

**AIRPORT ADVISORY COMMISSION  
MONDAY, JANUARY 24, 2011 – 5:00 P.M.  
AIRPORT TERMINAL BUILDING**

**AGENDA**

1. Roll Call
2. Approval of November 22, 2010 Minutes
3. Discussion Regarding Budget and Approval Process
4. Projects Update
6. Comments
7. Adjournment



**Airport  
Revenue Summary  
For the Month of December, 2010**

	<u>Budget</u>	<u>Current Month Revenues</u>	<u>Year-To-Date Revenues</u>	<u>Variance over (under) Budget</u>	<u>Percentage</u>
Fixed Base Operator Fee	\$ 8,700.00	\$ 725.00	\$ 4,350.00	\$ (4,350.00)	50.00%
Hangar Rentals	19,800.00	1,647.00	9,799.00	(10,001.00)	49.49%
Reimbursement of Costs	800.00	-	858.00	58.00	107.25%
Farm Leases	6,500.00	-	6,500.00	-	100.00%
Gasoline Commission	2,500.00	-	912.00	(1,588.00)	36.48%
Transfers In:					
General Fund Subsidy	69,000.00	-	-	(69,000.00)	0.00%
<b>Total</b>	<b><u>\$ 107,300.00</u></b>	<b><u>\$ 2,372.00</u></b>	<b><u>\$ 22,419.00</u></b>	<b><u>\$ (84,881.00)</u></b>	<b>20.89%</b>

**Airport Operations  
Summary of Fund Transactions  
For the Month of December, 2010**

Beginning Balance (Deficit)	\$ (26,354.65)
Revenues	
Fixed Base Operator Fee	\$ 725.00
Hangar Rentals	1,647.00
Reimbursement of Costs	-
Farm Leases	-
Gasoline Commissions	-
State Grant	-
Transfers In	-
General Fund Subsidy	-
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Total Revenues	\$ 2,372.00
Expenses	
Commodities	\$ 610.33
Contractual Services	10,552.38
Capital Outlay	-
Transfers Out	-
Administrative Fees	1,925.00
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Total Expenses	\$ 13,087.71
Ending Balance (Deficit)	\$ (37,070.36)
Less Encumbrances	<hr/> 224.00
Unreserved Ending Balance (Deficit)	<hr/> <u>\$ (37,294.36)</u>

**Muscatine Municipal Airport Hangar Pricing With Possible Across-the-Board Increases - 2011**

Hangar Number	Approx. Area Sq. Ft.	Nominal Usable Area Sq. Ft.	Nominal Usable Door Width Feet	2010 Monthly Rental Fee - \$	Monthly Rental with 10% Increase Fee - \$	Monthly Rental with 10% Increase Rounded	Monthly Rental with 15% Increase Fee - \$	Monthly Rental with 15% Increase Rounded	Monthly Rental with 20% Increase Fee - \$	Monthly Rental with 20% Increase Rounded
1, 2, 3	1,122	1,200	46	\$105.00	\$115.50	\$115.00	\$120.75	\$120.00	\$126.00	\$125.00
4	1,343	1,350	46	\$116.00	\$127.60	\$130.00	\$133.40	\$135.00	\$139.20	\$140.00
5	1,173	1,200	40	\$88.00	\$96.80	\$100.00	\$101.20	\$100.00	\$105.60	\$105.00
6, 7	952	1,000	40	\$88.00	\$96.80	\$100.00	\$101.20	\$100.00	\$105.60	\$105.00
8	952	1,000	40	\$88.00	\$96.80	\$100.00	\$101.20	\$100.00	\$105.60	\$105.00
9	1,251	1,250	40	\$72.00	\$79.20	\$80.00	\$82.80	\$85.00	\$86.40	\$90.00
10, 11	1,269	1,250	46	\$72.00	\$79.20	\$80.00	\$82.80	\$85.00	\$86.40	\$90.00
12, 13	1,269	1,250	46	\$72.00	\$79.20	\$80.00	\$82.80	\$85.00	\$86.40	\$90.00
14	1,251	1,250	40	\$72.00	\$79.20	\$80.00	\$82.80	\$85.00	\$86.40	\$90.00
15 thru 20	867	850	40	\$72.00	\$79.20	\$80.00	\$82.80	\$85.00	\$86.40	\$85.00
Totals				\$1,647.00		\$1,835.00		\$1,915.00		\$1,985.00
						\$188.00		\$268.00		\$338.00
						11.4%		16.3%		20.5%

