

**AIRPORT ADVISORY COMMISSION MINUTES**  
**MONDAY – SEPTEMBER 27, 2011**  
**AIRPORT TERMINAL BUILDING**

The Muscatine Airport Advisory Commission meeting was called to order at 5:07 p.m. by Chairperson Page. Commission members present were Chairperson Jerry Page, Stacy Lewis and Bill Leddy. Also present was Steven Boka, Director of Community Development, Andrew Fangman, City Planner, Carver Aero employees Janet Lewis and Mike Woerly. Commissioners Cale and Natvig were excused.

The next item on the agenda was the approval of the July 25, 2011 minutes. On a motion to approve by Commissioner Lewis and seconded by Commissioner Leddy, the minutes were approved as submitted.

Boka provided the Commission with updates on several projects at the airport. The Commission reviewed and commented on the status of the Airport Runway Lighting Improvement. Boka stated that the contractor was on-site and the Notice to Proceed has been issued. Boka informed the Commission that the Hangar Access Road project has been completed, accepted and the final payment to the contractor has been made. Bids for the project identified as Renovate Municipal Hangar and T-Hangar Roofs was originally opened on August 10<sup>th</sup> but the single bid received was rejected as non-responsive to the Targeted Small Business (TSB) element of the bidding process. The Project was re-advertised and bids were opened on September 8<sup>th</sup>. A single bid was received but was higher than the funding available for the project. The State of Iowa DOT was contacted and agreed to increase funding for the project by an additional \$3,910.00. That additional funding, combined with a 15% local match and a reduction in the overall scope of the project, will permit the contract award to be forwarded to the City Council for their consideration and approval on October 6<sup>th</sup>. The city was also notified that the IDOT division of Aviation has awarded the City \$17,000.00 for the construction of a security gate and camera at the southern end of the hangar Access Road as well as an additional award of \$58,000.00 for drainage improvements around the T-Hangars. Boka stated that he is working to install an oil separator on the airport property that will serve the apron and pavement surrounding the T-Hangars. Janet Lewis reported that they have not had any further success with his wildlife mitigation efforts.

City Planner Fangman updated the Commission on the selection of an airport consultant as required for airport projects exceeding \$100,000.00. Boka explained that the city is periodically required to go through a formal consultant selection process and has been utilizing the 5-year Capital Improvement Plan to determine the types of projects will require those services. The city last went through the selection process in 2006.

Commissioners discussed the recently announced dedication of the Joint Armed Forces Readiness Center which is scheduled for 10:00 AM on Wednesday, October 19<sup>th</sup>. Commissioners present generally agreed that the time and date of the dedication would not allow a reasonable opportunity for the city to pursue a joint open of the Airport and Readiness Center. The Commissioners did agree that an Airport open house should continue to be pursued as a future activity.

Commissioner Lewis moved to adjourn. Second by Commissioner Leddy. All present voted aye. Meeting adjourned.

Respectfully submitted,

Steven W. Boka, secretary  
Director of Community Development