

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, July 10, 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 William Gardner, Greg Johnson and Dr. Paul Novak were in attendance. Chairman Jeff Wangsness was absent. Airport Board Manager Paul Moritz, 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 Johnson moved, second by Novak, to approve the agenda without amendment. Ayes: 4.

Public Forum

John Pugh and Chase Stout with Exec 1 addressed the Board regarding the Karl Chevrolet's Special Event.

Ryan Hanson with HDR Engineering answered questions regarding preliminary study work for the South Terminal Area.

Public Hearing – 2025-04

- A. Acting Chairperson Ashby announced that this is the time and place for a public hearing on the matter of the adoption of plans, specifications, form of contract and opinion of probable costs for the construction of certain public improvements described as the Reconstruct and Extend Runway 18/36 project. Notice of this hearing was published in the Des Moines Register on June 23, 2025. Jay Pudenz reported there were seven bidders. The lowest bidder was Manatt's Inc. of Brooklyn, Iowa, with a total of \$8,381,982.58. The engineer's estimate of cost was \$15,047,711.50.

Acting Chairman Ashby then asked for any public comment regarding the proposed project, and there were none. Board Member Novak moved to close Public Hearing 2025-04, Johnson seconded. Ayes: Novak, Johnson, Ashby, Gardner.

- B. Board Member Novak moved, second by Johnson, to receive and file Report of Bids received on July 1, 2025. Ayes: Novak, Johnson, Ashby, Gardner.
- C. Board Member Novak moved, second by Johnson, to adopt **RESOLUTION 2025-26** awarding the contract to Manatt's Inc. of Brooklyn, Iowa, with a total of \$8,381,982.58 for the construction contract for the Reconstruct and Extend Runway 18/36 project. Ayes: Novak, Johnson, Ashby, Gardner.

FBO Report

Dave Kalwishky reviewed his FBO Report with the Board. Novak thanked Dave for the attention he gives to the runways making sure they're operable.

Finance / Budget Report

Gardner reported on the 7/10/25 listing of bills.

Consent Agenda Items

1. Approval of June 5, 2025 minutes.
2. Payment #3 to Eagle Sign Company for work on the Construction of Monument signs – Retainage in the amount of \$4,180.80.
3. Payment #2 to Jensen Builders Ltd for services that include North Property Line Box Hangars – Phase 2 in the amount of \$367,885.69.
4. Payment #32 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$5,827.92.
5. Payment #10 to McClure Engineering Company for Taxiway D Apron and Access Roadway Paving, Construction Management – Phase 4 in the amount of \$3,875.13.
6. Payment #19 to McClure Engineering Company for services that includes Design & Bidding to Reconstruct Runway 18/36 in the amount of \$15,494.70.
7. Payment #3 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 \$16,758.03.
8. Payment #9 to McClure Engineering for Extend Runway 18: Design and Bidding Services in the amount of \$9,722.00.
9. Payment #3 to McClure Engineering for Runway 18 Localizer Relocation – Glideslope Impacts in the amount of \$13,320.76.
10. Approval of Bills and Transfer of Necessary Funds, \$479,082.09.
11. Approval of July 2025 Financial Reports.

Approval of Consent Agenda Items

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

New Business

1. **RESOLUTION 2025-27** accepting the Federal Aviation Administration grant offer for the Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot Project at the Ankeny Regional Airport. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner.
2. Motion to accept a proposal from Van Maanen Electric Inc. in the amount of \$3,033.00 to repair the wind sock lighting issues at the Ankeny Regional Airport. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner.
3. **RESOLUTION 2025-28** authorizing the execution of Task Order No. 13 for Construction Administration Services with McClure Engineering for the Reconstruct Runway 18/36 Project at the Ankeny Regional Airport. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner.
4. Motion to approve the Special Event Permit Application by the Iowa National Guard for an August 3, 2025 Troop Sendoff Ceremony. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner.
5. Construct Monument Signs Project: Consider motion to approve: a) Change Order #2, which deducts \$150.00 from the contract amount to match the final pay quantities with the field-measured final quantities; b) Statement of Completion as submitted by McClure Engineering; c) **RESOLUTION 2025-29** accepting the public improvements as completed

by Eagle Sign Company in the amount of \$83,616.02; and d) Pay Application No. 3 to Eagle Sign Company authorizing the release of the retainage on the project in the amount of \$4,180.80 thirty days after project acceptance. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner.

6. Motion to approve a proposal from Construction Materials Testing (CMT) in the amount of \$19,950.00 to complete the geotechnical testing associated with the "Reconstruct Runway 18/36" Project at the Ankeny Regional Airport. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner.
7. **RESOLUTION 2025-30** authorizing the Application of a Federal Assistance Grant to partially finance the "Reconstruct Runway 18/36" Project at the Ankeny Regional Airport (AIP Grant No. 3-19-0132-032-2025). Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner.
8. **RESOLUTION 2025-31** authorizing the Application of a Federal Assistance Grant to partially finance the design and the FAA design review by reimbursable agreement of the localizer relocation and glide slope impacts to facilitate the Runway 18/36 Extension at the Ankeny Regional Airport (AIP Grant No. 3-19-0132-033-2025). Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner.
9. **RESOLUTION 2025-32** approving the lease agreements with the individuals and/or organizations detailed. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner.
10. Motion to approve a Planned Unit Development (PUD) Amendment Request to facilitate the development of the Corporate Woods Toy Storage Facility at 6200 SE Convenience Boulevard. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner.
11. **RESOLUTION 2025-33** authorizing the board chairperson to sign the construction contract for the Reconstruct Airport Entrance Roundabout and Terminal Parking Lot Project at the Ankeny Regional Airport. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner.

Reports

- A. Engineering Report – Pudenz
 - a. Possible Grant Application: Economic Development Administration – Disaster Supplemental Appropriation Grant.
 - b. Construction Update - North Box Hangars Phase 2 Project.
- B. Staff Report – Moritz & Sease
 - a. Four States Airport Conference – August 20th through August 22nd in Kansas City.
 - b. Channel mowing/maintenance along Taxiway D.
 - c. Runway 18/36 Extension Project: Potential Funding by Bond utilizing Polk County Bonding Capacity.
 - d. Runway 18/36 Extension: Revisit retaining the Instrument Landing System (ILS).
 - e. Update on Emergency Runway Pavement Repairs.
- C. Legal Counsel Report - City Attorney Erin Clanton
 - a. Taxiway D Box Hangar Land Lease: Request for Helicopter Sales and Service.
- D. Board Report
- E. Chair Report

Adjournment

The meeting was adjourned at 6:27 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Todd Ashby, Acting Chairperson

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