



Polk County Aviation Authority Meeting

Thursday, September 8, 2022

5:00 PM

1250 SW District Drive, 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 September 8, 2022 Agenda

Action# B1-1. Consider motion to approve and accept the September 8, 2022 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 August 4, 2022, minutes.

CA - 2 Consider motion to approve Bills and Transfer of Necessary Funds in the amount of \$110,218.15.

- CA - 3** Consider motion to approve September 2022 Financial Reports
- CA - 4** Consider motion to approve Payment #54 in the amount of \$3,190.00 to McClure Engineering Company for services that include General On-Call Engineering Services.
- CA - 5** Consider motion to approve Payment #1 in the amount of \$39,385.50 to McClure Engineering Company for services that include Runway 18/36 Preliminary Engineering.

- **APPROVAL OF CONSENT AGENDA ITEMS**

1. Consent Agenda Items CA-1 through CA-5.

Action# F1-1. Consider motion to approve the recommendations for Consent Agenda Items CA-1 through CA-5.

G. REMOVED CONSENT AGENDA ITEMS

H. OLD BUSINESS

I. NEW BUSINESS

1. Consider motion to approve property and electronic data processing insurance with Cincinnati Insurance Companies - policy year 09/20/22 - 09/19/23 and authorize premium payment in the amount of \$34,366.
2. Consider motion to approve public officials liability insurance with Hudson Insurance Company - policy year 09/20/22 - 09/19/23 and authorize premium payment in the amount of \$1,402.
3. Consider motion to approve invoice from Dave's Dozing in the amount of \$15,400 for the 2022 Silt Removal/Cleanup Project including \$1,500 of hourly fees for the removal of two beaver dams.
4. Consider motion to adopt **RESOLUTION** authorizing the reimbursement in the amount of \$7,750.24 to Matthew Sawhill for the installation of the MidAmerican Electric trunk cable along Phase 2 of the Taxiway D Box Hangar Development.
5. Consider motion to approve the Selection Committee's recommendation of McClure Engineering to complete engineering services for the next five year term, and direct staff to have McClure prepare a master service agreement for presentation at the October 6, 2022 PCAA Board Meeting.
6. Consider motion to approve the Selection Committee's recommendation of HDR, Inc. to complete airport planning services for the next five year term, and direct staff to have HDR, Inc. prepare a master service agreement for presentation at the October 6, 2022 PCAA Board Meeting.
7. Consider motion to adopt **RESOLUTION** approving the lease agreement with Todd McCormick.

J. REPORTS

1. **Engineering Report**
 - a. Update on the Preliminary Design for the Runway 18/36 Strengthening Project.
2. **Staff Report**

- a. Schedule for Fence Repairs by Des Moines Steel Fence Company.
- b. New Service Connection for South Obstruction Lights - Project Status.
- c. Request to Realign Channel on East Side of Airport - Hubbell.
- d. DOT Notification of Tree Obstruction on Runway 4 Approach.
- e. Snow and Ice Removal Agreements - Proposed Hourly Rates for Equipment and Labor.

3. **Legal Counsel Report**

- a. Johnson Bros. of Ankeny, Ltd. - Farm Lease Termination/Potential Reassignment

4. **Board Report**

5. **Chair Report**

K. ADJOURNMENT



ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

September 8, 2022
5 : 00 PM

 Print

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?? ORIGINATING DEPARTMENT:

COUNCIL GOAL:

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ACTION REQUESTED:

LEGAL:

SUBJECT:

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EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
No Attachments Available



ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

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 **Print**

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COUNCIL GOAL:

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- Fuel Report
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ADDITIONAL INFORMATION:

ATTACHMENTS:

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 [FBO Report](#)

 [Waiting List](#)

FBO REPORT September 08th, 2022

FUEL SALES

07/26 - 08/25	2022 Gallons		2021 Gallons	Last Month
100LL	13,519.9		10,180.7	10,941.8
JET-A	37,730.0		41,588.0	42,305.0
Total Gallons	51,249.9		51,768.7	53,246.8
51,249.9	x \$.09/gallon=		\$ 4,612.49	

Self-Serve 100LL fuel sales: 4933.7 gallons equaling 36% which is up from 26% last month.

T-HANGARS

ACCOUNTS RECIEVABLE: Nothing to report.

LEASES: Nothing to report.

INSURANCE RENEWALS: In Process

WAITING LIST: See attached list.

VIOLATIONS: Nothing to report.

REPAIRS:

Hangar E-01 door is squealing when opening - the cables have been replaced and the doors upper and lower limit switches have been adjusted.

Hangar D-01 door is bowing in the middle when raised and the rollers make a horrible noise when getting near the top - the cables have been rewound on the drum, they were bunched up and the pulleys have been lubricated.

Hangar G-06 door guide roller has moved from the front of the I beam to the back thus making the door unmovable. This roller has been moved back into the proper position.

Hangar I-01 Walkin door lock was stiff, lubricated it and it works fine now.

Hangar I-02, I-03, I-05, I-06, J-02, J-04 were missing cotter keys on the hangar door hinges and the pins were working their way out. Hammered hinge pins back into place and added new cotter keys.

MISC: Gutter sealing and repairs are being looked at to see what can be done to improve them. Last year we put flex seal on many of the joints to see if that would stop the leaks, it did for a short time but the areas that were treated are leaking again.

AIRFIELD

LIGHTING:

Rotating Beacon: The beacon turns but is dimly lit, it also rotates for a long time (an hour +) before the lights come on.

Baker Electric came out on 08/29/22 to look at it but weren't able to do anything because of the lightning, they will be back on 08/30/22.

Runway 04 REIL: when the units were disassembled burned circuit boards were found and replaced. Both need new power supplies and have been ordered. Van Mannen has been trying to source all of the parts needed to complete repairs, but they've been having trouble getting what they need. Parts are no available for these old REILS, we've asked for a quote to replace them with new REILS.

Runway 18 REIL (left side): It is not flashing properly. We noticed that this has been working so I've been keeping an eye on it and it's working properly now.

Runway 36 REIL (left side): is not flashing properly. Van Mannen came out at the end of July and found that they had the wrong parts. They've gone back and ordered different parts.

Runway 04/22: There are numerous taxiway lights that were not working that are now fixed. They ran out of parts that they used up what we had left over in the lighthouse. They have ordered more parts and spares and will be out when they come in.

Numerous taxiway lights are not at full brightness, Van Mannen has been called to come out and look at the problem.

Van Mannen was out at the end of July and worked underground wiring splice issues.

Van Mannen was out and installed lights in all the lighted windsocks, four of the six do not work. They are: 04 approach end, 22 approach end, 36 approach end, Taxiway Delta relocation and by the wind tee.

MOWING:

Nothing to report.

SNOW REMOVAL:

Done for the season.

WILDLIFE:

Nothing to report.

MISC:

Nothing to report.

SPECIAL

Nothing to report.

Waiting List

(Note on Garage restriction: Per Amy Beattie: No hangar = no car storage. If they have a hangar we would not prohibit car storage for use coming and going from airport)

30 people do not have a plane to put in a hangar or now live out of state but may return to Iowa.

Pos	Date Added	Name	Plane	Phone	E-Mail	Notes
T HANGAR						
1	10/24/2018	Todd Slezak	Arrow III	319-210-3793	slezc corp@gmail.com	11/3/21 Dave K - email sent asking if he was still interested in a hangar. 11/5/21 Dave K sent a text asking about his interest. 11/5/21 texted back to stay on list.
2	12/6/2018	Derek Meyer	Looking	515-240-1077	meyer.derek3@gmail.com	11/5/21 Dave K - e-mailed Derek asking if he is still interested and what type of plane he has. 11/12/21 no plane, would like to stay on the list.
3	7/17/2019	Tony Morris	Zenith 750	515-202-4383	tkmorristwo@yahoo.com	11/5/21 Dave K - e-mailed Tony asking if he is still interested. 11/5/21 He emailed back that he wants to stay on the list.
4	7/17/2019	Jeff Davis	Looking	515-444-7673		11/5/21 Dave K talked to Jeff, he'd like to stay on the list as he may buy a plane in a year.
5	8/28/2019	Dan Stull	Looking	515-447-2339	Dan@Stullcompanies.com	
6	6/7/2017	Mike Hubbell	SR 22	515-988-3646	mchubbell@gmail.com	11/5/21 Dave K - e-mailed Mike asking if he is still interested and what type of plane he has. 11/7/21 Dave K texted Mike the e-mail that was sent. 11/7/21 he emailed back and would like to stay on the list. He has an SR22 and is thinking about adding a smaller plane, a car and a project in this hangar.
7	10/18/2019	Dick Bascom	182	515-240-3001	Pop@BascomTruckandAuto.com	Found this request in wrong file 5.28.2020. 11/5/21 Dave K - e-mailed Dick asking if he is still interested.
8	10/31/2019	Mike Callison	Looking	515-505-9111	MLCallison8@gmail.com	11/5/21 Dave K - Called Mike, he wants to stay on the list.
9	11/22/2019	Nick Olson	Glasair	515-745-0603	cfi.nick@gmail.com	11/5/21 Dave K - e-mailed asking if he is still interested and what type of plane he has. 11/5/21 He emailed back to stay on the list.
10	12/23/2019	Ben Welch	Lancair, Robinson, C172	217-443-4992	bwelch54@msn.com	11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 He emailed back that he wants to stay on the list.
11	1/10/2020	Andy Maysent	Looking	515-231-1422	aMaysent@mecresults.com	11/5/21 Dave K - texted asking if he is still interested. 11/6/21 texted back to remain on list.
12	1/14/2020	James (Skip) Clark	Long EXZ N989LE	224-420-1400	S2244201400@gmail.com	via email. 11/5/21 Dave K - texted asking if he is still interested. 11/5/21 He said to keep him on the list.
13	1/23/2020	Ryan White	RV-9A	515-707-0124	ryanwhite72@gmail.com	Found this request in wrong file 5.28.2020. 11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 he would like to stay on the list.
14	2/11/2020	Darrin McBroom	Looking	515-271-2760	Darrin.McBroom@drake.edu	11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 He emailed back that he wants to stay on the list.
15	4/14/2020	Steve Johns	182	515-357-4247	johnzy3353@gmail.com	Found this request in wrong file 5.28.2020. 11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 He emailed back that he wants to stay on the list.
16	4/20/2020	Scott Hogue	RV7	515-779-2447		Found this request in wrong file 5.28.2020. 11/5/21 Dave K - emailed asking if he is still interested. 11/22/21 Dave K texted to see if he's still interested. 11/22/21 He texted back that he'd like to remain on the list.
17	4/22/2020	Kurt Wendl	Looking	515-883-0566	kurtwendl@gmail.com	Found this request in wrong file 5.28.2020. 11/2/21 Dave K texted with Kurt, he will be moving back to DSM in 3 - 4 years asked be moved to bottom of the list.
18	8/7/2017	Peter James	Looking	515-991-5542	rvpilot@mchsi.com	11/5/21 Dave K - emailed asking if he is still interested. He said to keep him on the list, he may end up buying a plane at some point.
19	2/16/2016	Tom Burghardt	Cessna 340, RV7	515-418-2028	tlburghardt@stineseed.com	11/5/21 Dave K - emailed asking if he is still interested. 11/22/21 Dave K texted Tom to see if he is interested. I never heard back from the email I sent. 11/22/21 Tom called, the 340 won't fit in the T hangars however he also has an RV7 that will fit. He'd like to remain on the list.
20	3/21/2016	CAP - Darrel Mullins	Saratoga or Motor glider	515-490-6779	darrelmullins@me.com	11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 wants to stay on list.
21	5/7/2020	Todd Freeland	Additional Plane	515-208-0819	todd@innovative-me.com	11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 emailed back and asked to remain on the list.
22	4/8/2016	Tom Kielty	Cessna 150	515-480-0313	tkielty73@gmail.com, wkielty@cloud.c	11/5/21 Dave K - texted asking if he is still interested. 11/5/21 Tom texted back to keep him on the list.

