

POLK COUNTY AVIATION AUTHORITY
Thursday, September 7, 2017 -5:00 P.M.
Ankeny Regional Airport ♦ Ankeny, Iowa
Corporate/Terminal Hangar Building ♦ 3737 Convenience Blvd.

AGENDA

- 1. Roll Call**
- 2. Perfecting and Approval of the Agenda without amendment.**
- 3. Audience with Visitors**
- 4. FBO Report**
 - A. Fuel Report
 - B. Inspection Report
 - C. Hangar tenant waiting list report
 - D. Tenant concerns and response report
- 5. Finance / Budget Report**
- 6. Consent Agenda Items**
 - CA-1 Approval of August 10, 2017 minutes.
 - CA-2 Consider motion to approve Payment #171 to Snyder & Associates for services that include General Engineering through July 31, 2017 in the amount of \$1,139.73.
 - CA-3 Consider motion to approve Payment #10 (Final) to Snyder & Associates for services that include the South Apron Grading and Paving Phase 1, in the amount of \$1,296.75.
 - CA-4 Consider motion to approve Payment #10 to Snyder & Associates for services that include the 2017 Ramp Rehab Project, in the amount of \$1,610.09.
 - CA-5 Consider motion to approve Payment #3 (Final) to Snyder & Associates for services that include the South Apron and Drainage Channel Wetland Permitting, in the amount of \$1,235.00.
 - CA-6 Consider motion to approve payment #5 to Snyder & Associates for services that include the IDOT RISE Grant Application Project, in the amount of \$2,523.00.
 - CA-7 Consider motion to approve payment #2 to McClure Engineering Co., for services that include Construction Admin and Observation Services in the amount of \$9,271.16.
 - CA-8 Approval of Bills and Transfer of Necessary Funds, \$902,481.67.
 - CA-9 August 2017 Financial Reports
 - CA-10 Accounts Receivable Aging Summary

Motion to approve consent agenda items CA-1 to CA-10
- 7. Removed Consent Agenda Items:**

Motion to Approve removed consent agenda item CA-
- 8. Old Business**
 - A. Wildlife Exclusion Fence Project.
 - B. 5-Year Engineering Services Contract – Recommendation from Committee.
- 9. New Business**

- A. Resolution 2017-35, approving and authorizing the execution of certain assignments of leases held by Wolf Aviation, LLC.
- B. Consider motion to approve the following instruments to facilitate the acceptance of the 2017 Ramp Rehabilitation Project.
 - a. Engineer's Certificate of Completion.
 - b. Resolution 2017-36, accepting the public improvements with RW Excavating, LC In the final contract amount of \$132,446.20.
 - c. Payment #4 to RW Excavating, LC, for services that include the 2017 Ramp Rehabilitation Project in the amount of \$3,420.48.
 - d. Payment #5 (Final – Retainage Release) to RW Excavating, LC in the amount of \$6,622.31, payment to occur 30 days after project acceptance.
 - e. Change Order No. 1 in the amount less \$610.00 to RW Excavating, LC for reconciliation of project quantity of sod required for the 2017 Ramp Rehabilitation Project.
- C. Insurance Renewals – Approval of Insurance Renewals – Policy Year 9/20/17 – 9/19/18 and authorization of premium payments.
- D. Annual Hangar Inspections and Letters regarding Violations.
- E. Discussion and direction regarding changes to the T-hangar/Garage/Tie-down leases and the lease rate.
- F. Resolution 2017-37, authorizing the Aviation Chairman to sign and submit an Application for Federal Assistance and Grant Application for possible FY 2017 Federal Assistance for a Land Acquisition Project and certify that the local match is available for the project if awarded a grant.
- G. Resolution 2017-38, approving a lease agreement early termination date of July 7, 2017 for Vans RV Training LLC, hangar E-03. Approving a lease agreement transfer for Tom Merfield from hangar D-08 to E-03 with an effective date of July 7, 2017 and termination date of December 31, 2017. Approving lease agreement for Solar Flying Club for hangar D-08 with an effective date of July 7, 2017 and termination date of December 31, 2017.

10. Reports

- A. Engineering Report
 - a. Vegetation Control by Perficut.
- B. Staff Report
 - a. Feasibility of Grass Runway parallel to Runway 18/36.
 - b. Roundabout Beacon Pole – Proposals for Painting.
 - c. Pavement defect on north parking lot near FAA building.
 - d. Letter of Intent for Land Lease of Box Hanger Site.
 - e. Clark Property – Insurance Coverage and Personal Property.
- C. Legal Counsel Report
- D. Board Report
- E. Chair Report

11. Adjourn