



## **Polk County Aviation Authority Meeting**

**Thursday, September 8, 2022**

**5:00 PM**

**1250 SW District Drive, 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 September 8, 2022 Agenda

**Action# B1-1. Consider motion to approve and accept the September 8, 2022 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 August 4, 2022, minutes.

**CA - 2** Consider motion to approve Bills and Transfer of Necessary Funds in the amount of \$110,218.15.

- CA - 3** Consider motion to approve September 2022 Financial Reports
- CA - 4** Consider motion to approve Payment #54 in the amount of \$3,190.00 to McClure Engineering Company for services that include General On-Call Engineering Services.
- CA - 5** Consider motion to approve Payment #1 in the amount of \$39,385.50 to McClure Engineering Company for services that include Runway 18/36 Preliminary Engineering.

- **APPROVAL OF CONSENT AGENDA ITEMS**

1. Consent Agenda Items CA-1 through CA-5.

**Action# F1-1. Consider motion to approve the recommendations for Consent Agenda Items CA-1 through CA-5.**

**G. REMOVED CONSENT AGENDA ITEMS**

**H. OLD BUSINESS**

**I. NEW BUSINESS**

1. Consider motion to approve property and electronic data processing insurance with Cincinnati Insurance Companies - policy year 09/20/22 - 09/19/23 and authorize premium payment in the amount of \$34,366.
2. Consider motion to approve public officials liability insurance with Hudson Insurance Company - policy year 09/20/22 - 09/19/23 and authorize premium payment in the amount of \$1,402.
3. Consider motion to approve invoice from Dave's Dozing in the amount of \$15,400 for the 2022 Silt Removal/Cleanup Project including \$1,500 of hourly fees for the removal of two beaver dams.
4. Consider motion to adopt **RESOLUTION** authorizing the reimbursement in the amount of \$7,750.24 to Matthew Sawhill for the installation of the MidAmerican Electric trunk cable along Phase 2 of the Taxiway D Box Hangar Development.
5. Consider motion to approve the Selection Committee's recommendation of McClure Engineering to complete engineering services for the next five year term, and direct staff to have McClure prepare a master service agreement for presentation at the October 6, 2022 PCAA Board Meeting.
6. Consider motion to approve the Selection Committee's recommendation of HDR, Inc. to complete airport planning services for the next five year term, and direct staff to have HDR, Inc. prepare a master service agreement for presentation at the October 6, 2022 PCAA Board Meeting.
7. Consider motion to adopt **RESOLUTION** approving the lease agreement with Todd McCormick.

**J. REPORTS**

1. **Engineering Report**
  - a. Update on the Preliminary Design for the Runway 18/36 Strengthening Project.
2. **Staff Report**

- a. Schedule for Fence Repairs by Des Moines Steel Fence Company.
- b. New Service Connection for South Obstruction Lights - Project Status.
- c. Request to Realign Channel on East Side of Airport - Hubbell.
- d. DOT Notification of Tree Obstruction on Runway 4 Approach.
- e. Snow and Ice Removal Agreements - Proposed Hourly Rates for Equipment and Labor.

3. **Legal Counsel Report**

- a. Johnson Bros. of Ankeny, Ltd. - Farm Lease Termination/Potential Reassignment

4. **Board Report**

5. **Chair Report**

**K. ADJOURNMENT**