



Polk County Aviation Authority Meeting

Thursday, June 8, 2023

5:00 PM

3700 SE Convenience Blvd, Ankeny, Iowa

INSTRUCTIONS TO JOIN ELECTRONIC MEETING:

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

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

A. ROLL CALL

B. APPROVAL OF AGENDA

1. Approval of the June 8, 2023 Agenda

Action# B1-1. Consider motion to approve and accept the June 8, 2023 agenda without amendment.

C. PUBLIC FORUM

D. FBO REPORTS

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

E. FINANCE / BUDGET REPORTS

F. CONSENT AGENDA ITEMS

CA - 1 Consider motion to approve the May 4, 2023, minutes.

CA - 2 Consider motion to approve Task Order Two-Payment #2 in the amount of \$8,063.60 to HDR Engineering, Inc. for Environmental Assessment services.

- CA - 3** Consider motion to approve Payment #7 in the amount of \$2,805 to McClure Engineering Company for services that include General On-Call Engineering Services
- CA - 4** Consider motion to approve Payment #7 in the amount of \$28,733 to McClure Engineering Company for services that include North Property Line Box Hangars.
- CA - 5** Consider motion to approve Payment #9 in the amount of \$1,683.30 to McClure Engineering Company for services that include Runway 18/36 Preliminary Engineering.
- CA - 6** Consider motion to approve Bills and Transfer of Necessary Funds in the amount of \$57,282.61.
- CA - 7** Consider motion to approve June 2023 Financial Reports.

- **APPROVAL OF CONSENT AGENDA ITEMS**

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

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

G. REMOVED CONSENT AGENDA ITEMS

H. OLD BUSINESS

I. NEW BUSINESS

1. Consider motion to approve the Special Event Application for the June 22 or June 23, 2023 DMAM Rotary End of Year Meeting event to be held in the Exec 1 Aviation Main Hangar.
2. Consider motion to approve letter of agreement for banking services with First National Bank for three years with an option to renew for one additional three-year period by mutual agreement of both parties.
3. Consider motion to approve the updated Application Procedures for Tee Hangar Leases at the Ankeny Regional Airport.
4. Consider motion to adopt **RESOLUTION** fixing a date for a hearing on the plans, specifications, opinion of probable cost and form of contract, taking of bids and awarding the construction contract for the North Property Line Box Hangars Project at the Ankeny Regional Airport.
5. Consider motion to adopt **RESOLUTION** authorizing the execution of a construction contract on an emergency basis for the Runway 18/36 Emergency Partial Depth Patches project at the Ankeny Regional Airport.

J. REPORTS

1. **Engineering Report**
 - a. Update on Runway 18/36 Environmental Assessment and Preliminary Engineering
2. **Staff Report**

- a. Notice received by the Aviation Museum regarding accessibility
- b. 4 States Airport Conference: August 23rd to 25th in Kansas City
- c. Iowa DNR Review of the use of Fire Suppressant Foam on May 20th Incident
- d. Consideration of Renaming the Ankeny Regional Airport.
- e. Presentation to Ankeny Rotary Club - June 13, 2023

3. **Legal Counsel Report**

4. **Board Report**

5. **Chair Report**

K. ADJOURNMENT



ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

June 8, 2023
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

June 8, 2023
5 : 00 PM

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 **Print**

?? ORIGINATING DEPARTMENT:

COUNCIL GOAL:

??

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LEGAL:

SUBJECT:

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

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PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

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ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 FBO Report
 Waiting List

FBO REPORT June 8th, 2023

FUEL SALES

04/26 - 05/25	2023 Gallons		2022 Gallons	Last Month
100LL	11,751.0		6,651.6	8,289.9
JET-A	40,792.0		41,249.0	40,211.0
Total Gallons	52,543.0		47,900.6	48,500.9
52,543.0 x \$.09/gallon=		\$ 4,728.87		

Self-Serve 100LL fuel sales: 3,788.7 gallons equaling 32% of total sales.

T-HANGARS

ACCOUNTS RECIEVABLE: Nothing to report.

LEASES: Nothing to report.

INSURANCE RENEWALS: Nothing to report.

WAITING LIST: There are 76 people on the list, 31 of those on the list don't have an airplane or live out of state but will be moving back at some point. There is a potential hangar coming open this summer, so I've contacted the top seven people on the list. One asked to be removed, once is in a partnership in Ames and asked to be moved to the bottom of the list and the next four don't have a plane to put into the hangar. Number seven has a plane to move in right away.

It was discovered that two people had two spots on the list, Dave talked with both customers to see which position they wanted to give up and the waiting list was adjusted accordingly.

The full list is attached.

VIOLATIONS: Nothing to report.

REPAIRS: One of the valves on the JET farm is leaking, it has been replaced.
The valve used for bulking the farm has frozen shut. It has been replaced.

MISC: Nothing to report.

AIRFIELD

LIGHTING:
Nothing to report.

MOWING:
In full swing.

EXEC1

— AVIATION —

SNOW REMOVAL:

Done for the season.

WILDLIFE:

A deer was sighted the morning of 05/12/23 leaving the airport by an 11” gap in the fence by the FSDO building, Dave called Ernie to let him know.



MISC:

Saturday May 20th 2023 at approximately 11am a North American T6 Texan had an incident on runway 36. The Exec 1 line department was on scene immediately to render assistance. 911 was called, while we waited for the Ankeny Fire Department to arrive, we used fire extinguishers to attempt to put out the fire before the Ankeny Fire Department arrived and took over. Both occupants exited the aircraft, no injuries were reported to the best of our knowledge.

Runway 18/36 was NOTAM closed for aircraft removal and FOD cleanup. The aircraft was removed from the runway. Exec 1 used the FOD Commander to clean the FOD from the runway. An inspection was made of the runway by Exec 1 to see if any damage was caused, none was found.

EXEC1

— AVIATION —

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)

31 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	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. 05/05/23 Dave K emailed Derek to see if he was still intereted in being on the list and that if his name comes up and he doesn't have a plane the hangar will be offered to the next person in line. 05/08/23 Derek emailed back asing to see the lease to make sure he can comply with it. He did not indicate whether or not he has aquired a plane. 05/09/23 Dave K notified Derek that he is next on the list. Dave & Derek had a phone conversation and I explained that typically there is no subleasing to a friend. He will decide what to do when a hangar becomes available. 05/11/23 Derek emailed back and won't have a plane until next year, he would like to remain on the list.
2	7/17/2019	Jeff Davis	Looking	515-444-7673	jeffreypaulhomes@gmail.com	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. 05/08/23 Dave K emailed Jeff to see if he was still intereted in being on the list and that if his name comes up and he doesn't have a plane the hangar will be offered to the next person in line. 05/11/23 Jeff called Dave and said he doesn't have a plane yet but would like to remain on the list.
3	8/28/2019	Dan Stull	Looking	515-447-2339	dan@Stullcompanies.com	05/08/23 Dave K emailed Dan to see if he was still intereted in being on the list and that if his name comes up and he doesn't have a plane the hangar will be offered to the next person in line. 05/10/23 Dan e-mailed back and said he doesn't have a plane and may not have one by late summer, he would like to stay on the list.
4	6/7/2017	Mike Hubbell	Phoenix motorglider	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. 05/09/23 Dave K emailed Mike to let him know he was number four on the list and if he still wanted a hangar. 05/09/23 Mike emailed back, he sold his SR22, the motorglider will be here in July or August. I let him know if he's not ready to move in when his name comes up we move to the next person on the list. 05/22/23 Dave K e-mailed Mike to let him know a hangar will be available July 1st.
5	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. 05/09/23 Dave K emailed Dick asking if he was still interested in a hangar. Dick e-mailed back, he will alternate between his 182 and Cessna 140. 05/25/23 Dave K emailed Dick that a hangar is avialable now. If he would like it I will send him the lease.
6	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.
7	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. 05/16/23 Dave K emailed Nick to see if he was still intertested in a hangar if one were to open up. 05/16/23 Nick emialed back and would like to stay on the list. He's ready to move in as soon as something opens up.
8	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.
9	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.
10	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.
11	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. 01/23/23 called for his

12	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.
13	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.
14	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.
15	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. 05/16/23 Dave spoke with Kurt today, he will be back in Iowa in July 2025.
16	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.
17	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.
18	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.
19	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.
20	4/8/2016	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.
21	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.
22	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.
23	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.
24	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.
25	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.
26	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.
27	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.
28	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.
29	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.
30	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.
31	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.
32	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.
33	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.
34	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.
35	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.
36	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.
37	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.

38	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.
39	8/16/2021	Todd Anderson	N714AT	515-419-9142	todd@4andersons.com	11/5/21 Dave K - emailed asking if he is still interested.
40	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.
41	8/31/2021	Sam Marcsisak	looking	515-208-7946	Sam@midioawelectric.com	11/5/21 Dave K - emailed asking if he is still interested. 11/08/21 emailed back asking t stay on list.
42	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.
43	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.
44	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.
45	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.
46	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.
47	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 moving back to Iowa
48	12/1/2021	John Roan	Champ	515-240-9495	johnroan01@gmail.com	12/01/21 Dave K - Request received.
49	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.
50	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.
51	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.
52	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.
53	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.
54	3/3/2022	Ken King	Looking	515-350-6201	kennethscotting@gmail.com	03/03/22 - Dave K - Ken e-mailed asking to be put on the list.
55	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.
56	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.
57	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.
58	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.
59	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.
60	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.
61	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.
62	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.
63	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.
64	7/19/2022	Raymond Kingery	Looking	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
65	8/26/2022	Shaune Osborne	Looking	515-473-8903	leigh.osborne@mchsi.com	08/26/22 - Dave K - Shaune e-mailed asking to be put on the list.
66	9/6/2022	Nichole Needs	Cessna 150	515-518-7356	nichole.triplett@gmail.com	09/06/22 - Dave K - Nichole e-mailed asking to be put on the list.
67	9/7/2022	Gravis Alger	Cirrus SR22	515-650-1620	gravis.alger@gmail.com	09/07/22 - Dave K - Gravis e-mailed asking to be put on the list.

68	9/7/2022	David Switzer	Lancair 360	772-332-2016	davefromcoulee@comcast.net	09/07/22 - Dave K - David e-mailed asking to be put on the list.
69	2/14/2023	Dave Seybert	Piper Cherokee	515-313-5585	daves@exec1aviation.com	2/14/23 - Dave K - Dave e-mailed asking to be put on the list.
70	2/14/2023	Aaron Hopkins	Cessna 172	319-830-4294	aahopkins@gmail.com	2/14/23 - Dave K - Aaron e-mailed asking to be put on the list.
71	3/7/2023	Gabe Roth	Citabria	515-201-8569	groth9421@gmail.com	3/7/23 - Gabe e-mailed asking to be put on the list.
72	3/14/2023	Bob Folkestad	Citabria	515-324-2424	bobf@creativewerksinc.com	3/14/23 - Bob e-mailed asking to be put on the list.
73	4/6/2023	Jeff Vosberg	PA28-235 Pathfinder	515-351-0066	vosbergj@hotmail.com	4/6/23 - Jeff e-mailed asking to be put on the list.
74	4/11/2023	Joe Kirby	Cirrus SR22	319-270-9631	jokirby@bellevue.edu	4/11/23 - Joe e-mailed asking to be put on the list.
75	4/24/2023	Mark Barnett	Cirrus SR22	319-310-2783	sharp11blade@gmail.com	4/14/23 - Mark e-mailed asking to be put on the list.
76	10/24/2018	Todd Slezak	Arrow III	319-210-3793	slezcorp@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. 09/22/22 Dave K e-mailed that he was next up and to verify that he wants to remain on the list. 05/05/23 Dave K emailed Todd letting him know he is next up and to verify he still wants a hangar. 05/08/23 Dave K texted Todd to see if he saw my email, he would like moved to the bottom of the list as he has a partnership in Ames. I asked him to send that back to me as an e-mail. 05/13/23 Todd email and said to move him to the back of the list.

SOUTH HANGAR

1	6/25/2019	Byron Rees	D7 - CH701			
2	2/17/2020	Jeff Brandt	D8 - C172			
3	6/25/2018	Dave Schuler	A10 - RV14			Dan: Passed on C4 05/01/2020
4	9/27/2017	Scott Wallace	A6 - C150			Dan: Passed on C4 05/10/2020 Stuck in Colorado
5	11/11/2020	Ken Ashley	E8 - RV7	515-782-2803	malibuf16@gmail.com	
6	1/27/2022	Scott Biller	E6 - Dakota	515-240-0858	Scott.Biller1@gmail.com	
7	2/15/2016	Paul Reinke	E4 - Mooney 201			Paul is building a plane that will eventually go in the hangar.
8	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.
9	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 and asked to stay on the list.

