

POLK COUNTY AVIATION AUTHORITY
ANKENY, IOWA

The Polk County Aviation Authority held a regular meeting on Thursday, August 7, 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, GREUBEL, NOVAK, WANGSNESS
MEMBERS ABSENT: PIGHETTI
Acting Chairperson, Jeff Wangsness called the meeting to order. Present from the City of Ankeny were: Paul Moritz, Assistant City Manager; Jennifer Sease, Administrative Services Director; and Margaret Waldschmitt, PCAA Recording Secretary. Attorney Amy Beattie was present. Representing EXEC 1 was Craig Coon. Representing Snyder & Associates was Scott Port. Representing DGR Engineering was Jerry Searle.
- Item 2) PERFECTING AND APPROVAL OF THE AGENDA WITH AMENDMENT WITH THE ADDITION OF ITEM 10B UNDER NEW BUSINESS, RESOLUTION 2014-25 ACCEPTING THE GRANT OFFER FOR THE RUNWAY 4/22 REHABILITATION AND RUNWAY 22 THRESHOLD RELOCATION PROJECT AND AUTHORIZING THE CHAIRPERSON TO SIGN THE GRANT AGREEMENT**
It was moved by Todd Ashby and seconded by Brant Anderson to approve the agenda with amendment. VOTE: YEA: ASHBY, ANDERSON, GARDNER, GREUBEL, NOVAK, WANGSNESS

Acting Chairperson, Jeff Wangsness, stated we will move on to the public hearing and come back to the Audience with Visitors when Mike Callison arrives.
- Item 4) PUBLIC HEARING – (PH #2014-05) REHABILITATE RUNWAY 4/22 AND RELOCATE RUNWAY 22 THRESHOLD (AIP) GRANT PROJECT 3-19-0132-019**
- Item 4A) HOLD AND CLOSE PUBLIC HEARING**
Acting Chairperson Wangsness announced this as the time and place for the public hearing on the matter of the adoption of plans, specifications, form of contract and opinion of probable costs for the construction of certain public improvements described as: Rehabilitate Runway 4/22 and Relocate Runway 22 Threshold Project. Notice of this hearing was published in the Des Moines Register on June 24, 2014. There were no written comments received on the proposed project. Acting Chairperson Wangsness inquired if there was anyone present to be heard for or against said proposed project. Hearing none, Acting Chairperson called for a motion to close the public hearing.

It was moved by Dr. Paul Novak and seconded by Jason Greubel to close Public Hearing #2014-05. VOTE: YEA: NOVAK, GREUBEL, ANDERSON, ASHBY, GARDNER, WANGSNESS
Mike Callison, Aviation Heritage Museum, arrived at 5:06 p.m.
- Item 4B) RESOLUTION 2014-22, ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND OPINION OF PROBABLE COST FOR THE REHABILITATE**

RUNWAY 4/22 AND RELOCATE RUNWAY 22 THRESHOLD (AIP) GRANT PROJECT 3-19-0132-019

It was moved by Jason Greubel and seconded by Bill Gardner to approve Resolution 2014-22 adopting plans, specifications, form of contract and opinion of probable cost for the Rehabilitate Runway 4/22 and Relocate Runway 22 Threshold Project. VOTE: YEA: GREUBEL, GARDNER, ANDERSON, ASHBY, NOVAK, WANGSNESS

Item 4C) RECEIVE AND FILE REPORT OF BIDS RECEIVED ON JULY 8, 2014.

Scott Port, Snyder & Associates, stated that the engineer's estimate bid with option 2 was \$438,927.50. Successful bidder was Kimrey Electric, Des Moines, Iowa, at \$583,013.00. A total of two bids were received and filed. Acting Chairperson Wangsness asked Port if there was a reason why the bids were significantly higher than the engineer's estimate. Port stated that it is a very busy construction season.

