



Polk County Aviation Authority Meeting

Thursday, April 4, 2024

5:00 PM

**Ankeny Regional Airport - Corporate/Terminal Hangar Building
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 April 4, 2024 Agenda

Action# B1-1. Consider motion to approve and accept the April 4, 2024 agenda without amendment.

C. PUBLIC FORUM

1. Dave Vance: Corvette Club of Iowa.

D. PUBLIC HEARING

1. PH 2024-03 Revised FY 2023-2024 Budget and the Proposed FY 2024-2025 Budget

Action# D1-1. Consider motion to close Public Hearing 2024-03.

Action# D1-2. Consider motion to adopt RESOLUTION approving the revised FY 2023-2024 Budget and the proposed FY 2024-2025 Budget.

E. FBO REPORTS

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

F. FINANCE / BUDGET REPORTS

G. CONSENT AGENDA ITEMS

- CA - 1** Consider motion to approve the March 7, 2024 and March 14, 2024 minutes.
- CA - 2** Consider motion to approve Environmental Assessment Task Order Two-Payment #11 in the amount of \$10,583.47 to HDR Engineering, Inc. for services that include Professional Consulting for Runway 18/36.
- CA - 3** Consider motion to approve Payment #17 in the amount of \$1,269.25 to McClure Engineering Company for services that include General On-Call Engineering Services.
- CA - 4** Consider motion to approve Payment #8 in the amount of \$8,919.09 to McClure Engineering for Site Work & Vertical Infrastructure for the North Property Line Box Hangars.
- CA - 5** Consider motion to approve Payment #5 in the amount of \$6,100.50 to McClure Engineering Company for services that include Taxiway D Apron and Access Roadway Paving – Phase 4.
- CA - 6** Consider motion to approve Payment #1 in the amount of \$1,017.50 to McClure Engineering Company for services that include Construction Management, Admin, and Observation Services for Taxiway D Apron and Access Roadway Paving – Phase 4.
- CA - 7** Consider motion to approve Payment #4 in the amount of \$84,944.00 to McClure Engineering Company for services that includes Design & Bidding for Runway 18/36.
- CA - 8** Consider motion to approve Payment #5 in the amount of \$216,978.53 to Jensen Builders Ltd for services that include North Property Line Box Hangars.
- CA - 9** Consider motion to approve Bills and Transfer of Necessary Funds in the amount of \$337,362.06.
- CA - 10** Consider motion to approve April 2024 Financial Reports.

• APPROVAL OF CONSENT AGENDA ITEMS

1. Consent Agenda Items CA-1 through CA-10.

Action# G1-1. Consider motion to approve the recommendations for Consent Agenda Items CA-1 through CA-10.

H. REMOVED CONSENT AGENDA ITEMS

I. OLD BUSINESS

J. NEW BUSINESS

1. Consider motion to adopt **RESOLUTION** authorizing the farm lease with Jeffrey Wangsness.
2. Consider motion to adopt **RESOLUTION** accepting a proposal to enter into a Project Authorization Agreement from Aviation Management Consulting Group to complete a financial analysis of the Management Agreement between the PCAA and Exec 1 Aviation for an amount not to exceed \$21,230.00.
3. Motion to approve the submittal of a Federal Community Project Funding Grant Application for the Runway 18/36 Extension Project.
4. Consider motion to approve Change Order No. 3 in the amount of \$5,600.00 to Wood Roofing & Sheet Metal for additional wall panel replacements and roof repairs on the T-Hangars Gutter Replacement Project.

K. REPORTS

1. **Engineering Report**

- a. Environmental Assessment by HDR: Follow up from the March 14th Public Hearing and the issuing of a Finding of No Significant Impact by the FAA.
- b. Project Update: Taxiway D Apron and Access Roadway Paving (Phase 4).
- c. Project Update: North Property Line Box hangars - Phase 1 Project.
- d. Project Update: Design of 18/36 Reconstruction Project.

2. **Staff Report**

- a. Request by Exec 1 for Construction of a Dumpster Enclosure.

3. **Legal Counsel Report**

4. **Board Report**

5. **Chair Report**

L. ADJOURNMENT