



Polk County Aviation Authority Meeting

Thursday, December 5, 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. Consider motion to approve and accept the December 5, 2024 agenda without amendment.

C. PUBLIC FORUM

D. FBO REPORTS

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

1. FBO Report & Waiting List

E. FINANCE / BUDGET REPORTS

F. CONSENT AGENDA ITEMS

- CA - 1.** Consider motion to approve the November 7, 2024 minutes.

- CA - 2.** Consider motion to adopt **RESOLUTION** approving the lease agreements with the individuals and/or organizations detailed.
- CA - 3.** Consider motion to adopt **RESOLUTION** authorizing the execution of a Farm Lease with DRA Properties, LLC.
- CA - 4.** Consider motion to adopt **RESOLUTION** authorizing the execution of a Farm Lease with John G. Jensen Revocable Trust.
- CA - 5.** Consider motion to approve Payment #1 in the amount of \$57,115.53 to Eagle Sign Company for services that include Construction of Monument Signs.
- CA - 6.** Consider motion to approve Payment #25 in the amount of \$1,388.75 to McClure Engineering Company for services that include General On-Call Engineering Services.
- CA - 7.** Consider motion to approve Payment #7 in the amount of \$2,113.75 to McClure Engineering Company for Construction of Monument signs.
- CA - 8.** Consider motion to approve Payment #8 in the amount of \$1,905.00 to McClure Engineering Company for Construction of Monument signs.
- CA - 9.** Consider motion to approve Payment #1 in the amount of \$27,073.80 to McClure Engineering Company for Site Work & Vertical Infrastructure – Phase 2 – Design and Bidding for the North Property Line Box Hangars.
- CA - 10.** Consider motion to approve Payment #9 in the amount of \$2,450.33 to McClure Engineering Company for Taxiway D Apron and Access Roadway Paving – Phase 4.
- CA - 11.** Consider motion to approve Payment #12 in the amount of \$18,494.81 to McClure Engineering Company for services that includes Design & Bidding to Reconstruct Runway 18/36.
- CA - 12.** Consider motion to approve Payment #2 in the amount of \$52,426.50 to McClure Engineering Company for Extend Runway 18: Design and Bidding Services.
- CA - 13.** Consider motion to approve Payment #4 in the amount of \$2,868.30 to McClure Engineering Company for Extend Runway 18: ADIP/Aeronautical Survey, Airspace Analysis, and Data.
- CA - 14.** Consider motion to approve Bills and Transfer of Necessary Funds in the amount of \$230,917.26
- CA - 15.** Consider motion to approve December 2024 Financial Reports.

• **APPROVAL OF CONSENT AGENDA ITEMS**

1. Consent Agenda Items CA-1 through CA-15.

Consider motion to approve the recommendations for Consent Agenda Items CA-1 through CA-15.

G. REMOVED CONSENT AGENDA ITEMS:

H. NEW BUSINESS

1. Consider motion to adopt **RESOLUTION** authorizing the Farm Leases with Jeffrey Wangsness.
2. Consider motion to adopt **RESOLUTION** approving the FY 2026 Airport Capital Improvements Program for the Ankeny Regional Airport.
3. Consider motion to approve a payment of \$160,677.50 to Exec 1 Aviation II, LLC to compensate for 10 months of management expenses in excess of the compensation amounts included in the 2024 Management Agreement between the Polk County Aviation Authority and Exec 1 Aviation II, LLC.
4. Consider motion to adopt **RESOLUTION** authorizing the execution of the 2025 Management Agreement with Exec 1 Aviation II, LLC as fixed base operator of the Ankeny Regional Airport.
5. Consider motion to approve the proposed revisions to the Ankeny Regional Airport Special Events Policy.
6. Consider motion to adopt **RESOLUTION** authorizing the execution of Task Order No. 03 for the preliminary design services with HDR Engineering for Phase 1 of the South Corporate Terminal Area Development at the Ankeny Regional Airport.

I. REPORTS

1. Engineering Report

- a. North Property Line Box Hangars - Phase 1: Hangar Doors and Gas Main Extension.
- b. North Property Line Box Hangars - Phase 2: Design Update.
- c. Construct Monument Signs Project: Update on Lighting Improvements.
- d. Phase 4 - Taxiway D Apron and Access Roadway: Project Closeout Update.
- e. Runway 18/36 Reconstruction and Extension Design- Reimbursable Agreement.

2. Staff Report

- a. Parking Lot and Entrance Reconstruction Project: Layout Concepts.
- b. Terminal Building Column Repairs.

3. Legal Counsel Report

- a. Discussion and direction from the Board on the 2025 farm lease of approximately 111 acres of crop land on the Ankeny Regional Airport.

4. Board Report

5. Chair Report

J. ADJOURNMENT

