

POLK COUNTY AVIATION AUTHORITY
ANKENY, IOWA

The Polk County Aviation Authority held a regular meeting on Thursday, July 10, 2014, at the Ankeny Regional Airport, 3737 Convenience Blvd., Ankeny, Iowa. The meeting was called to order at 5:00 P.M.

- Item 1) ROLL CALL – MEMBERS PRESENT:** ANDERSON, ASHBY, GARDNER, NOVAK, PIGHETTI, WANGSNESS
MEMBERS ABSENT: GREUBEL
Chairperson, John Pighetti called the meeting to order. Present from the City of Ankeny were: Paul Moritz, Assistant City Manager; Janet Binder, Accountant; and Margaret Waldschmitt, PCAA Recording Secretary. Attorney, Amy Beattie was present. Representing EXEC 1 was Craig Coon and Dan Stull. Representing Snyder & Associates was Scott Port. Representing DGR Engineering was Jerry Searle.
- Item 2) PERFECTING AND APPROVAL OF THE AGENDA WITHOUT AMENDMENT.**
It was moved by Todd Ashby and seconded by Brant Anderson to approve the agenda without amendment. VOTE: YEA: ASHBY, ANDERSON, GARDNER, NOVAK, PIGHETTI, WANGSNESS

Chairperson, John Pighetti, stated due to the schedule of people in attendance who are presenting, we will change the order of the agenda to accommodate these individuals.
- Item 11A) b. FEASIBILITY STUDY FOR RUNWAY 18-36 EXPANSION / LONG TERM IMPROVEMENTS**
Jerry Searle, DGR Engineering, gave a presentation regarding the feasibility of expanding runway 18/36, along with additional options for hangar locations. Following discussion, Chairperson, John Pighetti, stated the decision that needs to be made is whether we want to take this airport to the next level, catering more to the corporate pilot, maybe at the expense of general aviation. Jeff Wangsness stated that we should grow in the area there is the most demand to provide the best service to the aviation community. It was the consensus of the Board to move forward with an aeronautical forecast study. Jerry Searle stated that Exec 1 staff needs to track the usage of the airport, documenting anyone with special requests and people they cannot accommodate and why. These individuals will be asked to submit a letter to the Board stating their special requests and how our airport could better meet their needs. Exec 1 will also document the types of planes using the airport and frequency. This information will serve as proof of aviation need that can be submitted to the FAA if the decision is made to try to proceed with the runway expansion. Pighetti stated he was excited to see in Searle's report other options for building additional hangars.
- Item 6) FBO REPORT
FUEL REPORT
INSPECTION REPORT
HANGAR TENANT WAITING LIST REPORT
TENANT CONCERNS AND RESPONSE REPORT**

Craig Coon, Exec 1, stated that fuel sales are down from last month, but up in comparison to the last two years. Coon stated he was notified by Camp Dodge that a Black Hawk Simulator and crew would be flying in for training. Coon asked the Board if it would be possible to move the ramp farther west, between the FBO and the shop, and build an overhang for disembarking. The Board directed Scott Port, Snyder & Associates, to bring a plan to the August meeting in regard to moving the ramp. Once the Board has a visual, they can have discussion on the possibility of moving the ramp. Coon stated the MetLife Snoopy 2 Blimp will be at the John Deere Classic Golf Tournament in Davenport and will be moored here until it departs for Akron, Ohio. Coon expects it to arrive here on Wednesday, July 16, through Tuesday, July 22. No public tours will be given. Craig Coon, Exec 1, left at 5:50 p.m.

Item 3) AUDIENCE WITH VISITORS

Dave Kalwishky, representing the Experimental Aircraft Association Chapter 135, thanked Mike Callison and everyone at the Iowa Aviation Heritage Museum, along with the Exec 1 staff for their support during the time the WW 2 B-17 plane was at the Ankeny airport. Kalwishky stated the event was a huge success giving rides to 70 people.

Tom Drew, 535 40th St., Des Moines, IA, addressed the Board about the possibility to build a private hangar at the airport. Chairperson, John Pighetti, stated that there is no policy in place regarding private hangars. Pighetti stated that he would ask the Land / Hangar Lease Committee to come up with a proposal for a policy regarding private hangars to present to the Board. Pighetti also asked Tom Drew, or anyone else who is interested in a private hangar, to submit a letter of interest to the Board.

