

## December 10, 2015 Airport Commission Meeting held at 7:00pm

Conducted by Mitch Bond      \*Minutes taken by Kris Glaser

1. **Present at the Meeting:** Mitch Bond, Jane Wollenzien, Kris Glaser, Mike Cherry, and Dale Guimond.  
**Guests:** None  
**Absent:** Dennis Hansen, Richard Lindell, and Tim Kangas
2. **Approval of the Last Meeting Minutes:** Motion to approve the November 2015 meeting minutes by Jane Wollenzien and seconded by Kris Glaser, motion carried.
3. **Review of Financial Reports for November 2015:** Review of November Financial Reports. It was noted that there were incorrect budget and actual expenses in account 6751 that need to be removed. There were no bills to approve at the present time. Motion was made to approve the report, as corrected, by Jane Wollenzien and seconded by Kris Glaser, motion carried.
4. **Reports and Announcements:** Review of the traffic movements and fuel sales for November. Motion was made to approve the report by Jane Wollenzien and seconded by Mitch Bond, motion carried.
5. **Unfinished Business:** None
6. **New Business:**

**Review and Approve FY 2016-17 Budget:** Mike Cherry walked the commission members through the FY 2016-17 airport budget account by account. It was noted by Kris Glaser that the project to pour a concrete floor in one of the hangars, where there is primarily dirt, may need to be categorized as capital spending and not repairs/maintenance. Mike Cherry will check with the City Finance Director to see if it needs to be changed. Motion was made to approve the FY 2016-2017 airport budget by Mitch Bond and seconded by Jane Wollenzien, motion carried.

**Flight Graph Reports:** Mike Cherry presented the Commission with a flight report for the number of traffic movements at the Waverly Airport from 2009 – 2015. It was noted that the months of July - Sept. are the highest months of traffic, with July surpassing 1000 movements in the years from 2010-2012. It was also noted that in the graph of total flights per year, 2015 is currently the highest year since 2009 with over 3500 movements year-to-date through October. Mike also presented the Waverly airport ranking in the state of Iowa as compared to other General Service Airports for the annual number of operations as measured by the FAA. It was noted that Waverly is currently ranked 17<sup>th</sup> among 33 airports for annual operations but was ranked 33<sup>rd</sup> out of 33 airports for the length of the runway. Waverly has a 2,800' runway and the next closest airport in the ranking has a runway length of 3,801'. The longest runway among the 33 General Service Airports in Iowa was 5,796' at Forest City, which is more than twice the length of Waverly's runway.

Mike also presented the number of based aircraft at Waverly as 21; which ranked it 24<sup>th</sup> out of the 33 airports shown. The low number of based aircraft here is largely due to the limited number of hangars at Waverly. The number one ranked airport at Knoxville had 46 based aircraft which also boasts a 4,000' runway.

**7. Tabled Items:** None

**8. Project Status Report:**

**Runway Safety Area - Property Acquisition:** No updates.

**Runway Rehab/Reconstruction:** No updates.

**9. Group Discussion:** None

**10. Adjournment:** Motion by Jane Wollenzien and seconded by Mitch Bond, motion carried at 7:50pm.