BOX HANGAR - The numbers do not represent any kind of order. They exist so we know how many pilots are interested.

1	6/26/2022	JR Boesen	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 - C310R			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.
6	2/17/2023	Mike Hubbell	SR 22 / Motor glider	515-988-3646	mchubbell@gmail.com	2/17/23 Dave K: Mike called in asking about his position on the T hangar list, we talked about these hangars and he asked 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	
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	

5/26/2023

10	4/21/2022	Lisa Reilly		515-661-4553		
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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. 11/26/22 Dave K e-mailed and asked if he'd like to stay on the list. 11/28/22 Darrel emailed back and would like 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. 11/26/22 Dave K e-mailed and asked if he'd like 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. 11/26/22 Dave K e-mailed and asked if he'd like to stay on the list. 12/4/22 Craig emailed back and would like to stay on the list.



ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

June 8, 2023
5 : 00 PM

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 **Print**

?? ORIGINATING DEPARTMENT:
City Clerk

COUNCIL GOAL: ??
Exercise Financial Discipline

ACTION REQUESTED:
Motion

LEGAL:
No Review Required

SUBJECT:
Consider motion to approve the May 4, 2023, 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, May 4, 2023 - 5:00 PM
Ankeny Regional Airport, 3700 SE Convenience Blvd., Ankeny, Iowa

Chairman Jeff Wangsness joined the meeting electronically and called the meeting to order at 5:00 PM. Board Members Greg Johnson and Bill Gardner were in attendance. Paul Novak joined electronically and left the meeting at 6:06 PM. Dave Kalwishky (Exec 1) was in attendance. Jay Pudenz (McClure) joined the meeting electronically. 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 Ashby moved, second by Gardner, to approve the agenda without amendment. Ayes: 5.

Public Forum

Nick Wynen addressed the Board regarding tee hangar leasing.

FBO Report

Dave Kalwishky reviewed his FBO Report with the Board.

Finance / Budget Report

Gardner reported on the 5/4/23 listing of bills.

Consent Agenda Items

1. Approval of April 6, 2023 minutes.
2. Payment #6 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$581.25.
3. Payment #6 to McClure Engineering Company for services that include North Property Line Box Hangars in the amount of \$26,736.00.
4. Payment #1 to HDR Engineering, Inc., Task Order Two: Environmental Assessment in the amount of \$10,079.50.
5. Task Order One-Payment #1 to HDR Engineering, Inc. for services that include Professional Consulting Services in the amount of \$4,076.40.
6. Approval of Bills and Transfer of Necessary Funds, \$47,939.63.
7. Approval of May 2023 Financial Reports

Approval of Consent Agenda Items

Board Member Gardner moved, second by Johnson, to approve Consent Agenda Items CA-1 through CA-7. Ayes: Gardner, Johnson, Ashby, Novak, Wangsness.

New Business

1. Motion to approve a new 3-Year Maintenance Agreement with Perficut in an amount not to exceed \$15,862.00 annually for vegetation control on the perimeter fence, wetland areas, and other areas at the Ankeny Regional Airport. Ashby moved, second by Novak. Ayes: Ashby, Novak, Gardner, Johnson, Wangsness.
2. **RESOLUTION 2023-12** authorizing the reapplication to the FAA for funding assistance for the Environmental Assessment services for the Reconstruct and Extend RW 18/36 Project and the South Terminal Area Project. Johnson moved, second by Gardner. Ayes: Johnson, Gardner, Ashby, Novak, Wangsness.
3. **RESOLUTION 2023-13** authorizing the submittal of an Iowa DOT Grant Application to provide possible State of Iowa Aviation Program funding for the construction of the Taxiway D Apron and Access Roadway Paving – Phase 4 project at the Ankeny Regional Airport. Johnson moved, second by Gardner. Ayes: Johnson, Gardner, Ashby, Novak, Wangsness.
4. Motion to approve the Special Event Application for the “Flying Low in ‘23” Corvette Club Autocross Event scheduled for May 27th – May 29th pending approval of the event by the FAA. Gardner moved, second by Johnson. Ayes: Gardner, Johnson, Ashby, Novak, Wangsness.
5. Motion to approve the Special Event Application for the July 13th-16th EAA B-25 Bomber Tour Stop pending the submittal of the required deposit and fees. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.
6. Motion to approve the Special Event Application for the July 15, 2023 Nunn for Congress event to be held within Terminal Building, pending submittal of required certificate of insurance and fees. Gardner moved, second by Ashby. Ayes: Gardner, Ashby, Novak, Wangsness. Nays: Johnson.

Reports

- A. Engineering Report – Pudenz
 - a. North Row Box Hangars – Phase 1 Project: Design Update.
 - b. Report of ponded area adjacent to the Tee Hangar “F” Building.
- B. Staff Report – Moritz
 - a. C & R Aviation Hangar – Additional Payment on North Side (Nick Lambert)
 - b. Exec 1 Maintenance Building Expansion Project: Request by Exec 1 for reimbursement of storm lift station installation.
 - c. Consideration of Renaming the Ankeny Regional Airport
 - d. Time Lapse Aerials of the Airport - HDR
- C. Legal Counsel Report - None
- D. Board Report – None
- E. Chair Report – None

Adjournment

The meeting was adjourned at 6:15 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Jeff Wangsness, Chairperson

Published in the Des Moines Register on the 12th day of May, 2023.



ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

June 8, 2023
5 : 00 PM

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 **Print**

?? ORIGINATING DEPARTMENT:

Finance

COUNCIL GOAL:

Exercise Financial Discipline

??

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Task Order Two-Payment #2 in the amount of \$8,063.60 to HDR Engineering, Inc. for Environmental Assessment 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
 HDR Engineering - Payment #2 for Environmental Assessment -Task Order Two

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: PCAA - Environmental Assessment (EA) Task Order 2
Contractor: HDR Engineering Inc.
Address: 300 East Locust Street, Suite 210, Des Moines, IA 50309
Finance Budget Code: 644 **Finance Project Code:** N/A
Vendor Project or Invoice #: 1200520410 **PO #** N/A
Original Contract Date: February 9, 2023 **Vendor #** N/A

Date of Board Meeting

June 8, 2023

PAYMENT REQUEST # Two

PAYMENT PERIOD: From: 04/02/23 through: 05/06/23

Contract Summary

Original Contract Amount:	\$	221,304.00
Net change by Change Orders:	\$	-
Contract Amount to Date: (line 1 ± 2)	\$	221,304.00
Total completed and stored to date:	\$	18,143.10
Retainage: 0 % of Completed Work:	\$	-
Total Earned less Retainage:	\$	18,143.10
Less previous applications for payment:	\$	10,079.50
SUBTOTAL	\$	8,063.60

OTHER CHARGES (Please attach an itemized list)

\$ -

CURRENT PAYMENT DUE

\$ 8,063.60

Balance to finish, including retainage: \$ 203,160.90

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: HDR Engineering Inc.
Firm Name

Jerald Searle
Signature

May 11, 2023
Date

PCAA Approval:

Signature

Date

City of Ankeny Staff Approval:

Signature

Date

Work completed:

Task Two: Purpose & Need ; Task 3 Alternatives; Task 4: Affected Environment - Environmental Resources

Submit to: Paul Moritz; cc: Jennifer Sease, Terri Havens

Email: pmoritz@ankenyiowa.gov; jsease@ankenyiowa.gov; thavens@ankenyiowa.gov
Phone: 515-965-6428 **Fax:** 515-965-6416

Date Printed: 5/11/2023



Invoice

Reference Invoice Number with Payment

HDR Invoice No. 1200520410
Invoice Date May 11, 2023
Invoice Amount Due \$8,063.60
Payment Terms 30 NET

Remit to PO Box 74008202
Chicago, IL 60674-8202
ACH/EFT Payments Bank of America ML US
ABA # 081000032
Account # 355004076604

HDR Engineering Inc.
Omaha NE 68106-2973
Phone: (402) 399-1000

Bill To:
Polk County Aviation Authority
410 West 1st Street
ANKENY, IA 50023

For Professional Services
From: April 2, 2023 To: May 6, 2023

Environmental Assessment (EA) for the Ankeny Regional Airport

Professional Services	Fee	Percent Complete	Fee Earned To Date	Previous Fee Invoiced	Current Fee Invoiced
Environmental Assessment	\$201,590.00	9.00%	\$18,143.10	\$10,079.50	\$8,063.60
Conduct Public Hearing	\$14,106.00	0.00%	\$0.00	\$0.00	\$0.00
Cultural Resources Survey	\$5,608.00	0.00%	\$0.00	\$0.00	\$0.00
	\$221,304.00		\$18,143.10	\$10,079.50	\$8,063.60

Fee Amount	\$221,304.00
Fee Invoiced to Date	\$18,143.10
Fee Remaining	\$203,160.90

Total Invoice	8,063.60
Amount Due this Invoice(USD)	8,063.60



ANKENY CITY COUNCIL

POLK COUNTY AVIATION AUTHORITY MEETING

June 8, 2023
5 : 00 PM

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 **Print**

?? ORIGINATING DEPARTMENT:

Finance

COUNCIL GOAL:

Exercise Financial Discipline

??

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve Payment #7 in the amount of \$2,805 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

 [McClure Engineering Invoice #7 for General On-Call Engineering Services](#)

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 #: 2022001042-000 **PO #** N/A
Original Contract Date: October 6, 2022 **Vendor #** N/A

Date of Board Meeting 8-Jun-23 **PAYMENT REQUEST #** 7
PAYMENT PERIOD: From: 04/02/23 through: 04/29/23

Contract Summary

Original Contract Amount:	\$	-	
Net change by Change Orders:	\$	-	
Contract Amount to Date: (line 1 ± 2)		\$13,436.25	
Total completed and stored to date:		\$13,436.25	
Retainage: 0 % of Completed Work:	\$	-	
Total Earned less Retainage:		\$13,436.25	
Less previous applications for payment:		\$10,631.25	
SUBTOTAL	\$		2,805.00

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

CURRENT PAYMENT DUE \$ 2,805.00

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: [Signature] Date: 5/24/2023

PCAA Approval:
Signature: _____ Date: _____

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

Work completed:
-Finalized Iowa DOT State Grant Application, cost estimate and exhibits for the Taxiway D Apron / Access Road (Phase 4) project
-Coordinated with Owner and Contractor on needed easement for MidAmerican for Phase 3 electric
-

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



1360 NW 121st Street
Clive, IA 50325

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

April 30, 2023
Project No: 2022001042-000
Invoice No: 7
Due Date: May 30, 2023

Project 2022001042-000 Ankeny Regional Airport - General On-Call Services

Professional Services from April 02, 2023 to April 29, 2023

Phase 163 General On-Call Services

	Hours	Rate	Amount	
Administrative Assistant	1.00	85.00	85.00	
Engineer I	2.00	125.00	250.00	
Project Manager III	7.50	230.00	1,725.00	
Project Coordinator	1.50	135.00	202.50	
On-Site Representative II	3.50	155.00	542.50	
Totals	15.50		2,805.00	
Total Labor				2,805.00
			Total this Phase	\$2,805.00
			Total Due this Invoice	\$2,805.00

Outstanding Invoices

Number	Date	Balance
6	3/31/2023	581.25
Total		581.25



ANKENY CITY COUNCIL

POLK COUNTY AVIATION AUTHORITY MEETING

June 8, 2023
5 : 00 PM

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 **Print**

?? ORIGINATING DEPARTMENT:
Finance

COUNCIL GOAL:
Exercise Financial Discipline

??

ACTION REQUESTED:
Motion

LEGAL:
No Review Required

SUBJECT:
Consider motion to approve Payment #7 in the amount of \$28,733 to McClure Engineering Company for services that include North Property Line Box Hangars.

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 Engineering Invoice #7 North Property Line Box Hangars

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: Ankeny Airport - North Property Line Box Hangars
(AIP Site Work and GAVI Vertical Infrastructure)
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 #: 2022001042-001 **PO #** N/A
Original Contract Date: October 6, 2022 **Vendor #** N/A

Date of Board Meeting 8-Jun-23 **PAYMENT REQUEST #** 7
PAYMENT PERIOD: From: 04/02/23 through: 04/29/23

Contract Summary

Original Contract Amount:	\$	163,360.00	
Net change by Change Orders:	\$	-	
Contract Amount to Date: (line 1 ± 2)	\$	163,360.00	
Total completed and stored to date:	\$	98,759.00	
Retainage: 0 % of Completed Work:	\$	-	
Total Earned less Retainage:	\$	98,759.00	
Less previous applications for payment:	\$	70,026.00	
SUBTOTAL			\$ 28,733.00
OTHER CHARGES (Please attach an itemized list)			\$ -
CURRENT PAYMENT DUE			\$ 28,733.00
Balance to finish, including retainage:	\$	64,601.00	
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

5/24/2023

Date

PCAA Approval:

Signature

Date

City of Ankeny Staff Approval:

Signature

Date

Work Completed: See attached Progress Report.

