



Polk County Aviation Authority Meeting

Thursday, May 9, 2024

5:00 PM

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

INSTRUCTIONS TO JOIN ELECTRONIC MEETING:

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

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

A. ROLL CALL

B. APPROVAL OF AGENDA

1. Approval of the May 9, 2024 Agenda

Action# B1-1. Consider motion to approve and accept the May 9, 2024 agenda with amendment.

C. PUBLIC FORUM

1. Dave Vance: Corvette Club of Iowa.

D. PUBLIC HEARING

E. FBO REPORTS

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

F. FINANCE / BUDGET REPORTS

G. CONSENT AGENDA ITEMS

- CA - 1** Consider motion to approve the April 4, 2024, minutes.
- CA - 2** Consider motion to approve Payment #3 in the amount of \$437.50 to 818, LLC for the fabrication and installation of the new airport sign.
- CA - 3** Consider motion to approve Environmental Assessment Task Order Two-Payment #12 in the amount of \$18,137.79 to HDR Engineering, Inc. for services that include Professional Consulting for Runway 18/36.
- CA - 4** Consider motion to approve Payment #13 in the amount of \$60,477.01 to HDR Engineering, Inc. for Professional Consulting Services (EA) Task Order 2.
- CA - 5** Consider motion to approve Payment #18 in the amount of \$2,781.25 to McClure Engineering Company for services that include General On-Call Engineering Services.
- CA - 6** Consider motion to approve Payment #5 in the amount of \$91,059.00 to McClure Engineering Company for services that includes Design & Bidding for Runway 18/36.
- CA - 7** Consider motion to approve Payment #1 in the amount of \$3,867.00 to McClure Engineering Company for services that include construction of monument signs.
- CA - 8** Consider motion to approve Payment #2 in the amount of \$2,920.58 to McClure Engineering Company for services that include Construction Management, Admin, and Observation Services for Taxiway D Apron and Access Roadway Paving – Phase 4.
- CA - 9** Consider motion to approve Payment #9 in the amount of \$8,497.95 to McClure Engineering Company for Site Work & Vertical Infrastructure for the North Property Line Box Hangars.
- CA - 10** Consider motion to approve Payment #5 in the amount of \$530.00 to McClure Engineering Company for Taxiway D Apron and Access Roadway Paving – Phase 3.
- CA - 11** Consider motion to approve Payment #11 in the amount of \$2,524.95 to McClure Engineering Company for services that includes Preliminary Engineering for Runway 18/36.
- CA - 12** Consider motion to approve Payment #6 in the amount of \$36,021.79 to Jensen Builders Ltd for services that include North Property Line Box Hangars.
- CA - 13** Consider motion to approve Bills and Transfer of Necessary Funds in the amount of \$252,427.49
- CA - 14** Consider motion to approve May 2024 Financial Reports.

• **APPROVAL OF CONSENT AGENDA ITEMS**

1. Consent Agenda Items CA-1 through CA-14.

Action# G1-1. Consider motion to approve the recommendations for Consent Agenda Items CA-1 through CA-14.

H. REMOVED CONSENT AGENDA ITEMS

I. OLD BUSINESS

J. NEW BUSINESS

1. Consider motion to adopt **RESOLUTION** granting an electric easement to MidAmerican Energy Company for the installation of an electric cable to serve the North Property Line Box Hangars on the Ankeny Regional Airport.
2. Consider motion to approve the Special Event Permit for Exec 1 Aviation to hold a Fly-In Lunch event at the Ankeny Regional Airport on June 15, 2024 pending the submittal of the required fee, deposit and proof of insurance.
3. Consider motion to adopt **RESOLUTION** providing final payment to Wood Roofing Company, Inc. and accepting the public improvements associated with the T-Hangars Gutter Replacement Project.
4. Consider motion to adopt **RESOLUTION** authorizing the execution of Supplemental Agreement No. 1 to Task Order No. 4 with McClure Engineering for the Runway 18/36 Reconstruction - Design and Bidding Services.
5. Consider motion to adopt a **RESOLUTION** granting a public utility easement to the City of Ankeny for the relocation of a MidAmerican Energy electric cable to the east side of SE Fourmile Drive.
6. Consider motion to adopt **RESOLUTION** authorizing the submittal of two Iowa DOT Grant Applications for partial funding of the proposed North Property Line Box Hangars - Phase 2 Project at the Ankeny Regional Airport.
7. Consider motion to adopt **RESOLUTION** authorizing the application of a Federal Grant to partially finance the design services for the Reconstruct Runway 18/36 Project at the Ankeny Regional Airport.

K. REPORTS

1. **Engineering Report**
 - a. HDR Environmental Assessment: Wetlands Jurisdictional Determination
 - b. Project Update: Taxiway D Apron and Access Roadway Paving - Phase 4
 - c. Project Update: Interstate and Entry Monument Signs
2. **Staff Report**
 - a. Casey's Taxiway D Hangar Concept: Above-Ground Fuel Tank
 - b. Dumpster Enclosure for Solid Waste Disposal: Request by Exec 1
 - c. Ankeny Regional Airport Special Events Policy: Possible Revision

- d. July Monthly Meeting: Conflict with Fourth of July Holiday
- e. Update: Management Agreement and FBO License Review by AMCG

3. **Legal Counsel Report**

- a. T-Hangar Lease Review: Scott Hogue

4. **Board Report**

5. **Chair Report**

L. **ADJOURNMENT**