Item 4) PUBLIC HEARING 2014-04, TRANSFER CERTAIN PROPERTY KNOWN AS RELOCATED SE FOUR MILE DRIVE TO THE CITY OF ANKENY

Item 4A) HOLD AND CLOSE PUBLIC HEARING

Chairperson Pighetti announced this is the time and place to be heard on the transfer of certain property known as Relocated SE Four Mile Drive to the City of Ankeny. Notice of this hearing was published in the Des Moines Register on July 4, 2014. There were no written comments received on the proposed transfer. Chairperson Pighetti inquired if there was anyone present to be heard for or against said transfer. Attorney, Amy Beattie, stated that this is a legal step to transfer the roadway easement. Chairperson Pighetti called for a motion to close the public hearing.

It was moved by Jeff Wangsness and seconded by Brant Anderson to close Public Hearing #2014-04. VOTE: YEA: WANGSNESS, ANDERSON, ASHBY, GARDNER, NOVAK, PIGHETTI

Item 4B) RESOLUTION 2014-18, APPROVING TRANSFER OF CERTAIN PROPERTY KNOWN AS RELOCATED SE FOUR MILE DRIVE TO THE CITY OF ANKENY BY ROADWAY EASEMENT

It was moved by Jeff Wangsness and seconded by Todd Ashby to adopt Resolution 2014-18. VOTE: YEA: WANGSNESS, ASHBY, ANDERSON, GARDNER, NOVAK, PIGHETTI

Item 5) FINANCE / BUDGET REPORT

Chairperson Pighetti stated that while Dr. Paul Novak was out of town, he reviewed the finances and reported there was the semi-annual administrative bill for the City of Ankeny and a payment to Manatt's for the road relocation. .

Item 7) CONSENT AGENDA ITEMS

CA-1 APPROVAL OF JUNE 5, 2014 MINUTES

CA-2 APPROVAL OF JUNE 23, 2014 SPECIAL MEETING MINUTES

CA-3 CONSIDER MOTION TO APPROVE PAYMENT #6 TO MANATT'S FOR SERVICES THAT INCLUDE SE FOUR MILE DRIVE RELOCATION PROJECT IN THE AMOUNT OF \$484,311.76.

CA-4 CONSIDER MOTION TO APPROVE PAYMENT #133 TO SNYDER & ASSOCIATES FOR SERVICES THAT INCLUDE GENERAL ENGINEERING (ANKENY AIRPORT SIDEWALK REPAIR) IN THE AMOUNT OF \$957.14.

CA-5 CONSIDER MOTION TO APPROVE PAYMENT #26 TO SNYDER & ASSOCIATES FOR RUNWAY 4 / 22 LAWSUIT IN THE AMOUNT OF \$4,063.00.

CA-6 CONSIDER MOTION TO APPROVE PAYMENT #34 IN THE AMOUNT OF \$4,965.98 TO SNYDER & ASSOCIATES FOR SE FOUR MILE DR. ROAD RELOCATION, PLANS, SPECS, BID DOCUMENTS.

CA-7 CONSIDER MOTION TO APPROVE PAYMENT #5 TO SNYDER & ASSOCIATES FOR SERVICES THAT INCLUDE RW 22 THRESHOLD RELOCATION AND INSTRUMENT APPROACH DEVELOPMENT IN THE AMOUNT OF \$9, 663.36.

CA-8 CONSIDER MOTION TO APPROVE FINAL PAYMENT IN THE AMOUNT OF \$9,200.00 FOR AIRPORT SIDEWALK REPAIRS AS A CHANGE ORDER TO THE CITY OF ANKENY'S SIDEWALK CONSTRUCTION CONTRACT WITH CONCRETE CONNECTION.

CA-9 APPROVAL OF BILLS AND TRANSFER OF NECESSARY FUNDS \$522,931.99.

CA-10 JUNE 2014 FINANCIAL REPORTS

CA-11 ACCOUNTS RECEIVABLE AGING SUMMARY

MOTION TO APPROVE CONSENT AGENDA ITEMS CA-1 TO CA-11.

It was moved by Bill Gardner and seconded by Brant Anderson to approve consent agenda items CA-1 through CA-11. VOTE: YEA: GARDNER, ANDERSON, ASHBY, NOVAK, PIGHETTI, WANGSNESS

Item 8) REMOVED CONSENT AGENDA ITEMS: NONE

Item 9) OLD BUSINESS: NONE

Item 10) NEW BUSINESS

Item 10A) RESOLUTION 2014-19, AUTHORIZING THE ACCEPTANCE OF A GRANT AGREEMENT BETWEEN THE POLK COUNTY AVIATION AUTHORITY AND THE FEDERAL AVIATION ADMINISTRATION FOR THE FUNDING OF THE PROJECT TO IMPROVE THE RUNWAY SAFETY AREA BY ACQUISITION OF LAND, JOHNSON PARCELS.

