

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, November 7, 2024 - 5:00 PM
Ankeny Regional Airport, 3700 SE Convenience Blvd., Ankeny, Iowa

Acting Chairman Todd Ashby joined the meeting electronically and called the meeting to order at 5:00 PM. Board Members Dr. Paul Novak, Bill Gardner and Greg Johnson were in attendance. Chairman Jeff Wangsness was absent. Dave Kalwishky (Exec 1) and Jay Pudenz (McClure) were in attendance. Airport Board Manager Paul Moritz, City Attorney Amy Beattie, Administrative Services Director Jennifer Sease, and Recording Secretary Diane Klemme were also present

Approval of Agenda

Board Member Gardner moved, second by Novak, to approve the agenda without amendment. Ayes: 4.

FBO Report

Dave Kalwishky reviewed his FBO Report with the Board.

Finance / Budget Report

Gardner reported on the 11/7/24 listing of bills.

Consent Agenda Items

1. Approval of October 10, 2024 minutes.
2. **RESOLUTION 2024-45** approving the lease agreements with the individuals and/or organizations detailed on the attached list.
3. Payment #1 to McClure Engineering for Extend Runway 18: Design and Bidding Services in the amount of \$32,232.50.
4. Payment #11 to McClure Engineering Company for services that includes Design & Bidding to Reconstruct Runway 18/36 in the amount of \$11,980.04.
5. Payment #8 to McClure Engineering Company for Taxiway D Apron and Access Roadway Paving – Phase 4 in the amount of \$2,277.63.
6. Payment #3 to McClure Engineering for Extend Runway 18: ADIP/Aeronautical Survey, Airspace Analysis and Data in the amount of \$27,027.35.
7. Payment #24 to McClure Engineering Company for services that include General On-Call Engineering Services.
8. Payment #4 to Concrete Technologies for services that include Taxiway D Apron and Access Roadway Paving – Phase 4 in the amount of \$46,740.62.
9. Approval of Bills and Transfer of Necessary Funds, \$140,671.87.
10. Approval of November 2024 Financial Reports.

Approval of Consent Agenda Items

Board Member Novak moved, second by Johnson, to approve Consent Agenda Items CA-1 through CA-10. Ayes: Novak, Johnson, Ashby, Gardner.

New Business

1. **RESOLUTION 2024-46** approving the box hangar, garage, hangar and tie-down lease documents for calendar year 2025. Novak moved, second by Johnson to increase the garage leases from \$125 to \$130 per month, and the hangar leases from \$195 to \$200 per month. Ayes: Novak, Johnson, Ashby, Gardner.
2. **RESOLUTION 2024-47** authorizing the execution of Task Order 08 for the design and bidding services with McClure Engineering for the Rehabilitate Terminal Building Entrance and Parking Lot project. Johnson moved, second by Gardner. Ayes: Johnson, Gardner, Novak, Ashby.
3. Motion to approve the construction plans for the first phase of the State of Iowa – Department of Public Services Hangar on a portion of Phase 3 of the Taxiway D Hangar Development at the Ankeny Regional Airport. Johnson, moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner.
4. Motion to accept the proposal from OneBridge Locating in the amount of \$2,495.00 for specialty survey services on the Rehabilitate Terminal Building Entrance and Parking Lot project. Novak, moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner.
5. Motion to accept the proposal from Construction Materials Testing in the amount of \$8,510.00 for geotechnical services on the Rehabilitate Terminal Building Entrance and Parking Lot project. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner.

Reports

- A. Engineering Report – Pudenz
 - a. Taxiway D – Phase 4 Apron and Access Roadway Paving Project: Closeout
 - b. Construct Monument Signs Project – Construction Update
 - c. Runway 18/36 Reconstruction and Extension Project – Update on Design
- B. Staff Report - Moritz
 - a. Review of the FFY 2026 Proposed Airport Capital Improvements Program (ACIP)
 - b. North Property Line Box Hangars – Possible Gas Main Extension
 - c. Management Agreement/AMCG Financial Review
 - d. Coordination Meeting for Snow/Ice Control Operations – October 22, 2024
 - e. Additional Emergency Patching – Runway Intersection
- C. Legal Counsel Report
- D. Board Report
- E. Chair Report

Adjournment

The meeting was adjourned at 5:56 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Todd Ashby, Acting Chairperson

Published in the Des Moines Register on the 15th day of November, 2024.