Submit to: Paul Moritz, cc: Alexia Grgurich

Email: pmoritz@ankenyiowa.gov; AGrgurich@Ankenyiowa.gov Phone: 515-965-6420 Fax: 515-965-6416

Date Printed: 5/24/2023



1360 NW 121st Street
Clive, IA 50325

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

April 30, 2023
Project No: 2022001042-001
Invoice No: 7
Due Date: May 30, 2023

Project 2022001042-001 Ankeny: North Property Line Box Hangars (AIP Site Work and GAVI Vertical Infrastructure)

Professional Services from April 02, 2023 to April 29, 2023

Phase 1 Part I: Design and Bidding Services for both AIP and GAVI Services

Billing Phase	Fee	Percent Complete	Earned	Previous Billing	Current Billing
Existing Conditions	1,240.00	100.00	1,240.00	1,240.00	0.00
AIP Grant Administration	1,370.00	0.00	0.00	0.00	0.00
Preliminary Design	5,740.00	100.00	5,740.00	5,740.00	0.00
Soil Boring Coordination	920.00	100.00	920.00	920.00	0.00
30% Design	5,990.00	100.00	5,990.00	5,990.00	0.00
Sanitary Sewer /Lift Station Des IF NEED	3,470.00	50.00	1,735.00	0.00	1,735.00
Fire Flow Eval/Water Main Des IF NEEDED	2,520.00	50.00	1,260.00	0.00	1,260.00
90% Design	24,890.00	100.00	24,890.00	14,934.00	9,956.00
Sanitary Sewer /Lift Station Des IF NEED	4,060.00	0.00	0.00	0.00	0.00
Fire Flow Eval/Water Main Des IF NEEDED	3,820.00	0.00	0.00	0.00	0.00
Issued for Bid (100%)	6,220.00	0.00	0.00	0.00	0.00
Construction Permits	5,700.00	50.00	2,850.00	0.00	2,850.00
Advertise, Bidding, Contract Award	6,030.00	0.00	0.00	0.00	0.00
Topographic Survey	2,980.00	100.00	2,980.00	2,980.00	0.00
Project Management and Coordination	5,070.00	60.00	3,042.00	2,535.00	507.00
Total Fee	80,020.00		50,647.00	34,339.00	16,308.00
Total Fee					16,308.00
Total this Phase					\$16,308.00

Phase 2 Part II: GAVI Vertical Infrastructure Design and Bidding Services

Billing Phase	Fee	Percent Complete	Earned	Previous Billing	Current Billing
Existing Conditions	1,240.00	100.00	1,240.00	1,240.00	0.00

Project	2022001042-001	Ankeny: North Property Line Box Hangars				Invoice	7
AIP Grant Administration		1,370.00	0.00	0.00	0.00	0.00	
Preliminary Design		5,640.00	100.00	5,640.00	5,640.00	0.00	
Soil Boring Coordination		920.00	100.00	920.00	920.00	0.00	
30% Design		4,450.00	100.00	4,450.00	4,450.00	0.00	
90% Design		22,670.00	100.00	22,670.00	13,602.00	9,068.00	
Issued for Bid (100%)		5,670.00	0.00	0.00	0.00	0.00	
Construction Permits		5,700.00	50.00	2,850.00	0.00	2,850.00	
Advertise, Bidding, Contract Award		6,030.00	0.00	0.00	0.00	0.00	
Topographic Survey		2,980.00	100.00	2,980.00	2,980.00	0.00	
Project Management and Coordination		5,070.00	60.00	3,042.00	2,535.00	507.00	
Subconsultants-Bluestone Eng & SVPA Arch		21,600.00	20.00	4,320.00	4,320.00	0.00	
Total Fee		83,340.00		48,112.00	35,687.00	12,425.00	
		Total Fee				12,425.00	
		Total this Phase				\$12,425.00	
		Total Due this Invoice				\$28,733.00	

Outstanding Invoices

Number	Date	Balance
6	3/31/2023	26,736.00
Total		26,736.00



PROGRESS REPORT

PROJECT #	2022001042-001		
PROJECT	ANKENY REGIONAL AIRPORT – NORTH PROPERTY LINE BOX HANGARS (AIP SITE WORK AND GAVI VERTICAL INFRASTRUCTURE)		
PRJ MNGR	JAY PUDENZ, P.E., LEED AP		
CLIENT	POLK COUNTY AVIATION AUTHORITY 410 WEST 1ST STREET ANKENY, IOWA 50021	Phone Fax Email:	515.965.6420 pmoritz@ankenyiowa.gov

REPORT BY	JAY PUDENZ, P.E., LEED AP Email: jpudenz@mcclurevision.com		
REPORTING PERIOD	APRIL 2023	NEXT REPORT	MAY 2023

SUMMARY OF WORK DONE LAST PERIOD

- ✓ Finalized design and plans for submittal to City for Site Plan Approval process (4/14)
- ✓ Coordinated with Architect and MEP and incorporate their design elements into plans and specs
- ✓ Received comments from City Public Works and Planning officials and worked through these comments to update plans and specs
- ✓ Reviewed water and sewer design based on City provided Public Works comments
- ✓ Continued preparing Bid Documents (plans and specs) for advertising
- ✓ Prepared easement for sanitary sewer line

FORECAST OF ACTIVITIES FOR NEXT PERIOD

- Finalize design and plans for re-submittal to City for Site Plan Approval process (5/26)
- Coordinate with Owner and neighbor (Spal) for sewer easement
- Prepare Bid Documents (plans and specs) for advertising

VALUE ADDED SERVICES

- N/A

INPUT NEEDED

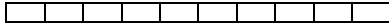
- N/A

Part I: AIP Site Work Design and Bidding-Services

Phase 200 – Existing Conditions



Phase 300 – AIP Grant Administration



Phase 400 – Preliminary Design



Phase 435 – Soil Boring Coordination



Phase 500.A – 30% Design



Phase 500.A1 – Sanitary Sewer/Lift Station Design, IF NEEDED



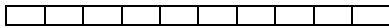
Phase 500.A2 – Fire Flow Evaluation/Water Design, IF NEEDED



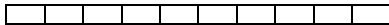
Phase 500.B – 90% Design



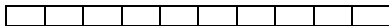
Phase 500.B1 – Sanitary Sewer/Lift Station Design, IF NEEDED



Phase 500.B2 – Fire Flow Evaluation/Water Design, IF NEEDED



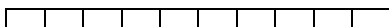
Phase 500.C – Issued for Bid (100%)



Phase 504 – Construction Permits



Phase 602 – Advertise, Bidding and Contract Award



Phase 700 – Topographic Survey



Phase 850 – Project Management and Coordination

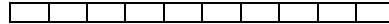


Part II: GAVI Vertical Infrastructure Design and Bidding Services

Phase 200 – Existing Conditions



Phase 300 – AIP Grant Administration



Phase 400 – Preliminary Design



Phase 435 – Soil Boring Coordination



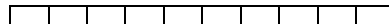
Phase 500.A – 30% Design



Phase 500.B – 90% Design



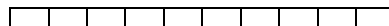
Phase 500.C – Issued for Bid (100%)



Phase 504 – Construction Permits



Phase 602 – Advertise, Bidding and Contract Award



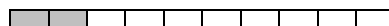
Phase 700 – Topographic Survey



Phase 850 – Project Management and Coordination



Phase 960 – Subconsultants (Bluestone Engineering, LLC and SVPA Architects)





ANKENY CITY COUNCIL

POLK COUNTY AVIATION AUTHORITY MEETING

June 8, 2023
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 #9 in the amount of \$1,683.30 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 Engineering Invoice #9 - Runway 18/36 Preliminary Engineering



1360 NW 121st Street
Clive, IA 50325

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

April 30, 2023
Project No: 2022000104-000
Invoice No: 9
Due Date: May 30, 2023

Project 2022000104-000 Runway 18/36 Preliminary Engineering
Professional Services from April 02, 2023 to April 29, 2023

Billing Phase	Fee	Percent Complete	Earned	Previous Billing	Current Billing
ExistingConditions	4,840.00	100.00	4,840.00	4,840.00	0.00
Preliminary Tasks	7,815.00	100.00	7,815.00	7,815.00	0.00
Preliminary Design Phase	71,465.00	97.00	69,321.05	67,891.75	1,429.30
Conduct Site Visit (if necessary)	4,200.00	0.00	0.00	0.00	0.00
Soil Boring Coordination	4,810.00	100.00	4,810.00	4,810.00	0.00
Base Topographic Survey	17,800.00	100.00	17,800.00	17,800.00	0.00
Expanded Topo Survey (if necessary)	10,400.00	100.00	10,400.00	10,400.00	0.00
Project Management and Coordination	12,700.00	97.00	12,319.00	12,065.00	254.00
Total Fee	134,030.00		127,305.05	125,621.75	1,683.30
Total Fee					1,683.30
Total Due this Invoice					\$1,683.30



PROGRESS REPORT

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	APRIL 2023	NEXT REPORT	MAY 2023

SUMMARY OF WORK DONE LAST PERIOD

- ✓ Reviewed updated testing and subgrade condition as it relates to Report B and finalized Report A
- ✓ Continued preparation of Pavement Strength Assessment Report Section B: Pavement Alternatives

FORECAST OF ACTIVITIES FOR NEXT PERIOD

- Resubmit Report A and responses to FAA comments
- Continue preparation of Pavement Strength Assessment Report Section B: Pavement Alternatives

VALUE ADDED SERVICES

- N/A

INPUT NEEDED

- N/A

Phase 200 – Existing Conditions



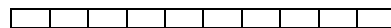
Phase 400.1 – Preliminary Tasks



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

June 8, 2023
5 : 00 PM

??

 **Print**

?? ORIGINATING DEPARTMENT:

Finance

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 \$57,282.61.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Listing of Bills

**POLK COUNTY AVIATION AUTHORITY
LISTING OF BILLS TO BE APPROVED
FOR THE JUNE 8, 2023 BOARD MEETING**

Vendor	Amount	Date of Invoice	Description
Baker Electric	6,807.41	05/04/23	7457 Repair taxi way lights time & material
Brick Gentry Law Firm	540.00	05/01/23	General legal services - April
Brick Gentry Law Firm	930.00	05/26/23	General legal services - May
Cutting Edge Outdoors, LLC	1,290.00	04/24/23	Mowing on 4/18/23
Des Moines Register	100.37	04/30/23	February A/P, minutes
Exec 1 Aviation	5,000.00	05/31/23	On-site management fee
McClure Engineering	2,805.00	04/29/23	Professional services through 04/29/23
MidAmerican Energy	379.93	05/11/23	Lift station; Runway lights
Perficut	950.00	05/23/23	Spring 2023 Lawn Application
Total Airport Operations Fund	\$ 18,802.71		
McClure Engineering	28,733.00	04/29/23	North Property Line Box Hangers 11/27/22-12/31/22
McClure Engineering	1,683.30	04/29/23	Runway 18/36 Preliminary Engineering Professional Services 04/02/23-04/29/23
HDR Engineering	8,063.60	05/06/23	Task Order Two: Environmental Assessment services 04/02/23-05/06/23
Total Capital Improvements Fund	\$ 38,479.90		
Grand Total	\$ 57,282.61		

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

June 8, 2023
5 : 00 PM

??

 **Print**

?? ORIGINATING DEPARTMENT:

Finance

COUNCIL GOAL:

??