23	5/28/2020	Nick Wynen	Bonanza	515-965-9568	nixkiks1@gmail.com	11/5/21 Dave K - Nick wants to remain on the waiting list.
24	6/10/2020	Kayode Fajingbesi	Cessna 182	713-825-8262	Kay.Faji@yahoo.com	11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 He emailed back that he would like to stay on the list.
25	6/10/2020	Darby Bauer	Looking	515-306-9465	darby.bauer@gmail.com	11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 He emailed back that he would like to stay on the list. He is going to buy a second plane for cross country travel.
26	8/3/2020	John Paszek	N615BJ	619-876-8164	paszekj@gmail.com	11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 emailed back asking to remain on the list. May be moving to Denver in a year but unsure if that will be long term.
27	9/2/2020	Nate Booth	Looking	515-802-2385	nate@otis8.com	11/5/21 Dave K texted, he would like to remain on the list.
28	10/9/2020	Brooks Woolson	looking	515-559-6875	brooks.woolson@gmail.com	11/6/21 Dave K talked to him, he'd like to stay on the list.
29	11/2/2017	Andy Rowland	Cessna	515-210-2452	Andy@ARowland.com	10/20/20 Passed on the available hangar - Dan Stull. 11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 He wants to remain on the list.
30	11/5/2020	James Stogdill	Looking for Bonanza	515-240-7700	revjames.stog@gmail.com	12/07/21 - Dave K He called checking on his place on the list. He e-mailed back on 11/05/21 but never got added. I added him.
31	11/12/2020	Nate Schneider	SR22 N223TF	319-383-3206	nathan_schneider@msn.com	11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 He wants to remain on the list.
32	11/20/2020	Todd Lenig	Looking	515-664-2451	tlenig@icloud.com	11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 Wrote back to keep him on the list.
33	4/5/2021	Jacob Greenfield	Building Sonex B	(319)-573-9763	greenfj17@gmail.com	11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 He wants to remain on the list.
34	4/14/2021	Ben Welch	Lancair, Robinson, C172	217-443-4992	bwelch54@msn.com	11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 He emailed back that he wants to stay on the list.
35	5/1/2021	Mike Hannam	N845R Debonair	515-556-7290	bigyellowjeep@msn.com	11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 He emailed back that he wants to stay on the list.
36	5/14/2021	Clay Wright	V Tail Bonanza	515-669-8969	claytonwright01@gmail.com	11/5/21 Dave K - emailed asking if he is still interested. 11/22/21 Dave k texted to see if he wanted to remain on the list. 11/22/21 He texted back and would like to remain on the list.
37	5/24/2021	Matt Ver Steeg	1946 Ercoupe 415-C	515-333-8787	mattversteeg@gmail.com	11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 He emailed back, he wants to stay on the list. He also has a Titan Tornado II SS.
38	6/8/2021	Paul Peterson	C180	651-336-2041	fr8tdog@juno.com	11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 He emailed back, he wants to stay on the list.
39	6/8/2021	Alex Kalitzki	Looking	515-669-6993	kalitzkialexm@gmail.com	11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 He emailed back, he wants to stay on the list.
40	8/12/2021	David Hogan	RV6	949-410-5823	rv709rw@gmail.com	Called in, I told him to email me. Have not received email - Dan 11/22/21 Called Walter Aviation and spoke with Gretchen, she knows David. I asked her to pass my number along and for him to call me or I'll have to remove him from the list. 11/24/21 He replied back to stay on the list.
41	8/16/2021	Todd Anderson	N714AT	515-419-9142	todd@4andersons.com	11/5/21 Dave K - emailed asking if he is still interested.
42	8/23/2021	Kurt Wegge	LongEZ - N85LD	225-456-6092	123kwegge@gmail.com	11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 He emailed back, he wants to stay on the list.
43	8/31/2021	Sam Marcsisak	looking	515-208-7946	Sam@midioewaelectric.com	11/5/21 Dave K - emailed asking if he is still interested. 11/08/21 emailed back asking t stay on list.
44	8/31/2021	Chad Larson	looking - C172	515-202-2394	CDLChadmark@hotmail.com	Dave K - Chad sent Dave an e-mail per Jeff Wagsness. Dave e-mailed Chad back letting him know he's been added to the list. 11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 he emailed back to stay on the list.
45	9/7/2021	Larry Plathe	looking - Malibu	515-508-1290	plathelarry@mchsi.com	11/5/21 Dave K - emailed asking if he is still interested.
46	9/27/2021	Ken Smith	Looking - Barron	515-771-4177	Ken@vistarei.com	11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 emailed back to stay on the list. 11/22/21 Dave K - Ken stopped out to discuss options and he had questions about ownership.
47	10/4/2021	Kolbe Stenoien	Looking C172 or A36	515-201-6542	stenoien2@gmail.com	11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 He emailed back that he wants to remain on the list.
48	4/19/2018	Solar Flying Club	New / Looking	515-344-6107		Shawn Svoboda - 11/2/21 Dave K called no plane, asked to be put at the bottom of the list.
49	9/3/2015	Kurt Wendl	Looking or building	515-883-0566	kurtwendl@gmail.com	Dianna: Passed on 12/7/16 asked to be put on the bottom of the list. 11/2/21 Dave K texted with Kurt, he will be moving back to DSM in 3 - 4 years asked be moved to bottom of the list.
50	8/6/2018	Ben Sweet	Looking	515-231-9062	ben.sweet_84@yahoo.com	11/3/21 Dave K - e-mailed Ben asking if he is still interested and what type of plane he has. He e-mailed right back asking to be moved to the bottom on the list.

8/29/2022

51	11/29/2021	Nile Ackerman	RV-6	515-480-8075	nile.ackerman@gmail.com	11/29/21 Dave K - Request received. Preveious T Hangar customer, lives in Colorado now. Will be
52	12/1/2021	John Roan	Champ	515-240-9495	johnroan01@gmail.com	12/01/21 Dave K - Request received.
53	12/14/2021	Ben Welch	Lancair, Robinson, C172	217-443-4992	bwelch54@msn.com	12/14/21 Dave K - emailed asking to be added to the list. He is on the list three times as he has two planes and a helicopter.
54	1/11/2022	Tom Drew	Looking	515-490-4555	tdrew@drewlawfirm.com	01/11/22 - Dan Stull e-mailed Dave K asking to add Tom to the list. I sent Tom an e-mail that he has been added and his position on the list.
55	1/26/2022	Solar Flying Club	Looking	515-240-5272	jvimage@msn.com	01/26/22 - Dave K - Jeneanne e-mailed me asking to have Solar added to the list, I sent her their position on the list.
56	1/28/2022	Paul Reinke	RANS S21 - Building	515-201-4762	preinke@energycontroltechnologies.com	01/28/22 - Dave K - Paul e-mailed asking to be put on the list.
57	2/3/2022	Dalton Headlee	Looking	515-975-3314	dalton.headlee@gmail.com	02/03/22 - Dave K - Dalton e-mailed asking to be put on the list.
58	3/3/2022	Ken King	Looking	515-350-6201	kennethscottking@gmail.com	03/03/22 - Dave K - Ken e-mailed asking to be put on the list.
59	3/16/2022	Adam Obrecht	Looking	515-224-7849	aobrecht@aowealthadvisory.com	03/16/22 - Dave K - Adam e-mailed asking to be put on the list.
60	4/21/2022	Austin Lanphier	Looking	641-295-3058	lanphierproduce@gmail.com	04/21/22 - Dave K - Austin e-mailed asking to be put on the list.
61	4/28/2022	Marc Broer	Stinson 108	515-249-8511	skycoupe318@gmail.com	04/28/22 - Dave K - Marc e-mailed asking to be put on the list.
62	5/31/2022	John Kolbo	Bellanca Viking	402-681-0976	johnkolbo18@gmail.com	05/31/22 - Dave K - John e-mailed asking to be put on the list.
63	6/2/2022	Bill Bergren	Cessna 182	515-669-6331	bbergren1728@gmail.com	06/02/22 - Dave K - Bill e-mailed asking to be put on the list.
64	6/17/2022	Jeremy Sikes	Cessna 182	505-934-3244	flyabq@yahoo.com	06/17/22 - Dave K - Jeremy e-mailed asking to be put on the list.
65	6/17/2022	Chris Foster	Cherokee 160	515-505-5612	fosterlimo@aol.com	06/21/22 - Dave K - Chris e-mailed asking to be put on the list.
66	7/10/2022	Harold Petro	Cessna 140	515-402-1558	harleyguydsm@gmail.com	07/10/22 - Dave K - Harold e-mailed asking to be put on the list.
67	7/11/2022	Greg Jensen	Cherokee 235	515-291-3909	gregj@jcorpdesignbuild.com	07/11/22 - Dave K - Greg e-mailed asking to be put on the list.
68	7/19/2022	Raymond Kingery		515-450-7467	Raymond.Kingery@uss.s.dhs.gov	07/19/22 - Dave K - Raymond e-mailed asking to be put on the list. Won't be in the area till 2023/24

SOUTH HANGAR

1	1/30/2017	Tony Palmer	A9 - C182			Dave K: contacted Tony to see if he's intersted, he will get back to me tomorrow. Tony declined the hangar
2	3/1/2019	Bill Sevenbergen	G4 - Cherokee 235			
3	6/25/2019	Byron Rees	D7 - CH701			
4	2/17/2020	Jeff Brandt	D8 - C172			
5	6/25/2018	Dave Schuler	A10 - RV14			Dan: Passed on C4 5.1.2020
6	9/27/2017	Scott Wallace	A6 - C150			Dan: Passed on C4 5.10.2020 Stuck in Colorado
7	11/11/2020	Ken Ashley	E8 - RV7	515-782-2803	malibuf16@gmail.com	
8	1/27/2022	Scott Biller	E6 - Dakota	515-240-0858	Scott.Biller1@gmail.com	
9	2/15/2016	Paul Reinke	E4 - Mooney 201			Paul is building a plane that will eventually go in the hangar.
10	12/27/2016	Dave Kalwishky	F7 - C182			Dianna: Declined A-2 on 12/16 and asked to stay on the list, but move to the bottom. / Dave K: passed on 06/28/22, asked to stay on list.

BOX HANGAR

1	6/26/2022	JR Boeson	Cirrus			JR mentioned he might be intested in one of these.
2	6/26/2022	Ken Ashley	E8 - RV7	515-782-2803	malibuf16@gmail.com	Looking for a second plane, said he'd be intested in one of these hangars.
3	6/26/2022	Marty Jorgensen	F8 - C319R			I mentioned to Kirk Enos about the new hangars, let them know when the time comes.
4	6/26/2022	Ken Smith	Looking - Barron	515-771-4177	Ken@vistarei.com	He'd be a candidate for one of these hangars
5	7/9/2022	Paul Novak	Archer	515-240-3982	phnovak@aol.com	07/07/22 Dave K: Paul texted Dave asking to be put on the list.

GARAGE SPACE

1	10/24/2018	Todd Slezak		319-210-3793	toddslezak@aol.com	
2	8/12/2019	Bob Folkestad		515-645-5902	bobf@creativewerksinc.com	

8/29/2022

3	8/18/2019	Dan Stull		515-447-2339	Dan@Stullcompanies.com	
4	10/28/2020	Marc Broer				Only wants B-SE
5	10/28/2020	Ken Anderson				Will Pass on all others. Only wants G-NW - For door size
6	11/17/2020	Nic Rupiper		515-564-9715	nicholasrupiper@yahoo.com	
7	4/6/2020	Jacob Greenfield	Building A/C	319-573-9783	greenfj17@gmail.com	
8	7/7/2020	Todd Freeland		515-208-0819	todd@innovative-me.com	
9	2/3/2022	Dalton Headlee		515-975-3314	dalton.headlee@gmail.com	
10	4/21/2022	Lisa Reilly		515-661-4553		

COMMUNITY HANGAR						
1	9/8/2021	Darrel Mullins	Saratoga	515-490-6779	darrelmullins@me.com	Dave K added him to the list from a phone call. 02/13/22 Sent email with his position on the list and if he wants to stay on it. 02/14/22 He e-mailed back and wants to stay on the list.
2	11/8/2021	Nate Schneider	SR22 N223TF	319-383-3206	nathan_schneider@msn.com	02/13/22 Sent email with his position on the list and if he wants to stay on it. 02/14/22 He e-mailed back and wants to stay on the list.
3	2/7/2022	Craig Davidson	Piper Super Cub	515-393-7203	craigmel13@yahoo.com	02/07/22 - Request received. 02/13/22 Sent email with his position on the list and if he wants to stay on it.
4	2/15/2022	Ken Smith	Looking - Barron	515-771-4177	Ken@vistarei.com	2/15/22 Received an e-mail from David Charlson to add Ken to the waiting list.
5	3/25/2022	Tom Kielty	Cessna 150	515-480-0313	kielty73@gmail.com,wkielty@cloud.co	11/5/21 Dave K - texted asking if he is still interested. 11/5/21 Tom texted back to keep him on the list.
6	7/12/2022	Greg Jensen	Cherokee 235	515-291-3909	gregj@jcorpdesignbuild.com	07/12/22 - Dave K - Greg e-mailed asking to be put on the list.



ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

September 8, 2022
5 : 00 PM

??

 **Print**

?? ORIGINATING DEPARTMENT:
City Clerk

COUNCIL GOAL:
Exercise Financial Discipline

??

ACTION REQUESTED:
Motion

LEGAL:
No Review Required

SUBJECT:
Consider motion to approve the August 4, 2022, minutes.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Minutes

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, August 4, 2022 - 5:00 PM
Ankeny Kirkendall Library – City Council Chambers

Acting Chairman Todd Ashby joined the meeting electronically and called the meeting to order at 5:00 P.M. Board Members William Gardner, Greg Johnson and Paul Novak were in attendance. Chairman Jeff Wangsness was absent. Dave Kalwishky (Exec 1) and Andy Maysent (McClure) were in attendance. Airport Board Manager Paul Moritz, City Attorney Amy Beattie, Administrative Services Director Jennifer Sease, and Recording Secretary Diane Klemme were also present.

Approval of Agenda

Board Member Gardner moved, second by Novak, to approve the agenda with amendment, moving New Business Item 5. to Item 1. Ayes: 4.

