

SOUTH CENTRAL REGIONAL AIRPORT AGENCY

Meeting of the Board

February 28, 2017 - 6:00 p.m.

Pella Public Safety Complex

614 Main Street

Agenda

1. Call to Order
2. Approval of the October 11, 2016 minutes
3. Call to the public (limited to 3 minutes per person)
4. Resolution No. 17 entitled, "Appointing Officer Positions for Fiscal Year 2017-18".
5. Resolution No. 18 entitled, "Approving Fiscal Year 2017-18 Budget Submittal".
8. Update on Federal Aviation Planning Studies
9. Staff reports
10. Discussion of next meeting date/time
11. Adjourn

South Central Regional Airport Agency
Meeting Minutes
Tuesday, October 11, 2016

Committee Members Present: Pamela Blomgren, James Hansen, Randy Borgerding, David Barnes and Joe Warrick.

Committee Members Absent: Donna Smith.

SCRAA Staff Present: Mike Nardini, Pella City Administrator, Michael Schrock Jr., Oskaloosa City Manager and David Shanahan, Mahaska County Engineer.

Meeting called to order by Chairman Hansen at 6:00 p.m. in the Pella Public Safety Complex, 614 Main Street, Pella, IA.

It was moved by Barnes, seconded by Blomgren to approve the June 28, 2016 minutes. Motion carried 5-0.

Chairman Hansen opened the call to the public. Comments were received by John Bandstra and Sally DeReus.

Jerry Searle provided an update on the Federal Aviation Planning Studies. In addition, Jerry also reviewed the process the Agency will need to follow in conducting the environmental assessment's public hearing.

Mike Nardini informed the Board that the Agency's current contract with Snyder and Associates was limited to conducting the aviation planning studies. Therefore, if the Federal Aviation Administration authorizes the project to proceed, the Agency will once again need to solicit engineering services.

The time and date for the next quarterly meeting is yet to be determined.

It was moved by Barnes, seconded by Warrick to adjourn. Motion carried 5-0.

The meeting adjourned at 6:33 p.m.

Minutes prepared by Mike Nardini

ITEM NO: #4

SUBJECT: Resolution Appointing Officer Positions for Fiscal Year 2017-18

DATE: February 28, 2017

BACKGROUND:

The 28E agreement establishing the South Central Regional Airport Agency (SCRAA) requires annually the Board elect members to serve as Chair, Vice Chair, and Secretary/Treasurer. The 28E agreement also stipulates that each party shall be entitled to one officer position. Recently, staff met with the Chair to discuss this issue and is recommending the following board members to serve as officers for Fiscal Year 2017-18:

Jim Hansen, Chair (representing the City of Oskaloosa).

David Barnes, Vice Chair (representing the City of Pella).

Joe Warrick, Secretary Treasurer (representing Mahaska County).

This resolution appoints the above board members to serve as officers for a one year term beginning on July 1, 2017 and extending to June 30, 2018.

ATTACHMENTS: Resolution

REPORT PREPARED BY: Staff

RECOMMENDED ACTION: Approve resolution.

RESOLUTION NO. 17

RESOLUTION APPROVING OFFICER POSITIONS FOR FISCAL YEAR 2017-18

WHEREAS, the 28E agreement establishing the South Central Regional Airport Agency (SCRAA) requires annually the Board to elect members to serve as Chair, Vice Chair, and Secretary/Treasurer; and,

WHEREAS, the 28E agreement also stipulates that each party shall be entitled to one officer position; and,

WHEREAS, the following board members are being nominated to serve as officers for Fiscal Year 2017-18:

Jim Hansen, Chair (representing the City of Oskaloosa)
David Barnes, Vice Chair (representing the City of Pella)
Joe Warrick, Secretary Treasurer (representing Mahaska County).

NOW, THEREFORE, it is hereby resolved that the Board of the South Central Regional Airport Agency appoints the above board members to serve as officers of SCRAA for a one year term beginning on July 1, 2017 and extending to June 30, 2018.

Passed and approved this 28th day of February, 2017.

Jim Hansen, Board Chairman

ATTEST:

Joe Warrick, Secretary/Treasurer

ITEM NO: #5

SUBJECT: Resolution Approving Fiscal Year 2017-18 Budget Submittal

DATE: February 28, 2017

BACKGROUND:

Annually, the South Central Regional Airport Agency (SCRAA) is required to submit a proposed operating and capital budget for consideration to the City of Oskaloosa and the City of Pella. Recently, staff reviewed the proposed FY 2017-18 Budget with the Executive Committee. This resolution adopts the proposed budget and authorizes submittal to the respective cities. Listed below is the proposed Fiscal Year 2017-18 Budget:

Fiscal Year 2017-18 Proposed Budget

Operating Expenditures

Insurance	\$	5,500
Audit		4,200
Legal		3,000
Training/Conferences		900
Mileage Reimbursement		750
Website Maintenance		<u>750</u>

Total Operating Expenditures \$ **15,100**

Capital Expenditures

To be determined once the Federal Aviation Administration makes a decision on the environmental assessment for the proposed regional airport.

ATTACHMENTS: Resolution

REPORT PREPARED BY: Staff

RECOMMENDED ACTION: Approve resolution.

RESOLUTION NO 18.

RESOLUTION APPROVING FISCAL YEAR 2017-18 BUDGET AND AUTHORIZING
SUBMITTAL TO THE CITY OF OSKALOOSA AND THE CITY OF PELLA.

WHEREAS, the South Central Regional Airport Agency is required annually to submit an operating and capital budget to the City of Oskaloosa and the City of Pella; and,

WHEREAS, staff reviewed the proposed Fiscal Year 2017-18 Budget with the Executive Committee; and,

WHEREAS, the proposed Fiscal Year 2017-18 Budget is as follows:

Operating Expenditures

Insurance	\$	5,500
Audit		4,200
Legal		3,000
Training/Conferences		900
Mileage Reimbursement		750
Website Maintenance		<u>750</u>
Total Operating Expenditures	\$	<u>15,100</u>

Capital Expenditures

To be determined once the Federal Aviation Administration makes a decision on the environmental assessment for the proposed regional airport.

NOW, THEREFORE, it is hereby resolved by the Board of the South Central Regional Airport Agency that the proposed Fiscal Year 2017-18 Budget is approved, and staff is authorized to submit the proposed budget to the City of Oskaloosa and the City of Pella.

Passed and approved this 28th day of February, 2017.

Jim Hansen, Board Chairman

ATTEST:

Joe Warrick, Secretary/Treasurer