

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

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

Approval of Agenda

Board Member Johnson moved, second by Gardner, 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 12/5/24 listing of bills.

Consent Agenda Items

1. Approval of November 7, 2024 minutes.
2. **RESOLUTION 2024-48** approving the lease agreements with the individuals and/or organizations detailed on the attached list.
3. **RESOLUTION 2024-49** authorizing the execution of a Farm Lease with DRA Properties, LLC.
4. **RESOLUTION 2024-50** authorizing the execution of a Farm Lease with John G. Jensen Revocable Trust.
5. Payment #1 to Eagle Sign Company for services that include Construction of Monument Signs in the amount of \$57,115.53.
6. Payment #25 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$1,388.75.
7. Payment #7 to McClure Engineering Company for Construction of Monument Signs in the amount of \$2,113.75.
8. Payment #8 to McClure Engineering Company for Construction of Monument Signs in the amount of \$1,905.00.
9. Payment #1 to McClure Engineering Company for Site Work & Vertical Infrastructure – Phase 2 – Design and Bidding for the North Property Line Box Hangars in the amount of \$27,073.80.
10. Payment #9 to McClure Engineering Company for Taxiway D Apron and Access Roadway Paving – Phase 4 in the amount of \$2,450.33.
11. Payment #12 to McClure Engineering Company for services that includes Design & Bidding to Reconstruct Runway 18/36 in the amount of \$18,494.81.
12. Payment #2 to McClure Engineering Company for Extend Runway 18: Design and Bidding Services in the amount of \$52,426.50.
13. Payment #4 to McClure Engineering Company for Extend Runway 18: ADIP/Aeronautical Survey, Airspace Analysis and Data in the amount of \$2,868.30.

14. Approval of Bills and Transfer of Necessary Funds, \$230,917.26.
15. Approval of December 2024 Financial Reports.

Approval of Consent Agenda Items

Board Member Ashby moved, second by Johnson, to approve Consent Agenda Items CA-1 through CA-15. Ayes: Ashby, Johnson, Gardner, Wangsness.

New Business

1. **RESOLUTION 2024-51** authorizing the Farm Leases with Jeffrey Wangsness. Ashby moved, second by Johnson. Ayes: Ashby, Johnson, Gardner. Abstained: Wangsness.
2. **RESOLUTION 2024-52** approving the FY 2026 Airport Capital Improvements Program for the Ankeny Regional Airport. Johnson moved, second by Gardner. Ayes: Johnson, Gardner, Ashby, Wangsness.
3. Motion to approve a payment of \$160,677.50 to Exec 1 Aviation II, LLC to compensate for 10 months of management expenses in excess of the compensation amounts included in the 2024 Management Agreement between the Polk County Aviation Authority and Exec 1 Aviation II, LLC. Gardner moved, second by Ashby. Ayes: Gardner, Ashby, Johnson, Wangsness.
4. **RESOLUTION 2024-53** authorizing the execution of the 2025 Management Agreement with Exec 1 Aviation II, LLC as fixed base operator of the Ankeny Regional Airport which includes payment of \$187,547.00 annually and a monthly payment of \$15,628.94. Gardner moved, second by Johnson. Ayes: Gardner, Ashby, Wangsness. Nays: Johnson
5. Motion to approve the proposed revisions to the Ankeny Regional Airport Special Events Policy. Gardner moved, second by Ashby. Ayes: Gardner, Ashby, Johnson, Wangsness.
6. **RESOLUTION 2024-54** authorizing the execution of Task Order No. 03 for the preliminary design services with HDR Engineering for Phase 1 of the South Corporate Terminal Area Development at the Ankeny Regional Airport. Johnson moved, second by Ashby. Ayes: Johnson, Ashby, Gardner, Wangsness.

Reports

- A. Engineering Report – Pudenz
 - a. North Property Line Box Hangars – Phase 1: Hangar Doors and Gas Main Extension
 - b. North Property Line Box Hangars – Phase 2: Design Update
 - c. Construct Monument Signs Project: Update on Lighting Improvements
 - d. Phase 4 – Taxiway D Apron and Access Roadway: Project Closeout Update
 - e. Runway 18/36 Reconstruction and Extension Design – Reimbursable Agreement
- B. Staff Report - Moritz
 - a. Parking Lot and Entrance Reconstruction Project: Layout Concepts
 - b. Terminal Building Column Repairs
- C. Legal Counsel Report – Beattie
 - a. Discussion and direction from the Board on the 2025 farm lease of approximately 111 acres of crop land on the Ankeny Regional Airport
- D. Board Report
- E. Chair Report

Adjournment

The meeting was adjourned at 6:20 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Jeff Wangsness, Chairperson

Published in the Des Moines Register on the 13th day of December, 2024.