FBO Report

Dave Kalwishky reviewed his FBO Report with the Board.

Finance / Budget Report

Gardner reported on the 8/4/22 listing of bills.

Consent Agenda Items

1. Approval of July 7, 2022, minutes.
2. Payment #53 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$2,941.88.
3. Approval of Bills and Transfer of Necessary Funds, \$18,862.43.
4. Approval of August, 2022 Financial Reports.

Approval of Consent Agenda Items

Board Member Johnson moved, second by Novak, to approve Consent Agenda Items CA-1 through CA-4. Ayes: Johnson, Novak, Ashby, Gardner.

New Business

1. Motion to approve the construction plans for the Exec 1 Aviation Maintenance Hangar Addition as prepared by Jensen Builders and Snyder & Associates. Novak moved, second by Gardner. Ayes: Novak, Gardner, Ashby, Johnson.
2. Motion to approve the bid from Des Moines Steel Fence Company in the amount of \$2,2200.00 for making numerous repairs to the perimeter fence in two locations. Novak moved, second by Gardner. Ayes: Novak, Gardner, Ashby, Johnson.
3. **RESOLUTION 2022-23** authorizing the execution of a professional services agreement with Construction Materials Testing (CMT) in the amount of \$25,785.00 for geotechnical services needed for the Runway 18/36 Strengthening – Preliminary Engineering Design project. Gardner moved, second by Johnson. Ayes: Gardner, Johnson, Ashby, Novak.
4. **RESOLUTION 2022-24** authorizing the execution of an agreement in the amount of \$22,202.00 with Applied Pavement Technology (APT) for the optional testing of the existing

pavement for the Runway 18/36 Strengthening – Preliminary Design project. Gardner moved, second by Johnson. Ayes: Gardner, Johnson, Ashby, Novak.

5. Motion to approve the Amendment to the Amended and Substituted Land License Agreement for the Maintenance Facility to facilitate the planned expansion of the building by Exec 1 Aviation. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Novak.
6. Motion to approve the proposal in the amount of \$13,900 plus hourly fees from Dave's Dozing to complete the 2022 Silt Removal/Cleanup project along Taxiway D at the Ankeny Regional Airport. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Johnson.
7. **RESOLUTION 2022-25** approving the lease agreements with the individuals and/or organizations. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner.
8. **RESOLUTION 2022-26** approving the lease agreement with the Iowa Department of Administrative Services. Gardner moved, second by Johnson. Ayes: Gardner, Johnson, Ashby, Novak.

Reports

- A. Engineering Report – Maysent
 - a. Column Replacement adjacent to the new hangar door on the terminal building.
 - b. Update on Runway 18/36 Strengthening Project – Preliminary Engineering.
- B. Staff Report – Moritz
 - a. Motion to approve a proposal from Baker Electric in the amount of \$24,360.00 for new power connection needed for the Overhead Line Obstruction Lights. Johnson moved, second by Gardner. Ayes: Johnson, Gardner, Ashby, Novak
 - b. Proposal/Inquiry from an agricultural company to lease Airport Farm Property.
 - c. Update on the Requests for Proposals: 5-year Engineering Services and 5-year Planning Services.
 - d. ACME Aviation Box Hangar Construction Schedule.
 - e. Proposed Annexation – DRA Properties, LC and Tyler Investment Inc.
 - f. 4 States Airport Conference – August 25 and 26 at the Marriott in Kansas City.
 - g. Update on Snow and Ice Removal Agreements.
- C. Legal Counsel Report - None
- D. Board Report – None
- E. Chair Report – None

Executive Session – per City Attorney, Beattie, Closed Session was not warranted.

- A. Consider motion to go into Executive Session pursuant to the provisions of Iowa Code Section 21.5(1)(j) “to discuss the purchase or sale of particular real estate only where the premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property”.

Adjournment

The meeting was adjourned at 5:55 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Todd Ashby, Acting Chairperson

Published in the Des Moines Register on the 12th day of August, 2022.



ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

September 8, 2022
5 : 00 PM

??

 **Print**

?? ORIGINATING DEPARTMENT:
City Clerk

COUNCIL GOAL:
Exercise Financial Discipline

??

ACTION REQUESTED:
Motion

LEGAL:
No Review Required

SUBJECT:
Consider motion to approve Bills and Transfer of Necessary Funds in the amount of \$110,218.15.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 September Bill Listing

**POLK COUNTY AVIATION AUTHORITY
LISTING OF BILLS TO BE APPROVED
FOR THE SEPTEMBER 8, 2022 BOARD MEETING**

Vendor	Amount	Date of Invoice	Description
4 States Airport Conference	395.00	08/10/22	Paul Moritz registration
Brick Gentry Law Firm	1,275.00	08/25/22	General legal services
Dave's Dozing	15,400.00	08/15/22	Silt removal install (bid item) & removal of beaver dams 6 hours @ \$250/hour
Des Moines Register	115.09	07/31/22	July A/P, minutes and public notice - RFQ Consultants
Exec 1 Aviation	5,000.00	08/31/22	On-site management fee
McClure Engineering	3,190.00	07/31/22	Professional services through 7/30/22
MidAmerican Energy	518.56	08/11/22	Lift station; Runway lights; Obstruction lighting services
Perficut	1,348.00	08/15/22	Aquatic Herbicide Application & spot treatment of weeds of wetlands on 8/12/22
Tenant deposit refund	175.00	08/31/22	Solar Flying Club, E-02. Original check #3991 written on 1/31/22 got lost in mail - voided & reissued.
TrueNorth Companies, LC	43,416.00	08/31/22	Property, electronic data, boiler/equipment, public officials and general liability
Total Airport Operations Fund	\$ 70,832.65		
McClure Engineering	39,385.50	07/31/22	Runway 18/36 - Preliminary Engineering thru 7/30/22
Total Capital Improvements Fund	\$ 39,385.50		
Grand Total	\$ 110,218.15		

See attachments for more information regarding:

Contractor/project costs

Snow removal costs, if applicable

Insurance renewal costs, if applicable



ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

September 8, 2022
5 : 00 PM

??

 **Print**

?? ORIGINATING DEPARTMENT:
City Clerk

COUNCIL GOAL:
Exercise Financial Discipline

??

ACTION REQUESTED:
Motion

LEGAL:
No Review Required

SUBJECT:
Consider motion to approve September 2022 Financial Reports

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 September Financial Report

POLK COUNTY AVIATION AUTHORITY**Balance Sheet**

As of August 31, 2022

ASSETS

Current Assets

Checking/Savings

101 · GREAT WESTERN BANK 4,735,653.85

Total Checking/Savings 4,735,653.85

Accounts Receivable

110 · GRANTS RECEIVABLE 50,091.00

112 · ACCOUNTS RECEIVABLE 350.00

Total Accounts Receivable 50,441.00

Other Current Assets

113 · PRE-PAID EXPENSES 45,741.82

Total Other Current Assets 45,741.82

Total Current Assets 4,831,836.67

Fixed Assets

140 · NON-DEPRECIABLE ASSETS 8,639,427.63

141 · DEPRECIABLE ASSETS 24,090,034.08

180 · CONSTRUCTION IN PROGRESS 2,088,807.22

181 · ACCUMULATED DEPRECIATION (17,367,179.85)

Total Fixed Assets 17,451,089.08

TOTAL ASSETS 22,282,925.75**LIABILITIES & EQUITY**

Liabilities

Current Liabilities

Accounts Payable

202 · ACCOUNTS PAYABLE 109,129.59

Total Accounts Payable 109,129.59

Other Current Liabilities

204 · RETAINAGE PAYABLE 31,038.52

206 · DEFERRED REVENUE 12,105.48

207 · HANGAR/LEASE ADVANCE DEPOSITS 15,665.00

208 · SPECIAL EVENT DEPOSITS 800.00

Total Other Current Liabilities 59,609.00

Total Current Liabilities 168,738.59

Long Term Liabilities

211 · LOAN PAYABLE 844,000.00

Total Long Term Liabilities 844,000.00

Total Liabilities 1,012,738.59

Equity

3000 · INVESTED IN CAPITAL ASSETS 16,445,472.08

3001 · UNRESTRICTED NET ASSETS 5,340,428.60

3003 · RESTRICTED FOR AIRPORT IMPROVE (39,385.50)

Total Equity 21,270,187.16

TOTAL LIABILITIES & EQUITY 22,282,925.75

POLK COUNTY AVIATION AUTHORITY
Profit & Loss Budget vs. Actual

July through August 2022

	Jul - Aug 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
400 · MEMBER GOVERNMENT ASSESSMENTS	0.00	1,263,745.00	(1,263,745.00)	0.0%
401 · LEASE AND LICENSE FEE INCOME	35,531.17	223,000.00	(187,468.83)	15.93%
403 · FUEL FEE INCOME	4,792.21	49,000.00	(44,207.79)	9.78%
407 · OTHER REVENUE	200.00	0.00	200.00	100.0%
Total Income	40,523.38	1,535,745.00	(1,495,221.62)	2.64%
Gross Profit	40,523.38	1,535,745.00	(1,495,221.62)	2.64%
Expense				
601 · OFFSITE MANAGEMENT SERVICES	0.00	57,800.00	(57,800.00)	0.0%
602 · POSTAGE & OFFICE SUPPLIES	0.00	200.00	(200.00)	0.0%
603 · ONSITE MANAGEMENT SERVICES	10,000.00	60,000.00	(50,000.00)	16.67%
609 · FINANCIAL SERVICES	0.00	100.00	(100.00)	0.0%
610 · ADVERTISING & PROMOTION	41.32	700.00	(658.68)	5.9%
611 · PUBLICATIONS	115.09	2,800.00	(2,684.91)	4.11%
612 · CONFERENCES AND SEMINARS	395.00	3,500.00	(3,105.00)	11.29%
613 · LEGAL SERVICES	3,150.00	22,000.00	(18,850.00)	14.32%
614 · AUDIT SERVICES	0.00	13,300.00	(13,300.00)	0.0%
616 · GENERAL INSURANCE	1,093.06	6,600.00	(5,506.94)	16.56%
617 · PROPERTY INSURANCE	5,651.35	34,000.00	(28,348.65)	16.62%
618 · PUBLIC OFFICIALS INSURANCE	238.14	1,500.00	(1,261.86)	15.88%
630 · SNOW REMOVAL & MOWING	0.00	91,000.00	(91,000.00)	0.0%
631 · REPAIRS & MAINTENANCE (General)	19,758.00	74,000.00	(54,242.00)	26.7%
640 · UTILITIES	991.02	5,100.00	(4,108.98)	19.43%
644 · AIRPORT PLANNING & ENGINEERING	3,190.00	68,000.00	(64,810.00)	4.69%
645 · MISCELLANEOUS	0.00	100.00	(100.00)	0.0%
703 · SIX UNIT TEE HANGAR CONSTRUCTIO	0.00	900,000.00	(900,000.00)	0.0%
729 · STRENGTHEN & EXTEND RW 18/36	39,385.50	765,000.00	(725,614.50)	5.15%
Total Expense	84,008.48	2,105,700.00	(2,021,691.52)	3.99%
Net Ordinary Income	(43,485.10)	(569,955.00)	526,469.90	7.63%
Other Income/Expense				
Other Income				
402 · INVESTMENT INCOME	2,432.65	5,000.00	(2,567.35)	48.65%
504 · FAA GRANT REIMBURSEMENT	0.00	688,500.00	(688,500.00)	0.0%
505 · STATE GRANT REIMBURSEMENT	0.00	405,000.00	(405,000.00)	0.0%
Total Other Income	2,432.65	1,098,500.00	(1,096,067.35)	0.22%
Net Other Income	2,432.65	1,098,500.00	(1,096,067.35)	0.22%
Net Income	(41,052.45)	528,545.00	(569,597.45)	(7.77%)

POLK COUNTY AVIATION AUTHORITY

A/R Aging Summary

As of August 31, 2022

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
IOWA DOT	0.00	0.00	0.00	0.00	50,091.00	50,091.00
Markus Kelly	175.00	0.00	0.00	0.00	0.00	175.00
Secured Investment Group	0.00	0.00	175.00	0.00	0.00	175.00
TOTAL	175.00	0.00	175.00	0.00	50,091.00	50,441.00

