

## POLK COUNTY AVIATION AUTHORITY

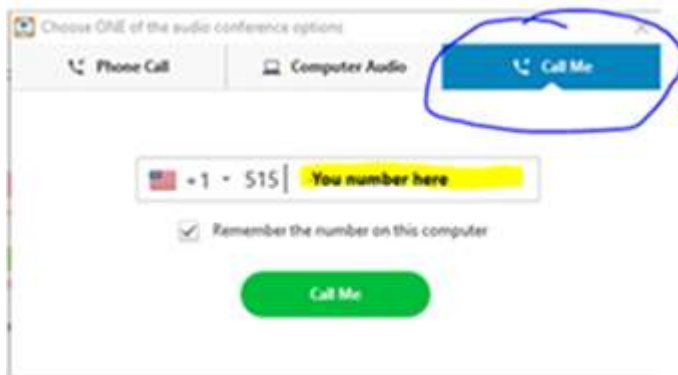
Thursday, October 8, 2020 - 5:00 P.M.  
Ankeny Kirkendall Public Library ♦ Ankeny, Iowa  
City Council Chambers ♦ 1250 SW District Drive

Due to public health concerns related to COVID-19, and as authorized by emergency proclamation of the Governor of the State of Iowa, this meeting of the Polk County Aviation Authority will be conducted electronically, pursuant to Iowa Code Section 21.8. There is a limited number of seats available for people requesting to attend the meeting in person. These seats are on a first come basis and pre-registration is required no later than 3 PM the day of the meeting. To reserve a seat with the Recording Secretary, call 515-965-6422 or email [mwaldschmitt@ankenyiowa.gov](mailto:mwaldschmitt@ankenyiowa.gov).

### INSTRUCTIONS TO JOIN THE ELECTRONIC MEETING:

<https://meetings.ringcentral.com/j/1490313996>

Once you click on the link you will be directed to the RING CENTRAL app (hosted by Zoom). The below box will pop up with optional audio link methods. The easiest method is to select the “Call Me” tab where you can enter your phone number in the box. Once your number is entered, CLICK ON the “Call Me” button. If you are calling from a conference room phone that does not have a direct dial number (an internal only four digit extension), use the “Phone Call” tab and you initiate the call inbound.



IF YOU ARE **NOT** AT A COMPUTER, YOU MAY USE ONE OF THE TWO OPTIONS BELOW FOR AUDIO ONLY.

Or iPhone one-tap:

US: +1(720)9027700,,1490313996# (US Central)

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1(720)9027700 (US Central)

Meeting ID: 149 031 3996

International numbers available: <https://meetings.ringcentral.com/teleconference>

### 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 September 10, 2020 minutes.

CA-2 Consider motion to approve payment #31 to McClure Engineering Co., for services that include General On-Call Engineering Services in the amount of \$1,740.00.

CA-3 Consider motion to approve payment #10 to McClure Engineering Co., for services that include Taxiway D Access Rd & Utilities – Phase 2 in the amount of \$5,402.50.

CA-4 Consider motion to approve payment #1 to SandStone Management LTD, for services that include Taxiway D Access Rd. Utilities & Apron Grading – Phases 2 – 4 in the amount of \$92,843.14.

CA-5 Approval of Bills and Transfer of Necessary Funds, \$129,972.45.

CA-6 October 2020 Financial Reports

CA-7 Accounts Receivable Aging Summary

**Motion to approve consent agenda items CA-1 to CA-7.**

**7. Removed Consent Agenda Items:**

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

**8. Old Business - None**

**9. New Business**

- A. Resolution 2020-28, approving Tee Hangar, Garage and Tie-Down Lease documents effective for Calendar Year 2021.
- B. Motion to approve Second Amendment to the Purchase Agreement for the 16 Acre Parcel.
- C. Resolution 2020-29, authorizing the execution of Amendment No. 1 to the North Hangar Land License Agreement with Central Iowa Aviation, LLC to facilitate the construction of an enclosed walkway between the North Hangar and the Main Terminal Building.
- D. Motion to approve Change Order No. 1 to the Terminal Building Bi-Fold Door Replacement Project to add the removal and replacement of the south exterior wall siding to the project.
- E. Motion to approve Amendment #1 to the material testing services agreement with CMT Material Testing increasing the contract amount by \$2,039.25 for quality assurance testing on the Reconstruct Taxiways A& C North, Rehab Taxiways B, C & T-Hangar Taxilanes Project.
- F. Resolution 2020-30 accepting the proposal for the construction of the PCAA portion of the Ankeny Regional Airport Fuel Facility Project by Exec 1 Aviation.
- G. Resolution 2020-31, setting a Public Hearing to enter into a Land Lease with ACME Aviation, LLC for Phase 2 - Taxiway D Box Hangar Pads. (Hearing November 5, 2020 at 5:00 p.m.)
- H. Motion to approve Conflict Waiver regarding Acme Aviation, LLC.
- I. Approval of revised property insurance with Cincinnati Insurance Companies for policy year 09/20/20 – 09/19/21 and authorization of additional premium payment in the amount of \$12,147.
- J. Receive and file the revision to ownership clause in the current lease license agreement with Exec 1 Aviation.

**10. Reports**

- A. Engineering Report
  - a. Taxiway D Access Road Relocation Project (Phases 2-4).
  - b. Main Terminal Bi-Fold Door Replacement.
- B. Staff Report
  - a. PCAA Master Agreement Renewal – Finance Committee.
  - b. Tee Hangar Inspections on October 6<sup>th</sup>.
  - c. Request for a 1 acre Garden Plot on PCAA Property.
  - d. ACIP Planning Session.

- e. 2020/2021 Snow Removal – Meeting with Elder on September 16<sup>th</sup>.
- f. Aircraft Noise Complaint – Jim Kerr, 6155 NE Berwick Drive.
- C. Legal Counsel Report
- D. Board Report
- E. Chair Report

**11. Request for Executive Session**

Consider Motion to go into Closed Session under Code of Iowa; Chapter 21 Section 5 sub paragraph 1.c. To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

(Following adjournment of the Executive Session, the Board may take action on any matter discussed during the Executive Session)

**12. Adjourn**