



Polk County Aviation Authority Meeting

Thursday, November 9, 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 November 9, 2023 Agenda

Action# B1-1. Consider motion to approve and accept the November 9, 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 October 5, 2023, minutes.

CA - 2 Consider motion to approve Payment #12 in the amount of \$4,095.00 to McClure Engineering for General On-Call Engineering Services.

- CA - 3** Consider motion to approve Environmental Assessment Task Order Two-Payment #6 in the amount of \$24,190.80 to HDR Engineering, Inc. for services that include Professional Consulting for Runway 18/36.
- CA - 4** Consider motion to approve Payment #3 in the amount of \$9,097.03 to McClure Engineering for Site Work & Vertical Infrastructure – Construction Mgmt, Administration & Observation Service for the North Property Line Box Hangars.
- CA - 5** Consider motion to approve Bills and Transfer of Necessary Funds in the amount of \$84,525.83
- CA - 6** Consider motion to approve November 2023 Financial Reports.

- **APPROVAL OF CONSENT AGENDA ITEMS**

1. Consent Agenda Items CA-1 through CA-6.

Action# F1-1. Consider motion to approve the recommendations for Consent Agenda Items CA-1 through CA-6.

G. REMOVED CONSENT AGENDA ITEMS

H. OLD BUSINESS

I. NEW BUSINESS

1. Consider motion to adopt **RESOLUTION** approving Garage, Hangar and Tie-Down Lease documents for Calendar Year 2024.
2. Consider motion to approve the proposal from Construction Materials Testing in the amount of \$7,500.00 for the geotechnical services required to support the Taxiway D Apron and Access Roadway Paving - Phase 4 Design Services.
3. Consider motion to approve the proposal from Smith's Sewer Service, Inc. in the amount of \$1,660.11 for the televising of the large diameter storm sewers under Runway 18/36 to support the design of the Runway 18/36 Reconstruction.
4. Consider motion to adopt **RESOLUTION** authorizing the execution of Supplemental Agreement No. 1 to Task Order 01 with McClure Engineering for wetland mitigation on the North Property Line Box Hangars - Phase 1 Project.
5. Consider motion to approve Payment #12 in the amount of \$8,100.00 to McClure Engineering for wetland mitigation credits for the North Property Line Box Hangars (Site Work and Vertical Infrastructure) project.
6. Taxiway D Apron and Access Roadway - Phase 3 Project: Consider motion to approve: a) Statement of Completion; b) **RESOLUTION** accepting the public improvements with in the amount of \$629,755.40; and c) Payment #7 Final/Retainage Release in the amount of \$1,800.00 thirty days after project acceptance.
7. Consider motion to approve a rezoning petition for Old Dominion Freight Lines to support the addition of a parking lot to their facility.
8. Consider motion to adopt **RESOLUTION** authorizing the execution of Professional Services

Agreement with McClure Engineering for the final design and bidding services required for the Runway 18/36 Reconstruction Project -McClure Task Order No. 4.

9. Consider motion to approve the completion of an Independent Fee Estimate (IFE) by Bolton & Menk, Inc. of HDR Engineering - Task Order No. 2 - Environmental Assessment of current ACIP projects.

J. REPORTS

1. Engineering Report

- a. Review of the Proposed FFY 2025 Airport Capital Improvements Program.
- b. Review of the South Corporate Terminal Area Concept Plan.
- c. North Property Line Box Hangars Project - Construction Update

2. Staff Report

- a. Additional Emergency Patching on Runway 18/36 by Ridnour Construction.
- b. Advertisement for Taxiway D Box Hangar Land Leases

3. Legal Counsel Report

4. Board Report

5. Chair Report

K. ADJOURNMENT