It was moved by Todd Ashby and seconded by Jason Greubel to receive and file the report of bids received on July 8, 2014. VOTE: YEA: ASHBY, GREUBEL, ANDERSON, GARDNER, NOVAK, WANGSNESS

Item 4D) RESOLUTION 2014-23, AWARDING CONSTRUCTION CONTRACT FOR THE REHABILITATE RUNWAY 4/22 AND RELOCATE RUNWAY 22 THRESHOLD (AIP) GRANT PROJECT 3-19-0132-019

It was moved by Brant Anderson and seconded by Todd Ashby to approve Resolution 2014-23 awarding construction contract to Kimrey Electric. for \$583,013.00 for the Rehabilitate Runway 4/22 and Relocate Runway 22 Threshold Project. VOTE: YEA: ANDERSON, ASHBY, GARDNER, GREUBEL, NOVAK, WANGSNESS

Item 3) AUDIENCE WITH VISITORS

Mike Callison, Iowa Aviation Heritage Museum, along with engineers who are donating their time, updated the Board on the progress they are making with the relocation of the F84 static display.

Item 5) FINANCE / BUDGET REPORT

Dr. Paul Novak stated \$110,450.80 was paid to Manatts for the SE Four Mile Drive Relocation Project.

**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 were comparable to recent years. The grading and sod work at the front entrance has been completed. The Metlife Snoopy 2 blimp was successful. The HydroKlean drainage operation was completed during the night to accommodate normal air traffic.

Two quotes were presented to the Board for the repair of the main ramp gate. It was moved by Dr. Paul Novak and seconded by Bill Gardner to authorize Controlled Access of the Midwest, LLC, to repair the main ramp gate with the

lowest quote of \$1,692.82. VOTE: YEA: NOVAK, GARDNER, ANDERSON, ASHBY, GREUBEL, WANGSNESS

Coon stated that two quotes were received to insulate the large main hangar door. It was moved by Brant Anderson and seconded by Jason Greubel to authorize Ace Construction, Inc., to insulate the large main hangar door approving Option #1 on their quote for \$5,715.00. VOTE: YEA: ANDERSON, GREUBEL, ASHBY, GARDNER, NOVAK, WANGSNESS

Coon stated that the tee hangar gutter seams are leaking. Coon said he was told that the runs were too long and inquired whether this would be considered a preexisting condition that the Authority would help finance the repairs. After some discussion, Attorney, Amy Beattie stated the repair of the gutters is the responsibility of Exec 1.

Item 7)

CONSENT AGENDA ITEMS

CA-1 APPROVAL OF JULY 10, 2014 MINUTES

CA-2 CONSIDER MOTION TO APPROVE PAYMENT #7 TO MANATTS FOR SERVICES THAT INCLUDE SE FOUR MILE DRIVE RELOCATION PROJECT IN THE AMOUNT OF \$110,450.80.

CA-3 CONSIDER MOTION TO APPROVE PAYMENT #134 TO SNYDER & ASSOCIATES FOR SERVICES THAT INCLUDE GENERAL ENGINEERING THROUGH JUNE 30 IN THE AMOUNT OF \$2,183.70.

CA-4 CONSIDER MOTION TO APPROVE PAYMENT #27 TO SNYDER & ASSOCIATES FOR RUNWAY 4 / 22 LAWSUIT IN THE AMOUNT OF \$840.00.

CA-5 CONSIDER MOTION TO APPROVE PAYMENT #35 IN THE AMOUNT OF \$12,894.91 TO SNYDER & ASSOCIATES FOR SE FOUR MILE DR. ROAD RELOCATION, PLANS, SPECS, BID DOCUMENTS.

CA-6 CONSIDER MOTION TO APPROVE PAYMENT #6 TO SNYDER & ASSOCIATES FOR SERVICES THAT INCLUDE RW 22 THRESHOLD RELOCATION AND INSTRUMENT APPROACH DEVELOPMENT IN THE AMOUNT OF \$18,657.47.

CA-7 APPROVAL OF BILLS AND TRANSFER OF NECESSARY FUNDS \$165,556.40.

CA-8 JULY 2014 FINANCIAL REPORTS

CA-9 ACCOUNTS RECEIVABLE AGING SUMMARY

CA-10 CONSIDER MOTION TO RECEIVE AND FILE CORRESPONDENCE FROM TOM L. DREW REGARDING BUILDING A PRIVATE HANGAR

MOTION TO APPROVE CONSENT AGENDA ITEMS CA-1 TO CA-10.

