

SOUTH CENTRAL REGIONAL AIRPORT AGENCY

Meeting of the Board

July 28, 2020 – 6:00 p.m.

Pella Public Safety Complex

614 Main Street, Pella, IA 50219

Due to the COVID-19 pandemic, this meeting will be held electronically.

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

Those attending via phone will have the ability to provide verbal comments during the call to the public.

To minimize disruptions, we ask that you keep your telephone on mute until the time 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 June 29, 2020
4. Staff updates:
 - a. Review of June 30, 2020 financial statements
 - b. Update on 220th Street
 - c. Update on SCRAA checking account
 - d. Discussion regarding scheduling of regular meetings
5. Motion to go 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.
6. Action may be taken on any item discussed in closed session after the closed session
7. Discussion of next meeting date/time
8. Adjourn

South Central Regional Airport Agency
Meeting Minutes
Monday, June 29, 2020

Committee members present: David Barnes, Jim Hansen (via phone), John Bandstra (via phone), Pamela Blomgren (via phone), Kevin Gaul (via phone), Sid Pinney (via phone). Absent: none.

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

Meeting called to order by Chairman Barnes at 6:00 p.m. in the Pella City Hall Conference Room, 825 Broadway Street, Pella, Iowa. Due to heightened public health risks associated with the COVID-19 pandemic, accommodations were made to broadcast this meeting via conference call.

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

It was moved by Blomgren, seconded by Hansen, to approve the May 27, 2020 minutes.
Motion carried 6-0.

It was moved by Bandstra, seconded by Pinney, to table Resolution No. 47, A Resolution Designating the SCRAA Executive Committee to work with Mahaska County regarding 220th Street.
Motion failed 2 (Bandstra, Pinney) – 4 (Blomgren, Gaul, Barnes, Hansen).

It was moved by Blomgren, seconded by Gaul, to approve Resolution No. 47, A Resolution Designating the SCRAA Executive Committee to work with Mahaska County regarding 220th Street, as amended by changing the word “approved” to “acknowledged” within the third paragraph of the resolution.
Motion carried 4 (Blomgren, Gaul, Barnes, Hansen) – 2 (Bandstra, Pinney).

It was moved by Hansen, seconded by Gaul, to approve Resolution No. 48, A Resolution Authorizing the Establishment of a Property Committee.
Motion carried 5 (Hansen, Gaul, Pinney, Barnes, Blomgren) – 1 (Bandstra).

At 6:38 p.m., it was moved by Pinney, seconded by Blomgren, 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 6-0.

It was moved by Bandstra, seconded by Blomgren, to exit the closed session. Motion carried 6-0.
SCRAA back into open session at 7:01 p.m.

It was moved by Blomgren, seconded by Hansen, to approve Resolution No. 49, A Resolution Approving the Fair Market Value for Real Property to be Purchased from David Miles Prine.
Motion carried 4 (Blomgren, Hansen, Gaul, Barnes) – 2 (Bandstra, Pinney).

At 7:06 p.m., it was moved by Gaul, seconded by Blomgren, 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 6-0.

It was moved by Gaul, seconded by Blomgren, to exit the closed session. Motion carried 6-0. SCRAA back into open session at 7:14 p.m.

It was moved by Blomgren, seconded by Hansen, to approve Resolution No. 50, A Resolution Approving the Fair Market Value for Real Property to be Purchased from Ronald J. Wichhart and Linda Wichhart.

Motion carried 4 (Blomgren, Hansen, Gaul, Barnes) – 2 (Bandstra, Pinney).

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

The meeting adjourned at 7:21 p.m.

Minutes prepared by Mandy Smith

ITEM NO: 4-a

SUBJECT: Review of June 30, 2020 financial statements

DATE: July 28, 2020

BACKGROUND:

The purpose of this agenda item is to review the June 30, 2020 financial statements which are included as memo attachments.

ATTACHMENTS: June 30, 2020 financial statements

REPORT PREPARED BY: Staff

RECOMMENDED ACTION: None

2020 SCRAA Operating - Financial Statement

Revenue

	Pella	\$	12,123.76
	Oskaloosa		8,082.50
Total Revenue		\$	20,206.26

Expense

	Meeting/Conference	\$	181.26
	Audit Fee		5,200.00
	Professional Fees		500.00
	Insurance		6,445.00
	Legal Fees		7,880.00
Total Expense		\$	20,206.26

Net Operating Inc/(Exp)		\$	-
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2020 SCRAA Project - Financial Statement

Revenue

FAA	\$	1,878,422.12
Pella		111,582.93
Oskaloosa		111,582.91
Total Revenue	\$	2,101,587.96