Exercise Financial Discipline

ACTION REQUESTED:

Motion

LEGAL:

No Review Required

SUBJECT:

Consider motion to approve June 2023 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
 June Financial Reports

POLK COUNTY AVIATION AUTHORITY

Balance Sheet

As of May 31, 2023

	<u>May 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
101 · FIRST INTERSTATE BANK	5,939,552.99
Total Checking/Savings	<u>5,939,552.99</u>
Accounts Receivable	
112 · ACCOUNTS RECEIVABLE	(494.12)
Total Accounts Receivable	<u>(494.12)</u>
Other Current Assets	
113 · PRE-PAID EXPENSES	13,215.37
114 · LEASE RECEIVABLE	765,621.97
Total Other Current Assets	<u>778,837.34</u>
Total Current Assets	<u>6,717,896.21</u>
Fixed Assets	
140 · NON-DEPRECIABLE ASSETS	6,956,965.27
141 · DEPRECIABLE ASSETS	25,509,562.79
180 · CONSTRUCTION IN PROGRESS	1,451,613.53
181 · ACCUMULATED DEPRECIATION	(17,999,204.14)
Total Fixed Assets	<u>15,918,937.45</u>
TOTAL ASSETS	<u><u>22,636,833.66</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
202 · ACCOUNTS PAYABLE	56,902.68
Total Accounts Payable	<u>56,902.68</u>
Other Current Liabilities	
206 · DEFERRED REVENUE	8,066.24
207 · HANGAR/LEASE ADVANCE DEPOSITS	15,665.00
208 · SPECIAL EVENT DEPOSITS	800.00
209 · DEFERRED LEASE REVENUE	754,008.79
Total Other Current Liabilities	<u>778,540.03</u>
Total Current Liabilities	<u>835,442.71</u>
Total Liabilities	<u>835,442.71</u>
Equity	
3000 · INVESTED IN CAPITAL ASSETS	15,884,598.93
3001 · UNRESTRICTED NET ASSETS	6,195,099.52
3003 · RESTRICTED FOR AIRPORT IMPROVE	(278,307.50)
Total Equity	<u>21,801,390.95</u>
TOTAL LIABILITIES & EQUITY	<u><u>22,636,833.66</u></u>

POLK COUNTY AVIATION AUTHORITY
Profit & Loss Budget vs. Actual
July 2022 through May 2023

	Jul '22 - May 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
400 · MEMBER GOVERNMENT ASSESSMENTS	1,263,744.64	1,263,745.00	(0.36)	100.0%
401 · LEASE AND LICENSE FEE INCOME	189,582.20	219,000.00	(29,417.80)	86.57%
403 · FUEL FEE INCOME	42,784.77	51,000.00	(8,215.23)	83.89%
404 · INTEREST INCOME	(5,085.62)			
407 · OTHER REVENUE	225,492.64	224,193.00	1,299.64	100.58%
Total Income	1,716,518.63	1,757,938.00	(41,419.37)	97.64%
Gross Profit	1,716,518.63	1,757,938.00	(41,419.37)	97.64%
Expense				
601 · OFFSITE MANAGEMENT SERVICES	21,179.53	59,900.00	(38,720.47)	35.36%
602 · POSTAGE & OFFICE SUPPLIES	661.10	1,100.00	(438.90)	60.1%
603 · ONSITE MANAGEMENT SERVICES	55,000.00	60,000.00	(5,000.00)	91.67%
609 · FINANCIAL SERVICES	22.08	100.00	(77.92)	22.08%
610 · ADVERTISING & PROMOTION	215.15	700.00	(484.85)	30.74%
611 · PUBLICATIONS	1,123.72	2,400.00	(1,276.28)	46.82%
612 · CONFERENCES AND SEMINARS	858.13	4,000.00	(3,141.87)	21.45%
613 · LEGAL SERVICES	13,125.00	22,000.00	(8,875.00)	59.66%
614 · AUDIT SERVICES	10,675.00	10,700.00	(25.00)	99.77%
616 · GENERAL INSURANCE	5,906.10	6,500.00	(593.90)	90.86%
617 · PROPERTY INSURANCE	32,142.30	35,100.00	(2,957.70)	91.57%
618 · PUBLIC OFFICIALS INSURANCE	1,286.77	1,500.00	(213.23)	85.79%
620 · MINOR EQUIPMENT	6,575.00	6,600.00	(25.00)	99.62%
630 · SNOW REMOVAL & MOWING	88,259.75	102,000.00	(13,740.25)	86.53%
631 · REPAIRS & MAINTENANCE (General)	73,000.37	113,000.00	(39,999.63)	64.6%
640 · UTILITIES	5,384.96	6,300.00	(915.04)	85.48%
644 · AIRPORT PLANNING & ENGINEERING	31,578.26	68,000.00	(36,421.74)	46.44%
645 · MISCELLANEOUS	0.00	100.00	(100.00)	0.0%
703 · NORTH PROPERTY LINE BOX HANGARS	103,794.00	1,296,880.00	(1,193,086.00)	8.0%
721 · TAXIWAY D ACCESS ROAD	9,280.34	52,289.00	(43,008.66)	17.75%
729 · STRENGTHEN & EXTEND RW 18/36	165,233.15	406,621.00	(241,387.85)	40.64%
730 · SIGNING AND ENTRY IMPROVEMENTS	0.00	200,000.00	(200,000.00)	0.0%
Total Expense	625,300.71	2,455,790.00	(1,830,489.29)	25.46%
Net Ordinary Income	1,091,217.92	(697,852.00)	1,789,069.92	(156.37%)
Other Income/Expense				
Other Income				
402 · INVESTMENT INCOME	70,293.82	25,000.00	45,293.82	281.18%
504 · FAA GRANT REIMBURSEMENT	0.00	365,959.00	(365,959.00)	0.0%
505 · STATE GRANT REIMBURSEMENT	0.00	565,200.00	(565,200.00)	0.0%
Total Other Income	70,293.82	956,159.00	(885,865.18)	7.35%
Net Other Income	70,293.82	956,159.00	(885,865.18)	7.35%
Net Income	1,161,511.74	258,307.00	903,204.74	449.66%

POLK COUNTY AVIATION AUTHORITY

A/R Aging Summary

	As of May 31, 2023					TOTAL
	Current	1 - 30	31 - 60	61 - 90	> 90	
MILLER, DENNIS (FARM LEASE)	0.00	0.00	0.00	0.00	5.88	5.88
RJB, LLC	0.00	(500.00)	0.00	0.00	0.00	(500.00)
TOTAL	0.00	(500.00)	0.00	0.00	5.88	(494.12)

Index

Sheet	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
Sheet01	General Engineering - 2022 Agreement	McClure Engineering	EXP	13,436.25	-	13,436.25	13,436.25	-	-	-	-	-
Sheet08	General Planning - 2022 Agreement	HDR Engineering	EXP	42,000.00	-	42,000.00	12,692.01	29,307.99	-	-	-	-
Sheet09	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
Sheet02	IKV Grading & Drainage Plan	HDR Engineers	EXP	43,304.00	-	43,304.00	43,304.00	-	-	-	-	FY19
Sheet10	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
Sheet17	3-Year Vegetation Control Agreement	Perficut ('17-'19)	EXP	28,445.00	(13,710.00)	14,735.00	14,735.00	-	-	-	-	FY20
Sheet15	Drainage Channel Improvements	McClure & RW Excavating	IaDOT	191,633.80	11,925.19	203,558.99	203,558.99	-	-	76,950	76,950	FY20
Sheet16	Taxiway D Apron Access Road & Utilities - Phase 1	McClure & Sternquist	IaDOT	633,250.00	54,844.02	688,094.02	688,094.02	-	-	225,000	225,000	FY20
Sheet06	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
Sheet14	Bi-Fold Hangar Door Replacement	Jensen Builders	IaDOT	130,075.00	9,900.00	139,975.00	139,975.00	-	-	75,000	75,000	FY21
Sheet05	SE Convenience Blvd Extension	City of Ankeny	EXP/RISE	877,279.79	115,104.30	992,384.09	991,544.82	-	-	-	-	FY21
Sheet04	Taxiway D Access Road & Utilities - Phase 2	McClure, SandStone	EXP	746,334.00	(19,963.60)	726,370.40	726,370.40	-	-	-	-	FY22
Sheet21	Taxiway D Apron and Access Roadway Paving-Phase 2	McClure, Concrete Tech	EXP	682,393.50	6,027.81	688,421.31	685,371.31	3,050.00	-	-	-	FY22
Sheet12	Protect RW18 Land Acquisition-Clark	Various	TBD	-	897,154.77	897,154.77	897,154.77	-	-	-	-	FY23
Sheet19	Protect RW18 Land Acquisition-Disposal	Various	EXP	-	29,955.00	29,955.00	29,955.00	-	-	-	-	FY23
Sheet18	3-Year Vegetation Control Agreement	Perficut ('20-'22)	EXP	47,586.00	-	47,586.00	47,066.00	520.00	-	-	-	FY22
Sheet03	Wildlife Hazard Mitigation	USDA, APHIS, General	EXP	39,000.00	-	39,000.00	29,576.60	9,423.40	-	-	-	-
Sheet20	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	-
Sheet07	Taxiway D Apron and Access Roadway Paving-Phase 3	McClure, Concrete Tech	IaDOT	736,490.90	41,046.73	777,537.63	769,552.63	7,985.00	-	312,682	312,682	-
Sheet11	Strengthen & Extend RW 18/36	McClure & HDR	EXP	212,717.00	-	212,717.00	177,790.05	34,926.95	-	-	-	-
Sheet22	North Property Line Box Hangars	McClure & CMT	IDOT	163,360.00	6,520.00	169,880.00	103,794.00	66,086.00	-	-	-	-
Sheet23	3-Year Vegetation Control Agreement	Perficut ('23-'25)	EXP	47,586.00	-	47,586.00	950.00	46,636.00	-	-	-	-
Sheet24	Forecasting & AE Services-Task Order Two	HDR Engineering	EXP	221,304.00	-	221,304.00	18,143.10	203,160.90	-	-	-	-
Grayed out = Completed items, no new charges expected												-
				8,876,423.53	1,950,427.31	10,826,850.84	10,421,375.33	404,636.24	-	4,913,388	4,913,388	-
									\$ -	\$ -		
									^= 204 Retainage Pay		^= 110 Grant AR	



ANKENY CITY COUNCIL

POLK COUNTY AVIATION AUTHORITY MEETING

June 8, 2023
5 : 00 PM

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 **Print**

?? ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL:
Strengthen Community Engagement

??

ACTION REQUESTED:
Motion

LEGAL:
No Review Required

SUBJECT:
Consider motion to approve the Special Event Application for the June 22 or June 23, 2023 DMAM Rotary End of Year Meeting event to be held in the Exec 1 Aviation Main Hangar.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

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 [DMAM Rotary End of Year Permit Final Appl](#)

Date received by the Authority: _____ by _____

Ankeny Regional Airport Special Events Application

This application must be approved by the Authority prior to any special events held on Ankeny Regional Airport property. Return the completed application to: Polk County Aviation Authority, Attn: Airport Manager, 410 West First Street, Ankeny, IA 50023-1557. Include a refundable \$200 deposit check with the application.

Special event applications must be received by the Authority at least 45 days in advance of the event to be considered for approval.

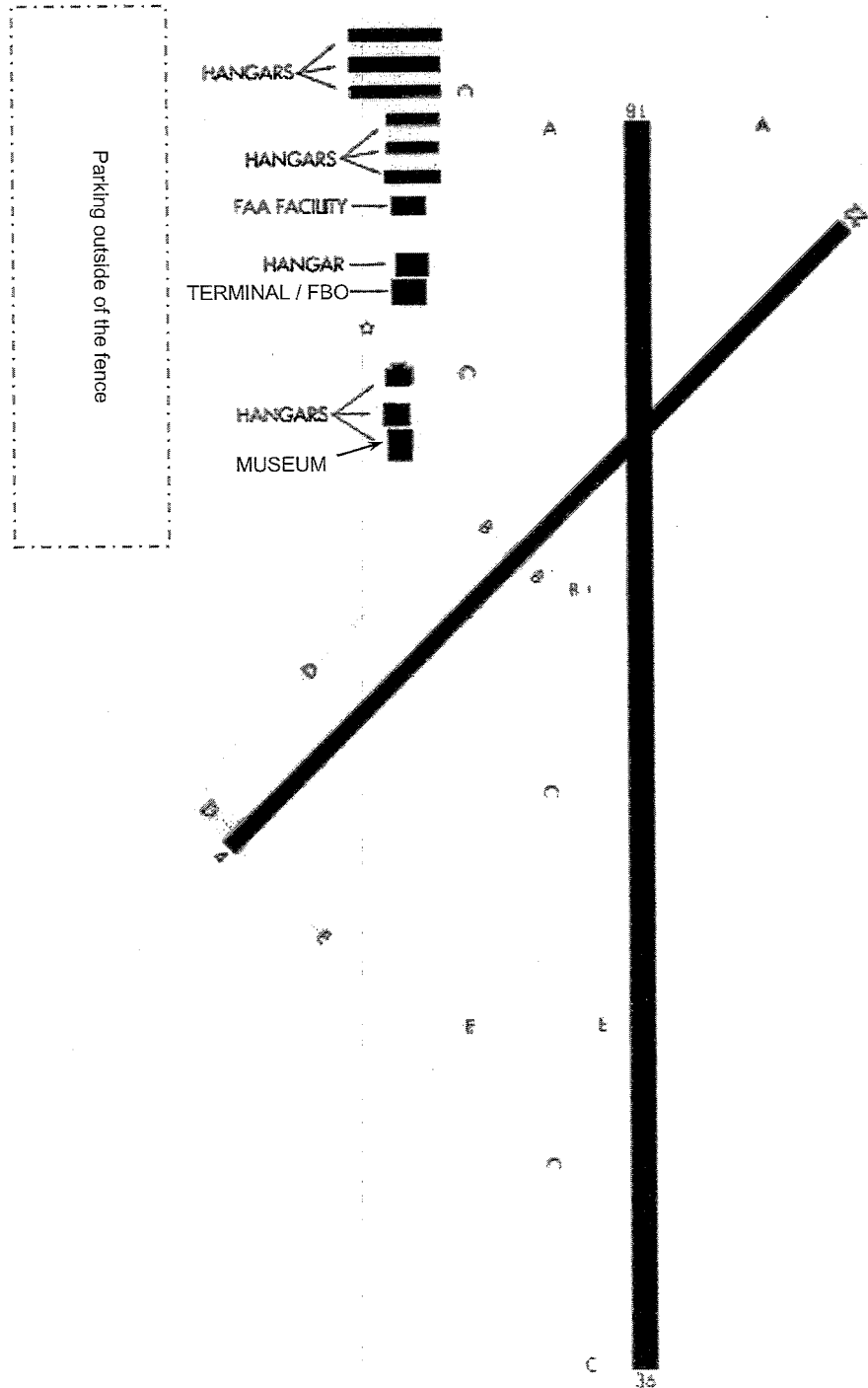
If your event entails multiple venues/activities, please add additional sheets as necessary to provide detailed information. All event applications are subject to approval by the Airport Manager or his/her designee, the Fixed Base Operator, the Polk County Aviation Authority and the Federal Aviation Administration (FAA). Final approval by the Authority will state any conditions which must be met for the event to be held, including insurance requirements. Refer to the contacts list for questions.