**Assumptions:**

Nominal usable area provides for possible usable floor space due to estimates used in measurements, and rounds up to the next 100 square feet.

Exception to the previous assumption for hangar 4 which is rounded up to the nearest 50 square feet.

Exception to the previous assumptions for hangars 9 through 14 which are rounded down to the nearest 50 square feet.

**Notes:**

At the 10% increase level, resulting amounts are rounded upward to the nearest \$5.00 for all hangars except #1.

At the 15% increase level, resulting amounts are rounded upward or downward to the nearest \$5.00 for all hangars.

At the 20% increase level, resulting amounts are rounded upward or downward to the nearest \$5.00 for all hangars except for hangars #9 through #20. Hangars #9 through #14 are rounded upward to the nearest \$5.00, and hangars #15 through #20 are rounded downward to the nearest \$5.00.

The increase proposed for hangars #15 through #20 is limited to \$13.00 per month due to serious deterioration occurring in those hangars, and poor drainage causing icing conditions in, and in front of those hangars during the winter season making ingress and egress difficult if not impossible.

Total increases for consideration are \$188 per month (\$2,256 per year); \$268 per month (\$3,216 per year); and \$338 per month (\$4,056 per year) in hangar rental revenues. Overall increase is 11.4%, 16.3%, or 20.5% respectively for the 10%, 15%, and 20% calculated increase.

Respectfully submitted,



Jerry M. Page  
Muscatine Airport  
Advisory Commission

## **MUSCATINE MUNICIPAL AIRPORT LEASE AND HANGAR ASSIGNMENT POLICY**

It shall be the policy of the City of Muscatine and Muscatine Airport Advisory Commission as follows:

This policy recognizes that limited hangar space is available to the local aviation community and acknowledges that there is a waiting list for that available space. To accommodate the demand and obtain the highest and best use of the available hangar space(s), the City shall require that all lease holders provide the city with information concerning the make, model and other identification of aircraft that is, or will be, housed in the requested hangar space. In addition, Lessee must annually provide copies of log book entries showing the date of the last annual inspection, or other indication the aircraft is currently airworthy and flyable.

It shall be the policy of the City that the storage needs for all aircraft be matched with the minimum hangar space needed to accommodate the request. It shall be the responsibility of Lessee to keep the information regarding their hangar needs updated monthly, including any change in aircraft airworthiness. Under this policy, the city reserves the right to reassign hangar space to meet the current demand and to terminate any lease that does not match the aircraft storage information as contained in the Lease Agreement. Any deviation from this requirement must be authorized on a case by case basis. Any such termination may cause the city to reassign the hangar lease to someone else on the active waiting list for aircraft matching the size of the available hangar space. It should be clearly understood that the City reserves the right to assign hangars to its best benefit with 30 days notice to Lessee.

This policy further addresses the method by which available hangar space is assigned and is intended to provide a standard acceptable method for making those assignments. To that end, it shall be the policy of the city that the following priorities are utilized to determine the assignment of any available hangar space(s) at the Muscatine Municipal Airport:

**Priority No. 1.** City of Muscatine businesses and residents shall be given first consideration **and** provided the space available matches the aircraft storage needs as set out above.

**Priority No. 2.** All other non-resident interests by waiting list seniority **and** by the type of hangar space most closely suited to their aircraft storage needs as set out above.

Nothing in this policy is intended to prevent the temporary assignment of hangars for use(s) deemed in the best interests of the city and of mutual benefit to the flying public.