



Polk County Aviation Authority Meeting

Thursday, December 7, 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 December 7, 2023 Agenda

Action# B1-1. Consider motion to approve and accept the December 7, 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 November 9, 2023, minutes.

CA - 2 Consider motion to adopt **RESOLUTION** authorizing the execution of a farm lease with John G. Jensen Revocable Trust.

- CA - 3** Consider motion to adopt **RESOLUTION** authorizing the renewal of a Land Lease for farming purposes with PowerPollen of Ames, Iowa.
- CA - 4** Consider motion to adopt **RESOLUTION** approving the lease agreements with the individuals and/or organizations.
- CA - 5** Consider motion to approve payment in the amount of \$3,800.00 to Foth Infrastructure & Environment for IFE for Runway 18/36 Reconstruction Design & Bidding Services.
- CA - 6** Consider motion to approve Change Order No. 1 with Jensen Builders, Ltd. for the North Property Line Box Hangars Project increasing the contract amount by \$6,992.00.
- CA - 7** Consider motion to approve final Payment #7 in the amount of \$1,799.60 to Concrete Technologies for services that include Taxiway D Apron and Access Roadway Paving – Phase 3.
- CA - 8** Consider motion to approve Payment #7 in the amount of \$44,919.10 to HDR Engineering, Inc. for Professional Consulting Services for (EA) Task Order 2
- CA - 9** Consider motion to approve Payment #1 in the amount of \$149,232.08 to Jensen Builders Ltd for services that include North Property Line Box Hangars.
- CA - 10** Consider motion to approve Payment #13 in the amount of \$3,915.00 to McClure Engineering Company for services that include General On-Call Engineering Services.
- CA - 11** Consider motion to approve Payment #4 in the amount of \$15,413.61 to McClure Engineering Company for services that include North Property Line Box Hangars.
- CA - 12** Consider motion to approve Payment #1 in the amount of \$42,348.00 to McClure Engineering Company for services that include Taxiway D Apron and Access Roadway Paving – Phase 4.
- CA - 13** Consider motion to approve Bills and Transfer of Necessary Funds in the amount of \$326,972.80.
- CA - 14** Consider motion to approve December 2023 Financial Reports.

- **APPROVAL OF CONSENT AGENDA ITEMS**

1. Consent Agenda Items CA-1 through CA-14.

Action# F1-1. Consider motion to approve the recommendations for Consent Agenda Items CA-1 through CA-14.

G. REMOVED CONSENT AGENDA ITEMS

H. OLD BUSINESS

I. NEW BUSINESS

1. Consider motion to adopt **RESOLUTION** authorizing the farm lease with Jeffrey Wangsness.

2. Consider motion to adopt **RESOLUTION** approving the FY 2025 Airport Capital Improvements Program for the Ankeny Regional Airport.
3. Consider motion to adopt **RESOLUTION** authorizing the execution of Amendment No. 1 to the 2023 Management Agreement with Exec 1 Aviation II, LLC, as fixed base operator.
4. Consider motion to adopt **RESOLUTION** accepting a proposal from Wood Roofing and Sheet Metal for the T-Hangars Gutter Replacement Project at the Ankeny Regional Airport.
5. Consider motion to adopt **RESOLUTION** authorizing the execution of a Revised Task Order No. 4 with McClure Engineering Company for the Runway 18/36 Reconstruction - Final Design and Bidding Services.

J. REPORTS

1. Engineering Report

- a. Airport Signing Project: Preliminary Monument Sign Concepts by 818 Design.

2. Staff Report

- a. Emergency Patching on Runway 18/36 by Ridnour Construction.
- b. Update on Vacant/Unused Tee Hangar
- c. Update on interest in Taxiway D Hangar Pads - Leasing for private hangar development.
- d. Tee hangar door motor replacement - Exec 1 request.

3. Legal Counsel Report

4. Board Report

5. Chair Report

K. ADJOURNMENT