Index

Project Name	Contractors	Grant Eligible?	Original Contract Amount	Change orders & Non-Contract	Total Project Cost	Expenditures to date	Remaining Obligation	Retainage	Expected Grant Receipts	Grant Funds Received to date:	FY Completed
General Engineering - 2017 Agreement	McClure Engineering	EXP	174,750.76	-	174,750.76	174,750.76	-	-	-	-	
General Planning - 2018 Agreement	HDR Engineering	EXP	-	-	-	-	-	-	-	-	
Wildlife Exclusion Fence	McClure & Minturn	FAA	1,734,213.00	39,286.51	1,773,499.51	1,773,499.51	-	-	1,560,177	1,560,177	FY18
IKV Grading & Drainage Plan	HDR Engineers	EXP	43,304.00	-	43,304.00	43,304.00	-	-	-	-	FY19
Protect RW18 Land Acquisition-LGI	Snyder & Associates	FAA	18,900.00	743,119.59	762,019.59	762,019.59	-	-	685,653	685,653	FY19
3-Year Vegetation Control Agreement	Perficut ('17-'19)	EXP	28,445.00	(13,710.00)	14,735.00	14,735.00	-	-	-	-	FY20
Drainage Channel Improvements	McClure & RW Excavating	laDOT	191,633.80	11,925.19	203,558.99	203,558.99	-	-	76,950	76,950	FY20
Taxiway D Apron Access Road & Utilities - Phase 1	McClure & Sternquist	laDOT	633,250.00	54,844.02	688,094.02	688,094.02	-	-	225,000	225,000	FY20
Taxiway Rehab & Reconstruction-2018	McClure & Con-Struct	FAA	1,635,735.05	7,406.00	1,643,141.05	1,643,141.05	-	-	1,393,240	1,393,240	FY21
Bi-Fold Hangar Door Replacement	Jensen Builders	laDOT	130,075.00	9,900.00	139,975.00	139,975.00	-	-	75,000	75,000	FY21
SE Convenience Blvd Extension	City of Ankeny	EXP/RISE	877,279.79	115,104.30	992,384.09	991,544.82	-	-	-	-	FY21
Taxiway D Access Road & Utilities - Phase 2	McClure, SandStone	EXP	746,334.00	(19,963.60)	726,370.40	726,370.40	-	-	-	-	FY22
Taxiway D Apron and Access Roadway Paving-Phase 2	McClure, Concrete Tech	EXP	682,393.50	6,027.81	688,421.31	688,421.31	-	-	-	-	FY22
Protect RW18 Land Acquisition-Clark	Various	TBD	-	897,154.77	897,154.77	897,154.77	-	-	-	-	
Protect RW18 Land Acquisition-Disposal	Various	EXP	-	29,955.00	29,955.00	29,955.00	-	-	-	-	
Runway 18/36 Rehabilitation	McClure & Fahrner	FAA	631,380.24	21,810.99	653,191.23	649,651.23	3,540.00	-	584,686	584,686	
Taxiway D Apron and Access Roadway Paving-Phase 3	McClure, Concrete Tech	laDOT	773,556.45	37,281.99	810,838.44	760,272.29	50,566.15	31,038.52	312,682	262,591	
3-Year Vegetation Control Agreement	Perficut ('20-'22)	EXP	47,586.00	-	47,586.00	42,570.00	5,016.00	-	-	-	
Wildlife Hazard Mitigation	USDA, APHIS, General	EXP	32,000.00	(2,368.01)	29,631.99	26,898.02	2,733.97	-	-	-	
Strengthen & Extend RW 18/36	HDR & McClure	EXP	164,730.00	-	164,730.00	70,085.50	94,644.50	-	-	-	
			-	-	-	-	-	-	-	-	
			-	-	-	-	-	-	-	-	
Grayed out = Completed items, no new charges expected											
			8,545,566.59	1,937,774.56	10,483,341.15	10,326,001.26	156,500.62	31,038.52	4,913,388	4,863,297	
								\$ 31,038.52		\$ 50,091	
								^= 204 Retainage Pay		^ = 110 Grant AR	



ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

September 8, 2022
5 : 00 PM

??

 **Print**

?? ORIGINATING DEPARTMENT:

Finance

COUNCIL GOAL:

Exercise Financial Discipline

??

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Payment #54 in the amount of \$3,190.00 to McClure Engineering Company for services that include General On-Call Engineering Services.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download

 [General On-Call #54](#)

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: General On-Call Engineering Services
Contractor: McClure Engineering Company
Address: 1360 NW 121st St, Suite A, Clive, IA 50325
Finance Budget Code: 644 **Finance Project Code:** N/A
Vendor Project or Invoice #: 20517008-000 **PO #** N/A
Original Contract Date: October 5, 2017 **Vendor #** N/A

Date of Board Meeting 8-Sep-22 **PAYMENT REQUEST #** 54
PAYMENT PERIOD: From: 06/26/22 through: 07/30/22

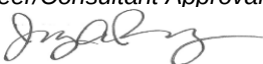
Contract Summary

Original Contract Amount:	\$ -	
Net change by Change Orders:	\$ -	
Contract Amount to Date: (line 1 ± 2)	\$ 112,499.00	
Total completed and stored to date:	\$ 174,750.76	
Retainage: 0 % of Completed Work:	\$ -	
Total Earned less Retainage:	\$ 177,940.76	
Less previous applications for payment:	\$ 174,750.76	
SUBTOTAL		\$ 3,190.00
OTHER CHARGES (Please attach an itemized list)		\$ -
CURRENT PAYMENT DUE		\$ 3,190.00

Balance to finish, including retainage: -

Contract Time Remaining (If applicable) N/A ##

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all the amounts have been paid by the Contractor for work for which previous Certificate(s) for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Engineer/Consultant Approval: McClure Engineering Company
Signature:  Date: 8/22/2022

PCAA Approval:
Signature: _____ Date: _____

City of Ankeny Staff Approval:
Signature: _____ Date: _____

Work completed:

- Reviewed Exec 1 Hangar plans, met on-site with Exec 1's Engineer to discuss comments/concerns and provided comments to Airport; provided additional utility information
- Review of Contractor shop drawings for new terminal hangar door columns
- Site visit to review Contractor's work on terminal hangar door column replacement
- Coordination regarding erosion / siltation clean-up project

Paul Moritz, cc:Jennifer Sease
Email: PMoritz@Ankenyiowa.gov; jsease@ankenyiowa.gov Phone: 515-965-6420 Fax: 515-965-6416

Date Printed: 8/22/2022



1360 NW 121st Street
Clive, IA 50325

Polk County Aviation Authority
410 West First St
Ankeny, IA 50023

July 31, 2022
Project No: 0020517008-000
Invoice No: 54
Due Date: August 30, 2022

Project 0020517008-000 Ankeny Regional Airport - General On-Call Services

Professional Services from June 26, 2022 to July 30, 2022

Phase 163 General On-Call Services

	Hours	Rate	Amount	
Project Manager I	6.50	160.00	1,040.00	
Engineer II	9.50	130.00	1,235.00	
Engineer IV	1.00	195.00	195.00	
Project Manager II	4.00	180.00	720.00	
Totals	21.00		3,190.00	
Total Labor				3,190.00
Total this Phase				\$3,190.00
Total Due this Invoice				\$3,190.00

Outstanding Invoices

Number	Date	Balance
53	6/30/2022	2,941.88
Total		2,941.88



ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

September 8, 2022
5 : 00 PM

??

 **Print**

?? ORIGINATING DEPARTMENT:

Finance

COUNCIL GOAL:

Exercise Financial Discipline

??

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Payment #1 in the amount of \$39,385.50 to McClure Engineering Company for services that include Runway 18/36 Preliminary Engineering.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download

 [McClure Payment #1](#)

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: Ankeny Airport - Runway 18/36 Preliminary Engineering
Contractor: McClure Engineering Company
Address: 1360 NW 121st St, Suite A, Clive, IA 50325
Finance Budget Code: 644 **Finance Project Code:** N/A
Vendor Project or Invoice #: 2022000104-000 **PO #** N/A
Original Contract Date: July 7, 2022 **Vendor #** N/A

Date of Board Meeting 8-Sep-22 **PAYMENT REQUEST #** 1
PAYMENT PERIOD: From: 06/26/22 through: 07/30/22

Contract Summary

Original Contract Amount: \$ 134,030.00
Net change by Change Orders:
Contract Amount to Date: (line 1 ± 2) \$ 134,030.00

Total completed and stored to date: \$ 39,385.50
Retainage: 0 % of Completed Work: \$ -
Total Earned less Retainage: \$ 39,385.50
Less previous applications for payment: \$ -
SUBTOTAL \$ 39,385.50

OTHER CHARGES (Please attach an itemized list) \$ -

CURRENT PAYMENT DUE \$ 39,385.50

Balance to finish, including retainage: \$ 94,644.50

Contract Time Remaining (If applicable) N/A ##

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all the amounts have been paid by the Contractor for work for which previous Certificate(s) for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Engineer/Consultant Approval: McClure
Firm Name

[Signature]
Signature

8/22/2022
Date

PCAA Approval:

Signature

Date

City of Ankeny Staff Approval:

Signature

Date

Work Completed: See attached Progress Report.

Submit to: Paul Moritz, c: Jennifer Sease

Email: PMoritz@ankenyiowa.gov; JSease@Ankenyiowa.gov Phone: 515-965-6420 Fax: 515-965-6416

Date Printed: 8/25/2022



1360 NW 121st Street
Clive, IA 50325

Paul Moritz
Polk County Aviation Authority
410 West First St
Ankeny, IA 50023

July 31, 2022
Project No: 2022000104-000
Invoice No: 1
Due Date: August 30, 2022

Project 2022000104-000 Runway 18/36 Preliminary Engineering
Professional Services from June 26, 2022 to July 30, 2022

Billing Phase	Fee	Percent Complete	Earned	Previous Billing	Current Billing
ExistingConditions	4,840.00	60.00	2,904.00	0.00	2,904.00
Preliminary Tasks	7,815.00	50.00	3,907.50	0.00	3,907.50
Preliminary Design Phase	71,465.00	20.00	14,293.00	0.00	14,293.00
Conduct Site Visit (if necessary)	4,200.00	0.00	0.00	0.00	0.00
Soil Boring Coordination	4,810.00	10.00	481.00	0.00	481.00
Base Topographic Survey	17,800.00	100.00	17,800.00	0.00	17,800.00
Expanded Topo Survey (if necessary)	10,400.00	0.00	0.00	0.00	0.00
Project Management and Coordination	12,700.00	0.00	0.00	0.00	0.00
Total Fee	134,030.00		39,385.50	0.00	39,385.50
Total Fee					39,385.50
Total Due this Invoice					\$39,385.50

PROJECT # **2022000104-000**

PROJECT **ANKENY REGIONAL AIRPORT – RUNWAY 18/36 Preliminary Engineering**

PRJ MNGR **JAY PUDENZ, P.E., LEED AP**

CLIENT **POLK COUNTY AVIATION AUTHORITY**
410 WEST 1ST STREET
ANKENY, IOWA 50021

Phone **515.965.6420**
Fax
Email: **pmoritz@ankenyiowa.gov**

REPORT BY **JAY PUDENZ, P.E., LEED AP**
Email: **jpudenz@mcclurevision.com**

REPORTING PERIOD **JULY 2022**

NEXT REPORT **AUGUST 2022**

SUMMARY OF WORK DONE LAST PERIOD

- ✓ Completed field work for topographic survey
- ✓ Processed topographic survey into base file
- ✓ Coordinated with Geotechnical Subconsultant for proposal for Geotechnical testing work (including potential need for additional testing if required by FAA) and coordinated schedule
- ✓ Began preparing Pavement Strength Assessment Report Section A: Existing Conditions

FORECAST OF ACTIVITIES FOR NEXT PERIOD

- Finalize Geotechnical field work, report and review results
- Continue preparing Pavement Strength Assessment Report Section A: Existing Conditions

VALUE ADDED SERVICES

- N/A

INPUT NEEDED

- N/A

SCHEDULE MILESTONES

-

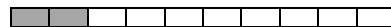
Phase 200 – Existing Conditions



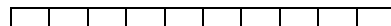
Phase 400.1 – Preliminary Tasks



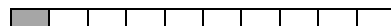
Phase 400.2 – 15% Preliminary Design Phase



Phase 400.3 – Conduct Site Visit (if necessary)



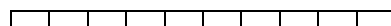
Phase 435 – Soil Boring Coordination



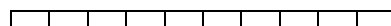
Phase 700 – Base Topographic Survey



Phase 700.4 – Expanded Topo Survey (if necessary)



Phase 850 – Project Management and Coordination





ANKENY CITY COUNCIL

POLK COUNTY AVIATION AUTHORITY MEETING

September 8, 2022
5 : 00 PM

??

 **Print**

?? ORIGINATING DEPARTMENT:

COUNCIL GOAL:

??

