

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)

Thursday, January 8, 2026, 5:00 p.m.

Ankeny Regional Airport, 3700 SE Convenience Blvd., Ankeny, Iowa

Chairman Jeff Wangsness 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. Todd Ashby joined the meeting electronically. Jay Pudenz (McClure), City Attorney Erin Clanton, Airport Board Manager Dave Kalwishky, 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 with amendment, removing New Business Items 3. and 4. Ayes: 5.

FBO Report

Dave Kalwishky reviewed the FBO Report with the Board.

Finance / Budget Report

Gardner reported on the 1/8/26 listing of bills.

Consent Agenda Items

1. Approval of December 4, 2025 minutes.
2. **RESOLUTION 2026-01** approving lease agreements with the individuals and/or organizations detailed.
3. Motion to receive and file the Financial Statements for the Years Ended June 30, 2025 & 2024.
4. Payment #4 to HDR Engineering, Inc. for the South Corporate Terminal Area Formulation project in the amount of \$6,000.00.
5. Payment #4 to Jensen Builders Ltd for services that include the Reconstruction of the Entrance Roundabout & Terminal Parking Lot project in the amount of \$10,554.87.
6. Payment #37 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$1,820.00.
7. Payment #5 to McClure Engineering Company for services that include Construction Administration and Observation Services to Reconstruct Runway 18/36 in the amount of \$20,538.77.
8. Payment #5 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 \$15,431.78.
9. Approval of Bills and Transfer of Necessary Funds, \$129,475.98.
10. Approval of January 2026 Financial Reports.

Approval of Consent Agenda Items

Board Member Novak moved, second by Johnson, to approve Consent Agenda Items CA-1 through CA-10. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.

New Business

1. Motion to approve a Cooperative Services Agreement with the United States Department of Agriculture APHIS Wildlife Services in the amount of \$7,700.00 for wildlife management at the Ankeny Regional Airport. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.
2. **RESOLUTION 2026-02** authorizing the execution of the First Amendment to the Agreement with Exec 1 Aviation II, LLC for Snow and Ice Removal Services at the Ankeny Regional Airport. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.
3. **RESOLUTION 2026-03** authorizing the execution of a Memorandum of Understanding delineating the mowing and snow removal responsibilities associated with the FAA Flight Standards District Office Building. REMOVED
4. **RESOLUTION 2026-04** authorizing the execution of a Memorandum of Understanding with Central Iowa Aviation, LLC to delineate the mowing and snow removal responsibilities associated with the Terminal Building, Maintenance Building and South Hangar. REMOVED
5. Motion to approve the purchase of a light bar from Truck Equipment, Inc. in an amount not to exceed \$1,182.00. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.

Reports

1. Engineering Report – Pudenz
 - a. Draft Memorandum – South Corporate Terminal Building Investment Scenario.
 - b. Runway 18/36 Extension – Status of CPF Federal Grant Application.
 - c. Design Update – PCAA Maintenance Storage Facility.
2. Staff Report - Kalwishky
 - a. Potential proposal to lease remaining North Box Hangar Pad – Adam Obrecht.
 - b. Johnson Brothers Farm Lease – Reduced area in 2026 due to Runway 18/36 Project.
 - c. Possible acquisition of minor equipment from Exec 1 for maintenance work.
 - d. Potential use of Exec 1 employees on an as-needed basis.
3. Legal Counsel Report
4. Board Report
5. Chair Report

Adjournment

The meeting was adjourned at 5:55 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Jeff Wangsness, Chairperson

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