

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, November 6, 2025 - 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 Dr. Paul Novak and Greg Johnson were in attendance. Todd Ashby and William Gardner were absent. Dave Kalwishky (Exec 1), Dave Joens (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 Johnson, to approve the agenda without amendment. Ayes: 3.

FBO Report

Dave Kalwishky reviewed his FBO Report with the Board.

Finance / Budget Report

Sease reported on the 11/6/25 listing of bills.

Consent Agenda Items

1. Approval of October 9, 2025 minutes.
2. **RESOLUTION 2025-43** approving the lease agreements with the individuals and/or organizations.
3. Payment #3 to Jensen Builders Ltd for services that include the Reconstruction of the Entrance Roundabout & Terminal Parking Lot project in the amount of \$184,260.50.
4. Payment #35 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$5,187.50.
5. Payment #3 to McClure Engineering Company for services that include Construction Administration and Observation Services to Reconstruct Runway 18/36 in the amount of \$12,750.86.
6. Payment #7 to McClure Engineering Company for Site Work & Vertical Infrastructure – Phase 2 – Construction Management, Administration & Observation Services for the North Property Line Box Hangars in the amount of \$3,379.25.
7. Payment #3 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 \$18,293.57.
8. Approval of Bills and Transfer of Necessary Funds, \$295,170.52.
9. Approval of November 2025 Financial Reports.

Approval of Consent Agenda Items

Board Member Novak moved, second by Johnson, to approve Consent Agenda Items CA-1 through CA-9. Ayes: Novak, Johnson, Wangsness.

New Business

1. Motion to approve the installation of two door entry signs on the Department of Public Safety (Highway Patrol) hangar. Novak moved, second by Johnson. Ayes: Novak, Johnson, Wangsness.
2. **RESOLUTION 2025-44** accepting two Iowa DOT Grant Agreements for the partial funding of the PCAA Maintenance Storage Facility Project at the Ankeny Regional Airport. Novak moved, second by Johnson. Ayes: Novak, Johnson, Wangsness.
3. Motion to approve Change Order No. 2 to Jensen Builders, Ltd. on the “Reconstruct Airport Entrance Roundabout and Terminal Parking Lot” Project in the amount of \$2,000.00 for grading, earthwork and debris cleanup at the south stockpile area at the Ankeny Regional Airport. Novak moved, second by Johnson. Ayes: Novak, Johnson, Wangsness.
4. Motion to approve Change Order No. 4 to Jensen Builders, Ltd. on the “Reconstruct Airport Entrance Roundabout and Terminal Parking Lot” Project in the amount of \$880.00 for the installation of an area intake near the front entrance of the Terminal Building. Novak moved, second by Johnson. Ayes: Novak, Johnson, Wangsness.
5. **RESOLUTION 2025-45** ratifying the signing of the Federal Aviation Administration Grant Offer for replacing the PAPI and REIL Systems on the Reconstruct and Extend Runway 18/36 Project. Novak moved, second by Johnson. Ayes: Novak, Johnson, Wangsness.

Reports

- A. Engineering Report – Joens
 - a. South Terminal Area Development – Update on possible grant application.
 - b. Update on Runway 18/36 Reconstruction and Extension.
 - c. Construction Update – Reconstruct Airport Entrance Roundabout and Terminal Parking Lot.
- B. Staff Report - Moritz
 - a. Update on the tee hangar inspections – Possible reassignment of two hangars on January 1, 2026.
 - b. Update on the leasing of the North Box Hangars – Phase 2 Hangars.
 - c. FAA Response – Possible Sale of Properties north of SE Oralabor Road.
 - d. FAA Response – Concept for private box hangar ownership transfer.
 - e. Update – Airport Manager Interview Process.
 - f. Information on Polk County Community Development Grants.
- C. Legal Counsel Report
- D. Board Report
- E. Chair Report

Adjournment

The meeting was adjourned at 5:32 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Jeff Wangsness, Chairperson

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