Expense

SCRAA Eng/Planning	\$	2,101,587.96
Total Expense	\$	2,101,587.96

Net Operating Inc/(Exp)	\$	-
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<u>Check Issue Date</u>	<u>Payee</u>	<u>Invoice GL Account</u>	<u>Description</u>	<u>Check Amount</u>		
Meetings and Conferences						
8/27/2019	Schrock, Michael	141.5.05.2200.6240	Meeting Expense	\$ 39.06		
10/25/2019	Central College Food	141.5.05.2200.6240	Meeting Expense	\$ 67.50		
12/12/2019	Central College Food	141.5.05.2200.6240	Meeting Expense	\$ 67.50		
1/28/2020	Storey Kenworthy	141.5.05.2200.6240	Name Plate	\$ 7.20		
				\$ 181.26		
Audit Fee						
12/31/2019	Van Maanen & Associates	141.5.05.2200.6401	Audit Expense	\$ 5,200.00		
				\$ 5,200.00		
Professional Services						
12/2/2019	Neopolitan Labs LLC	141.5.05.2200.6405	Website Expense	\$ 500.00		
				\$ 500.00		
Insurance						
3/19/2020	Ratcliff & Blake	141.5.05.2200.6410	Insurance	\$ 395.00		
3/25/2020	Ratcliff & Blake	141.5.05.2200.6410	Insurance	\$ 6,050.00		
				\$ 6,445.00		
Legal Expense						
12/27/2019	Nyemaster Goode PC	141.5.05.2200.6414	Legal Expense	\$ 4,122.50		
1/27/2020	Nyemaster Goode PC	141.5.05.2200.6414	Legal Expense	\$ 877.50		
3/25/2020	Brick Gentry	141.5.05.2200.6414	Legal Expense	\$ 1,635.00		
4/25/2020	Brick Gentry	141.5.05.2200.6414	Legal Expense	\$ 1,245.00		
				\$ 7,880.00		
Engineering/Planning						
6/10/2019	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	6,973.15	TO #1	Public Information Meeting
8/8/2019	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	2,390.80	TO #4	Van Heukelom Parcels
11/15/2109	Brick Gentry	241.5.05.7240.6730	Legal Expense	3,543.37		
11/15/2019	Mahaska County Treasurer	241.5.05.7240.6730	SCRAA Taxes	783.00		
11/26/2109	Mahaska County Treasurer	241.5.05.7240.6730	SCRAA Taxes	762.00		
12/4/2109	Mahaska County Recorder	241.5.05.7240.6730	Recording Fees	157.00		
12/10/2109	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	5,492.53	TO #4	Van Heukelom Parcels
12/10/2019		241.5.05.7240.6730	FAA Engineering/Planning	4,982.39	TO #3	Vos Parcels
12/10/2019	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	2,664.97	TO #2	Oskaloosa Release
12/10/2109	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	22,352.38	TO #2	Oskaloosa Release
1/3/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	4,082.75	TO #4	Van Heukelom Parcels
1/3/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	2,703.34	TO #4	Van Heukelom Parcels
1/10/2020	Brick Gentry	241.5.05.7240.6730	Land Purchase	585,965.50		Vos Land Purchase
1/10/2020	Brick Gentry	241.5.05.7240.6730	Wire Fee	15.00		
1/10/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	2,521.86	TO #4	Van Heukelom Parcels
2/7/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	6,319.71	TO #2	Oskaloosa Release
2/18/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	8,682.72	TO #3	Vos Parcels
2/18/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	8,600.60	TO #4	Van Heukelom Parcels
3/25/2020	Brick Gentry	241.5.05.7240.6730	Land Purchase	588,372.17		Vos Land Purchase
3/31/2020	Brick Gentry	241.5.05.7240.6730	Land Purchase	15.00		
12/10/2019	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	15,277.16	TO #5	Barnard Parcels
4/25/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	1,755.46	TO #12	
3/17/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	985.45	TO #3	Vos Parcels
3/17/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	502.11	TO #4	Van Heukelom Parcels
3/17/2020	Mahaska Title	241.5.05.7240.6730	Title Search	710.00		
3/17/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	3,626.24	TO #12	Pella Release

