

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, September 4, 2025 - 5:00 PM
Ankeny Regional Airport, 3700 SE Convenience Blvd., Ankeny, Iowa

Chairman Jeff Wangsness called the meeting to order at 5:01 PM. Board Members William Gardner and Dr. Paul Novak were in attendance. Todd Ashby joined the meeting electronically. Greg Johnson was 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.

Approval of Agenda

Board Member Novak 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 9/4/25 listing of bills.

Consent Agenda Items

1. Approval of August 7, 2025 minutes.
2. **RESOLUTION 2025-36** approving the lease agreements with the individuals and/or organizations.
3. Payment #1 to Jensen Builders Ltd for services that include the Reconstruction of the Entrance Roundabout & Terminal Parking Lot project in the amount of \$25,532.92.
4. Payment #3 to HDR Engineering, Inc. for the South Corporate Terminal Area Formulation project in the amount of \$13,650.00.
5. Payment #33 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$2,667.49.
6. Final Payment #11 to McClure Engineering Company for Taxiway D Apron and Access Roadway Paving, Construction Management – Phase 4 in the amount of \$3,498.21.
7. Final Payment #21 to McClure Engineering Company for services that includes Design & Bidding to Reconstruct Runway 18/36 in the amount of \$19,908.26.
8. Payment #1 to McClure Engineering Company for services that includes Construction Administration and Observation Services to Reconstruct Runway 18/36 in the amount of \$19,930.00.
9. Payment #5 to McClure Engineering Company for Site Work & Vertical Infrastructure – Phase 2 – Construction Management, Administration & Observation Service for the North Property Line Box Hangars in the amount of \$18,917.95.
10. Payment #11 to McClure Engineering Company for Extend Runway 18: Design and Bidding Services in the amount of \$8,977.30.
11. Payment #5 to McClure Engineering Company for Runway 18 Localizer Relocation – Glideslope Impacts in the amount of \$8,388.90.

12. Payment #1 to McClure Engineering Company for Construction Administration, Observation & Closeout Services for the Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot project in the amount of \$8,500.14.
13. Approval of Bills and Transfer of Necessary Funds, \$157,325.80.
14. Approval of September 2025 Financial Reports.

Approval of Consent Agenda Items

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

New Business

1. Motion to approve the Equipment Rental Agreement with the Des Moines International Airport to allow the PCAA to rent their Lighted Runway Closure Markers on an as-needed basis. Novak moved, second by Gardner. Ayes: Novak, Gardner, Ashby, Wangsness.
2. Motion to approve property and electronic data processing insurance with Cincinnati Insurance Company for the policy year 09/20/25 – 09/20/26 and authorize premium payment of \$59,989. Novak moved, second by Gardner. Ayes: Novak, Gardner, Ashby, Wangsness.
3. Motion to approve public officials liability insurance with Indian Harbor Insurance Company for the policy year 09/20/25 – 09/20/26 and authorize premium payment of \$3,396. Ashby moved, second by Novak. Ayes: Ashby, Novak, Gardner, Wangsness.
4. Motion to accept a proposal from Iowa Tuckpointing LLC in the amount of \$4,250.00 to complete crack routing/sealing on the exterior block walls, masonry repairs to the exterior columns and expansion joint repairs on the Terminal Building. Novak moved, second by Gardner. Ayes: Novak, Gardner, Ashby, Wangsness.
5. **RESOLUTION 2025-37** awarding Bid Addition #1 for the Reconstruct and Extend Runway 18/36 Project to Manatt's, Incorporated in the amount of \$1,919,383.00. Novak moved, second by Gardner. Ayes: Novak, Gardner, Ashby, Wangsness.
6. **RESOLUTION 2025-38** authorizing the board chairperson to sign the construction contract for the Reconstruct and Extend Runway 18/36 Project at the Ankeny Regional Airport. Novak moved, second by Gardner. Ayes: Novak, Gardner, Ashby, Wangsness.
7. **RESOLUTION 2025-39** authorizing the signing of the Federal Aviation Administration Grant Offer for the Base Bid portion of the Reconstruct and Extend Runway 18/36 Project. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Wangsness.
8. Motion to accept the proposal from Nehring Construction, Inc. in the amount of \$19,725.00 to complete the "Concrete Paving of Infill Areas – Tee Hangar Taxilanes" at the Ankeny Regional Airport. Novak moved, second by Gardner. Ayes: Novak, Gardner, Ashby, Wangsness.
9. Management Agreement Presentation
10. Motion to approve the purchase of a 2026 Dodge Ram 2500 4WD in an amount not to exceed \$42,959. Novak moved, second by Gardner. Ayes: Novak, Gardner, Ashby, Wangsness.

Reports

- A. Engineering Report – Pudenz
 - a. Project Update: Reconstruct Airport Entrance Roundabout and Terminal Parking Lot
 - b. Project Update: North Property Line Box Hangars – Phase 2
 - c. Project Update: South Corporate Terminal Area – Phase 1 Preliminary Design – Ryan Hanson, HDR Engineering

- d. Status of CPF Grant Application and EDA Disaster Grant Application
- B. Staff Report - Moritz
 - a. Update: Request for Bids installing Fire Extinguishers within the Leased Hangars
 - b. Update: MidAmerican Gas Main Installation to North Property Line Box Hangars
 - c. Update: Iowa DOT Grants for PCAA Maintenance Storage Facility
- C. Legal Counsel Report
- D. Board Report
- E. Chair Report

Adjournment

The meeting was adjourned at 6:23 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Jeff Wangsness, Chairperson

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