

POLK COUNTY AVIATION AUTHORITY
Thursday, November 9, 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 October 5, 2017 minutes.

CA-2 Consider motion to approve Payment #173 to Snyder & Associates for services that include General Engineering through September 30, 2017 in the amount of \$1,968.98.

CA-3 Consider motion to approve payment #7 to Snyder & Associates for services that include the IDOT RISE Grant Application Project, in the amount of \$3,728.08.

CA-4 Consider motion to approve payment #4 to McClure Engineering Co., for services that include Construction Admin and Observation Services for the Wildlife Exclusion Fence Project in the amount of \$20,171.05.

CA-5 Consider motion to approve payment #1 to Minturn, Inc. for services on the Wildlife Exclusion Fence Project, in the amount of \$428,368.71.

CA-6 Approval of Bills and Transfer of Necessary Funds, \$488,389.03.

CA-7 November 2017 Financial Reports

CA-8 Accounts Receivable Aging Summary

Motion to approve consent agenda items CA-1 to CA-8
7. **Removed Consent Agenda Items:**

Motion to Approve removed consent agenda item CA-.
8. **Old Business**
 - A. Recommendation from Land/Hangar Lease Committee regarding Hangar Construction Standards.
 - B. Resolution 2017-45, approving the Ankeny Regional Airport Hangar Building Construction Standards as recommended by the Land / Hangar Lease Committee.
9. **New Business**
 - A. Review Exec 1 Management Agreement.

- B. Resolution 2017-46, approving a lease agreement early termination date of September 30, 2017 for Dave Hill, hangar J-03. Approving a lease agreement transfer for Paul Austin from hangar A-06 to J-03 with an effective date of October 1, 2017 and termination date of December 31, 2017. Approving lease agreement for Scott Wallace for hangar A-06 with an effective date of October 1, 2017 and termination date of December 31, 2017.
- C. Consider motion to approve the following instruments to facilitate the acceptance of the Runway 18/36 PCC Patching Repair Project:
 - a. Change Order No. 1, increasing contract amount by \$4,633.10 to Howrey Construction for subgrade removal and replacement.
 - b. Payment No. 1 (Final) in the amount of \$21, 054.47 to Howrey Construction and authorization to release the retainage in the amount of \$1,108.13 after the required 30 days have elapsed after project acceptance.
 - c. Engineer's Certificate of Completion.
 - d. Resolution 2017-47, accepting the public improvements with Howrey Construction in the final contract amount of \$22,162.60.
 - e. Authorization to staff to submit to the Iowa DOT the necessary forms for reimbursement under the Iowa DOT's Immediate Safety Enhancement (ISE) Program in the amount of \$10,000.00.
- D. Discussion and review of the FY 2019 Airport Capital Improvements Program (ACIP).
- E. Resolution 2017-48, authorizing a recommendation to the City of Ankeny to enter into a professional services agreement with Snyder & Associates for the engineering services on the SE Convenience Boulevard Extension Project, with reimbursement to the City by the PCAA.
- F. Resolution 2017-49, approving Task Order No. 1 with McClure Engineering for the engineering design services needed for 2018 Taxiway Reconstruction and Rehabilitation Project, FAA AIP 3-19-0132-024 (FY18), pending FAA authorization.
- G. Resolution 2017-50, approving Task Order No. 2 with McClure Engineering for the engineering design and construction services for the Drainage Channel and Terminal Drainage way Improvements Project, Iowa DOT Grant No. 9I180IKV100.

10. Reports

- A. Engineering Report
 - a. Wildlife Exclusion Fence Project.
- B. Staff Report
 - a. Update regarding appointment of Board Members to the PCAA by Polk County.
- C. Legal Counsel Report
- D. Board Report
- E. Chair Report

11. Adjourn