ACTION REQUESTED:

LEGAL:

SUBJECT:

Consider motion to approve property and electronic data processing insurance with Cincinnati Insurance Companies - policy year 09/20/22 - 09/19/23 and authorize premium payment in the amount of \$34,366.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 PCAA Insurance Renewal



Coverages & Carrier	21/22 Renewal	22/23 Renewal	Difference
Property	\$ 31,807.00	\$ 34,116.00	\$ 2,309.00
Blanket Building Limit	5,597,186	5,829,140	
Coinsurance	90%	90%	
Valuation	RC	RC	
Blanket Personal Property Limit	98,611	101,500	
Coinsurance	90%	90%	
Valuation	RC	RC	
Airport Towers & Antennas	155,000	155,000	
Water Treatment Equipment in the Open	31,000	31,000	
Fencing	1,035,000	1,066,055	
Business Income-Included in Enhancement FA258	100,000	100,000	
Deductible	1,000	1,000	
Wind/Hail Deductible Per Building	2%	2%	
Electronic Data Processing	\$ 250.00	\$ 250.00	\$ -
Data Processing Equipment	10,000	10,000	
Business Income	10,000	10,000	
Deductible	500	500	
Mechanical Breakdown Deductible	1,000	1,000	
Boiler/Equipment Breakdown	\$ 1,213.00	\$ 1,213.00	\$ -
Network Systems Coverage	Unlimited	Unlimited	
Deductible	1,000	1,000	
Terrorism Premium	Included	Included	
Airport General Liability	\$ 6,435.00	\$ 6,435.00	\$ -
Each Occurrence	10,000,000	10,000,000	
Products Completed Ops Aggregate	10,000,000	10,000,000	
Malpractice Aggregate	10,000,000	10,000,000	
Extended Coverage -War, Hi-jacking and other Perils Aggregate	10,000,000	10,000,000	
Fire Damage Limit/Any One Fire	150,000	150,000	
Medical Expense Limit-Any One person	5,000	5,000	
Hangar keepers Limit -Any One Aircraft	10,000,000	10,000,000	
Hangar keepers Limit -Any One Occurrence	10,000,000	10,000,000	
Non-Owned Aircraft Liability-Any One Occurrence	10,000,000	10,000,000	
Deductible	Nil	Nil	
Public Officials Liability	\$ 1,402.00	\$ 1,402.00	\$ -
Official Liability Limit-Each Wrongful Act	1,000,000	1,000,000	
Annual Aggregate	1,000,000	1,000,000	
Deductible	2,500	2,500	
TOTAL ACCOUNT PREMIUM	\$ 41,107.00	\$ 43,416.00	\$ 2,309.00

STATEMENT OF VALUES

Location	Year Built	Occupancy	Construction Type	Sq Ft	# of Stories	Building	BPP	Property In the Open
3700 SE Convenience Blvd, Ankeny, IA 50021								
Building 1	1995		Non-Combustible	374	1	102,000		
Building 2	1995	Hangar	Non-Combustible	12,064	1	476,144		
Building 3	1995	Hangar	Non-Combustible	12,064	1	476,144		
Building 4	1997	Hangar	Non-Combustible	12,064	1	476,144		
Building 5	1994	Airport & Hangar	Non-Combustible	15,080	2	1,650,000	101,500	
Building 6	1999	Hangar	Non-Combustible	12,064	1	476,144		
Building 7	1998	Hangar	Non-Combustible	12,064	1	476,144		
Building 8	2005	Hangar	Non-Combustible	12,064	1	476,144		
Building 9	2004	Hangar	Non-Combustible	7,696	1	305,069		
Building 10	2005	Hangar	Non-Combustible	7,696	1	305,069		
Building 11	2014	Hangar	Non-Combustible	7,696	1	305,069		
Building 12	2015	Hangar	Non-Combustible	7,696	1	305,069		
Building 13 - Property in the Open including light poles	1900							
	Remodeled: 1978							
			Frame	2,683	2			155,000
Building 14-Small Sewer lift station	1980		Frame	1,400	1			31,000
Building 15-Fencing 5 miles 8 ft tall	1940	Fence	Frame	10,580				1,066,050
Total Limits						\$5,829,140	\$101,500	\$1,252,050



PROPERTY

Cincinnati

Carrier Rating AM Best:

A+ XV

Policy Effective Dates: 9/20/2022 -2023

Coverages

21/22 Renewal

22/23 Renewal

3700 SE Convenience Blvd, Ankeny, IA 50021

Building 1	100,000	102,000
Building 2	466,808	476,144
Building 3	466,808	476,144
Building 4	466,808	476,144
Building 5	1,500,005	1,650,000
Building 5 - Business Personal Property	98,611	101,500
Building 6	466,808	476,144
Building 7	466,808	476,144
Building 8	466,808	476,144
Building 9	299,087	305,069
Building 10	299,087	305,069
Building 11	299,087	305,069
Building 12	299,086	305,069
Bldg 13 - Property in the Open including light poles	155,000	155,000
Building 14 - Small Sewer lift station	31,000	31,000
Building 15 - Fencing 5 miles 8 ft tall	1,035,000	1,066,055
Total Valuation	\$ 6,916,811	\$ 7,182,695

All values and location information are correct to the best of my knowledge and belief.

Insured Signature

Date

Notes:

Due to the age of the roofs (most being 25 years of age) these are being valuated at actual cash value

Buildings 8,9 11 & 12 have replacement cost on the roofs

Building Limit is Blanketed; total blanket limit \$5,829,140

Flood and Earthquake Coverage are not included

	
PUBLIC OFFICIALS LIABILITY	Hudson Insurance Company
Carrier Rating AM Best:	A XV
Policy Effective Dates: 9/20/2022 -2023	

Claims Made Coverage Form

Coverage	
Each Public Officials Wrongful Act	1,000,000
Annual Aggregate	1,000,000
Each Public Officials Wrongful Act Deductible	2,500

Extensions	
Named Insured	Polk County Aviation Authority
Consent to Settle	Included

Items Needed to Bind Coverage
Payment is due within 30 days of the effective date

GENERAL LIABILITY

Ace Property & Casualty

Carrier Rating AM Best:

A++ XV

Policy Effective Dates: 9/20/2020 -2023

Occurrence Coverage Form

Coverage

Products-Completed Operations Annual Aggregate Limit	10,000,000
Each Occurrence	10,000,000
Malpractice Annual Aggregate Limit	10,000,000
Hangarkeepers not "in flight" Limit Any One Occurrence	10,000,000
Hangarkeepers not "in flight" Limit Any One Aircraft	10,000,000
Non-Owned Aircraft Liability Limit Any One Occurrence	10,000,000
Fire Damage Legal Liability	150,000
Medical Expense - Any One Person	5,000

Extensions

Terrorism Coverage	Included
Deductible	N/A
FAA ID	IKV - Ankeny Reginal Airport, Ankeny, IA
Governmental Immunity Waiver	Included



EQUIPMENT BREAKDOWN		Cincinnati
Carrier Rating AM Best:	A+ XV	
Policy Effective Dates: 9/20/2020 -2023		

Coverage	
Network Systems	Unlimited
Deductible	1,000

Extensions	
Terrorism Coverage	Included
Covered Location	3700 SE Convenience Blvd Ankeny, IA 50021



ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

September 8, 2022
5 : 00 PM

 **Print**

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?? ORIGINATING DEPARTMENT:

COUNCIL GOAL:

??

ACTION REQUESTED:

LEGAL:

SUBJECT:

Consider motion to approve public officials liability insurance with Hudson Insurance Company - policy year 09/20/22 - 09/19/23 and authorize premium payment in the amount of \$1,402.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??**No**

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 PCAA Insurance Renewal



Coverages & Carrier	21/22 Renewal	22/23 Renewal	Difference
Property	\$ 31,807.00	\$ 34,116.00	\$ 2,309.00
Blanket Building Limit	5,597,186	5,829,140	
Coinsurance	90%	90%	
Valuation	RC	RC	
Blanket Personal Property Limit	98,611	101,500	
Coinsurance	90%	90%	
Valuation	RC	RC	
Airport Towers & Antennas	155,000	155,000	
Water Treatment Equipment in the Open	31,000	31,000	
Fencing	1,035,000	1,066,055	
Business Income-Included in Enhancement FA258	100,000	100,000	
Deductible	1,000	1,000	
Wind/Hail Deductible Per Building	2%	2%	
Electronic Data Processing	\$ 250.00	\$ 250.00	\$ -
Data Processing Equipment	10,000	10,000	
Business Income	10,000	10,000	
Deductible	500	500	
Mechanical Breakdown Deductible	1,000	1,000	
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Network Systems Coverage	Unlimited	Unlimited	
Deductible	1,000	1,000	
Terrorism Premium	Included	Included	
Airport General Liability	\$ 6,435.00	\$ 6,435.00	\$ -
Each Occurrence	10,000,000	10,000,000	
Products Completed Ops Aggregate	10,000,000	10,000,000	
Malpractice Aggregate	10,000,000	10,000,000	
Extended Coverage -War, Hi-jacking and other Perils Aggregate	10,000,000	10,000,000	
Fire Damage Limit/Any One Fire	150,000	150,000	
Medical Expense Limit-Any One person	5,000	5,000	
Hangar keepers Limit -Any One Aircraft	10,000,000	10,000,000	
Hangar keepers Limit -Any One Occurrence	10,000,000	10,000,000	
Non-Owned Aircraft Liability-Any One Occurrence	10,000,000	10,000,000	
Deductible	Nil	Nil	
Public Officials Liability	\$ 1,402.00	\$ 1,402.00	\$ -
Official Liability Limit-Each Wrongful Act	1,000,000	1,000,000	
Annual Aggregate	1,000,000	1,000,000	
Deductible	2,500	2,500	
TOTAL ACCOUNT PREMIUM	\$ 41,107.00	\$ 43,416.00	\$ 2,309.00

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Building 5	1994	Airport & Hangar	Non-Combustible	15,080	2	1,650,000	101,500	
Building 6	1999	Hangar	Non-Combustible	12,064	1	476,144		
Building 7	1998	Hangar	Non-Combustible	12,064	1	476,144		
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Building 12	2015	Hangar	Non-Combustible	7,696	1	305,069		
Building 13 - Property in the Open including light poles	1900							
	Remodeled: 1978							
			Frame	2,683	2			155,000
Building 14-Small Sewer lift station	1980		Frame	1,400	1			31,000
Building 15-Fencing 5 miles 8 ft tall	1940	Fence	Frame	10,580				1,066,050
Total Limits						\$5,829,140	\$101,500	\$1,252,050



PROPERTY

Cincinnati

Carrier Rating AM Best:

A+ XV

Policy Effective Dates: 9/20/2022 -2023

Coverages

21/22 Renewal

22/23 Renewal

3700 SE Convenience Blvd, Ankeny, IA 50021

Building 1	100,000	102,000
Building 2	466,808	476,144
Building 3	466,808	476,144
Building 4	466,808	476,144
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Building 10	299,087	305,069
Building 11	299,087	305,069
Building 12	299,086	305,069
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Building 14 - Small Sewer lift station	31,000	31,000
Building 15 - Fencing 5 miles 8 ft tall	1,035,000	1,066,055
Total Valuation	\$ 6,916,811	\$ 7,182,695

All values and location information are correct to the best of my knowledge and belief.

Insured Signature

Date

Notes:

Due to the age of the roofs (most being 25 years of age) these are being valuated at actual cash value

Buildings 8,9 11 & 12 have replacement cost on the roofs

Building Limit is Blanketed; total blanket limit \$5,829,140

Flood and Earthquake Coverage are not included

	
PUBLIC OFFICIALS LIABILITY	Hudson Insurance Company
Carrier Rating AM Best:	A XV
Policy Effective Dates: 9/20/2022 -2023	

Claims Made Coverage Form

Coverage	
Each Public Officials Wrongful Act	1,000,000
Annual Aggregate	1,000,000
Each Public Officials Wrongful Act Deductible	2,500

Extensions	
Named Insured	Polk County Aviation Authority
Consent to Settle	Included

Items Needed to Bind Coverage
Payment is due within 30 days of the effective date

GENERAL LIABILITY

Ace Property & Casualty

Carrier Rating AM Best:

A++ XV

Policy Effective Dates: 9/20/2020 -2023

Occurrence Coverage Form

Coverage

Products-Completed Operations Annual Aggregate Limit	10,000,000
Each Occurrence	10,000,000
Malpractice Annual Aggregate Limit	10,000,000
Hangarkeepers not "in flight" Limit Any One Occurrence	10,000,000
Hangarkeepers not "in flight" Limit Any One Aircraft	10,000,000
Non-Owned Aircraft Liability Limit Any One Occurrence	10,000,000
Fire Damage Legal Liability	150,000
Medical Expense - Any One Person	5,000

Extensions

Terrorism Coverage	Included
Deductible	N/A
FAA ID	IKV - Ankeny Reginal Airport, Ankeny, IA
Governmental Immunity Waiver	Included



EQUIPMENT BREAKDOWN		Cincinnati
Carrier Rating AM Best:	A+ XV	
Policy Effective Dates: 9/20/2020 -2023		

Coverage	
Network Systems	Unlimited
Deductible	1,000

Extensions	
Terrorism Coverage	Included
Covered Location	3700 SE Convenience Blvd Ankeny, IA 50021



ANKENY CITY COUNCIL

POLK COUNTY AVIATION AUTHORITY MEETING

September 8, 2022
5 : 00 PM

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 **Print**

?? ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL:
Upgrade Essential Infrastructure

??

ACTION REQUESTED:
Motion

LEGAL:

SUBJECT:

Consider motion to approve invoice from Dave's Dozing in the amount of \$15,400 for the 2022 Silt Removal/Cleanup Project including \$1,500 of hourly fees for the removal of two beaver dams.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Invoice
 Photo1
 Photo 2
 Culverts
 Rip Rap
 Beaver Dam
 Dam Removal

Dave's Dozing
10760 NE 82nd Ave
Mitchellville, IA 50169
515-967-7497

325682

CUSTOMER'S ORDER NO.		DEPARTMENT		DATE
NAME Polk County Auction Authority				
ADDRESS				
CITY, STATE, ZIP				
SOLD BY	CASH	G.O.D.	CHARGE	ON ACCT.
PAID OUT		MOSE, RETD.		

