



Polk County Aviation Authority Meeting

Thursday, October 5, 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 October 5, 2023 Agenda

Action# B1-1. Consider motion to approve and accept the October 5, 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 September 7, 2023, minutes.

CA - 2 Consider motion to approve Environmental Assessment Task Order Two-Payment #5 in the amount of \$35,846.50 to HDR Engineering, Inc. for services that include

Professional Consulting for Runway 18/36.

- CA - 3** Consider motion to approve Payment #11 in the amount of \$2,283.75 to McClure Engineering for General On-Call Engineering Services
- CA - 4** Consider motion to approve Payment #2 in the amount of \$6,219.31 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 Payment #11 in the amount of \$2,792.00 to McClure Engineering for AIP Site Work & GAVI Vertical Infrastructure for the North Property Line Box Hangars
- CA - 6** Consider motion to approve Bills and Transfer of Necessary Funds in the amount of \$113,681.61
- CA - 7** Consider motion to approve October 2023 Financial Reports.

- **APPROVAL OF CONSENT AGENDA ITEMS**

1. Consent Agenda Items CA-1 through CA-7.

Action# F1-1. Consider motion to approve the recommendations for Consent Agenda Items CA-1 through CA-7.

G. REMOVED CONSENT AGENDA ITEMS

H. OLD BUSINESS

I. NEW BUSINESS

1. Consider motion to adopt **RESOLUTION** accepting the Iowa DOT Grant Agreement for partial funding of the Taxiway D Apron and Access Roadway Paving - Phase 4 Project.
2. Consider motion to approve the completion of an Independent Fee Estimate (IFE) of McClure Task Order No. 4 - Runway 18/36 Reconstruction Design/Bidding Services by Foth Engineering.
3. Consider motion to approve the proposal from 818 Design Services in the amount of \$5,250.00 for the design, specifications and installation oversight for the large signs on the Airport Signing and Entry Improvements Project.

J. REPORTS

1. **Engineering Report**
 - a. North Property Line Box Hangars Project: Construction Schedule and Storage Change Order.
 - b. Tee Hangar Gutter Replacements: Specifications and Estimate by McClure.
2. **Staff Report**
 - a. Tee Hangar Inspections - completed September 12, 2023.
 - b. Quarterly Exec 1/PCAA Coordination Meeting.

- c. Land Lease for Beekeeping: Chad Chiocine.
- d. Additional Emergency Patching of Runway 18/36 -October 3, 2023.
- e. Pavement Markings on Parking Lots and Tie Downs by Spec USA.
- f. 2025 Airport Capital Improvements Program - Schedule

3. **Legal Counsel Report**

4. **Board Report**

5. **Chair Report**

K. ADJOURNMENT

1. Request for Executive Session under Code Section 21.5.1 (c)

Following adjournment of the Executive Session, Council may take action on any matter discussed during the Executive Session.

Action# K1-1.

Consider motion to go into Executive Session, pursuant to the provisions of Iowa Code Section 21.5, subparagraph (c) “to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation”.

2. Adjournment