

**SOUTH CENTRAL REGIONAL AIRPORT AGENCY**  
Meeting of the Board  
**Tuesday, October 26, 2021 – 6:00 p.m.**  
Pella Public Safety Complex at 614 Main Street, Pella, IA 50219

**This meeting is available to attend in person or via phone.**

To access the meeting via phone, dial 720.650.5050 and enter access code 962-389-622 #

Attendees will have the ability to provide verbal comments during the call to the public

To minimize disruption, please keep your devices muted until you intend to speak

**Agenda**

1. Call to Order
2. Call to the public (limited to 3 minutes per person)
3. Approval of Minutes from August 10, 2021
4. Work session to discuss the SCRAA Capital Improvement Plan (CIP)
5. Staff and committee updates:
  - a. Review of SCRAA financial statement
  - b. Staff updates
6. The next meeting is scheduled for November 23, 2021 at 6:00 p.m.
7. Adjourn

South Central Regional Airport Agency  
Meeting Minutes  
Tuesday, August 10, 2021

Board members present: Jim Hansen, John Bandstra (via phone), Pamela Blomgren, Kevin Gaul, Dave Corbin.  
Absent: Doug Klahsen.

SCRAA staff present: Mike Schrock, Oskaloosa City Manager; Mike Nardini, Pella City Administrator; Amy Beattie, SCRAA Legal Counsel; Jerry Searle, HDR Engineering; Mandy Smith, Pella City Clerk.

Meeting called to order by Chairman Hansen at 6:00 p.m. in the Pella Public Safety Complex, 614 Main Street, Pella, Iowa. No members of the general public attended in person. Two members of the general public attended via conference call.

Chairman Hansen opened the call to the public. No comments were received.

It was moved by Blomgren, seconded by Gaul, to approve the April 27, 2021 minutes. Motion carried 5-0.

At 6:02 p.m., it was moved by Blomgren, seconded by Gaul, to enter into closed session under Code of Iowa; Chapter 21 Section 5 sub paragraph 1. j. To discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. The minutes and the audio recording of a session closed under this paragraph shall be available for public examination when the transaction discussed is completed. Motion carried 5-0.

SCRAA back into open session at 6:12 p.m.

It was moved by Corbin, seconded by Blomgren, to approve Resolution No. 62 A RESOLUTION APPROVING THE FAIR MARKET VALUE FOR REAL PROPERTY TO BE PURCHASED FROM HOMER AND DORETHA HASSELMAN. Motion carried 4 (Corbin, Blomgren, Gaul, Hansen) – 1 (Bandstra).

It was moved by Bandstra, seconded by Blomgren, to approve Resolution No. 63 RESOLUTION AUTHORIZING BOARD CHAIR TO SIGN DOCUMENTS FOR THE FEDERAL AVIATION ADMINISTRATION GRANT 004 AND AUTHORIZING THE REIMBURSEMENT TO THE CITY OF PELLA AND THE CITY OF OSKALOOSA FOR FUNDS ADVANCED. Motion carried 5-0.

Searle reviewed the proposed capital airport plan and next steps including moving from the land acquisition to design phase of the project; no formal action was taken.

Nardini reviewed the financial statement including capital expenditures; no formal action was taken.

The next regular meeting is scheduled for Tuesday, September 28, 2021 at 6:00 p.m.

The meeting adjourned at 6:50 p.m.

Minutes prepared by Mandy Smith

ITEM NO: 4

SUBJECT: Work session to discuss the SCRAA Capital Improvement Plan (CIP)

DATE: October 26, 2021

**BACKGROUND:**

During this work session, Jerry Searle with HDR will discuss the SCRAA Capital Improvement Plan (CIP). As this is a work session item, no formal SCRAA action will be taken.

ATTACHMENTS: None

REPORT PREPARED BY: Staff

RECOMMENDED ACTION: None (work session item only)

ITEM NO: 5-b

SUBJECT: Review of SCRAA Financial Statement

DATE: October 26, 2021

**BACKGROUND:**

The purpose of this agenda item is to review the financial statement which is included as a memo attachment.

