

SOUTH CENTRAL REGIONAL AIRPORT AGENCY

Meeting of the Board

February 24, 2015 - 6:30 p.m.

Pella Public Safety Complex

614 Main Street

Agenda

1. Call to Order
2. Approval of the December 9, 2014 minutes
3. Call to the public (limited to 3 minutes per person)
4. Resolution No. 12 entitled, "Appointing Officer Positions for Fiscal Year 2015-16".
5. Resolution No. 13 entitled, "Approving Fiscal Year 2015-16 Budget Submittal".
6. Update on Federal Aviation Planning Studies
7. Staff reports
8. Discussion of next meeting date/time
9. Adjourn

South Central Regional Airport Agency
Meeting Minutes
Tuesday, December 9, 2014

Committee Members Present: Pamela Blomgren, James Hansen, Donna Smith, Steve Van Weelden and Joe Warrick.

Committee Members Absent: David Barnes.

SCRAA Staff Present: Mike Nardini, Pella City Administrator and Michael Schrock Jr., Oskaloosa City Manager.

Meeting called to order by Chairman Hansen at 6:00 p.m. in the Oskaloosa City Hall Council Chambers, 220 South Market Street, Oskaloosa, IA.

It was moved by Smith, seconded by Warrick to approve the October 02, 2014 minutes. Motion carried 5-0.

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

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

Jerry Searle provided an update on the SCRAA Action Plan document. No action was taken with this item by the Board.

Items requested for a future meeting include: FY2016 SCRAA operating budget proposal; updates on Federal Aviation Planning Studies; and updates on the SCRAA Action Plan document.

The time and date for the next quarterly meeting is to be determined, however it will occur in February.

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

The meeting adjourned at 6:53 p.m.

Minutes prepared by Mike Schrock.

ITEM NO: #4

SUBJECT: Resolution Appointing Officer Positions for Fiscal Year 2015-16

DATE: February 24, 2015

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, the Executive Committee met to discuss this issue and is recommending the following board members to serve as officers for Fiscal Year 2015-16:

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, 2015 and extending to June 30, 2016.

ATTACHMENTS: Resolution

REPORT PREPARED BY: Staff

RECOMMENDED ACTION: Approve resolution.

RESOLUTION NO. 12

RESOLUTION APPROVING OFFICER POSITIONS FOR FISCAL YEAR 2015-16

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 Executive Committee is recommending the following board members to serve as officers for Fiscal Year 2015-16:

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, 2015 and extending to June 30, 2016.

Passed and approved this 24th day of February, 2015.

Jim Hansen, Board Chairman

ATTEST:

Joe Warrick, Secretary/Treasurer

ITEM NO: #5

SUBJECT: Resolution Approving Fiscal Year 2015-16 Budget Submittal

DATE: February 24, 2015

BACKGROUND:

Annually, the South Central Regional Airport Agency is required to submit a proposed operating and capital budget for consideration to the City of Oskaloosa and the City of Pella. Recently, the Executive Committee met to discuss and develop the Agency's proposed Fiscal Year 2015-16 Budget. This resolution adopts the proposed budget developed by the Executive Committee and authorizes submittal to the respective cities. Listed below is the proposed Fiscal Year 2015-16 Budget:

Fiscal Year 2015-16 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 \$ **100,000** *

* 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. 13

RESOLUTION APPROVING FISCAL YEAR 2015-16 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, the Executive Committee met to discuss and develop the proposed Fiscal Year 2015-16 Budget; and,

WHEREAS, the proposed Fiscal Year 2015-16 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

Federal Aviation Administration Planning Studies: Master Plan, and Airport Layout Plan	\$	<u>100,000*</u>
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* 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 2015-16 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 24th day of February, 2015.

Jim Hansen, Board Chairman

ATTEST:

Joe Warrick, Secretary/Treasurer