



Polk County Aviation Authority Meeting

**Thursday, August 8, 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 August 8, 2024 Agenda

Action# B1-1. Consider motion to approve and accept the August 8, 2024 agenda without amendment.

C. PUBLIC FORUM

D. PUBLIC HEARING

1. PH 2024-04 Proposed Land Lease Agreement with Casey's Services Company

Action# D1-1. Consider motion to close Public Hearing 2024-04.

Action# D1-2. Consider motion to adopt RESOLUTION authorizing the execution of a land lease agreement with Casey's Services Company 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 July 8, 2024, minutes.
- CA - 2** Consider motion to approve Payment #3 in the amount of \$35,653.26 to Concrete Technologies for services that include Taxiway D Apron and Access Roadway Paving – Phase 4.
- CA - 3** Consider motion to approve Payment #21 in the amount of \$2,700.20 to McClure Engineering Company for services that include General On-Call Engineering Services.
- CA - 4** Consider motion to approve Payment #5 in the amount of \$19,334.97 to McClure Engineering Company for Taxiway D Apron and Access Roadway Paving, Construction Management, Admin & Observation Services – Phase 4.
- CA - 5** Consider motion to approve Payment #8 in the amount of \$26,923.35 to McClure Engineering Company for services that includes Design & Bidding for Runway 18/36.
- CA - 6** Consider motion to approve Payment #4 in the amount of \$3,864.50 to McClure Engineering for Construction of Monument Signs.
- CA - 7** Consider motion to approve Bills and Transfer of Necessary Funds in the amount of \$128,734.51
- CA - 8** Consider motion to approve August, 2024 Financial Reports.

- **APPROVAL OF CONSENT AGENDA ITEMS**

1. Consent Agenda Items CA-1 through CA-8.

Action# G1-1. Consider motion to approve the recommendations for Consent Agenda Items CA-1 through CA-8.

H. REMOVED CONSENT AGENDA ITEMS

I. OLD BUSINESS

J. NEW BUSINESS

1. Consider motion to approve a special event permit for the Above & Beyond Cancer Hangar Party to be held within the terminal building on September 5, 2024 at the Ankeny Regional Airport.
2. Consider motion to approve a special event permit for the Exec 1 Aviation - Fly In Lunch to be held on September 14, 2024 at the Ankeny Regional Airport.
3. Consider motion to adopt **RESOLUTION** authorizing the setting of a hearing on a proposal by the

Iowa Department of Administrative Services to lease certain public property for construction of a box hangar on Taxiway D at the Ankeny Regional Airport. (date of hrg: 9/5/24 @ 5:00 p.m.)

4. Consider motion to adopt **RESOLUTION** authorizing the setting of a hearing on a proposal by Rick's Landing, LLC to lease certain public property for construction of a box hangar on Taxiway D at the Ankeny Regional Airport. (date of hrg: 9/5/24 @ 5:00 p.m.)
5. Consider motion to adopt **RESOLUTION** establishing an Above Ground Fuel Storage Policy for privately owned aircraft storage facilities at the Ankeny Regional Airport.
6. Consider motion to approve a proposal from Foth Engineering to complete an Independent Fee Estimate (IFE) for the Runway 18 Extension - Design and Bidding Services (McClure Proposed Task Order #6B) in the amount of \$3,800.00.
7. **North Property Line Box Hangars:** Consider motion to approve: a) Project Engineer's State of Completion; b) **RESOLUTION** accepting the public improvements with Jensen Builders Ltd. in the final contract amount of \$1,231,444.40; c) Approval of Change Order #3 reducing the contract amount by \$20,962.80; d) Payment #7 (Final) in the amount of \$8,610.97/ Release of 5% Retainage in the amount of \$61,572.22 thirty days after project acceptance.
8. Consider motion to adopt **RESOLUTION** accepting a proposal from Eagle Sign Company in the amount of \$74,124.89 for the construction of the Ankeny Regional Airport - Construct Monument Signs Project.

K. REPORTS

1. Engineering Report

- a. Project Update: Ruway 18/36 Reconstruction and Extension Design/Coordination
- b. Project Update: Taxiway D Apron and Access Roadway Paving - Phase 4.
- c. Runway 18/36 Reconstruction and Extension - Status of ILS Relocation.

2. Staff Report

- a. Submittal of the 2024 Federal Bilateral Infrastructure Law Grant Applications.
- b. Aviation Management Consulting Group Financial Analysis - Update.
- c. North Property Line Box Hangars - Results of Leasing Promotion and Drawing.

3. Legal Counsel Report

4. Board Report

5. Chair Report

L. ADJOURNMENT