QUANTITY	DESCRIPTION	PRICE	AMOUNT
1			
2	Silt Removal instale		
3	rip rap B/D	13,900	
4			
5	removal of Beaver dams	1500	
6	6 HRS @ 250		
7	total	15,400.00	
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			

thanks

KEEP THIS SLIP FOR REFERENCE

A-5805
T-46320/46350

01-11















ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

September 8, 2022
5 : 00 PM

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 **Print**

?? ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL:
Exercise Financial Discipline

??

ACTION REQUESTED:
Resolution

LEGAL:
Item Reviewed by Legal Counsel

SUBJECT:
Consider motion to adopt **RESOLUTION** authorizing the reimbursement in the amount of \$7,750.24 to Matthew Sawhill for the installation of the MidAmerican Electric trunk cable along Phase 2 of the Taxiway D Box Hangar Development.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??**No**

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Resolution
 MidAmProposal
 Cost Breakdown

RESOLUTION 2022-XX

**RESOLUTION APPROVING A REIMBURSEMENT TO MATTHEW SAWHILL FOR
THE INSTALLATION OF AN ELECTRIC TRUNK CABLE ALONG THE TAXIWAY D
ACCESS ROADWAY TO SERVE THE TAXIWAY D PRIVATE HANGARS AT THE
ANKENY REGIONAL AIRPORT**

WHEREAS, the PCAA is currently developing the four phases of the Taxiway D Access Roadway, Utilities and Apron projects to provide box hangar pads for private individuals or companies to construct box hangars along the Taxiway D corridor at the Airport; and

WHEREAS, Matthew Sawhill of Simple Holdings, LLC recently constructed a new box hangar in Phase 3 of the said Taxiway D corridor; and

WHEREAS, as part of the land lease agreement for Sawhill's hangar, it was stipulated that the PCAA would be responsible for the costs of the utilities (including the electric trunk line) running along the access roadway next to the said hangar pads; and

WHEREAS, the land lease agreement further stipulated that each hangar pad lessee would be responsible for the costs of the electric service line extension and transformer from the trunk line into their hangar structure; and

WHEREAS, in January of 2022 MidAmerican Energy sent a proposal in the amount of \$8,507.41 to Sawhill's builder to cover the installation costs for the following electric facilities to facilitate the service line extension into Sawhill's hangar:

1. \$7,750.24 for the installation of the electric trunk line within an existing conduit running parallel to the access roadway.
2. \$757.17 for providing and installing a transformer and service line to serve Sawhill's hangar.

WHEREAS, on February 8, 2022 Sawhill paid MidAmerican Energy \$8,507.41 based on the proposal his builder received, even though the portion in Item 1 above should have been paid by the PCAA.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Aviation Authority hereby approves the reimbursement payment of \$7,750.24 to Matthew Sawhill for the costs associated with the electric trunk line providing the overall electric service to the Taxiway D hangar pads.

Passed and adopted this 8th day of September, 2022.

Jeff Wangsness, Chairperson

Attest _____
Todd Ashby, Secretary

From: Imerman, Mickell (MidAmerican) Mickell.Imerman@midamerican.com

Sent: Friday, August 5, 2022 7:42 AM

To: Matthew Sawhill matthew@innovative-me.com; Setzkorn, Ken (MidAmerican) Ken.Setzkorn@midamerican.com

Subject: RE: Innovative Manufacturing // Follow up email - reply // Ankeny Airport Hanger project - Matthew Sawhill

Good morning Matthew,

It was nice speaking with you again this morning. As we discussed here is the breakdown of the total cost, transformer cost and differential of the two.

Have a great Friday,

Total: \$8,507.41

Transformer: \$757.17

Differential: \$7,750.24

Mickell Imerman

Construction Project Coordinator

515-242-4289

Mickell.imerman@midamerican.com



[Contractor Resources](#)

[Encroachment Guidelines](#)



ANKENY CITY COUNCIL

POLK COUNTY AVIATION AUTHORITY MEETING

September 8, 2022
5 : 00 PM

??

 **Print**

?? ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL:
Exercise Financial Discipline

??

ACTION REQUESTED:
Motion

LEGAL:
Item Reviewed by Legal Counsel

SUBJECT:

Consider motion to approve the Selection Committee's recommendation of McClure Engineering to complete engineering services for the next five year term, and direct staff to have McClure prepare a master service agreement for presentation at the October 6, 2022 PCAA Board Meeting.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Letter Bolton & Mink



ADDRESS

3700 SE Convenience Blvd
Ankeny, IA 50021

PHONE

(515) 965-1020

FAX

(515) 965-5954

August 29, 2022

Mr. Carl Byers, PE
Bolton & Menk, Inc.
309 East 5th Street, Suite 202
Des Moines, IA 50309

RE: **Airport Engineering Consultant Services
Ankeny Regional Airport**

Dear Carl:

Thank you for you for the proposal you submitted to provide engineering services for the Ankeny Regional Airport for the next five years. A 3-member committee of PCAA board members reviewed the submittals. We only received two submittals this year, yours and one from McClure Engineering. The quality of both submittals was excellent. The committee members reviewed the proposals in advance of meeting using the scoring system as outlined in the RFP document.

The committee met on August 16th. At that meeting and subsequently thereafter, they asked a lot of questions, discussed the proposals carefully and were quite thorough in their discussions. One committee member had worked with you in the past and was certainly complimentary of your abilities. Ultimately, the committee recognized that McClure has done a good job over the past five years, such that there were not enough compelling reasons to change consultants at this time.

A recommendation to award the engineering services to McClure will be presented to the PCAA Board on September 8, 2022. On behalf of the committee, thank you for meeting with me. Also thank you for the time and effort you and your firm spent in preparing your proposal. Please contact me at (515) 965-6428 if you have questions.

Sincerely,
Polk County Aviation Authority

Paul Moritz, PE
Airport Manager



ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

September 8, 2022
5 : 00 PM

??

 **Print**

?? ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL:
Deliver Exceptional Service

??

ACTION REQUESTED:
Motion

LEGAL:
Item Reviewed by Legal Counsel

SUBJECT:
Consider motion to approve the Selection Committee's recommendation of HDR, Inc. to complete airport planning services for the next five year term, and direct staff to have HDR, Inc. prepare a master service agreement for presentation at the October 6, 2022 PCAA Board Meeting.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Coffman Ltr



ADDRESS

3700 SE Convenience Blvd
Ankeny, IA 50021

PHONE

(515) 965-1020

FAX

(515) 965-5954

August 31, 2022

Kory Lewis
Principal
Coffman Associates
12920 Metcalf Avenue, Suite 200
Overland Park, Kansas 66213

**RE: Airport Engineering Consultant Services
Ankeny Regional Airport**

Dear Kory:

Thank you for you for the proposal you submitted for providing planning services to the Ankeny Regional Airport. Four Statements of Qualifications were received:

Bolton & Menk,
Des Moines, Iowa

HDR Incorporated
Des Moines, Iowa

Coffman Associates
Overland Park, Kansas

Primera Engineers, Ltd.
Cedar Rapids, Iowa

A 3-member committee consisting of PCAA Board members was formed to review the submittals. The quality of all of the submittals was excellent. After extensive evaluation of the submittals utilizing the scoring system dictated by the RFQ, the committee met on August 16th. At that meeting they compared the firms and elected to choose one firm for the upcoming five-year term. Unfortunately, I have to inform you that your firm was not selected.

A recommendation to utilize HDR, Incorporated will be presented to the PCAA Board on September 8, 2022. On behalf of the committee, thank you for the time and effort you and your firm spent in preparing your proposal. Please contact me at (515) 965-6428 if you have questions.

Sincerely,
Polk County Aviation Authority

Paul Moritz, PE
Airport Manager



ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

September 8, 2022
5 : 00 PM

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 **Print**

?? ORIGINATING DEPARTMENT:

Finance

COUNCIL GOAL:

Exercise Financial Discipline

??

ACTION REQUESTED:

Resolution

LEGAL:

No Review Required

SUBJECT:

Consider motion to adopt **RESOLUTION** approving the lease agreement with Todd McCormick.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??**No**

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Resolution - Todd McCormick

RESOLUTION 2022-XX

A RESOLUTION APPROVING THE TIE-DOWN LEASE AGREEMENT WITH TODD MCCORMICK

WHEREAS, the Polk County Aviation Authority (PCAA) leases aircraft hangar, garage and tie-down space for the convenience of its patrons; and

WHEREAS, the payments received from the lease of hangars, garages and tie-downs will be used to maintain the hangar facilities; and

WHEREAS, Todd McCormick has accepted and signed a lease agreement for tie-down space effective August 1, 2022, with termination date of December 31, 2022;

BE IT FURTHER RESOLVED, that the Polk County Aviation Authority approves the lease agreement with Todd McCormick as indicated above

Dated at Ankeny, Iowa, this 8th day of September, 2022.

Jeff Wangsness, Chairperson

ATTEST:

Diane Klemme, Recording Secretary



ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

September 8, 2022
5 : 00 PM

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 **Print**

?? ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL:
Exercise Financial Discipline

??

ACTION REQUESTED:

LEGAL:
No Review Required

SUBJECT:
Update on the Preliminary Design for the Runway 18/36 Strengthening Project.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download

No Attachments Available



ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

September 8, 2022
5 : 00 PM

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 **Print**

?? ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL: ??
Upgrade Essential Infrastructure

ACTION REQUESTED:

LEGAL:
No Review Required

SUBJECT:
Schedule for Fence Repairs by Des Moines Steel Fence Company.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

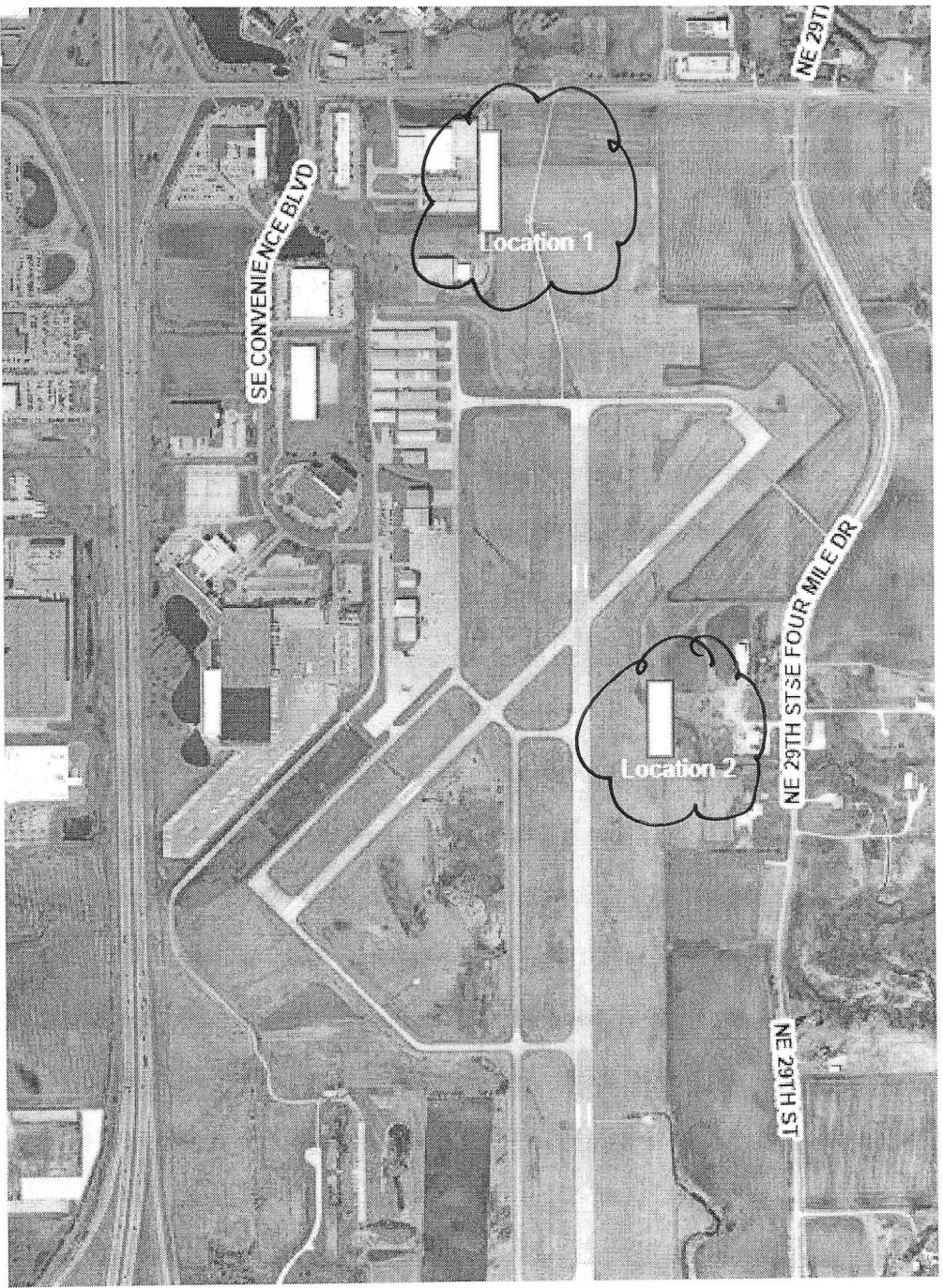
PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

