

**POLK COUNTY AVIATION AUTHORITY**  
Thursday, November 10, 2016 -5:00 P.M.  
Ankeny Regional Airport ♦ Ankeny, Iowa  
Corporate/Terminal Hangar Building ♦ 3737 Convenience Blvd.

**AGENDA**

1. **Roll Call**
2. **Administer Oath of Office to New Board Members with terms expiring December 31, 2019.**  
**Bondurant - Jake Nilles**
3. **Special Recognition**  
A. Jason Greubel, PCAA Board Member, representing Bondurant, from 2007-2016.
4. **Perfecting and Approval of the Agenda without amendment**
5. **Audience with Visitors**
6. **Election of Secretary for term expiring December 31, 2017.**
7. **Administer Oath of Office to Secretary with terms expiring December 31, 2017.**
8. **Finance / Budget Report**
9. **FBO Report**
  - A. Fuel Report
  - B. Inspection Report
  - C. Hangar tenant waiting list report
  - D. Tenant concerns and response report
10. **Consent Agenda Items**
  - CA-1 Approval of October 6, 2016 minutes
  - CA-2 Consider motion to approve payment #6 to Kimrey Electric for construction services on the Runway 18/36 and Taxiway Lighting Improvements Project, in the amount of \$147,622.07.
  - CA-3 Consider motion to approve payment #2 (Final) to RW Excavating and Dozing for services that include hangar grading / granular replacement work through September 15, 2016 in the amount of \$688.20.
  - CA-4 Consider motion to approve Change Order No. 1 with Iowa Erosion Control, Inc. for additional PCC Pavement Patching required for the Runway 18/36 PCC Pavement Repair Project in the amount of \$360.00.
  - CA-5 Consider motion to approve payment #1 (Final) to Iowa Erosion Control, Inc. for services that include work through October 10, 2016 for the Runway 18/36 PCC Pavement Repair Project in the amount of \$9,576.00.
  - CA-6 Consider motion to approve payment to ADB Airfield Solutions, LLC for parts supplies for the Replace Runway 18/36 PAPI Project in the amount of \$18,328.80.
  - CA-7 Consider motion to approve payment #2 to Snyder & Associates for services that include Replace Runway 18/36 PAPI, in the amount of \$1,000.00.

- CA-8 Consider motion to approve payment #16 to Snyder & Associates for services that include Runway 18/36 and Taxiway Lighting Improvements, in the amount of \$1,286.36.
- CA-9 Consider motion to approve payment #161 to Snyder & Associates for services that include General Engineering through September 30, 2016 in the amount of \$5,141.78.
- CA-10 Approval of Bills and Transfer of Necessary Funds \$212,902.24.
- CA-11 October 2016 Financial Reports
- CA-12 Accounts Receivable Aging Summary

**Motion to approve consent agenda items CA-1 to CA-12**

**11. Removed Consent Agenda Items:**

**Motion to Approve removed consent agenda item CA-**

**12. Old Business**

- A. Wildlife Exclusion Fence Project: Schedule for Engineering Services and Construction.
- B. Resolution 2016-35, approving Tee Hanger, Garage and Tie-Down Lease documents effective for Calendar Year 2017.

**13. New Business**

- A. R.I.S.E. Grant Application and Development Agreement for Street Extension – Future South Corporate Apron Access.
- B. Resolution 2016-36, authorizing the execution of a Professional Services Agreement with Snyder & Associates, Inc. for the Iowa DOT RISE Grant Application Project.
- C. Review Exec 1 Management Agreement.
- D. Request for Tee Hangar Sub-Lease: Mitch Sellers.
- E. Receive and file the Notification of Hangar Interest Buy-out by Bill Van Lent/Cyalco Aviation, LLC.
- F. Discussion and review of the 2018-2022 Airport Capital Improvement Program (ACIP).

**14. Reports**

- A. Engineering Report
  - a. Spraying and Tree Removal Proposal Review.
- B. Staff Report
  - a. Update on Runway 22 Tree Obstructions.
- C. Legal Counsel Report
- D. Board Report
- E. Chair Report

**15. Adjourn**

**Next Scheduled Meeting Date: December 8, 2016 @ 5:00 p.m.**