MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, April 10, 2025 - 5:00 PM
Ankeny Regional Airport, 3700 SE Convenience Blvd., Ankeny, Iowa

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

Approval of Agenda

Board Member Ashby moved, second by Gardner, to approve the agenda without amendment. Ayes: 5.

Public Hearing – 2025-02

A. Chairperson Wangsness announced that this is the time and place for a public hearing on the revised FY 2024-2025 Budget and the proposed FY 2025-2026 Budget. Notice of this hearing was published in the Des Moines Register on March 28, 2025. Administrative Services Director Jennifer Sease reviewed the proposed budgets with the Board. Chairman Wangsness then asked for any public comment regarding the proposed project, and there were none. Board Member Johnson moved to close Public Hearing 2025-02, Novak seconded. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.

B. Board Member Gardner moved, second by Johnson to adopt **RESOLUTION 2025-16** approving the revised FY 2024-2025 Budget and the proposed FY 2025-2026 Budget. Ayes: Gardner, Johnson, Ashby, Novak, Wangsness.

Public Hearing – 2025-03

C. Chairperson Wangsness announced that this is the time and place for a public hearing on the matter of the adoption of plans, specifications, form of contracts and opinion of probable costs for the construction of certain public improvements described as the Reconstruct Airport Entrance Roundabout and Terminal Parking Lot project. Notice of this hearing was published in the Des Moines Register on March 28, 2025. Jay Pudenz reported there were eight bidders. The lowest bidder was Jensen Builders, Ltd. of Des Moines, Iowa, with a total of $492,313.12. The engineer's estimate of cost was $722,999.80.

   Chairman Wangsness then asked for any public comment regarding the proposed project, and there were none. Board Member Gardner moved to close Public Hearing 2025-03, Johnson seconded. Ayes: Gardner, Johnson, Ashby, Novak, Wangsness.

D. Board Member Johnson moved, second by Novak, to receive and file Report of Bids received on April 1, 2025. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.

E. Board Member Johnson moved, second by Novak to adopt **RESOLUTION 2025-17** awarding the contract to Jensen Builders, Ltd. of Des Moines, Iowa, with a total of $492,313.12 for the construction contract for the Reconstruct Airport Entrance Roundabout and Terminal Parking Lot project. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.

FBO Report

Dave Kalwishky reviewed his FBO Report with the Board.

Finance / Budget Report

Gardner reported on the 4/10/25 listing of bills.

Consent Agenda Items

1. Approval of March 6, 2025 minutes.
2. **RESOLUTION 2025-18** authorizing the execution of a Farm Lease with Dennis Miller.
3. Task Order One - Payment #6 to HDR Engineering, Inc. for Professional Consulting Services in the amount of $1,582.91.
4. Payment #29 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of $772.50.
5. Payment #16 to McClure Engineering for services that includes Design & Bidding to Reconstruct Runway 18/36 in the amount of $13,729.00.
6. Payment #5 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 $12,995.65.
7. Payment #6 to McClure Engineering Company for Extend Runway 18: Design and Bidding Services in the amount of $27,709.00.
8. Payment #4 to McClure Engineering Company for the Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot project in the amount of $18,535.50.
9. Approval of Bills and Transfer of Necessary Funds, $203,874.64.
10. Approval of April 2025 Financial Reports.

Approval of Consent Agenda Items

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

New Business

1. Motion to approve the construction plans for Phase 2 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, Wangsness.
2. **RESOLUTION 2025-19** authorizing the renewal of the Disadvantaged Business Enterprise Policy utilized on federally-funded Airport Capital Improvement Projects at the Ankeny Regional Airport for the years 2025 through 2027. Ashby moved, second by Novak. Ayes: Ashby, Novak, Gardner, Johnson, Wangsness.
3. Motion to approve a proposal from Wood Roofing and Sheet Metal in the amount of $21,660.00 for completing the T-Hangars Gutter Replacement Project – Phase 2 at the Ankeny Regional Airport. Gardner moved, second by Johnson. Ayes: Gardner, Johnson, Ashby, Novak, Wangsness.
4. Motion to approve a proposal from Van Maanen Electric, Inc. in the amount of $2,130.00 to provide the labor and equipment needed to replace 15 wall-pack light fixtures on the outside of the tee hangar buildings. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Johnson, Wangsness.

5. Motion to approve a proposal from Van Maanen Electric, Inc. in the amount of $2,080.00 to provide the labor, materials and equipment needed to diagnose and repair the lighting circuit for the windsock lights. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.
6. **RESOLUTION 2025-20** authorizing the execution of Task Order No. 12 for construction administration services with McClure Engineering for the Rehabilitate Terminal Building Entrance and Parking Lot Project. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.
7. Motion to approve Change Order No. 1 with Eagle Sign Company increasing the contract amount by $9,641.13 for an additional sign logo, additional landscaping and the beacon electrical hookup on the Construct Monument Signs project. Gardner moved, second by Johnson. Ayes: Gardner, Johnson, Ashby, Novak, Wangsness.
8. **RESOLUTION 2025-21** authorizing the application of a Federal Assistance Grant to partially finance the Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot Project (AIP Grant No. 3-19-0132-034 BIL-AIG). Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.

Reports

A. Engineering Report – Pudenz
    a. Runway 18/36 Extension Project – Include as a Bid Alternate with the Runway Reconstruction Project.
    b. North Box Hangars Phase 2 Project – Construction Schedule.
B. Staff Report - Moritz
    a. 2026 Tee Hangar Lease Document – Proposed Revisions for Review.
    b. Consider New Taxiway Designations as part of the Runway 18/36 Reconstruction.
    c. Televising Inspection of Storm Sewer Pipes under Pavement Dip on Runway 4/22.
    d. 2026 PCAA Maintenance Building Project – Schedule for Iowa DOT Grant Application.
    e. May 2025 DC Partnership Trip – Airport Brochure.
    f. Runway 18/36 Extension – Status of Federal Funding Earmark.
    g. Goodyear Blimp – Possible Overnight Stay on June 24, 2025.
C. Legal Counsel Report
D. Board Report
E. Chair Report

Adjournment

The meeting was adjourned at 6:28 p.m.

Attest: _____ Signed: _____
Diane Klemme, Recording Secretary Jeff Wangsness, Chairperson

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