It was moved by Jason Greubel and seconded by Brant Anderson to approve consent agenda items CA-1 through CA-10. VOTE: YEA: GREUBEL, ANDERSON, ASHBY, GARDNER, NOVAK, WANGSNESS

Item 8)

REMOVED CONSENT AGENDA ITEMS: NONE

Item 9)

OLD BUSINESS: NONE

Item 10)

NEW BUSINESS

Item 10A)

RESOLUTION 2014-24, APPROVE THE LEASE AGREEMENT WITH ABOVE AND BEYOND EXPECTATIONS, INC. (DAVID LUERS).

It was moved by Todd Ashby and seconded by Brant Anderson to adopt Resolution 2014-24. VOTE: YEA: ASHBY, ANDERSON, GARDNER, GREUBEL, NOVAK, WANGSNESS

Item 10B) RESOLUTION 2014-25, ACCEPTS THE GRANT OFFER FOR THE RUNWAY 4/22 REHABILITATION AND RUNWAY 22 THRESHOLD RELOCATION PROJECT, AIP PROJECT NO. 3-19-0132-019 AND AUTHORIZE THE CHAIRPERSON TO SIGN THE GRANT AGREEMENT

It was moved by Dr. Paul Novak and seconded by Todd Ashby to adopt Resolution 2014-25. VOTE: YEA: NOVAK, ASHBY, ANDERSON, GARDNER, GREUBEL, WANGSNESS

Item 11) REPORTS

Item 11A) ENGINEERING REPORT

a. DISCUSSION AND DIRECTION REGARDING MOVING THE RAMP

Scott Port, Snyder & Associates, presented to the Board a colored diagram of the Terminal Area Site Expansion Concept. Discussion on this item has been put on hold due to current discussion being held regarding possible locations for building private hangars. Port stated Family Tree Care will start the tree and brush clearing on September 2, 2014. The work will take five days. Family Tree Care contacted all of the adjacent property owners and have received verbal or email confirmation approving the clearing of the fence line. Port stated that Four Mile Drive is now open. Port asked that the Rehabilitate Runway 4/22 and Relocate Runway 22 Threshold Project not start construction until Spring of 2015, stating that the contractors can't get the needed supplies at this time due to high construction demands. Acting Chairperson, Jeff Wangsness, stated that the fact the bids came in over the Engineer's Estimate was due to the demands on the contractors for fall construction. Todd Ashby stated that you should be ready to go if you are bidding on a project. Port stated that by the time they would be ready for pavement marking this fall, the conditions would not be favorable, since warm, dry conditions are preferred.

It was moved by Dr. Paul Novak and seconded by Bill Gardner to begin construction on. The Rehabilitate Runway 4/22 and Relocate Runway 22 Threshold Project in the Spring of 2015. VOTE: YEA: NOVAK, GARDNER, ANDERSON, ASHBY, GREUBEL, WANGSNESS

Item 11B) STAFF REPORT:

Jennifer Sease, Administrative Services Director, stated we are still waiting for proposals regarding insurance for the airport.

Paul Moritz, Assistant City Manager, left at 5:53 p.m.

Item 11C) LEGAL COUNSEL REPORT - none

Item 11D) BOARD REPORT

Jason Greubel gave the report for the Land / Hangar Lease Committee regarding their recommendations for building private hangars at the airport. Greubel stated there is a parcel of land between the maintenance building and the C & R Aviation Hangar that is vacant and leased to C & R Aviation. It was the consensus of the Board to direct Attorney, Amy Beattie, to contact C & R Aviation to see if they would be interested in renegotiating their lease to exclude that parcel of property, allowing it to be available for construction of a private hangar. Beattie will also contact Tom Drew to see if he is interested in that particular parcel of land if it becomes available.

Item 11E) CHAIR REPORT

Acting Chairperson, Jeff Wangsness, stated that residents by the relocated Four Mile Drive have expressed concern about excessive water going over the road when it rains. Scott Port, Snyder and Associates, stated that once the vegetation has time to grow, that will slow down the water flow.

Item 12) ADJOURN

There being no further business, it was moved by Brant Anderson and seconded by Dr. Paul Novak to adjourn the meeting. VOTE: YEA: ANDERSON, NOVAK, ASHBY, GARDNER, GREUBEL, WANGSNESS

The meeting adjourned at 6:20 p.m.

Attest: _____
Dr. Paul Novak, Treasurer

Signed: _____
Jeff Wangsness, Acting Chairperson

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