General Information:

Name of event DMAM Rotary End of Year Meeting		
Day and date of event June 22 or 23	New event? Yes ☐	Returning event? No ☐
Location where event will be held Exec 1 Aviation Main Hangar		
Description of event End of Year Meeting		
Sponsor or hosting organization and phone number DMAM Rotary - 847-217-8368 (cell)		
Name and mailing address of local contact person John Pugh - 3700 SE Convenience Blvd. Ankeny, IA 50021		
Daytime phone # (847) 217-8368	Mobile phone # (847) 217-8368	Fax #
E-mail jpugh@exec1aviation.com		
Event start time 6:00 pm	Event end time 10:00 pm	Note: All clean-up must be done on the day of the event. Costs to remove any remaining trash or equipment will be billed to the organizers
Set-up start date and time 5:30 pm same day	Tear-down end date and time 10:30 pm same day	
Name of event contractor, if applicable N/A		
What type of audience is the event planned for? Rotary Members		
Anticipated number of Participants: 100	Spectators: 0	Adult volunteers: 10
Are there fees for the participants or spectators? No ☐		Will fees be collected on site? No ☐

Route/Map: Please indicate on the picture below the areas of the airport to be used during the event. A detailed map of the event site must be attached to this application. Please identify the following: event area; parking; routes for races, etc.; first aid facilities; restroom facilities including portable; canopies, tents; stages; barricades (if known); temporary lights and the direction they will be pointing; temporary sound systems and the direction they will be pointing; and temporary fencing. Attach a larger map if necessary to show detail.



Special Events Permit: Events expecting 200 or more people at any one time may be required to obtain a special event permit from the City of Ankeny. Application must be received by the City Clerk's Office at least thirty (30) days prior to the event.

Sound System and/or Lighting: Use of any type of amplified sound system will require a noise permit from the City of Ankeny, application must be received at least ten (10) business days prior to the event. Further, lighting must not interfere with aircraft operations or impede the ability of pilots, ground control, operations, or any other primary service to safely conduct their jobs or interfere with safety lighting in place on the airport.

Please indicate if you will be using any of the following sound systems or temporary lighting:

____ Amplified sound/speakers ____ Public address system ____ Recorded music ☒ Live music
____ Temporary outside lighting ____ Temporary indoor lighting ____ Spot light of any kind

Tents/Canopies/Stages: The use of temporary structures may require a tent permit from the City of Ankeny Planning and Building Department, application must be received a minimum of five (5) business days prior to the event. The use of such structures may be limited in some areas due to underground utilities and irrigation systems. Tent ropes and guy lines shall not be tied or anchored to trees, monuments, railings, fences, signs, light poles, or airport navigational structures, runway lights or taxiway lights.

Please indicate if any of the following will be used at the event:

____ Tent, size: _____ ____ Canopy, size: _____
____ Stage ____ Bleachers ____ Bandwagon/Trailer Other: _____

Concessions: Food vendors must contact Polk County Public Health (515-286-3798) in advance of the event for any required permits and guidelines. Any required permits must be displayed at the event.

Will food or beverages be served at the event? Yes ☐ If yes, please indicate if the food will be:

Cooked or prepared on-site? _____ Cooked over an open flame? _____ Catered in? ☒

Please list the types of food or beverages that will be available: Water, soda, beer. Food is undetermined at this time. Most likely catered in from HyVee or Jethros.

Are you requesting approval to offer other items for sale at the event? If yes, what: N/A

Alcohol and Tobacco: The sale of alcohol requires a license from the State of Iowa Alcoholic Beverages Division. This application must be completed online at least forty-five (45) days prior to the event. A liquor license is required for: the sale of alcohol; the presence of any hard liquor; if an admission fee is being charged; if you are otherwise recouping costs for the event; or if the event is exclusive and not open to the public.

Are you requesting that alcohol be served at the event? No ☐

All facilities at the Airport are non-smoking.

Restrooms: Will additional restroom facilities be brought to the event site? No ☐ How many? _____

Clean-up and Trash Removal: All spaces used must be left in the condition they were in prior to the event. Clean-up of the area immediately following the event, including trash removal, is the responsibility of the applicant. Removal of any remaining materials, trash, or structures will be billed to the event organizers.

List who will be responsible for clean-up of the event site, include phone number:

John Pugh and volunteers

List who will be responsible for removal of trash from the event site, include phone number:

John Pugh and volunteers

Airport Utilities: Limited water and electrical power are available at some areas. A nominal fee may be charged for utility use and will be payable upon approval of the permit. Additional generator power or water supply is the responsibility of the applicant. Please indicate your source for the following utilities:

Electrical power: No

Water: No

Vehicle Loading/Unloading: Vehicles cannot be left unattended around the terminal building. If you are requesting loading or unloading around the terminal, you will need to arrange for a person to remain with the vehicle at all times.

Are you requesting that vehicles be permitted to load/unload near the terminal? No



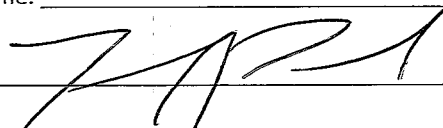
If yes, please indicate the locations and times: _____

Public Safety/Security: Public safety officials may be required for certain events as determined by the Authority or the FAA. If required, it is the responsibility of the event organizers to work with the City of Ankeny Police Department and/or Fire Departments to arrange the necessary public safety coverage. Additional fees may be assessed to pay for the necessary staff to oversee such events.

Any events requesting access to the Airport Area of Operation will be approved on a case-by-case basis with additional security measures in place.

By signing this event application, the applicant agrees and understands that this application is not permission to violate any laws, ordinances or statutes. The Police Department has the authority, in the interest of public welfare, safety or order, to terminate the event without notice.

Applicant's printed name: John Pugh

Applicant's signature: 

5/16/2023

Date: 05/16/2023

Important Contacts:

Airport Manager, Paul Moritz: (515) 965-6420

Ankeny Police Department: (515) 289-5240

Fixed Base Operator, Exec 1 Aviation: (515) 965-1020

Ankeny Fire Department: (515) 965-6469

Ankeny City Clerk: (515) 965-6400

Polk County Public Health: (515) 286-3798

Ankeny Planning & Building Department: (515) 963-3520

Iowa Alcoholic Beverages: www.iowaabd.com

To be Completed by the Fixed Base Operator

Please indicate, if this event is approved, how it will impact normal and routine aviation activities at the Ankeny Regional Airport. Please check any that apply.

_____ FULL closure of the airport _____ PARTIAL closure of the airport _____ NO closure

_____ The location of the event will interfere with the normal operation of the airport. If yes, is an alternate location available that will not interfere with the normal operation of the airport? Please attach a map indicating the proposed a

See attached
Certification by Exec 1

_____ There are possible significant adverse impacts to the aviation community. If yes, are there other airports in the area available to handle diverted air traffic? Which: _____

_____ There are Fixed Base Operator services, activities, and revenue streams that may be negatively impacted. If yes, which: _____

_____ Special precautions will need to be taken to prevent damage to airport property. If yes, what: _____

_____ There are financial or other benefits that will result from this event. If yes, what: _____

_____ Additional public safety officials should be on site for this event. Explain: _____

_____ This event will require special communications:

_____ NOTAMS: _____

_____ Airport tenants: _____

_____ Others: _____

Other items the FBO would like the Authority to consider: _____

The FBO recommends approving this event

Form completed by: _____ Date: _____

To be Completed by the Polk County Aviation Authority

_____ This application is approved subject to obtaining all required permits, insurance and FAA approvals.

_____ This application is approved with the following modifications or additional requirements: _____

See attached certification
by Staff.

_____ This application is denied.

PERMIT FEE: \$ _____

CERTIFICATE OF INSURANCE REQUIREMENTS: \$ _____

_____ Governmental Immunities Endorsement is required.

PUBLIC SAFETY: Additional public safety officials are required for this event:

_____ Police Department or private security officers

_____ Fire Department personnel

_____ Emergency Medical Services personnel

POLK COUNTY AVIATION AUTHORITY

Signed: _____

By: _____ Date: _____

Office use:

_____ Deposit received

_____ FAA notified

_____ Event permit fee received

_____ FAA approval received

_____ Certificate of insurance received

_____ Deposit returned _____ Deposit retained

To be Completed by the Fixed Base Operator

Please indicate, if this event is approved, how it will impact normal and routine aviation activities at the Ankeny Regional Airport. Please check any that apply.

_____ FULL closure of the airport _____ PARTIAL closure of the airport ☒ NO closure

_____ The location of the event will interfere with the normal operation of the airport. If yes, is an alternate location available that will not interfere with the normal operation of the airport? Please attach a map indicating the proposed alternate location.

_____ There are possible significant adverse impacts to the aviation community. If yes, are there other airports in the area available to handle diverted air traffic? Which: _____

_____ There are Fixed Base Operator services, activities, and revenue streams that may be negatively impacted. If yes, which: _____

_____ Special precautions will need to be taken to prevent damage to airport property. If yes, what: _____

_____ There are financial or other benefits that will result from this event. If yes, what: _____

_____ Additional public safety officials should be on-site for this event. Explain: _____

_____ This event will require special communications:

_____ NOTAMS: _____

_____ Airport tenants: _____

_____ Others: _____

Other items the FBO would like the Authority to consider: _____

The FBO recommends approving this event

Form completed by: Aure Kalinshky / Dal Ave Date: 5-22-23

To be Completed by the Polk County Aviation Authority

☒ This application is approved subject to obtaining all required permits, insurance and FAA approvals.

☐ This application is approved with the following modifications or additional requirements: _____

Approved pending submittal of the following
before June 22, 2023:

- 1) \$200 refundable deposit
- 2) \$200 fee
- 3) Insurance Certificate

☐ This application is denied.

PERMIT FEE: \$ 200

CERTIFICATE OF INSURANCE REQUIREMENTS: \$ 1,000,000

☐ Governmental Immunities Endorsement is required.

PUBLIC SAFETY: Additional public safety officials are required for this event:

☐ Police Department or private security officers

☐ Fire Department personnel

☐ Emergency Medical Services personnel

POLK COUNTY AVIATION AUTHORITY

Signed: _____

By: _____

PAUL MORITZ, BOARD MGR.

Date: 5/31/2023

Office use:

☐ Deposit received

☐ FAA notified

☐ Event permit fee received

☐ FAA approval received

☐ Certificate of insurance received

☐ Deposit returned ☐ Deposit retained



ANKENY CITY COUNCIL

POLK COUNTY AVIATION AUTHORITY MEETING

June 8, 2023
5 : 00 PM

??

 **Print**

?? ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL:
Exercise Financial Discipline

??

ACTION REQUESTED:
Motion

LEGAL:
No Review Required

SUBJECT:

Consider motion to approve letter of agreement for banking services with First National Bank for three years with an option to renew for one additional three-year period by mutual agreement of both parties.

EXECUTIVE SUMMARY:

A request for proposal was conducted to seek bids from qualified banks in Ankeny to provide the highest quality banking services at the lowest cost and greatest potential interest earnings. Proposals were sent to 14 banking institutions with 9 responding. Each proposal was evaluated on the following criteria:

1. Availability of services

2. Pricing
3. Potential interest earnings
4. Bank stability
5. Technology/innovation
6. Cost of conversion and implementation

A selection committee scored all proposals based on the criteria listed above with First National Bank receiving the highest score.

