



## **Polk County Aviation Authority Meeting**

**Thursday, January 9, 2025**

**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. ADMINISTRATIVE**

- 1. Administer Oath of Office to Current Board Member Greg Johnson - term expiring December 31, 2028.**

#### **C. APPROVAL OF AGENDA**

- 1. Consider motion to approve and accept the January 9, 2025 agenda without amendment.**

#### **D. PUBLIC FORUM**

- 1. Vintage Flying Club Tee Hangar Lease Renewal**

#### **E. FBO REPORTS**

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

- 1. FBO Report & Waiting List**

## **F. FINANCE / BUDGET REPORTS**

## **G. CONSENT AGENDA ITEMS**

- CA - 1.** Consider motion to approve the December 5, 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 Todd Volz.
- CA - 4.** Consider motion to receive and file the Financial Statements for the Years Ended June 30, 2024 & 2023.
- CA - 5.** Consider motion to approve Payment #5 in the amount of \$1,250.00 to 818, LLC for the fabrication and installation of the new airport sign.
- CA - 6.** Consider motion to approve Payment #2 in the amount of \$41,918.05 to McClure Engineering Company for Site Work & Vertical Infrastructure – Phase 2 – Design and Bidding for the North Property Line Box Hangars.
- CA - 7.** Consider motion to approve Payment #5 in the amount of \$37,920.60 to McClure Engineering Company for Extend Runway 18: ADIP/Aeronautical Survey, Airspace Analysis, and Data.
- CA - 8.** Consider motion to approve Payment #13 in the amount of \$10,281.74 to McClure Engineering Company for services that includes Design & Bidding to Reconstruct Runway 18/36.
- CA - 9.** Consider motion to approve Payment #3 in the amount of \$34,207.50 to McClure Engineering Company for Extend Runway 18: Design and Bidding Services.
- CA - 10.** Consider motion to approve Payment #26 in the amount of \$5,740.00 to McClure Engineering Company for services that include General On-Call Engineering Services.
- CA - 11.** Consider motion to approve Payment #1 in the amount of \$23,901.00 to McClure Engineering Company for the Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot project.
- CA - 12.** Consider motion to approve Bills and Transfer of Necessary Funds in the amount of \$196,522.17
- CA - 13.** Consider motion to approve January 2025 Financial Reports.

### **• APPROVAL OF CONSENT AGENDA ITEMS**

- 1. Consent Agenda Items CA-1 through CA-13.

**Consider motion to approve the recommendations for Consent Agenda Items CA-1 through CA-13.**

## **H. REMOVED CONSENT AGENDA ITEMS:**

**I. OLD BUSINESS**

**J. NEW BUSINESS**

1. Consider a motion to adopt **RESOLUTION** authorizing the execution of a Farm Lease for the year 2025 with Johnson Brothers of Ankeny.
2. Consider motion to adopt **RESOLUTION** accepting two proposals from MidAmerican Energy in the total amount of \$21,971.82 for the installation of 1,055 feet of gas main to serve the North Property Line Box Hangars.
3. Consider motion to adopt **RESOLUTION** fixing a date for the hearing on the plans, specifications, opinion of probable cost and form of contract, taking of bids and awarding the construction contract for the North Property Line Box Hangars - Phase 2 Project. (date of bid opening: 1/29/25 @ 10:30 a.m./date of hrg: 2/6/25 @ 5:00 p.m.)

**K. REPORTS**

**1. Engineering Report**

- a. Runway 18/36 Reconstruction and Extension Design - Reimbursable Agreement Status.
- b. South Corporate Terminal Area Development - Phase 1 Preliminary Design.

**2. Staff Report**

- a. Repairs to the Perimeter Fence Walk-thru Gates.
- b. 2024 Tee Hangar Inspections.
- c. Construction Update - Taxiway D Private Box Hangars.
- d. Deicer Trailer - Motor Replacement.

**3. Legal Counsel Report**

- a. Update on Through the Fence Agreement with Van Houweling.

**4. Board Report**

**5. Chair Report**

**L. ADJOURNMENT**