

SOUTH CENTRAL REGIONAL AIRPORT AGENCY

Meeting of the Board
March 29, 2016 - 6:00 p.m.
Pella Public Safety Complex
614 Main Street

Agenda

1. Call to Order
2. Approval of the December 21, 2015 minutes
3. Proclamation for Steve Van Weelden
4. Call to the public (limited to 3 minutes per person)
5. Resolution No. 14 entitled, "Appointing Officer Positions for Fiscal Year 2016-17".
6. Receive and file fiscal year 2015-16 audited financial statements.
7. Resolution No. 15 entitled, "Approving Fiscal Year 2016-17 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
Monday, December 21, 2015

Committee Members Present: Pamela Blomgren, James Hansen, Donna Smith, David Barnes, and Joe Warrick.

Committee Members Absent: Steve Van Weelden.

SCRAA Staff Present: Mike Nardini, Pella City Administrator and David Shanahan, Mahaska County Engineer.

SCRAA Staff Absent: Michael Schrock Jr., Oskaloosa City Manager.

Meeting called to order by Chairman Hansen at 6:00 p.m. in the Oskaloosa City Hall – Lower Level Conference Room, 220 South Market Street, Oskaloosa, IA.

It was moved by Blomgren, seconded by Barnes to approve the September 29, 2015 minutes. Motion carried 5-0.

Chairman Hansen opened the call to the public. Comments were received from Bert Bandstra, John Bandstra, and Larry Van Maanen.

Jerry Searle provided an update on the Federal Aviation Planning Studies. No action was taken on this item.

There were no staff reports presented.

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

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

The meeting adjourned at 6:18 p.m.

Minutes prepared by Mike Nardini

PROCLAMATION

from the
South Central Regional Airport Agency

PROCLAMATION THANKING STEVE VAN WEELDEN FOR FOUR YEARS OF SERVICE AS BOARD MEMBER OF THE SCRAA

WHEREAS, Steve Van Weelden was appointed to a four year term as a City of Pella board member to the South Central Regional Airport Agency (SCRAA) on April 17, 2012; and,

WHEREAS, Board Member Van Weelden has attended numerous meetings and devoted many hours of his time to serve; and,

WHEREAS, Board Member Van Weelden has served with professionalism and effectiveness and has been a valued resource for the SCRAA.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PELLA, IOWA:

That on behalf of the South Central Regional Airport Agency, we do hereby thank Board Member Steve Van Weelden for his four years of service.

Dated this 29th day of March 2016.

Chair of the SCRAA Jim Hansen

SCRAA
SOUTH CENTRAL REGIONAL AIRPORT AGENCY

ITEM NO: #5

SUBJECT: Resolution Appointing Officer Positions for Fiscal Year 2016-17

DATE: March 29, 2016

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 2016-17:

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, 2016 and extending to June 30, 2017.

ATTACHMENTS: Resolution

REPORT PREPARED BY: Staff

RECOMMENDED ACTION: Approve resolution.

RESOLUTION NO. 14

RESOLUTION APPROVING OFFICER POSITIONS FOR FISCAL YEAR 2016-17

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 2016-17:

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, 2016 and extending to June 30, 2017.

Passed and approved this 29th day of March, 2016.

Jim Hansen, Board Chairman

ATTEST:

Joe Warrick, Secretary/Treasurer

ITEM NO: #7

SUBJECT: Resolution Approving Fiscal Year 2016-17 Budget Submittal

DATE: March 29, 2016

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 met with the Chair of the SCRAA to develop the Agency's proposed Fiscal Year 2016-17 Budget. This resolution adopts the proposed budget and authorizes submittal to the respective cities. Listed below is the proposed Fiscal Year 2015-16 Budget:

Fiscal Year 2016-17 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

Federal Aviation Administration
Planning Studies: Master Plan
and Environmental Assessment \$ **75,000** *

* 90% of the planning studies are funded with entitlement funds from the Federal Aviation Administration.

ATTACHMENTS: Resolution

REPORT PREPARED BY: Staff

RECOMMENDED ACTION: Approve resolution.

RESOLUTION NO 15.

RESOLUTION APPROVING FISCAL YEAR 2016-17 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 met with the SCRAA Chair to discuss and develop the proposed Fiscal Year 2016-17 Budget; and,

WHEREAS, the proposed Fiscal Year 2016-17 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 \$ **15,100**

Capital Expenditures

Federal Aviation Administration
Planning Studies: Master Plan,
and Airport Layout Plan \$ **75,000***

* 90% of the planning studies are funded with entitlement funds from the Federal Aviation Administration.

NOW, THEREFORE, it is hereby resolved by the Board of the South Central Regional Airport Agency that the proposed Fiscal Year 2016-17 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 29th day of March, 2016.

Jim Hansen, Board Chairman

ATTEST:

Joe Warrick, Secretary/Treasurer