It was moved by Brant Anderson and seconded by Todd Ashby to adopt Resolution 2014-19. VOTE: YEA: ANDERSON, ASHBY, GARDNER, NOVAK, PIGHETTI, WANGSNESS

tem 10B) RESOLUTION 2014-20, AUTHORIZING SUBMISSION OF APPLICATION FOR FEDERAL ASSISTANCE AND GRANT APPLICATION FOR POSSIBLE FY 2014

FEDERAL ASSISTANCE FOR RUNWAY 4/22 REHABILITATION / RUNWAY 22 THRESHOLD RELOCATION AND TO CERTIFY THAT THE LOCAL MATCH IS AVAILABLE FOR THE PROJECT IF AWARDED A GRANT.

Scott Port, Snyder & Associates, stated that following the bid letting, he submitted the bids to Don Harper, FAA, and received an encouraging response. Port stated that the bid letting was held on July 8, 2014. Kimrey Electric had the low bid at \$583,000.00. The Engineer's estimate was \$373,442.50. Jeff Wangsness asked why there was such a big difference. Port stated that the big difference is because everyone is so busy right now.

It was moved by Jeff Wangsness and seconded by Bill Gardner to adopt Resolution 2014-20. VOTE: YEA: WANGSNESS, GARDNER, ANDERSON, ASHBY, NOVAK, PIGHETTI

Item 10C) DISCUSSION AND DIRECTION REGARDING THE BUILDING OF PRIVATE HANGARS AT THE AIRPORT

Chairperson, John Pighetti, stated as discussed earlier, this will be turned over to the Land / Hangar Lease Committee, chaired by Jason Greubel, to come up with a proposal for a policy. Pighetti will email Jason about this matter.

Item 10D) RESOLUTION 2014-21, APPROVE THE LEASE AGREEMENT WITH TERENCE WOODS

It was moved by Brant Anderson and seconded by Todd Ashby to adopt Resolution 2014-21. VOTE: YEA: ANDERSON, ASHBY, GARDNER, NOVAK, PIGHETTI, WANGSNESS

Item 11) REPORTS

Item 11A) ENGINEERING REPORT

a. QUOTES FOR TREE AND BRUSH CLEARING

Scott Port, Snyder & Associates, stated the SE Four Mile Drive is scheduled to reopen on July 22. Port has received two quotes for the tree and brush clearing. Family Tree Care was the low bidder at \$5,114.50. The Board authorized Port to schedule this project with the Family Tree Care. In regard to the security gate, Port said there were three interested parties, but he has not received a quote. Pighetti asked Port to get quotes for what it would cost to replace the gate, as well as the cost to repair it.

Item 11B) STAFF REPORT:

Paul Moritz, Assistant City Manager, stated he has only received one bid, \$18,500, to have insulation added to the large hangar door. Moritz stated that early next week, Hydro Kleen will clear out the drains surrounding the runway.

Janet Binder, Accountant, stated that the Board will be presented with a report regarding insurance renewal at the August 7, 2014 meeting.

Item 11C) LEGAL COUNSEL REPORT - none

Item 11D) BOARD REPORT

Brant Anderson stated that a truck really took the corner sharp out by the beacon and tore up the grass. Paul Moritz, Assistant City Manager, stated that he intends to have the City crew put a sign out there that says, "No Trucks Beyond This Point." Anderson suggested installing concrete planters or poles.

Todd Ashby stated that he has had discussion with the Superintendent of Des Moines Schools about the possibility of moving the Aviation School to the Ankeny Airport.

Dr. Paul Novak stated that he was excited about the interest in the people to build private hangars and the possible building options drawn out in Jerry Searle's report. Pighetti cautioned what the cost of the infrastructure might be.

Jeff Wangsness stated that he has been contacted by neighbors about water flow problems with the relocated road. Wangsness stated that the County and City are looking into it and is sure the issue will be resolved.

Item 11E) CHAIR REPORT - none

Item 12) ADJOURN

There being no further business, it was moved by Todd Ashby and seconded by Jeff Wangsness to adjourn the meeting. VOTE: YEA: ASHBY, WANGSNESS, ANDERSON, GARDNER, NOVAK, PIGHETTI

The meeting adjourned at 6:35 p.m.

Attest: _____
Jeff Wangsness, Secretary

Signed: _____
John Pighetti, Chairperson

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