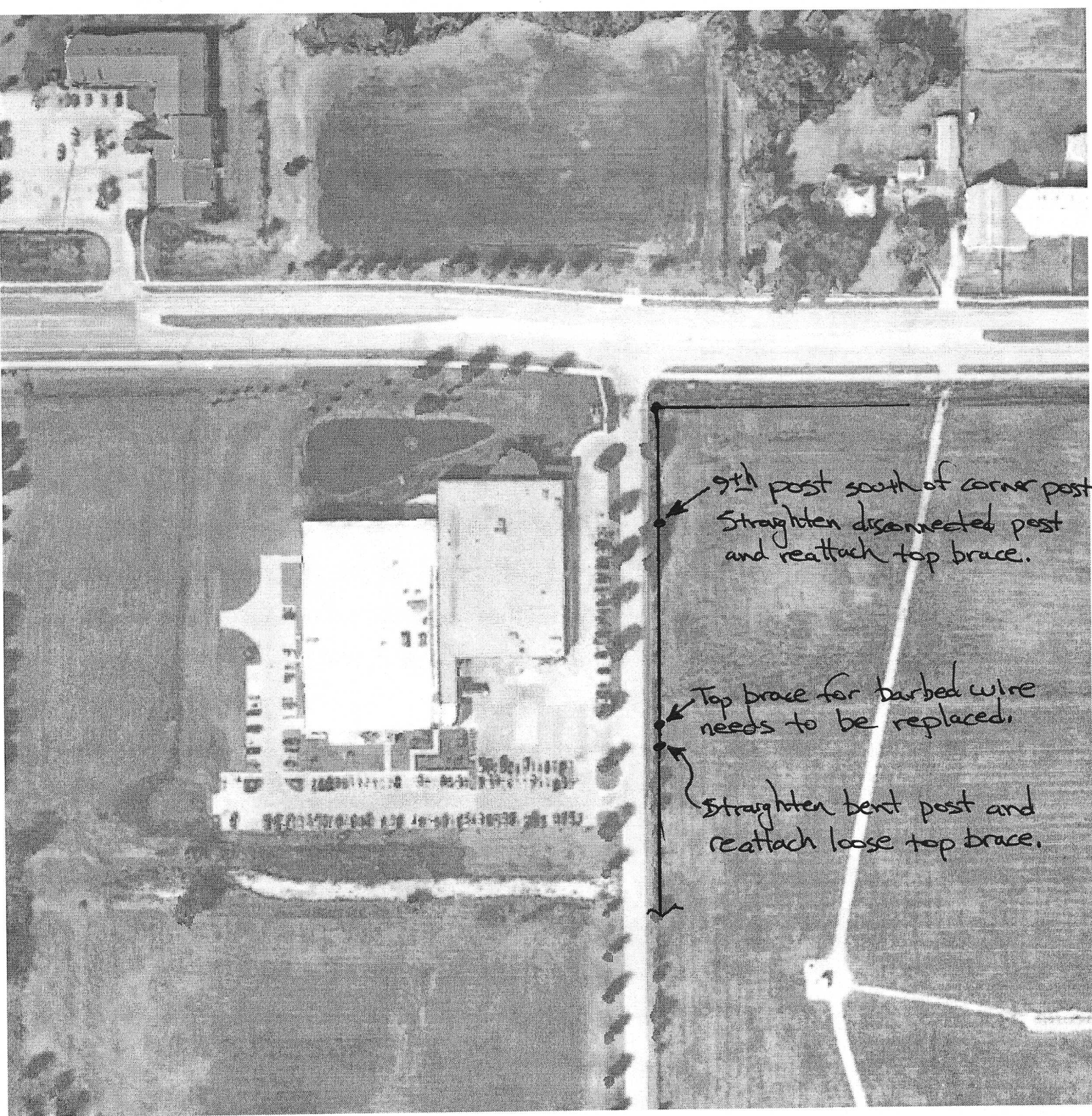
ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Fence Repairs - Plan



ANKENT REGIONAL AIRPORT
2022 FENCE REPAIRS



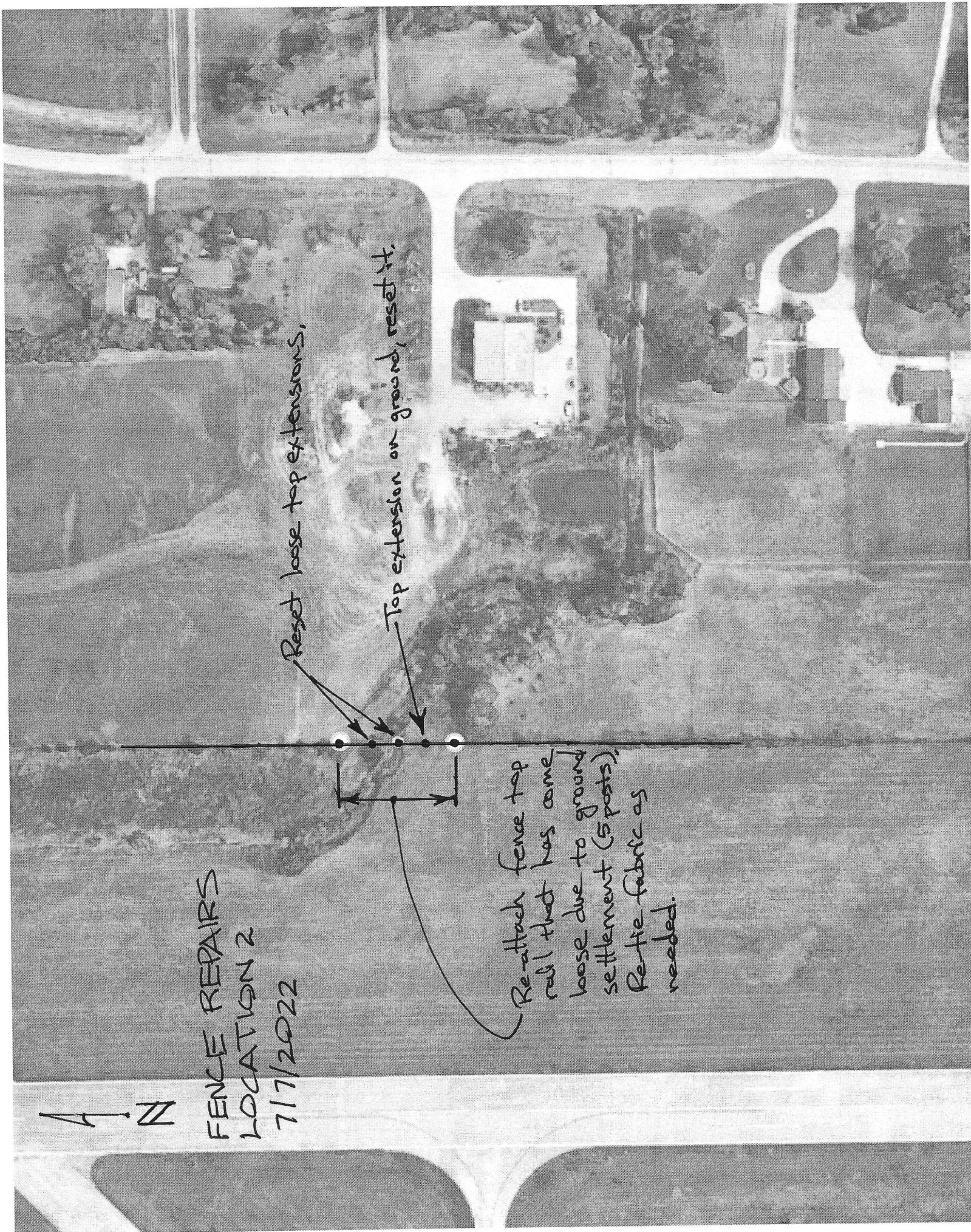
FENCE REPAIRS
LOCATION 1
7/7/2022



FENCE REPAIRS
LOCATION 2
7/7/2022

Reset loose top extensions,
Top extension on ground, reset it.

Re-attach fence top
rail that has come
loose due to ground
settlement (5 posts)
Re-tie fabric as
needed.





ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

September 8, 2022
5 : 00 PM

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 **Print**

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?? ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL: ??
Upgrade Essential Infrastructure

ACTION REQUESTED:

LEGAL:
No Review Required

SUBJECT:
New Service Connection for South Obstruction Lights - Project Status.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

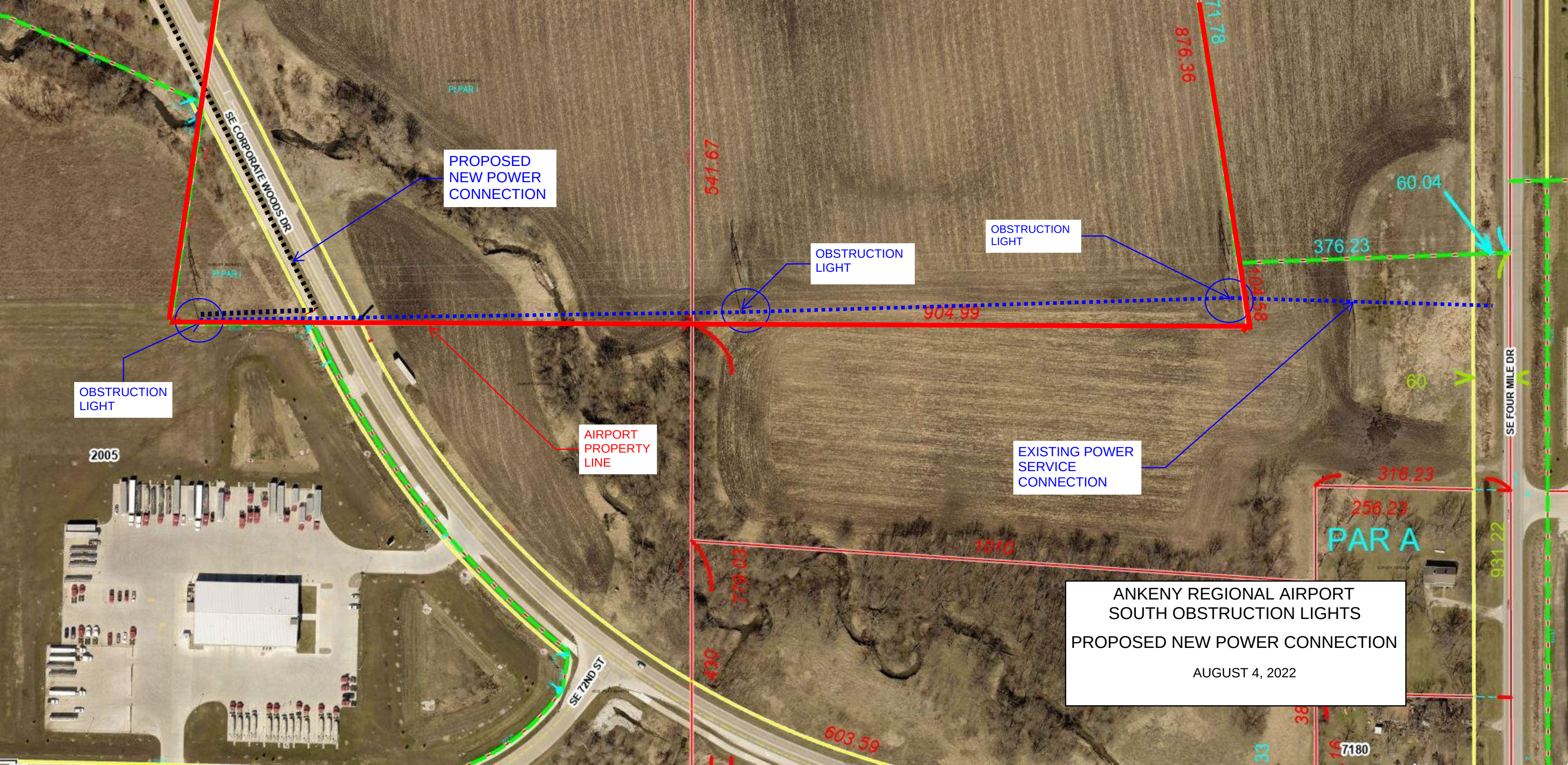
PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Plan View
 Culvert Washout



PROPOSED
NEW POWER
CONNECTION

OBSTRUCTION
LIGHT

OBSTRUCTION
LIGHT

OBSTRUCTION
LIGHT

AIRPORT
PROPERTY
LINE

EXISTING POWER
SERVICE
CONNECTION

ANKENY REGIONAL AIRPORT
SOUTH OBSTRUCTION LIGHTS
PROPOSED NEW POWER CONNECTION
AUGUST 4, 2022





ANKENY CITY COUNCIL

POLK COUNTY AVIATION AUTHORITY MEETING

September 8, 2022
5 : 00 PM

 **Print**

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?? ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL:

??

