

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, December 7, 2023 - 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, Dr. Paul Novak and Greg Johnson were in attendance. Todd Ashby joined the meeting electronically. Dave Kalwishky (Exec 1) was in attendance. Jay Pudenz (McClure) joined the meeting electronically. 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 Novak moved, second by Johnson, to approve the agenda without amendment. Ayes: 5.

Public Forum

Representatives from 818 Design presented the Board with preliminary monument sign concepts for the Airport Signing project. Jon Gehrke addressed the Board regarding his tee hangar.

FBO Report

Dave Kalwishky reviewed his FBO Report with the Board.

Finance / Budget Report

Gardner reported on the 12/7/23 listing of bills.

Consent Agenda Items

1. Approval of November 9, 2023, minutes.
2. **RESOLUTION 2023-30** authorizing the execution of a farm lease with John G. Jensen Revocable Trust.
3. **RESOLUTION 2023-31** authorizing the renewal of a Land Lease for farming purposes with PowerPollen of Ames, Iowa.
4. **RESOLUTION 2023-32** approving the lease agreements with the individuals and/or organizations.
5. Payment to Foth Infrastructure & Environment in the amount of \$3,800.00 for IFE for Runway 18/36 Reconstruction Design & Bidding Services.
6. Change Order No. 1 with Jensen Builders, Ltd. for the North Property Line Box Hangars project increasing the contract amount by \$6,992.00.
7. Payment #7 to Concrete Technologies for services that include Taxiway D Apron and Access Roadway Paving – Phase 3 in the amount of \$1,799.60.
8. Payment #7 to HDR Engineering, Inc. for Professional Consulting Services for (EA) Task Order 2 in the amount of \$44,919.10.
9. Payment #1 to Jensen Builders, Ltd. for services that include North Property Line Box Hangars in the amount of \$149,232.08.
10. Payment #13 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$3,915.00.

11. Payment #4 to McClure Engineering Company for services that include North Property Line Box Hangars in the amount of \$15,413.61.
12. Payment #1 to McClure Engineering Company for services that include Taxiway D Apron and Access Roadway Paving – Phase 4 in the amount of \$42,348.00.
13. Approval of Bills and Transfer of Necessary Funds, \$326,972.80.
14. Approval of December 2023 Financial Reports.

Approval of Consent Agenda Items

Board Member Gardner moved, second by Novak, to approve Consent Agenda Items CA-1 through CA-14. Ayes: Gardner, Novak, Ashby, Johnson, Wangsness.

New Business

1. **RESOLUTION 2023-33** authorizing the farm lease with Jeffrey Wangsness. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner. Abstained: Wangsness.
2. **RESOLUTION 2023-34** approving the FY 2025 Airport Capital Improvements Program for the Ankeny Regional Airport. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Johnson, Wangsness.
3. **RESOLUTION 2023-35** authorizing the execution of Amendment No. 1 to the Management Agreement with Exec 1 Aviation II, LLC, as fixed base operator. Novak moved, second by Gardner. Ayes: Novak, Gardner, Ashby, Johnson, Wangsness.
4. **RESOLUTION 2023-36** accepting a proposal from Wood Roofing and Sheet Metal for the T-Hangars Gutter Replacement project at the Ankeny Regional Airport. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.
5. **RESOLUTION 2023-37** authorizing the execution of a Revised Task Order No. 4 with McClure Engineering Company for the Runway 18/36 Reconstruction – Final Design and Bidding Services. Johnson moved, second by Gardner. Ayes: Johnson, Gardner, Ashby, Novak, Wangsness.

Reports

1. Engineering Report
 - a. Airport Signing Project – Preliminary Monument Sign Concepts by 818 Design. They presented to the Board under Public Forum.
2. Staff Report – Moritz
 - a. Emergency Patching on Runway 18/36 by Ridnour Construction
 - b. Update on Vacant/Unused Tee Hangar
 - c. Update on interest in Taxiway D Hangar Pads – Leasing for private hangar development
 - d. Tee hangar door motor replacement – Exec 1 request
3. Legal Counsel Report - None
4. Board Report – None
5. Chair Report – None

Adjournment

The meeting was adjourned at 6:07 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Jeff Wangsness, Chairperson

Published in the Des Moines Register on the 15th day of December, 2023.