

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)

Thursday, April 9, 2026, 5:00 p.m.

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

Chairman Jeff Wangsness called the meeting to order at 5:00 PM. Board Members Bill 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 Johnson moved, second by Novak, to approve the agenda without amendment. Ayes: 5.

Public Hearing – 2026-01

1. Chairperson Wangsness announced that this is the time and place for a public hearing on the revised FY 2025-2026 Budget and the proposed FY 2026-2027 Budget. Notice of this hearing was published in the Des Moines Register on March 27, 2026. Administrative Services Director Jennifer Sease reviewed the proposed budgets with the Board. Chairman Wangsness then asked for any public comment regarding the proposed budgets, and there were none. Board Member Ashby moved to close Public Hearing 2026-01, Johnson seconded. Ayes: Ashby, Johnson, Novak, Gardner, Wangsness.

Board Member Novak moved, second by Johnson to adopt **RESOLUTION 2026-16** approving the revised FY 2025-2026 Budget and the proposed FY 2026-2027 Budget. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.

Finance / Budget Report

Gardner reported on the 4/9/26 listing of bills.

Consent Agenda Items

1. Approval of March 5, 2026 minutes.
2. **RESOLUTION 2026-17** authorizing the execution of a Farm Lease with Todd Volz.
3. Payment #3 to McClure Engineering Company for the Construct Maintenance Storage Facility, Design and Bidding Services in the amount of \$19,154.00.
4. Payment #8 to McClure Engineering Company for services that include Construction Administration and Observation Services to Reconstruct Runway 18/36 in the amount of \$56,802.76.
5. Approval of Bills and Transfer of Necessary Funds, \$559,841.87.
6. Approval of April 2026 Financial Reports.

Approval of Consent Agenda Items

Board Member Johnson moved, second by Gardner, to approve Consent Agenda Items CA-1 through CA-6. Ayes: Johnson, Gardner, Ashby, Novak, Wangsness.

New Business

1. Motion to approve the execution of a Terminal Building Hangar Door and Overhead Door bi-annual preventive maintenance schedule with DH Pace in an amount not to exceed \$90.00 per visit. TABLED
2. **RESOLUTON 2026-18** authorizing the execution of a land lease agreement with 5842, LLC for purposes of the construction of an aircraft hangar, with amendments, the added verbiage to Page 1 item 2, "Any sublease requires the prior written consent of the Authority" and addition of the legal description. Johnson moved, second by Gardner. Ayes: Johnson, Gardner, Ashby, Novak, Wangsness.
3. **RESOLUTON 2026-19** setting a public hearing on fixing a date for the hearing on the plans, specifications, opinion or probable cost and form of contract, taking of bids and awarding the construction contract for the construct Maintenance Building project. (date of bid opening: 5/4/26 @ 3:00 p.m./date of hrg: 6/4/26 @ 5:00 p.m.) Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.
4. Motion to approve the execution of a Fence Line Weed Control and Aquatic Herbicide Application maintenance contract with Perficut in an amount not to exceed \$15,862.00 per year for three years beginning in 2026 and ending in 2028. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.
5. **RESOLUTON 2026-20** authorizing the execution of a land lease agreement with Nolson Property, LLC for purposes of the construction of an aircraft hangar, with the addition of the legal description. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.
6. Motion to approve the bi-weekly drone footage of the runway 18/36 reconstruction project from Waukee Aerial LLC in an amount to exceed \$3,383.00, and contingent on obtaining the drone footage from either the Ankeny P.D. or Waukee Aerial LLC in an amount not to exceed \$5,000.00. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.

Reports

1. FBO Update
2. Engineering Report – Pudenz
 - a. ACIP State Grant Applications
 - b. Maintenance Building Project Design Update
 - c. Runway 18/36 Reconstruction Project Update
3. Staff Report - Kalwishky
 - a. Fuel Sales
 - b. T-Hangar Waiting List

- c. Beech 18 parked along Taxiway D
- d. Snow season summary review
- e. National Guard Hangar Update
- f. Airport Monitoring Systems Update
- 4. Legal Counsel Report - City Attorney Erin Clanton
 - a. 2026 T-Hangar Lease Renewals
- 5. Board Report
- 6. Chair Report

Adjournment

The meeting was adjourned at 6:17 p.m.

Attest: _____ Signed: _____
Diane Klemme, Recording Secretary Jeff Wangsness, Chairperson

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