ACTION REQUESTED:

LEGAL:

SUBJECT:

Request to Realign Channel on East Side of Airport - Hubbell.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Location
 Plan View

I:\2022 Prop\P22-012\CONCEPTS\P22-012-CP5 WEST LOT OVERVIEW.dwg, 8/15/2022 11:09:35 AM, DDC

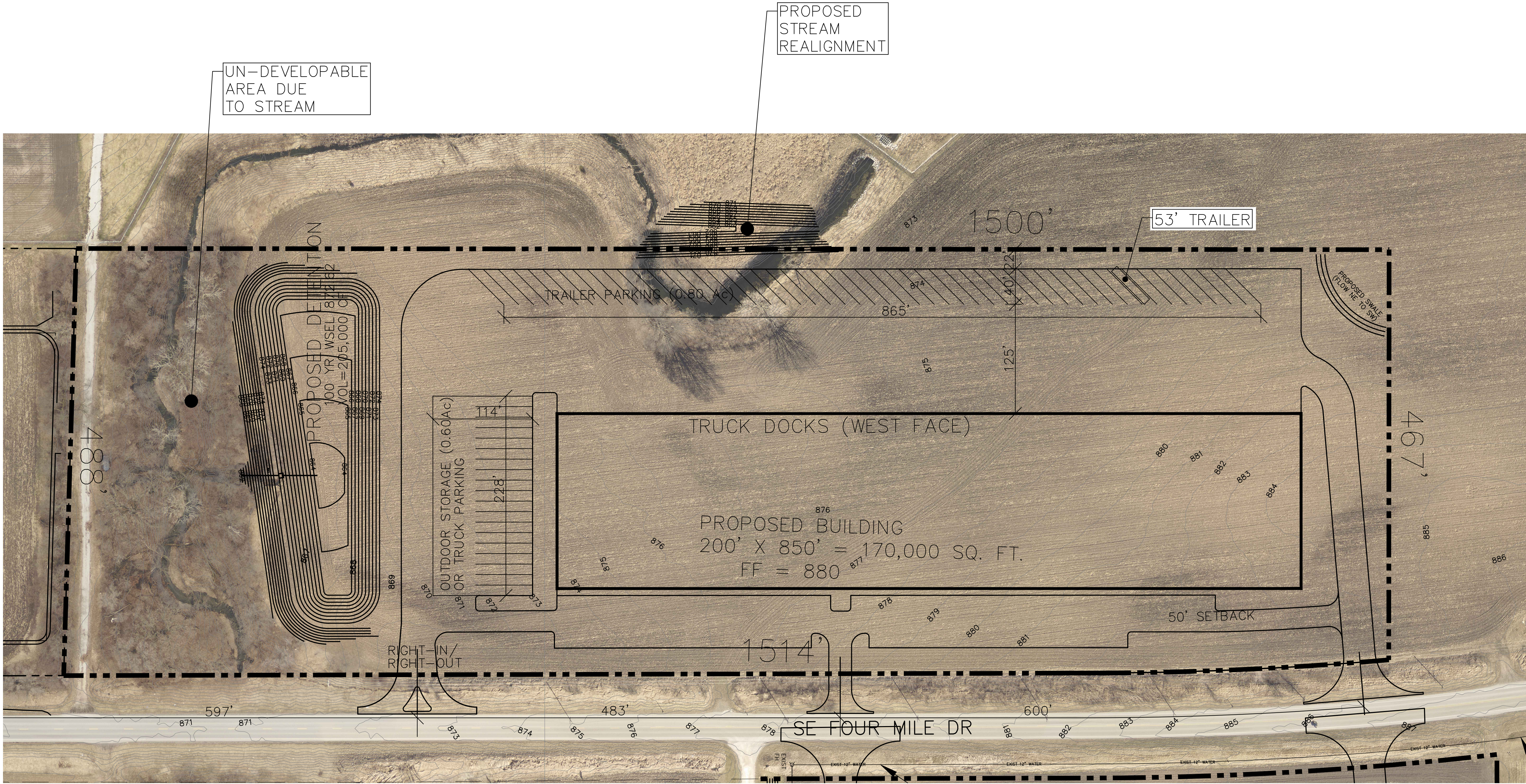


SITE OVERVIEW MAP

(NGR SITES)

EXHIBIT I

NOTE:
THE LOCATION OF ALL UTILITIES INDICATED ON THE PLANS ARE TAKEN FROM EXISTING PUBLIC RECORDS. THE EXACT LOCATION AND ELEVATION OF ALL PUBLIC UTILITIES MUST BE DETERMINED BY THE CONTRACTOR. IT SHALL BE THE DUTY OF THE CONTRACTOR TO ASCERTAIN WHETHER ANY ADDITIONAL FACILITIES OTHER THAN THOSE SHOWN ON THE PLANS MAY BE PRESENT.



FOUR MILE - PHASE 2 - WEST - CONCEPT 5

ERG
Engineering Resource Group, Inc.
2013 GRANT AVENUE
DES MOINES, IOWA 50312
(515) 288-4823

P22-012

REVISION

NO.

DATE

BY

FOR

LOCATION:

SCALE: AS NOTED
DWG: P22-012-CP5 WEST LOT.dwg

DESIGNED BY: DDC
CHECKED BY:

DATE: 06/20/2022
FILE NO.: P22-012

DRAWN BY: DDC



ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

September 8, 2022
5 : 00 PM

 **Print**

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?? ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL:
Exercise Financial Discipline

??

ACTION REQUESTED:

LEGAL:
No Review Required

SUBJECT:
DOT Notification of Tree Obstruction on Runway 4 Approach.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Tree Location

This tree left on approach to
runway 4 needs to be removed.





ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

September 8, 2022
5 : 00 PM

 **Print**

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?? ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL:
Exercise Financial Discipline

??

ACTION REQUESTED:

LEGAL:
No Review Required

SUBJECT:
Snow and Ice Removal Agreements - Proposed Hourly Rates for Equipment and Labor.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 memo
 Elder Proposal
 Exec 1 Proposal



2022 SNOW REMOVAL PROPOSED RATES

August 30, 2022

Memo To: Polk County Aviation Authority Board

From: Paul Moritz, PE

Since the 5-year contract for snow removal at the airport has expired, a renewal or new contract is required. The Elder Corporation was awarded the previous contract for these services in 2012, and it was renewed in 2017. As you know the Board previously decided to renew the Elder contract for another five years as allowed in the 2012 contract. Also, the Board and staff had recent discussions about entering into a separate snow removal agreement with Exec 1 Aviation. JR Boesen recently obtained a specialty piece of snow fighting equipment on his own. His aim was to provide a higher level of snow and ice removal compared to using only the Elder construction equipment. This special truck unit has a large broom and plow and is made for clearing wide runways more efficiently than year-round construction equipment. JR currently is having the new machine serviced, repaired and readied for winter use.

Elder and Exec 1 submitted proposals to me for the equipment and labor rates that would be charged for snow removal for the next five years. Below is a summary for your review. It should be noted that Exec 1 included only a single rate, not separate labor and equipment rates:

ELDER PROPOSED RATES

Contract Manager

Regular Time per Hour =	\$74.00 (2017)	\$96.00 (2022)	+30%
Overtime per Hour =	\$110.00 (2017)	\$143.00 (2022)	+30%
Holiday per Hour =	\$147.00 (2017)	\$192.00 (2022)	+31%

Equipment Operator

Regular Time per Hour =	\$63.00 (2017)	\$82.00 (2022)	+30%
Overtime per Hour =	\$95.00 (2017)	\$124.00 (2022)	+30%
Holiday per Hour =	\$126.00 (2017)	\$164.00 (2022)	+30%

Equipment:

Cat 140H Motor Grader per Hour =	\$163.00 (2017)	\$212.00 (2022)	+30%
Cat 950 Wheel Loader per Hour =	\$173.00 (2017)	\$225.00 (2022)	+30%
RPM 220 Snow Blower per Hour =	\$21.00 (2017)	\$30.00 (2022)	+42%
Ford Pickup F250 per Hour =	\$16.00 (2017)	\$25.00 (2022)	+56%
Self-Propelled 10" Broom per Hour =	\$105.00 (2017)	\$137.00 (2022)	+30%

EXEC 1 PROPOSED RATES

Oshkosh Snow Machine

Regular Time per Hour =	\$500.00 for Machine and Operator
Overtime per Hour =	\$500.00 (no increase)



BUILT ON **SOLID GROUND.**

5088 EAST UNIVERSITY AVE
DES MOINES, IA 50327
P 515.266.3111
F 515.265.4565
WWW.ELDERCORP.COM

July 25, 2022

City of Ankeny
Attn: Paul Moritz
410 West First Street
Ankeny, Iowa 50023

RE: Ankeny Airport Snow Removal Rate Proposal effective 7/1/2022

Dear Paul;

Below please find the rates for snow removal effective 7/1/2022 for the Ankeny Airport:

Labor:

Position	Regular Time Rate/Hour	Overtime Rate/Hour	Double Time Rate/Hour
Days/Hours	Monday-Saturday	Sundays or >40 Hours per week*	Thanksgiving, Christmas, New Years
Contract Manager	\$96.00	\$143.00	\$192.00
Equipment Operator	\$82.00	\$124.00	\$164.00

Equipment:

Machine	Rate
Cat 140H Motor Grader	\$212.00
Cat 950G II Wheel Loader	\$225.00
RPM 220 Snow Blower	\$30.00
Ford F250 Pickup	\$25.00
Self Propelled 10" Broce Broom	\$137.00

*Overtime greater than 40 hours only applies to hours worked exclusively at the Airport.

EXEC1

— AVIATION —

3700 SE Convenience Blvd
Ankeny, IA 50021
Phone: (515) 965-1020
www.exec1aviation.com

August 23rd, 2022

Polk County Aviation Authority
Attn: Paul Moritz
410 West First Street
Ankeny, IA 50023

RE: Ankeny Airport Snow Removal Rate Proposal effective 09/01/2022

Dear Paul;

Exec 1 is pleased to assist with snow removal at the airport.

After several years of snow removal experience at the airport, Exec 1 recognized the need for a more effective piece of snow removal equipment for safety and reliable winter operations of the airport. This Oshkosh machine was originally purchased by Minneapolis International airport in 2005. It was then purchased by a similar sized airport to IKV in northern Michigan. Exec 1 worked with Des Moines International Airport Operations department as their consultant on the proper piece of equipment. They assisted with identifying the piece of equipment and the pre-purchase due-diligence. After delivery and first year operation of the Oshkosh, Exec 1 decided to overhaul the machine to ensure reliability. Macqueen equipment is a dealer and maintenance facility for Oshkosh. Macqueen took possession of the machine for the overhaul process in March of 2022 and will have it completed for the 2022 snow season. We will also be working with McQueen to manage the maintenance of the machine to increase reliability. The previous owners of the Oshkosh said they were able to get their similar sized airport completely cleared within a couple hours of a snow event. We hope with experience we can get to that level. Total investment by Exec 1 for the acquisition and overhaul of the Oshkosh is \$215,000.

Below please find the rates for snow removal effective 09/01/2022.

Position	Regular Time Rate / Hours	Overtime Rate/Hour Greater than 40 hours per week
Oshkosh Snow Machine	\$500	\$500
Equipment Operator	Included	Included

Polk County Aviation Authority

Exec 1 Aviation

Name: _____

Name: Robert J. Boosen

Signed: _____

Signed: [Signature]

Title: _____

Title: manager

Date: _____

Date: 8-26-22



ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

September 8, 2022
5 : 00 PM

 **Print**

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?? ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL:
Exercise Financial Discipline

??

ACTION REQUESTED:

LEGAL:

Item Reviewed by Legal Counsel

SUBJECT:

Johnson Bros. of Ankeny, Ltd. - Farm Lease Termination/Potential Reassignment

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Termination Document



NOTICE OF TERMINATION OF FARM TENANCY

TO: Johnson Bros. of Ankeny, Ltd., 3625 NW Ash Drive, Ankeny, IA 50023

You and each of you are hereby notified that the farm tenancy of the following described real estate situated in Polk County, Iowa, to-wit:

As determined and mutually agreed upon between Johnson Bros. of Ankeny, Ltd. as Tenant and Polk County Aviation Authority as Landlord and according to Farm Lease commencing March 1, 2022 through February 28, 2023

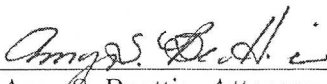
will terminate and expire effective the 1st day of March, 2023, and such tenancy will not continue after said date.

This notice is given to you in accordance with the provisions of Chapter 562 of the Code of Iowa.

If this notice is directed to a person in possession of the real estate, you are further notified that the undersigned demand that you vacate, surrender and deliver possession of said real estate on said date.

You will therefore take notice and govern yourselves accordingly.

POLK COUNTY AVIATION
AUTHORITY

By 
Amy S. Beattie, Attorney
Brick Gentry P.C.
6701 Westown Parkway
Suite 100
West Des Moines, Iowa 50266

ACCEPTANCE OF SERVICE

The undersigned accept and acknowledge due, timely and legal service of the foregoing notice and acknowledge receipt of a copy thereof on this date, at Ankeny, Iowa.

Dated 8-29-22

John Bruce Riley, JD
By: Ben L. Riley (PMS)