3/17/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	2,546.44	TO #5	Barnard Parcels
4/15/2020	Brick Gentry	241.5.05.7240.6730	Land Purchase	336,004.46		Barnard Land Purchase
4/15/2020	Brick Gentry	241.5.05.7240.6730	Land Purchase (Oskaloosa)	336,004.46		Barnard Land Purchase
4/15/2020	Brick Gentry	241.5.05.7240.6730	Land Purchase	15.00		
4/15/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	24,383.57	TO #1	Public Information Meeting
5/12/2020	Brick Gentry	241.5.05.7240.6730	Legal Expense	720.00		
3/17/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	29,882.64	TO # 1	Public Information Meeting
3/17/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	4,499.17	TO #4	Van Heukelom Parcels
3/17/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	2,838.69	TO #12	Pella Release
3/17/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	2,209.64	TO #12	Pella Release
3/17/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	1,207.65	TO #5	Barnard Parcels
4/15/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	1,858.50	TO #8	Prine Parcels
4/15/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	3,378.03	TO #4	Van Heukelom Parcels
4/15/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	11,588.88	TO # 1	Public Information Meeting
5/12/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	7,577.86	TO #11	Wichard Parcels
5/12/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	5,068.86	TO # 1	Public Information Meeting
5/12/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	4,199.43	TO #4	Van Heukelom Parcels
5/12/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	1,300.33	TO #5	Barnard Parcels
5/12/2020	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	4,184.22	TO #8	Prine Parcels
	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	6,024.12	TO #4	Van Heukelom Parcels
	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	8,059.44	TO # 11	Wichard Parcels
	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	7,758.60	TO #8	Prine Parcels
	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	794.93	TO #2	Oskaloosa Release
	HDR Engineering Inc	241.5.05.7240.6730	FAA Engineering/Planning	4,414.38	TO #1	Public Information Meeting

\$ 2,086,755.96

Engineering/Planning

7/25/2019	Brick Gentry	241.5.05.7240.6750	Legal Expense	\$ 232.87		
12/25/2019	Brick Gentry	241.5.05.7240.6750	Legal Expense	4,957.63		
12/25/2019	Brick Gentry	241.5.05.7240.6750	Legal Expense	1,215.00		
2/22/2020	Ahlers	241.5.05.7240.6750	Legal Expense	936		
2/25/2020	Brick Gentry	241.5.05.7240.6750	Legal Expense	1,910.00		
2/25/2020	Brick Gentry	241.5.05.7240.6750	Legal Expense	240.00		
3/25/2020	Brick Gentry	241.5.05.7240.6750	Legal Expense	3,795.50		
5/4/2020	Brick Gentry	241.5.05.7240.6750	Legal Expense	1,545.00		
				\$ 14,832.00		

Total \$ 2,121,794.22

Task Order	Reso No.	Date Approved	Purpose	Authorized Amount	Amount Paid	Remaining
1	21	12/13/17	Public Information Meeting	\$ 24,749.00		
	28	10/29/18	Amendment No. 1	\$ 34,006.00		
	32	6/6/19	Amendment No. 2	\$ 19,930.00		
	36	11/21/19	Amendment No. 3	\$ 21,024.00		
			Amendment No. 4	\$ 30,084.00		
			Amendment No. 5	\$ 29,900.00		
			Total for Task Order 1	\$ 159,693.00	\$ 150,662.39	\$ 9,030.61
2	22	12/13/17	Oskaloosa Airport Federal Release	\$ 81,162.23		
	33	6/6/19	Amendment No. 1	\$ 4,500.00		
	35	9/12/19	Amendment No. 2	\$ 6,258.15		
		12/12/19	Amendment No. 3	\$ 8,024.30		
			Total for Task Order 2	\$ 99,944.68	\$ 92,673.82	\$ 7,270.86
3	27	10/29/18	Vos Parcels	\$ 32,856.00	\$ 40,396.99	\$ 2,456.01
	36	11/21/19	Amendment No. 1	\$ 9,997.00		
			Total for Task Order 3	\$ 42,853.00		
4	27	2/28/19	Van Heukelom Parcels	\$ 46,267.00		
			Amendment No. 1	\$ 7,500.00		
		5/27/20	Amendment No. 2	\$ 6,500.00		
			Total for Task Order 4	\$ 60,267.00	\$ 58,726.75	\$ 1,540.25
5	27	10/8/19	Barnard Parcels	\$ 32,065.00	\$ 31,635.52	\$ 429.48
6	27	10/29/18	DeRooi Parcels	\$ 32,065.00	\$ 2,838.69	\$ 29,226.31
7	27	10/29/18	Hasselmann Parcels	\$ 40,999.00		\$ 40,999.00
8	27	10/29/18	Prine Parcels	\$ 34,065.00	\$ 13,801.32	\$ 20,263.68
9	27	10/29/18	Rempe Parcels	\$ 35,065.00		\$ 35,065.00
10	27	10/29/18	Van Zomeran Parcels	\$ 32,065.00		\$ 32,065.00
11	27	10/29/18	Wichart	\$ 44,272.00	\$ 18,475.99	\$ 25,796.01
12	37	11/21/19	Pella Airport Federal Release	\$ 99,978.00	\$ 7,591.34	\$ 92,386.66