

**AIRPORT ADVISORY COMMISSION MINUTES**  
**MONDAY – NOVEMBER 28, 2011**  
**AIRPORT TERMINAL BUILDING**

The Muscatine Airport Advisory Commission meeting was called to order at 5:03 p.m. by Chairperson Page. Commission members present were Chairperson Jerry Page, Scott Natvig, Stacy Lewis, Gerald Cale, and Bill Leddy. Also present was Steven Boka, Director of Community Development, Andrew Fangman, City Planner, Carver Aero employee Mike Woerly.

The next item on the agenda was the approval of the October 24, 2011 minutes. On a motion to approve by Commissioner Natvig and seconded by Commissioner Leddy, the minutes were approved as submitted.

Boka introduced William Bogert and Jayne DeCoste of Anderson-Bogert Surveyors and Engineers. Boka continued by stating that Jayne DeCoste, P.E. has acted as the city's engineer for the last several years on municipal airport improvement projects and William (Bill) Bogert, P.E. is one of the owners of the business and has had a long association with the City. Bill and Jayne reviewed the proposed five-year Capital Improvement Program (CIP) with the Commission and explained that a new 5-year CIP is required to be submitted annually to the Iowa Department of Transportation Division of Aviation and the Federal Aviation Administration (FAA). The CIP is utilized by the regulatory agencies when reviewing potential projects and requests from funding by local authorities. Following a review of the proposed CIP and the compressed timetable for submission, the Commissioners decided to conduct individual ranking of projects and be prepared to discuss them at a special meeting to be held on December 19, 2011. The December date was discussed and chosen because of the upcoming holiday schedule.

City Planner Fangman updated the Commission on the selection of an airport consultant as required for airport projects exceeding \$100,000.00. The Commission was advised that the City Council will be requested to approve the selection of Anderson-Bogert as the City's engineer of record for the next five-years to coincide with the project listing on the approved CIP.

Commissioner Scott moved to adjourn. Second by Commissioner Cale. All present voted aye. Meeting adjourned.

Respectfully submitted,

Steven W. Boka, secretary  
Director of Community Development