

## **MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)**

Thursday, February 5, 2026, 5:00 p.m.

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

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Chairman Jeff Wangsness called the meeting to order at 5:00 PM. Board Members William Gardner and Greg Johnson were in attendance. Todd Ashby joined the meeting electronically. Dr. Paul Novak was absent. 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 Johnson moved, second by Gardner, to approve the agenda without amendment. Ayes: 4.

### **Finance / Budget Report**

Gardner reported on the 2/5/26 listing of bills.

### **Consent Agenda Items**

1. Approval of January 8, 2026 minutes.
2. **RESOLUTION 2026-03** approving lease agreements with the individuals and/or organizations detailed.
3. Task Order One-Payment #10 to HDR Engineering, Inc. for services that include Professional Consulting Services in the amount of \$857.83.
4. Payment #38 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$1,135.00.
5. Payment #6 to McClure Engineering Company for services that include Construction Administration and Observation Services to Reconstruct Runway 18/36 in the amount of \$28,153.16.
6. Payment #6 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 \$1,639.88.
7. Payment #1 to McClure Engineering Company for the Construct Maintenance Storage Facility, Design and Bidding Services in the amount of \$24,317.50.
8. Approval of Bills and Transfer of Necessary Funds, \$80,898.20.
9. Approval of February 2026 Financial Reports.

### **Approval of Consent Agenda Items**

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

## **New Business**

1. Motion to approve the purchase of miscellaneous items from Exec 1 Aviation in an amount not to exceed \$5,681.85. Johnson moved, second by Gardner. Ayes: Johnson, Gardner, Ashby, Wangsness.
2. Motion to approve the purchase of an ICOM A120 aircraft radio and antenna from Aircraft Spruce & Specialty Co. in an amount not to exceed \$1,196.70. Johnson moved, second by Ashby. Ayes: Johnson, Ashby, Gardner, Wangsness.
3. Motion to approve the installation of an ICOM A120 aircraft radio and antenna from Electronic Engineering in an amount not to exceed \$327.71. Gardner moved, second by Johnson. Ayes: Gardner, Johnson, Ashby, Wangsness.
4. **RESOLUTON 2026-04** authorizing the execution of a Memorandum of Understanding delineating the mowing and snow removal responsibilities associated with the FAA Flight Standards Districts Office Building. Johnson moved, second by Gardner. Ayes: Johnson, Gardner, Ashby, Wangsness.
5. **RESOLUTON 2026-05** authorizing the execution of an Employee Lease Agreement with Exec 1 Aviation II, LLC to allow the use of Exec 1 employees on demand when extra help is needed. Johnson moved, second by Gardner. Ayes: Johnson, Gardner, Ashby, Wangsness.

## **Reports**

1. FBO Report - Kalwishky
  - a. Fuel Sales
2. Engineering Report – Pudenz
  - a. Maintenance Building Project Design Update
  - b. Runway 18/36 Reconstruction Project Update
3. Staff Report - Kalwishky
  - a. T-Hangar Waiting List
  - b. 2026 T-Hangar Lease Renewals
  - c. Airport Truck Options Update
  - d. 2025 Noise Complaints Review
  - e. North Property Line Private Box Hangar Update
  - f. Airport Monitoring Systems
  - g. Iowa National Guard Hangar Construction Schedule
  - h. Taxiway D Remaining Lot Development Update
  - i. IPAA Conference
4. Legal Counsel Report
5. Board Report
6. Chair Report

**Adjournment**

The meeting was adjourned at 6:01 p.m.

Attest: \_\_\_\_\_ Signed: \_\_\_\_\_  
Diane Klemme, Recording Secretary Jeff Wangsness, Chairperson

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