FISCAL IMPACT: ??Yes

The fiscal impact includes a reduction in banking fees and a significantly higher interest rate.

STAFF RECOMMENDATIONS:

Recommend approving letter of agreement for banking services with First National Bank for three years with an option to review for one additional three-year period by mutual agreement of both parties.

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Letter of Agreement



LETTER OF AGREEMENT FOR BANKING SERVICES

This Agreement is to be effective on the 1st day of July 2023, by and between First National Bank, hereinafter called "the Contractor" and the Polk County Aviation Authority, hereinafter called "the PCAA".

The Contractor and the PCAA, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

Scope of Services: The Contractor shall provide to the PCAA the services set forth in the Contract Documents (as defined below) to provide banking services.

Term of Contract:

- The term of the contract is July 1, 2023, through June 30, 2026.
- The PCAA and the Contractor may renew the contract for one additional three (3) year period by mutual agreement.

Contract Documents: The Agreement consists of the following contract documents, which by this reference are incorporated herein:

- This signed Letter of Agreement;
- The Request for Proposal for Banking Services dated March 6, 2023.
- The proposal submitted by the Contractor on April 17, 2023.

If, at any time, the PCAA determines it is in its best interest to discontinue use of this service, the PCAA reserves the right to cancel this Agreement by giving 30 days advance written notice. Notwithstanding the preceding, the PCAA may terminate this Agreement immediately for cause, including but not limited to performance issues, Contractor theft, or any other matter the PCAA deems a public health or safety concern, upon written notice delivered to the Contractor.

This Agreement contains the entire agreement and understanding by and between the parties with respect to the subject matter hereof, and no representations, promises, agreements, or understandings, written or oral, not herein contained shall be of any force or effect. No change or modification hereof shall be valid or binding unless the same is in writing and signed by the party against whom such waiver is sought to be enforced. In the event of a conflict between this Letter of Agreement and any other Contract Document, this Letter of Agreement shall control.

Polk County Aviation Authority

By: Jeff Wangsness, Chairperson

Date

First National Bank

By: Thomas J. Friedman, Ankeny Market President

5-17-23
Date



ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

June 8, 2023
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 updated Application Procedures for Tee Hangar Leases at the Ankeny Regional Airport.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??**No**

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download

 [Application Procedures](#)

Ankeny Regional Airport
Application Procedures for Tee Hangar and Ground Space Leases
Updated and Approved June 8, 2023

The following application procedures as approved by the PCAA Board are intended to be used by Exec 1 Aviation when a new tee hangar lease becomes available at the Ankeny Regional Airport. In response to the current extensive waiting list for tee hangars, the application procedures are being updated to differentiate between applicants on the waiting list who own an air-worthy aircraft vs. those who do not.

1. Upon receiving an inquiry concerning a tee hangar lease, Exec 1 will add the name and contact information for the applicant to the current tee hangar tenant waiting list. Exec 1 will include the date that the request was received.
2. The PCAA Board has the discretion to reject any application based upon findings after verifying information.
3. Exec 1 will maintain communications with the top five applicants on the waiting list so that they are aware of the possibility of being offered a tee hangar lease in the near future, should one become available.
4. Each applicant can be on the waiting list only once for each aircraft that they own.
5. Applicants who do not currently own an air-worthy aircraft can be on the waiting list as long as they have intentions of obtaining an aircraft in the near future.
6. When the vacancy of a tee hangar occurs, the hangar number and date of vacancy shall immediately be communicated to the applicant that currently is at the top of the waiting list.
 - a. If that applicant owns an aircraft, their hangar lease application is submitted, finalized and presented to the PCAA Board for approval at their next monthly meeting.
 - b. If that applicant does not currently own an aircraft, the tee hangar lease is offered to the next applicant on the waiting list who owns an aircraft.
 - c. An applicant at or near the top of the waiting list who is skipped because they do not own an aircraft shall remain in their current position for three offerings. After said applicant has been offered a hangar lease for the third time and they still do not have an aircraft, said applicant shall be moved to the bottom of the waiting list.



ANKENY CITY COUNCIL

POLK COUNTY AVIATION AUTHORITY MEETING

June 8, 2023
5 : 00 PM

??

 **Print**

?? ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL: ??
Upgrade Essential Infrastructure

ACTION REQUESTED:
Resolution

LEGAL:
Item Reviewed by Legal Counsel

SUBJECT:

Consider motion to adopt **RESOLUTION** fixing a date for a hearing on the plans, specifications, opinion of probable cost and form of contract, taking of bids and awarding the construction contract for the North Property Line Box Hangars Project at the Ankeny Regional Airport.

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
 NOTICE OF HEARING AND LETTING
 Engineer's Estimate

RESOLUTION NO. 2023-

**RESOLUTION SETTING THE BID LETTING DATE AND PUBLIC HEARING DATE FOR
PROCEEDING WITH THE CONSTRUCTION IMPROVEMENTS FOR THE NORTH
PROPERTY LINE BOX HANGARS (SITE WORK AND VERTICAL INFRASTRUCTURE)
PROJECT**

WHEREAS, the Polk County Aviation Authority has determined that there is a need to construct the North Property Line Box Hangars (Site Work and Vertical Infrastructure) Project at the Ankeny Regional Airport; and

WHEREAS, the scope of the said project generally includes the paving, utilities, grading and construction of the first two of the proposed box hangars and bathrooms at the north end of the airport property adjacent to the existing tee hangar buildings; and

WHEREAS, McClure Engineering has completed the construction plans, detailed specifications, and cost estimate for the work necessary to construct this project; and

WHEREAS, it is recommended that the Board approve the following schedule that will establish the proceedings for the construction of the said project:

June 8, 2023..... PCAA Board sets dates of Bid Letting and Public Hearing
June 9, 2023..... Post Notice of Hearing and Letting on appropriate web sites
June 23, 2023..... Publish Notice of Hearing and Letting in the DM Register
June 27, 2023..... Hold Bid Letting at 10:00 a.m. using the Quest Bidding Service
July 6, 2023..... PCAA Board holds Public Hearing and awards Construction Contract
September, 2023..... Approximate Construction Start Date
May 31, 2024..... Construction Completion Date

NOW, THEREFOR, BE IT RESOLVED that a June 27, 2023 letting date be established and a July 6, 2023 Public Hearing date be established by the Polk County Aviation Authority to facilitate the award of the construction contract for the North Property Line Box Hangars (Site Work and Vertical Infrastructure) Project ; and

BE IT FURTHER RESOLVED that the Polk County Aviation Authority on this 8th day of June, 2023 hereby authorize the posting and publication of the official notice for the said project as stated above and in accordance with the Code of Iowa.

Passed and adopted this 8th day of June, 2023.

POLK COUNTY AVIATION AUTHORITY

Jeff Wangsness, Chairperson

ATTEST:

Diane Klemme, Recording Secretary

NOTICE OF PUBLIC HEARING AND LETTING

**ANKENY REGIONAL AIRPORT
NORTH PROPERTY LINE BOX HANGARS
IOWA DOT PROJECT NO. 9I230IKV100 (AIP)
IOWA DOT PROJECT NO. 9I230IKV300 (GAVI)
ANKENY, IOWA**

Online bids for the construction of certain **Ankeny, Iowa Regional Airport** improvements and work incidental thereto on an improvement project described in general as “**Ankeny Regional Airport: North Property Line Box Hangars**”, must be filed before **10:30 a.m. on the 27th day of June 2023**, utilizing online bidding through **QuestCDN**. (EBid Reference No. **8536164**), in accordance with the Plans and Specifications now on file in the office of the **Airport Manager**. At said time and place, Proposals will be opened and tabulated by the Engineer.

Proposals received will be presented to the Polk County Aviation Authority and considered at a meeting presided over by the Chairperson, to be held in the Terminal Building Conference Room at the Ankeny Regional Airport, Ankeny, Iowa **at 5:00 p.m. on the 6th day of July 2023**. At such time and place, the Polk County Aviation Authority shall also hold a Public Hearing on the proposed Plans, Specifications, form of Contract and estimate of cost for the construction of said improvements hereinafter described in accordance with the provisions of Chapter 26, Code of Iowa, **at 5:00 p.m. on 6th day of July 2023 at the Ankeny Regional Airport, Ankeny, Iowa**. At the hearing, the Polk County Aviation Authority will receive and consider any objections made by any interested party, to the Plans and Specifications, proposed form of Contract, and the estimate of the cost for the project.

Complete digital project bidding documents are available at www.questcdn.com. You may download the digital documents for no charge by inputting the project title of “**Ankeny Regional Airport: North Property Line Box Hangars**” **Quest project number #8536164** on the website’s Project Search page. Please contact QuestCDN.com at 952.233.1632 or info@questcdn.com for assistance in free membership registration, downloading, and working in this digital project information.

A non-mandatory pre-bid conference for this project will be held at **10:00 a.m.** at the Ankeny Regional Airport Terminal Building on the **13th day of June 2023**. To join the meeting, bidders can join via the Teams app using the following credentials: Meeting ID **262 667 248 081**; Passcode: **CaekMu**. Bidders can also call in to the meeting by dialing **+1 563-265-2421** and entering the Phone Conference ID as follows: **327 188 160#**.

Contract Work items:

This project will involve the following work improvements:

ITEM	ITEM DESCRIPTION
SITE WORK	
C-102-1	STORM WATER POLLUTION PREVENTION PLAN (SWPPP) PREPARATION AND MANAGEMENT
C-102-2	INSTALLATION AND REMOVAL OF SILT FENCE
C-102-3	INSTALLATION AND REMOVAL OF FILTER SOCK
C-102-4	TEMPORARY ROLLED EROSION CONTROL PRODUCT (RECP), TYPE 2C
C-102-5	FLEXAMAT STANDARD TIED CONCRETE BLOCK MAT, 5.5' WIDE
C-105-1	MOBILIZATION
C-105-2	TRAFFIC CONTROL
C-105-3	QUALITY ASSURANCE MATERIAL TESTING
C-105-4	LOCATION AND PROTECTION OF EXISTING AND NEW CABLES AND EQUIPMENT
P-101-1	REMOVAL OF HYDRANT AND VALVE
P-101-2	REMOVAL OF 8" PVC WATER MAIN
P-101-3	REMOVAL OF AREA INTAKE AND 12" STORM SEWER PIPE
P-151-1	CLEARING AND GRUBBING
P-152-1	UNCLASSIFIED EXCAVATION
P-152-2	EMBANKMENT IN PLACE
P-152-3	12" SUBGRADE PREPARATION
IDOT 2115-1	6" MODIFIED SUBBASE

ITEM	ITEM DESCRIPTION
P-505-1	7" PLAIN PORTLAND CEMENT CONCRETE PAVEMENT
P-505-2	4" PLAIN PORTLAND CEMENT CONCRETE PAVEMENT
P-505-3	PAVED SWALE, PCC, 4 IN.
P-505-4	ELECTRICAL TRANSFORMER PAD, 8" REINFORCED PCC
P-505-5	PCC CURB STOP BOX PAD, 16"x16"
D-701-1	8" PVC STORM SEWER, SDR-26
D-701-2	DOWNSPOUT CONNECTION TO EXISTING OR PROPOSED 8" STORM SEWER
T-901-1	SEEDING AND FERTILIZING
T-905-1	TOPSOILING (STRIPPING, STOCKPILING, RE-SPREADING)
T-908-1	MULCHING
IDOT 4010-1	4" SANITARY SEWER SERVICE, SCHEDULE 80
IDOT 4010-2	8" TRUSS PIPE SANITARY SEWER
IDOT 4010-3	CONNECTION TO EXISTING SANITARY SEWER MANHOLE
IDOT 4010-4	SW-301 SANITARY SEWER MANHOLE, 48 IN.
IDOT 5010-1	8" PVC WATER MAIN, DR 18, TRENCHED
IDOT 5010-2	8" PVC WATER MAIN, DR 18, TRENCHED, WITH 16" PVC CASING
IDOT 5010-3	WM-201 - FIRE HYDRANT ASSEMBLY, 6" DIA.
IDOT 5010-4	CONNECTION TO EXISTING WATER MAIN, WITH TAPPING SLEEVE AND VALVE
IDOT 5010-5	8" DUCTILE IRON FITTINGS (BENDS, TEES, REDUCERS)
IDOT 5010-6	2" WATER SERVICE LINE EXTENSION W/ 2" CURB STOP AND BOX
IDOT 6010-1	CONSTRUCT NEW SW-511 INTAKE
SP-01	FIBER OPTIC LINE EXTENSION
SP-02	GAS UTILITY SERVICE EXTENSION
15714-1	ELECTRIC SERVICE EXTENSION
HANGAR FOUNDATION AND BUILDING	
SP-03	INSTALL RESTROOM FACILITIES
SP-04	INSTALL STORAGE ROOM
13122-1	CONVENTIONAL BOX HANGAR, PRE-ENGINEERED METAL BUILDING, FLOOR SLAB, AND FOUNDATION (100'X42')
13122-2	INTERIOR WALL METAL PANELING (28 GA. 10' HEIGHT)
13122-3	GUTTERS AND DOWNSPOUTS
13122-4	FURNISH AND INSTALL HIGHER POWER HYDRAULIC DOOR INCLUDING PRE-ENGINEERED METAL BUILDING FRAMING MODIFICATIONS (IF ANY)
07200-1	3" STANDARD BATT WALL AND HANGAR DOOR INSULATION (R-10), 9" CEILING INSULATION (R-30) (SIMPLE SAVER SYSTEM OR APPROVED EQUAL)

All bids must be filed on QuestCDN.com on or before the time herein set. Each bid shall be accompanied by a Bid Bond in an amount equal to five (5%) of the total amount of the bid. Bid Bond must be on the form provided with the Contract Documents.

