



Polk County Aviation Authority Meeting

**Thursday, September 5, 2024
5:00 PM**

**Ankeny Regional Airport - Corporate/Terminal Hangar Building
3700 SE Convenience Blvd, Ankeny, Iowa**

INSTRUCTIONS TO JOIN ELECTRONIC MEETING:

Please join using this link: <https://zoom.us/j/98294550961?pwd=MzdjTERQR1Y1SVNWOGhxWFd1b2FRUT09>

Or dial: +13126266799 Meeting ID: 982 9455 0961 Passcode: 5678

A. ROLL CALL

B. APPROVAL OF AGENDA

1. Approval of the September 5, 2024 Agenda

Action# B1-1. Consider motion to approve and accept the September 5, 2024 agenda without amendment.

C. PUBLIC FORUM

D. PUBLIC HEARING

1. PH 2024-05 Proposed Land Lease Agreement with the Iowa Department of Administrative Services.

Action# D1-1. Consider motion to close Public Hearing 2024-05.

Action# D1-2. Consider motion to adopt RESOLUTION authorizing the execution of a land lease agreement with the Iowa Department of Administrative Services for purposes of the construction of an aircraft hangar.

2. PH 2024-06 Proposed Land Lease Agreement with Rick's Landing LLC.

Action# D2-1. Consider motion to close Public Hearing 2024-06.

Action# D2-2. Consider motion to adopt RESOLUTION authorizing the execution of a land lease agreement with Rick's Landing LLC for purposes of the construction of an aircraft hangar.

E. FBO REPORTS

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

F. FINANCE / BUDGET REPORTS

G. CONSENT AGENDA ITEMS

- CA - 1** Consider motion to approve the August 8, 2024, minutes.
- CA - 2** Consider motion to approve Payment #4 in the amount of \$437.50 to 818, LLC for the fabrication and installation of the new airport sign.
- CA - 3** Consider motion to approve Payment #12 in the amount of \$655.62 to McClure Engineering Company for Site Work & Vertical Infrastructure for the North Property Line Box Hangars.
- CA - 4** Consider motion to approve Payment #9 in the amount of \$31,792.35 to McClure Engineering Company for services that includes Design & Bidding for Runway 18/36.
- CA - 5** Consider motion to approve Payment #6 in the amount of \$4,731.08 to McClure Engineering Company for Taxiway D Apron and Access Roadway Paving, Construction Management – Phase 4.
- CA - 6** Consider motion to approve Payment #5 in the amount of \$2,618.00 to McClure Engineering Company for Construction of Monument Signs.
- CA - 7** Consider motion to approve Payment #1 in the amount of \$6,180.20 to McClure Engineering Company for Extend Runway 18: ADIP/Aeronautical Survey, Airspace Analysis, and Data
- CA - 8** Consider motion to approve Payment #22 in the amount of \$3,137.79 to McClure Engineering Company for services that include General On-Call Engineering Services.
- CA - 9** Consider motion to approve Bills and Transfer of Necessary Funds in the amount of \$143,616.63
- CA - 10** Consider motion to approve September 2024 Financial Reports.

• **APPROVAL OF CONSENT AGENDA ITEMS**

1. Consent Agenda Items CA-1 through CA-10.

Action# G1-1. Consider motion to approve the recommendations for Consent Agenda Items CA-1 through CA-10.

H. REMOVED CONSENT AGENDA ITEMS

I. OLD BUSINESS

J. NEW BUSINESS

1. Consider motion to approve property insurance with Cincinnati Insurance Company for the policy year 09/20/24 - 09/19/25 and authorize premium payment in the amount of \$51,202.00.
2. Consider motion to approve public officials liability insurance with Indian Harbor Insurance Company for the policy year 09/20/24 - 09/19/25 and authorize premium payment in the amount of \$2,878.00.
3. Consider motion to adopt **RESOLUTION** authorizing the Chairperson to execute the construction contract for the Construct Monument Signs Project at the Ankeny Regional Airport.
4. Consider motion to adopt **RESOLUTION** authorizing the execution of Task Order No. 6B with McClure Engineering Company for the Runway 18 Extension - Design and Bidding Services.
5. Consider motion to adopt **RESOLUTION** authorizing a Box Hangar Lease Agreement with Craig Ellingson.
6. Consider motion to adopt **RESOLUTION** authorizing a Box Hangar Lease Agreement with Nicholas Ashton.

K. REPORTS

1. **Engineering Report**
 - a. Project Update: Taxiway D Phase 4 Apron and Access Roadway Construction.
 - b. Project Update: Runway 18/36 Reconstruction and Extension Design/Coordination.
2. **Staff Report**
 - a. Aviation Management Consulting Group Financial Analysis - Update.
 - b. Runway 4 PAPI - Failed Control Boards.
 - c. Exterior Columns on Terminal Building South Entry: Needed Repairs.
 - d. Additional Emergency Patching within the Runway Intersection.
 - e. Taxiway D Concrete Channel Cleanout by Dave's Dozing - Extra Work.
 - f. Possible Leasing of Storage Rooms - North Box Hangars Phase 1.
3. **Legal Counsel Report**
4. **Board Report**

5. **Chair Report**

L. 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# L1-1.

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