ATTACHMENTS: Financial Statement

REPORT PREPARED BY: Staff

RECOMMENDED ACTION: None

<u>Check Issue Date</u>	<u>Payee</u>	<u>Invoice GL Account</u>	<u>Description</u>	<u>Check Amount</u>
<b>Legal Expense</b>				
7/25/2021	BRICK GENTRY BOWER SWARTZ & LEVIS PC	141.5.05.2200.6414	Legal Expense	\$ 150.00
8/25/2021	BRICK GENTRY BOWER SWARTZ & LEVIS PC	141.5.05.2200.6414	Legal Expense	30.00
				<b>\$ 180.00</b>
<b>Printing, Binding &amp; Publishing</b>				
8/19/2021	Storey-Kenworthy	141.5.05.2200.6417	SCRAA Nameplates	\$ 7.20
				<b>\$ 7.20</b>
<b>Tax Expense</b>				
9/15/2021	Mahaska County Treasurer	141.5.05.2200.6421	Property Tax Expense	382.00
9/15/2021	Mahaska County Treasurer	141.5.05.2200.6421	Property Tax Expense	254.00
9/15/2021	Mahaska County Treasurer	141.5.05.2200.6421	Property Tax Expense	460.00
9/15/2021	Mahaska County Treasurer	141.5.05.2200.6421	Property Tax Expense	70.00
9/15/2021	Mahaska County Treasurer	141.5.05.2200.6421	Property Tax Expense	238.00
9/15/2021	Mahaska County Treasurer	141.5.05.2200.6421	Property Tax Expense	6.00
9/15/2021	Mahaska County Treasurer	141.5.05.2200.6421	Property Tax Expense	878.00
9/15/2021	Mahaska County Treasurer	141.5.05.2200.6421	Property Tax Expense	638.00
9/15/2021	Mahaska County Treasurer	141.5.05.2200.6421	Property Tax Expense	738.00
9/15/2021	Mahaska County Treasurer	141.5.05.2200.6421	Property Tax Expense	200.00
9/15/2021	Mahaska County Treasurer	141.5.05.2200.6421	Property Tax Expense	998.00
9/15/2021	Mahaska County Treasurer	141.5.05.2200.6421	Property Tax Expense	1,704.00
9/15/2021	Mahaska County Treasurer	141.5.05.2200.6421	Property Tax Expense	36.00
9/15/2021	Mahaska County Treasurer	141.5.05.2200.6421	Property Tax Expense	1,540.00
9/15/2021	Mahaska County Treasurer	141.5.05.2200.6421	Property Tax Expense	1,500.00
9/15/2021	Mahaska County Treasurer	141.5.05.2200.6421	Property Tax Expense	634.00
9/15/2021	Mahaska County Treasurer	141.5.05.2200.6421	Property Tax Expense	1,832.00
				<b>\$ 12,108.00</b>
<b>Engineering/Planning</b>				
9/30/2021	BRICK GENTRY BOWER SWARTZ & LEVIS PC	241.5.05.7240.6730	Legal Expense	\$ 1,350.00
9/30/2021	BRICK GENTRY BOWER SWARTZ & LEVIS PC	241.5.05.7240.6730	Legal Expense	840.00
8/16/2021	HDR Engineering Inc	241.5.05.7240.6750	Engineering	5,792.98
8/16/2021	HDR Engineering Inc	241.5.05.7240.6750	Engineering	8,218.18
8/16/2021	HDR Engineering Inc	241.5.05.7240.6750	Engineering	1,053.84
8/16/2021	HDR Engineering Inc	241.5.05.7240.6750	Engineering	2,780.16
8/16/2021	HDR Engineering Inc	241.5.05.7240.6750	Engineering	1,985.52
8/16/2021	HDR Engineering Inc	241.5.05.7240.6750	Engineering	427.80
9/3/2021	HDR Engineering Inc	241.5.05.7240.6750	Engineering	929.54
9/3/2021	HDR Engineering Inc	241.5.05.7240.6750	Engineering	8,298.13
9/3/2021	HDR Engineering Inc	241.5.05.7240.6750	Engineering	847.35
9/3/2021	HDR Engineering Inc	241.5.05.7240.6750	Engineering	8,299.30
9/3/2021	HDR Engineering Inc	241.5.05.7240.6750	Engineering	1,140.34
				<b>\$ 41,963.14</b>
<b>Total</b>				<b>\$ 54,258.34</b>

**2022 SCRAA Operating - Financial Statement**

	<b>Budget</b>	<b>Year-to-Date</b>	<b>Remaining</b>
<b>Operating Revenue</b>			
Farm Rental	\$ -	\$ -	\$ -
Pella	14,160	7,377	6,783
Oskaloosa	9,440	4,918	4,522
<b>Total Operating Revenue</b>	<b>\$ 23,600</b>	<b>\$ 12,295</b>	<b>\$ 11,305</b>
<b>Expense</b>			
Audit	\$ 5,200	\$ -	\$ 5,200
Insurance	6,500	-	6,500
Travel	1,000	-	1,000
Website Maintenance	500	-	500
Training/Conferences	1,200	-	1,200
Legal Fees	9,000	180	8,820
Misc Expense	200	7	193
Tax Expense	-	12,108	(12,108)
<b>Total Expense</b>	<b>\$ 23,600</b>	<b>\$ 12,295</b>	<b>\$ 11,305</b>
<b>Net Operating Inc/(Exp)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>