

**POLK COUNTY AVIATION AUTHORITY**  
Thursday, February 4, 2016 -5:00 P.M.  
Ankeny Regional Airport ♦ Ankeny, Iowa  
Corporate/Terminal Hangar Building ♦ 3737 Convenience Blvd.

**AMENDED AGENDA**

1. **Roll Call**
2. **Administer Oath of Office to New Board Members with terms expiring December 31, 2019.**  
**Polk County - John Barber**
3. **Perfecting and Approval of the Agenda with amendment**, adding Resolution 2016-07, setting a Public Hearing on the Polk County Aviation Authority Proposed Fiscal year 2015- 2016 Revised Budget and the Proposed Fiscal Year 2016-2017 Budget.
4. **Audience with Visitors**
5. **Finance / Budget Report**
6. **FBO Report**
  - A. Fuel Report
  - B. Inspection Report
  - C. Hangar tenant waiting list report
  - D. Tenant concerns and response report
7. **Consent Agenda Items**
  - CA-1 Approval of January 7, 2016 minutes.
  - CA-2 Consider motion to approve payment #1 to DPAI Electrical for construction services completed on the 2016 Tee Hangar Interior Lighting Renovation Project, in the amount of \$37,805.25.
  - CA-3 Consider motion to approve payment #5 (Partial Retainage Release) to Kimrey Electric for construction services completed on the Runway 4/22 Rehabilitation and Runway 22 Threshold Relocation Project, in the amount of \$32,477.68.
  - CA-4 Consider motion to approve payment #8 to Snyder & Associates for services that include Runway 18/36 and Taxiway Lighting Improvements, in the amount of \$1,699.75.
  - CA-5 Consider motion to approve payment #21 to Snyder & Associates for services that include RW 22 Threshold Relocation and Instrument Approach Development in the amount of \$1,120.00.
  - CA-6 Consider motion to approve payment #152 to Snyder & Associates for services that include General Engineering through December 31, 2015 in the amount of \$7,523.25.
  - CA-7 Approval of Bills and Transfer of Necessary Funds \$111,834.19.
  - CA-8 January 2016 Financial Reports
  - CA-9 Accounts Receivable Aging Summary
  - CA-10 Consider motion to approve Resolution 2016-03 authorizing a Supplemental Agreement with Snyder & Associates Inc. in the amount of \$18,900.00 for land acquisition / disposal services.
  - CA-11 Consider motion to approve Resolution 2016-04, authorizing the Chairperson to sign a Memorandum of Agreement with the Federal Aviation Administration (FAA) to renew the

expired 20 year lease for continuing to allow FAA equipment to be maintained within the Hangar A garage and at other locations of the airport property.

CA-12 Consider motion to approve Resolution 2015-40, authorizing the execution of a land lease agreement with Wolf Aviation, LLC and Weissenburger Aviation, Inc. for purposes of construction of a hangar. (Originally deferred from the November 5, 2015 agenda.)

CA-13 Consider motion to approve Resolution 2016-05, authorizing the execution of a second amendment to land lease agreement with Des Moines Metro Aviation, LLC and CYALCO Aviation, LLC and a land lease agreement with Wolf Aviation, LLC and Weissenburger Aviation, Inc.

CA-14 Consider motion to approve payment #3 to McClure Engineering Co., for services that include Wildlife Fence Environmental Assessment through December 26, 2015 in the amount of \$7,483.50.

CA-15 Consider motion to adopt Resolution 2016-07, setting a Public Hearing on the Polk County Aviation Authority Proposed Fiscal year 2015- 2016 Revised Budget and the Proposed Fiscal Year 2016-2017 Budget. (Date of Hearing: March 10, 2016 – 5:00 P.M.)

**Motion to approve consent agenda items CA-1 to CA-15**

**8. Removed Consent Agenda Items:**

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

**9. Old Business**

- A. Discussion and direction regarding the issuance of a press release regarding the Ankeny Regional Airport by the City of Ankeny Economic Development Department.
- B. Consider motion to approve a proposal from the United States Department of Agriculture for bird and wildlife control/depredation at the Ankeny Regional Airport, in the amount of \$25,000.00.

**10. New Business**

- A. Consider motion to approve Change Order No. 1 with Kimrey Electric for additional lighting and electrical services on the Runway 18/36 and Taxiway Lighting Improvements Project, in the amount of \$30,092.30.
- B. Review Board Policy in regard to Board Member terms.
- C. Discussion regarding a financing plan related to the initiation of the FFY 2016-2020 Airport Capital Improvements Program.
- D. Resolution 2016-06, approve the lease agreements with the individuals and / or organizations detailed on the attached list.

**11. Reports**

- A. Engineering Report.
- B. Staff Report
- C. Legal Counsel Report
- D. Board Report
- E. Chair Report

**12. Adjourn**