Bid Bond will be forfeited, and the proceeds retained as liquidated damages if the bidder fails to execute a contract or file acceptable performance bonds or provide an acceptable certificate of insurance within fifteen (15) calendar days after the acceptance of his proposal by resolution of the Authority. No bidder may withdraw a proposal within ninety (90) days after the date set for opening bids.

The right is reserved, as the **Polk County Aviation Authority** may require, to reject any and all bids and to waive any informality or irregularity in the bids received.

All Contractor(s) and subcontractor(s) are required to obtain tax exemption certificates from the City of Ankeny, Iowa for this project. These tax exemption certificates are only for use on this specific project as covered under the Contract. Before final payment will be made on this project, the Contractor(s) and subcontractor(s) shall provide lien waivers as required in the Specifications.

All work shall be completed and ready for operation after receiving a written “Notice to Proceed” according to the following schedule:

Work Phase	Work	Contract Time	Liquidated Damages
Engineer Approval (Phase 1)	Submit Shops, Foundation Design, Engineer Review, Manufacturer’s Necessary Modifications.	40 Calendar Days	\$50 / Day
Ordering & Delivery (Phase 2)	Manufacture Hangar and Deliver to Site	120 Calendar Days	\$100 / Day
Site Work * (Phase 3)	Demolition, Site Work, Building Footing and Slab Work, Utility Installation, and Paving.	75 Calendar Days	\$500 / Day
Building Erection ** (Phase 4)	Erect Hangar and Complete Utility Hook Ups	75 Calendar Days	\$750 / Day
Punch List (Phase 5)	Address All Punch List Items from Final Inspection, unless time extensions are authorized in writing by both the Owner and the Engineer.	30 Calendar Days	\$250 / Day

*** Site Work (Phase 3) shall be completed concurrently during the order and delivery Phase (Phase 2).**

**** Calendar Days shall not be counted between the completion of the site work (Phase 3) and building ordering and delivery phase (Phase 2) if the building has not been delivered. Calendar days shall be counted upon delivery of hangar.**

*****Substantial Completion Dates Estimated May 31, 2024.**

This project is subject to the requirements of Target Small Business Affirmative Action Responsibilities on Non-Federal Aid Projects. The bidder shall make and document good faith efforts, as defined in section 7C of the TSB Contract provisions prior to the contract award.

Award of contract is also subject to the following provisions:

Title VI of the Civil Rights Act of 1964, 78 STAT. 252, 42 U.S.C. 2000d-42 U.S.C. 2000d-4
Iowa Code Chapter 216

By virtue of statutory authority, preference will be given to products and provisions grown and coal produced within the State of Iowa and to Iowa domestic labor to the extent lawfully required under Iowa statutes, providing that the award of the contract will be made to the lowest responsible bidder submitting the lowest acceptable bid, which shall be without regard to state or local law whereby preference is given on factors other than the amount of the bid.

Published by the order of the Polk County Aviation Authority, Iowa, this _____ day of _____, 2023.

**POLK COUNTY AVIATION AUTHORITY,
ANKENY, IOWA**

By: _____
Chairperson, Polk County Aviation Authority

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OPINION OF PROBABLE PROJECT COST

PROJECT: ANKENY NORTH PROPERTY LINE BOX HANGARS

AIRPORT: ANKENY REGIONAL AIRPORT

DATE: MAY 2023

ITEM	ITEM CODE	ITEM DESCRIPTION	UNIT	UNIT COST	QUANTITY	COST
BASE BID						
1	C-102-1	STORM WATER POLLUTION PREVENTION PLAN (SWPPP) PREPARATION AND MANAGEMENT	LS	\$ 3,500.00	1.0	\$ 3,500.00
2	C-102-2	INSTALLATION AND REMOVAL OF SILT FENCE	LF	\$ 10.00	60.0	\$ 600.00
3	C-102-3	INSTALLATION AND REMOVAL OF FILTER SOCK	LF	\$ 20.00	30.0	\$ 600.00
4	C-102-4	TEMPORARY ROLLED EROSION CONTROL PRODUCT (RECP), TYPE 2C	SY	\$ 4.00	720.0	\$ 2,880.00
5	C-102-5	FLEXAMAT STANDARD TIED CONCRETE BLOCK MAT, 5.5' WIDE	SF	\$ 10.00	88.0	\$ 880.00
6	C-105-1	MOBILIZATION	LS	\$ 70,000.00	1.0	\$ 70,000.00
7	C-105-2	TRAFFIC CONTROL	LS	\$ 5,000.00	1.0	\$ 5,000.00
8	C-105-3	QUALITY ASSURANCE MATERIAL TESTING	LS	\$ 15,000.00	1.0	\$ 15,000.00
9	C-105-4	LOCATION AND PROTECTION OF EXISTING AND NEW CABLES AND EQUIPMENT	LS	\$ 5,000.00	1.0	\$ 5,000.00
10	P-101-1	REMOVAL OF HYDRANT AND VALVE	EA	\$ 400.00	1.0	\$ 400.00
11	P-101-2	REMOVAL OF 8" PVC WATER MAIN	LF	\$ 15.00	150.0	\$ 2,250.00
12	P-101-3	REMOVAL OF AREA INTAKE AND 12" STORM SEWER PIPE	LS	\$ 1,000.00	1.0	\$ 1,000.00
13	P-151-1	CLEARING AND GRUBBING	AC	\$ 20,000.00	0.2	\$ 4,000.00
14	P-152-1	UNCLASSIFIED EXCAVATION	CY	\$ 30.00	270.0	\$ 8,100.00
15	P-152-2	EMBANKMENT IN PLACE	CY	\$ 35.00	1,660.0	\$ 58,100.00
16	P-152-3	12" SUBGRADE PREPARATION	SY	\$ 10.00	310.0	\$ 3,100.00
17	IDOT 2115-1	6" MODIFIED SUBBASE	SY	\$ 15.00	290.0	\$ 4,350.00
18	P-505-1	7" PLAIN PORTLAND CEMENT CONCRETE PAVEMENT	SY	\$ 90.00	220.0	\$ 19,800.00
19	P-505-2	4" PLAIN PORTLAND CEMENT CONCRETE PAVEMENT	SY	\$ 60.00	30.0	\$ 1,800.00
20	P-505-3	PAVED SWALE, PCC, 4 IN.	SY	\$ 70.00	250.0	\$ 17,500.00
21	P-505-4	ELECTRICAL TRANSFORMER PAD, 8" REINFORCED PCC	LS	\$ 1,000.00	1.0	\$ 1,000.00
22	P-505-5	PCC CURB STOP BOX PAD, 16"x16"	EA	\$ 200.00	1.0	\$ 200.00
23	D-701-1	8" PVC STORM SEWER, SDR-26	LF	\$ 65.00	30.0	\$ 1,950.00
24	D-701-2	DOWNSPOUT CONNECTION TO EXISTING OR PROPOSED 8" STORM SEWER	EA	\$ 1,500.00	1.0	\$ 1,500.00
25	T-901-1	SEEDING AND FERTILIZING	AC	\$ 4,000.00	0.8	\$ 3,200.00
26	T-905-1	TOPSOILING (STRIPPING, STOCKPILING, RE-SPREADING)	CY	\$ 25.00	720.0	\$ 18,000.00
27	T-908-1	MULCHING	AC	\$ 2,000.00	0.8	\$ 1,600.00
28	IDOT 4010-1	4" SANITARY SEWER SERVICE, SCHEDULE 80	LF	\$ 50.00	50.0	\$ 2,500.00
29	IDOT 4010-2	8" TRUSS PIPE SANITARY SEWER	LF	\$ 65.00	620.0	\$ 40,300.00
30	IDOT 4010-3	CONNECTION TO EXISTING SANITARY SEWER MANHOLE	EA	\$ 1,000.00	1.0	\$ 1,000.00
31	IDOT 4010-4	SW-301 SANITARY SEWER MANHOLE, 48 IN.	EA	\$ 4,000.00	2.0	\$ 8,000.00
32	IDOT 5010-1	8" PVC WATER MAIN, DR 18, TRENCHED	LF	\$ 50.00	340.0	\$ 17,000.00
33	IDOT 5010-2	8" PVC WATER MAIN, DR 18, TRENCHED, WITH 16" PVC CASING	LF	\$ 70.00	20.0	\$ 1,400.00
34	IDOT 5010-3	WM-201 - FIRE HYDRANT ASSEMBLY, 6" DIA.	EA	\$ 8,500.00	2.0	\$ 17,000.00
35	IDOT 5010-4	CONNECTION TO EXISTING WATER MAIN, WITH TAPPING SLEEVE AND VALVE	EA	\$ 5,000.00	1.0	\$ 5,000.00
36	IDOT 5010-5	8" DUCTILE IRON FITTINGS (BENDS, TEES, REDUCERS)	EA	\$ 500.00	7.0	\$ 3,500.00
37	IDOT 5010-6	2" WATER SERVICE LINE EXTENSION W/ 2" CURB STOP BOX	LS	\$ 3,000.00	1.0	\$ 3,000.00
38	IDOT 6010-1	CONSTRUCT NEW SW-511 INTAKE	EA	\$ 5,000.00	1.0	\$ 5,000.00
39	SP-01	FIBER OPTIC LINE EXTENSION	LS	\$ 3,500.00	1.0	\$ 3,500.00
40	SP-02	GAS UTILITY SERVICE EXTENSION	LS	\$ 10,000.00	1.0	\$ 10,000.00
41	15714-1	ELECTRIC SERVICE EXTENSION	LS	\$ 10,000.00	1.0	\$ 10,000.00
HANGAR FOUNDATION AND BUILDING						
42	SP-03	INSTALL RESTROOM FACILITIES	EA	\$ 35,000.00	2	\$ 70,000.00
43	SP-04	INSTALL STORAGE ROOM	EA	\$ 30,000.00	1	\$ 30,000.00
44	13122-1	CONVENTIONAL BOX HANGAR, PRE-ENGINEERED METAL BUILDING, FLOOR SLAB, AND FOUNDATION (100'X42')	LS	\$ 450,000.00	1	\$ 450,000.00
45	13122-2	INTERIOR WALL METAL PANELING (28 GA. 10' HEIGHT)	LS	\$ 12,000.00	1	\$ 12,000.00
46	13122-3	GUTTERS AND DOWNSPOUTS	LS	\$ 7,000.00	1	\$ 7,000.00
47	13122-4	FURNISH AND INSTALL HIGHER POWER HYDRAULIC DOOR INCLUDING PRE-ENGINEERED METAL BUILDING FRAMING MODIFICATIONS (IF ANY)	EA	\$ 45,000.00	2	\$ 90,000.00
48	07200-1	3" STANDARD BATT WALL AND HANGAR DOOR INSULATION (R-10), 9" CEILING INSULATION (R-30) (SIMPLE SAVER SYSTEM OR APPROVED EQUAL)	EA	\$ 28,000.00	2	\$ 56,000.00
TOTAL						\$ 1,093,510.00



ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

June 8, 2023
5 : 00 PM

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 **Print**

?? ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL:
Upgrade Essential Infrastructure

??

