

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, June 5, 2025 - 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 and Bill Gardner were in attendance. Chairman Jeff Wangsness and Board Member Greg Johnson were absent. Dave Kalwishky (Exec 1) joined the meeting electronically. Jay Pudenz (McClure), City Attorney Erin Clanton, Airport Board Manager Paul Moritz, Administrative Services Director Jennifer Sease and Recording Secretary Diane Klemme were present.

Administrative

The oath of office was administered to Current Board Member Dr. Paul Novak – term expiring June 30, 2029 by Acting Chairperson, Todd Ashby.

Approval of Agenda

Board Member Gardner moved, second by Novak, to approve the agenda without amendment. Ayes: 3.

FBO Report

Dave Kalwishky reviewed the FBO Report with the Board.

Finance / Budget Report

Gardner reported on the 6/5/24 listing of bills.

Consent Agenda Items

1. Approval of May 8, 2025 minutes.
2. Payment #2 to Eagle Sign Company for work on the Construction of Monument Signs in the amount of \$19,303.61.
3. Payment #5 to HDR Engineering, Inc. for services that include South Corporate Terminal Area Project Formulation in the amount of \$33,000.
4. Payment #2 to McClure Engineering for Runway 18 Localizer Relocation – Glideslope Impacts in the amount of \$11,565.10.
5. Payment #2 to McClure Engineering for Site Work & Vertical Infrastructure – Phase 2 – Construction Management, Administration & Observation Service for the North Property Line Box Hangars in the amount of \$14,127.55.
6. Payment #6 to McClure Engineering Company for Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot project in the amount of \$2,376.00.
7. Payment #8 to McClure Engineering for Extend Runway 18: Design and Bidding Services in the amount of \$11,664.80.
8. Payment #18 to McClure Engineering Company for services that includes Design & Bidding to Reconstruct Runway 18/36 in the amount of \$29,218.70.
9. Payment #31 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$1,251.25.
10. Approval of Bills and Transfer of Necessary Funds, \$193,995.09.
11. Approval of June 2025 Financial Reports.

Approval of Consent Agenda Items

Board Member Gardner moved, second by Novak, to approve Consent Agenda Items CA-1 through CA-11. Ayes: Gardner, Novak, Ashby.

New Business

1. Motion to approve the proposal from Foth Infrastructure & Environmental to complete an Independent Fee Estimate (IFE) in the amount of \$4,200.00 for justification of the Runway 18/36 Reconstruction – Construction Administration Services by McClure. Novak moved, second by Gardner. Ayes: Novak, Gardner, Ashby.
2. Motion to approve a proposal from Allen Lawn Care in the amount of \$1,515.00 to mow the west channel slope along Taxiway D, including cleanup against the Casey's fence and the removal of volunteer trees. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby.
3. Motion to approve a proposal from Wood Roofing in the amount of \$1,800.00 for maintenance work (cleaning and resealing joints) on the rain gutters for Tee-Hangar Buildings G and H. Novak moved, second by Gardner. Ayes: Novak, Gardner, Ashby.
4. Motion to authorize an emergency full-depth patch on Runway 18/36 by Ridnour Construction for the amount of \$4,614.50. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby.
5. **Taxiway D Apron and Access Runway – Phase 4 Project**: Consider motion to approve:
a) Statement of Completion as submitted by McClure Engineering; b) **RESOLUTION 2025-25** accepting the public improvements as completed by Concrete Technologies, Incorporated in the amount of \$573,986.10; and c) Payment #6 – Final/Retainage Release in the amount of \$5,280.86 thirty days after project acceptance. Novak moved, second by Gardner. Ayes: Novak, Gardner, Ashby.

Reports

- A. Engineering Report – Pudenz
 - a. Construction Update – Construct Monument Signs Project.
 - b. Construction Update – North Property Line Box Hangars – Phase 2
 - c. Status of Bidding – Reconstruct and Extend Runway 18/36.
- B. Staff Report – Moritz
 - a. Concept for Aircraft Runup Pad/Area with Compass.
 - b. Status of Airport Management Restructuring.
 - c. Report: Runway 4/22 Pavement Leveling.
 - d. Goodyear Blimp Overnight Docking.
 - e. Terminal Building: Brick Repairs and Painting Proposal.
 - f. Possible Business Development on Airport Property.
- C. Legal Counsel Report
- D. Board Report
- E. Chair Report

Adjournment

The meeting was adjourned at 6:02 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Todd Ashby, Acting Chairperson

Published in the Des Moines Register on the 13^h day of June, 2025.