

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, August 8, 2024 - 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 William Gardner, Greg Johnson and Dr. Paul Novak were in attendance. Todd Ashby joined the meeting electronically at 5:04 p.m. Jay Pudenz (McClure) joined the meeting electronically. Dave Kalwishky (Exec 1), Airport Board Manager Paul Moritz, City Attorney Amy Beattie, Administrative Services Director Jennifer Sease, and Recording Secretary Diane Klemme were also present.

Approval of Agenda

Board Member Gardner moved, second by Novak, to approve the agenda without amendment. Ayes: 4.

Public Hearing – PH 2024-04

1. Chairman Wangsness announced that this is the time and place for a public hearing on the matter of authorizing the execution of a land lease agreement with Casey's Services Company for purposes of the construction of an aircraft hangar. Notice of this hearing was published in the Des Moines Register on the 26th day of July, 2024. Chairman Wangsness then asked for any public comment regarding the proposed budgets. Dean Sukowatey, Allenergy Aircraft, LLC spoke in opposition of the land lease. Board Member Johnson moved to close public hearing 2024-04, Novak seconded. Ayes: 4

2. **RESOLUTION 2024-29** authorizing the execution of a land lease agreement with Casey's Services Company for purposes of the construction of an aircraft hangar. Board Member Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.

FBO Report

Dave Kalwishky reviewed his FBO Report with the Board.

Finance / Budget Report

Gardner reported on the 8/8/24 listing of bills.

Consent Agenda Items

1. Approval of July 8, 2024 minutes.
2. Payment #3 to Concrete Technologies for services that include Taxiway D Apron and Access Roadway Paving – Phase 4 in the amount of \$35,653.26.
3. Payment #21 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$2,700.20.
4. Payment #5 to McClure Engineering Company for Taxiway D Apron and Access Roadway Paving, Construction Management, Admin & Observation Services – Phase 4 in the amount of \$19,334.97.
5. Payment #8 to McClure Engineering Company for services that includes Design & Bidding for Runway 18/36 in the amount of \$26,923.35.

6. Payment #4 to McClure Engineering for Construction of Monument Signs in the amount of \$3,864.50.
7. Approval of Bills and Transfer of Necessary Funds, \$128,734.51.
8. Approval of August 2024 Financial Reports.

Approval of Consent Agenda Items

Board Member Novak moved, second by Johnson, to approve Consent Agenda Items CA-1 through CA-8. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.

New Business

1. Motion to approve a special event permit for the Above & Beyond Cancer Hangar Party to be held within the terminal building on September 5, 2024 at the Ankeny Regional Airport, pending the submittal of the proof of insurance. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.
2. Motion to approve a special event permit for the Exec 1 Aviation – Fly In Lunch to be held on September 14, 2024 at the Ankeny Regional Airport, pending the submittal of the proof of insurance. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.
3. **RESOLUTION 2024-30** authorizing the setting of a hearing on a proposal by the Iowa Department of Administrative Services to lease certain public property for construction of a box hangar on Taxiway D at the Ankeny Regional Airport. (date of hrg: 9/5/24 @ 5:00 p.m.) Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Johnson, Wangsness.
4. **RESOLUTION 2024-31** authorizing the setting of a hearing on a proposal by Rick's Landing, LLC to lease certain public property for construction of a box hangar on Taxiway D at the Ankeny Regional Airport. (date of hrg: 9/5/24 @ 5:00 p.m.) Gardner moved, second by Johnson. Ayes: Gardner, Johnson, Ashby, Novak, Wangsness.
5. **RESOLUTION 2024-32** establishing an Above Ground Fuel Storage Policy for privately owned aircraft storage facilities at the Ankeny Regional Airport. Gardner moved, second by Johnson. Ayes: Gardner, Johnson, Ashby, Novak, Wangsness.
6. Motion to approve a proposal from Foth Engineering to complete an Independent Fee Estimate (IFE) for the Runway 18 Extension – Design and Bidding Services (McClure Proposed Task Order #6B) in the amount of \$3,800.00. Ashby moved, second by Novak. Ayes: Ashby, Novak, Gardner, Johnson, Wangsness.
7. **North Property Line Box Hangars**: Motion to approve: a) Project Engineer's State of Completion; b) **RESOLUTION 2024-33** accepting the public improvements with Jensen Builders Ltd. in the final contract amount of \$1,231,444.40; c) Approval of Change Order #3 reducing the contract amount by \$20,962.80; d) Payment #7 (Final) in the amount of \$8,610.97/Release of 5% Retainage in the amount of \$61,572.22 thirty days after project acceptance. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.
8. **RESOLUTION 2024-34** accepting a proposal from Eagle Sign Company in the amount of \$74,124.89 for the construction of the Ankeny Regional Airport – Construct Monument Signs Project. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.

Reports

- A. Engineering Report – Pudenz
 - a. Project Update – Runway 18/36 Reconstruction and Extension Design/Coordination.
 - b. Project Update – Taxiway D Apron and Access Roadway Paving (Phase 4)

- c. Runway 18/36 Reconstruction and Extension – Status of ILS Relocation.
- B. Staff Report - Moritz
 - a. Submittal of the 2024 Federal Bilateral Infrastructure Law Grant Applications.
 - b. Aviation Management Consulting Group Financial Analysis – Update.
 - c. North Property Line Box Hangars – Results of Leasing Promotion and Drawing.
- C. Legal Counsel Report
- D. Board Report
- E. Chair Report

Adjournment

The meeting was adjourned at 6:08 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Jeff Wangsness, Acting Chairperson

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