ACTION REQUESTED:
Resolution

LEGAL:
Item Reviewed by Legal Counsel

SUBJECT:
Consider motion to adopt **RESOLUTION** authorizing the execution of a construction contract on an emergency basis for the Runway 18/36 Emergency Partial Depth Patches project at the Ankeny Regional Airport.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??**No**

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

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 Resolution
 Engr Certification

RESOLUTION NO. 2023-

RESOLUTION AUTHORIZING THE EXECUTION OF A CONSTRUCTION CONTRACT ON AN EMERGENCY BASIS FOR THE RUNWAY 18/36 EMERGENCY PARTIAL DEPTH PATCHES PROJECT AT THE ANKENY REGIONAL AIRPORT

WHEREAS, The Polk County Aviation Authority (PCAA) is the owner and operator of the Ankeny Regional Airport; and

WHEREAS, Runway 18/36 recently sustained advanced joint spalling damages along the center portion of the said runway with damages severe enough to warrant emergency repairs; and

WHEREAS, staff recommends that the said damages be repaired on an emergency basis before additional damage to the runway joints occurs; and

WHEREAS, McClure Engineering has submitted a certification verifying that emergency repairs are warranted; and

WHEREAS, it is recommended that approximately 120 joint spall locations that have been identified by staff and McClure Engineering be repaired using Fast Patch 500 concrete repair material installed by a contractor; and

WHEREAS, McClure Engineering is preparing the contract documents and an engineers' estimate to facilitate soliciting bids from area patching contractors to complete the said emergency repairs upon authorization by the PCAA; and

WHEREAS, the PCAA believes it is in the best interest of the airport to proceed with the repair of the said damaged areas of Runway 18/36 as soon as possible.

NOW THEREFORE, BE IT RESOLVED that the PCAA hereby authorizes staff to solicit at least three competitive bids from area patching contractors for completing the Runway 18/36 Emergency Partial Depth Patches project and further authorizes awarding the project to the lowest responsive, responsible bidder on an emergency basis.

POLK COUNTY AVIATION AUTHORITY

Jeff Wangsness, Chairperson

Diane Klemme, Recording Secretary



05/31/2023

Mr. Paul Moritz, P.E.
Airport Board Manager
Polk County Aviation Authority
410 West 1st Street
Ankeny, IA 50023

**Re: Ankeny Regional Airport
Runway 18/36
Pavement Repairs**

Dear Paul:

Following our site visit reviewing the pavement condition of Runway 18/36 on May 24th, it is my professional opinion that interim emergency repairs are necessary to prevent possible damage to aircraft using the runway and to minimize potential safety hazards to the general public using the runway. I recommend these repairs / patches be made as soon as possible for which our office will prepare bid documents and work with Airport Staff to solicit quotations from qualified Contractors.

Sincerely,

McCLURE

Jay A. Pudenz, PE, LEED AP
Team Leader



ANKENY CITY COUNCIL

POLK COUNTY AVIATION AUTHORITY MEETING

June 8, 2023
5 : 00 PM

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 **Print**

?? ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL: ??
Upgrade Essential Infrastructure

ACTION REQUESTED:

LEGAL:
No Review Required

SUBJECT:
Update on Runway 18/36 Environmental Assessment and Preliminary Engineering

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

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ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

June 8, 2023
5 : 00 PM

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?? ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL:
Enhance Quality of Life

??

ACTION REQUESTED:

LEGAL:

Item Reviewed by Legal Counsel

SUBJECT:

Notice received by the Aviation Museum regarding accessibility

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

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ANKENY CITY COUNCIL

POLK COUNTY AVIATION AUTHORITY MEETING

June 8, 2023
5 : 00 PM

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?? ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL:
Deliver Exceptional Service

??

ACTION REQUESTED:

LEGAL:
No Review Required

SUBJECT:
4 States Airport Conference: August 23rd to 25th in Kansas City

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

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ANKENY CITY COUNCIL
POLK COUNTY AVIATION AUTHORITY MEETING

June 8, 2023
5 : 00 PM

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?? ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL:
Deliver Exceptional Service

??

ACTION REQUESTED:

LEGAL:
No Review Required

SUBJECT:
Iowa DNR Review of the use of Fire Suppressant Foam on May 20th Incident

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

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ANKENY CITY COUNCIL

POLK COUNTY AVIATION AUTHORITY MEETING

June 8, 2023
5 : 00 PM

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?? ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL:
Enhance Quality of Life

??

ACTION REQUESTED:

LEGAL:
No Review Required

SUBJECT:
Consideration of Renaming the Ankeny Regional Airport.

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download
 Naming Memo
 Greg J Airport Name Research



Paul Moritz, P.E.
Airport Board Manager

Memorandum

TO: PCAA Board
DATE: March 28, 2023
RE: Airport Name and Brand
CC: JR Boesen

Honorable Board:

I wanted to contact you ahead of our meeting next Thursday regarding the Airport Brand Signing and Entry Improvements project. This project includes new signing that I would envision going on the terminal building, in the traffic circle in front of the airport, and along Interstate 35. If the DOT allows, we would also consider some destination signing for routing drivers into the airport.

As you recall, we previously discussed the possibility of renaming the airport as part of this project. This was initiated by a request from JR, as he feels that the "Regional" word in the name does not represent the airport's level of service and expertise. As a first step, I contacted the City of Ankeny Communications manager and discussed the possible renaming of the airport. Her department oversees graphic designs for the City. If the Board decides to rename the airport, I planned on having her help me with the naming and graphic design. I will then utilize McClure for the sign designs, possible entry feature designs, and construction plans. We did some research of existing general aviation airport names, and did not find much variation or originality in the names. Options we generated include:

1. **Ankeny Airport.** This is short and not creative but I'm not sure it needs to be. Ankeny continues to grow, so why not just use our name?
2. **Ankeny Municipal Airport.** Quite a few of the general aviation airports in Iowa are thus named. However, ours is not technically a municipal airport, and Polk County may take exception.
3. **Ankeny Gateway Airport.**
4. **Ankeny Public Airport.**
5. **Ankeny Reliever Airport.** Per FAA designations, our airport is classified as Reliever and Regional airport.
6. **Ankeny Metro Airport.** I did not find a similarly-named airport, but I think this fits our suburban location.
7. **Ankeny Executive Airport.** Jeff recalled this name being suggested earlier.

We are certainly open to other options. If a new name is determined, it might be appropriate for me to contact Polk County before proceeding.

The current branded logo is included above. This was generated in 2008 or so. The Board could decide to retain this logo with new wording, or direct us to develop a new brand logo. If so, I will plan on presenting a proposal from a graphic firm to complete the new branding for approval at a future board meeting. Once that is completed, I would ask McClure to get us a task order and proceed with the actual project design and construction.

Please advise if you have questions or comments ahead of our meeting. Thank you.

Hello Paul,

Thanks for getting this to us early. I did do some research into similar names and have included a few results below. I used the FAA ADIP site which allows for variety of different search methods.

As far as I can see the term Regional (RGNL) is very descriptive of the type of airport that KIKV is.

Below are the three Iowa airports that are have RGNL in the name.

IKV	ANKENY RGNL	ANKENY	05835.1*A	N
BRL	SOUTHEAST IOWA RGNL	BURLINGTON	05871.*A	N
FOD	FORT DODGE RGNL	FORT DODGE	05999.*A	Y

These are all the airports in Iowa that have an 'Asset Role' designated as 'Regional' by the FAA:

Displaying 10 of 10 Matches

Loc Id	Facility Name	City	FAA Site #	Part 139	NPIAS Service Level
AMW	AMES MUNI	AMES	05829.*A	N	General Aviation
IKV	ANKENY RGNL	ANKENY	05835.1*A	N	Reliever
CBF	COUNCIL BLUFFS MUNI	COUNCIL BLUFFS	05932.1*A	N	General Aviation
DVN	DAVENPORT MUNI	DAVENPORT	05941.2*A	N	General Aviation
FOD	FORT DODGE RGNL	FORT DODGE	05999.*A	Y	Commercial Service
IOW	IOWA CITY MUNI	IOWA CITY	06070.*A	N	General Aviation
MCW	MASON CITY MUNI	MASON CITY	06164.*A	Y	Commercial Service
PEA	PELLA MUNI	PELLA	06271.1*A	N	General Aviation
BRL	SOUTHEAST IOWA RGNL	BURLINGTON	05871.*A	N	Commercial Service
SPW	SPENCER MUNI	SPENCER	06348.*A	N	General Aviation

Across the US there are the following:

713 airports with RGNL in the name with any asset roles

501 airports that are designated Regional.

119 airports with RGNL in the name that are designated Regional

60 with EXEC in the name.

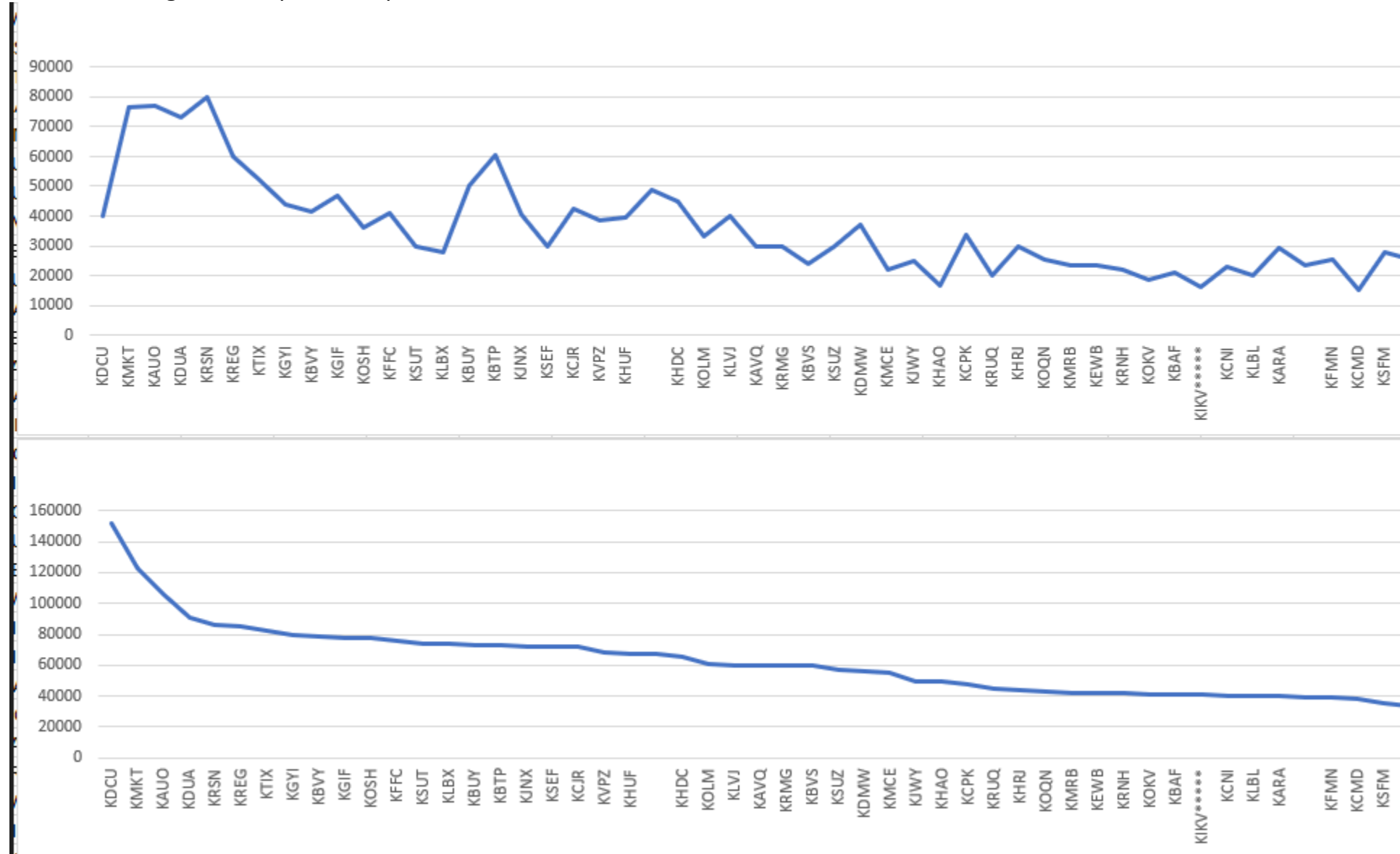
26 airports with Metro in the name.

1 with Reliever in the name.

Regional designated Airports with RGNL in the name:



Charts showing RGNL airport GA operations data. I marked KIKV with ***** for identification.



I don't see the advantage or benefit of changing the name.
All approaches would have to change.
Maps would change.
Databases would change.

Greg J.

--

Greg Johnson
12442 NE 64th St
Elkhart IA 50073
gregjohnsondsm@gmail.com
515-868-6411



ANKENY CITY COUNCIL

POLK COUNTY AVIATION AUTHORITY MEETING

June 8, 2023
5 : 00 PM

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?? ORIGINATING DEPARTMENT:
City Manager

COUNCIL GOAL: ??
Strengthen Community Engagement

ACTION REQUESTED:

LEGAL:
No Review Required

SUBJECT:
Presentation to Ankeny Rotary Club - June 13, 2023

EXECUTIVE SUMMARY:

FISCAL IMPACT: ??No

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

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