Swieter Aircraft Services).

No Bills for review.

Motion to approve the September Financial Report by Mike Sherer, seconded by Jane Wollenzien. Approved.

4) Reports & Announcements - Irv reported the hay that was cut was picked up today by the Waverly Sale Barn and that he needs an accurate tonnage number from them.

Motion to approve the Traffic and Fuel Sales Report by Lee Hinrichs, seconded by Mike Sherer. Approved.

2022 Waverly, Iowa Airport Monthly Traffic Report

Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Agriculture	0	0	0	1	4	17	274	17	90				403
Business	26	49	135	84	74	59	148	264	111				950
Training	29	21	110	43	28	115	205	67	62				680
Pleasure	26	23	61	25	69	97	87	79	69				536
Total	81	93	306	153	175	288	714	427	332				2569

2022 Waverly, Iowa Airport Monthly Fuel Sales (Gallons)

Fuel	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
100LL	280.8	141.2	223.7	355.5	355.4	573.5	1414.3	845.7	784.4				4974.5

5) Unfinished Business - None

6) New Business - Airport Taxilane - Review and Recommend Council Approval of:

1. IDOT AIP Grant Agreement
2. McClure Engineering's Task Order #7
3. CMT's Geotechnical Investigation Proposal

1. IDOT AIP Grant Agreement is a grant agreement between the airport sponsor and the IDOT. With City Council approval, the project will be designed in Fall/Winter 2022, go out for bidding in Spring 2023, with construction starting in Summer 2023. The City will need to budget \$115,063.00 as part of the Local Share (35%). The State's share is 65% of the project cost or \$213,687.00. The total project cost is \$328,750.00.

2. McClure Engineering's Task Order #7 is the seventh project under the on-call agreement with McClure. Task Order #7 provides a breakdown of the (South) Airport Taxilane Project.

3. CMT's (Construction Materials Testing) Geotechnical Investigation Proposal will drill several cores approximately 4 inches in diameter and analyze the contents required for the project. The two tables in CMT's proposal provides an estimated cost for the analysis and lab tests to be performed totaling \$8,755.00.

Motion to approve to send to Waverly City Council for approval made by Dennis Hansen, seconded by Mike Sherer. Approved

Review Airport Commission's November 28, 2022 Update to City Council - Mike Cherry reviewed for the Commission the presentation slides to brief City Council about the Waverly Airport and the Commission. Information will include who the members are, its duties as well as the projects and events that have occurred at the Airport.

7) Tabled Items - None

8) Project Status Report - (South) T-Hangar Taxilane Reconstruction - Funding - Covered in item #6 "New Business". **Taxiway 11 Construction Project - Progress Report** - The 90% Plans have been submitted to and for review by the FAA.

9) Group Discussion - Irv asked members for an opinion on widening the hangar entry pads by 5 feet on each side, 10 feet total. He said there is some difficulty with turning an airplane and keeping it on the concrete when moving an airplane in or out of the rental hangars. The driveway entry pads are about as wide as an aircraft's main landing gear. It was asked, what if the entire taxilane was done in concrete hangar to hangar, end to end., This would mean tenants could move their aircraft in and out of their hangar with greater ease and it would allow for more efficient snow removal., Mike Cherry will explore this to see if it is cost effective.

Irv has been talking with a prospective tenant who wants to rent one of the larger available hangars, even though he does not yet have an airplane. The airplane the person wants is a Cirrus Aircraft from the Cirrus Design Corporation in Duluth, MN. This particular airplane would require one of the airport's larger hangars. One of the concerns the Commission has: should we be renting a hangar to someone who does not have an airplane? Another concern brought up was the Commission prefers to give existing customers first refusal in moving into vacant hangars.

There is a tenant who might be interested in a larger hangar but the airport also tries to put airplanes into appropriate size hangars based on the size of the aircraft. After lengthy discussion, it was decided to give the prospective tenant until December 31, 2022 to acquire an airplane that requires the larger hangar, otherwise existing tenants will be given priority.

10) Adjournment - Motion to adjourn by Jane Wollenzien, seconded by Lee Hinrichs. Approved.