



Polk County Aviation Authority Meeting

Thursday, February 9, 2023

5:00 PM

3700 SE Convenience Blvd, Ankeny, Iowa

INSTRUCTIONS TO JOIN ELECTRONIC MEETING:

Please join using this link: <https://zoom.us/j/98294550961?pwd=MzdjTERQR1Y1SVNWOGhxWFd1b2FRUT09>

Or dial: +13126266799 Meeting ID: 982 9455 0961 Passcode: 5678

A. ROLL CALL

B. APPROVAL OF AGENDA

1. Approval of the February 9, 2023 Agenda

Action# B1-1. Consider motion to approve and accept the February 9, 2023 agenda without amendment.

C. PUBLIC FORUM

D. FBO REPORTS

- Fuel Report
- Inspection Report
- Hangar tenant waiting list report
- Tenant concerns and response report

E. FINANCE / BUDGET REPORTS

F. CONSENT AGENDA ITEMS

CA - 1 Consider motion to approve the January 5, 2023, minutes.

CA - 2 Consider motion to approve **RESOLUTION** approving the lease agreements with the individuals and/or organizations detailed on the attached list.

- CA - 3** Consider motion to adopt **RESOLUTION** authorizing a farm lease with Dennis Miller.
- CA - 4** Consider motion to approve Payment #3 in the amount of \$2,333.75 to McClure Engineering Company for services that include General On-Call Engineering Services.
- CA - 5** Consider motion to approve Payment #3 in the amount of \$8,093.00 to McClure Engineering Company for services that include North Property Line Box Hangars.
- CA - 6** Consider motion to approve Payment #6 in the amount of \$13,973.25 to McClure Engineering Company for services that include reconstruct/strengthen and extend Runway 18/36.
- CA - 7** Consider motion to approve Payment #1 in the amount of \$7,961.07 to HDR Engineering, Inc. for services that include General On-Call Planning Services.
- CA - 8** Consider motion to approve Bills and Transfer of Necessary Funds in the amount of \$78,459.65
- CA - 9** Consider motion to approve February 2023 Financial Reports.

- **APPROVAL OF CONSENT AGENDA ITEMS**

- 1. Consent Agenda Items CA-1 through CA-9.

Action# F1-1. Consider motion to approve the recommendations for Consent Agenda Items CA-1 through CA-9.

G. REMOVED CONSENT AGENDA ITEMS

H. OLD BUSINESS

I. NEW BUSINESS

- 1. Consider motion approving Board Subcommittees as presented.
 - A. Finance/Executive Committee: Bill Gardner - Chair; Todd Ashby; Jeff Wangsness
 - B. Land/Hangar Lease Committee: Bill Gardner - Chair; Todd Ashby; J.R. Boesen
 - C. Special Events Committee: Paul Novak - Chair; Greg Johnson
 - D. Land Acquisition Committee: Eliminate
 - E. Engineering Review Committee: Suspend until future need
 - F. Airport Security Committee: Greg Johnson - Chair; J.R. Boesen - FBO; Michael Current - Airport Tenant; Chief Darius Potts - APD; Makai Echer - APD; Deputy Chief Rob Chiappano - AFD; Paul Moritz - Airport Staff
- 2. Consider motion to adopt **RESOLUTION** authorizing the farm lease of 7.34 acres of crop land with Jeffrey Wangsness.
- 3. Consider motion to adopt **RESOLUTION** setting a Public Hearing on the Polk County Aviation

Authority Revised Fiscal Year 2022-2023 Budget and the Proposed Fiscal Year 2023-2024 Budget.
(date of hrg: 3/09/23 @ 5:00 p.m.)

4. Consider motion to adopt **RESOLUTION** authorizing the execution of Task Order No. 2 with HDR Engineering, Inc. to facilitate the required environmental assessment for the following three ACIP projects:
 1. Reconstruction of Runway 18/36
 2. Extension of Runway 18
 3. Development of the South Terminal Area

5. Consider motion to approve the construction plans for the Bluewater/AllEnergy Box Hangar located on Phase 1 of the Taxiway D Box Hangar Development.

J. REPORTS

1. Engineering Report

- a. Project Update: Runway 18/36 Preliminary Design and Report

- b. Project Update: North Row Box Hangars - Design, Site Planning and Building Improvements

2. Staff Report

- a. Meeting on January 9, 2023 with the Iowa National Guard - Master Planning

- b. Schedule and Attendance - Quarterly Meeting with Exec 1 Aviation

- c. Proposed Gang Mailbox Installation

- d. Consider transition to paperless/electronic signatures using DocuSign

- e. EAA Chapter #135 to host the "Berlin Express" B25 WWII Aircraft at the airport on July 13 - 16, 2023

- f. Update on Temporary Construction Easement - Hubbell's development of NGR West Property.

- g. Discussion: Scope of Airport Use/Benefit Study

3. Legal Counsel Report

4. Board Report

5. Chair Report

K. ADJOURNMENT