

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, February 8, 2024 - 5:00 PM
Ankeny Regional Airport, 3700 SE Convenience Blvd., Ankeny, Iowa

Acting Chairman Todd Ashby joined the meeting electronically and called the meeting to order at 5:00 PM. Board Members Dr. Paul Novak and Bill Gardner were in attendance. Chairman Jeff Wangsness and Board Member Greg Johnson were absent. Dave Kalwishky (Exec 1) was in attendance. Jay Pudenz (McClure) was in attendance. 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: 3.

Public Hearing – 2024-01

- A. Acting Chairperson Ashby announced that this is the time and place for a public hearing on the matter of the adoption of plans, specifications, form of contracts and opinion of probable costs for the construction of certain public improvements described as the Taxiway D Apron & Access Roadway Paving – Phase 4 project. Notice of this hearing was published in the Des Moines Register on January 19, 2024. Airport Board Manager Paul Moritz reported there were eleven bidders. The lowest bidder was Concrete Technologies, Inc. of Grimes, Iowa, with a total of \$567,490.85. The engineer's estimate of cost was \$851,000.00.

Acting Chairman Ashby then asked for any public comment regarding the proposed project, and there were none. Board Member Novak moved to close Public Hearing 2024-01, Gardner seconded. Ayes: Novak, Gardner, Ashby.

- B. Board Member Novak moved, second by Gardner, to receive and file Report of Bids received on January 30, 2024 for the Taxiway D Apron & Access Roadway Paving – Phase 4 project. Ayes: Novak, Gardner, Ashby.

RESOLUTION 2024-05 awarding the construction contract to Concrete Technologies, Inc. of Grimes, Iowa, with a total of \$567,490.85 for the construction contract for the Taxiway D Apron & Access Roadway – Phase 4 project. Board Member Novak moved, second by Gardner Ayes: Novak, Gardner, Ashby.

RESOLUTION 2024-06 authorizing the Board Chairperson to sign the construction contract for the Taxiway D Apron & Access Roadway – Phase 4 project at the Ankeny Regional Airport. Board Member Novak moved, second by Gardner Ayes: Novak, Gardner, Ashby.

FBO Report

Dave Kalwishky reviewed his FBO Report with the Board.

Finance / Budget Report

Gardner reported on the 2/8/24 listing of bills.

Consent Agenda Items

1. Approval of January 4, 2024, minutes.
2. **RESOLUTION 2024-07** approving the lease agreements with the individuals and/or organizations detailed on the attached list.
3. Payment #2 to 818, LLC for signage design services in the amount of \$2,125.00.
4. Task Order Two-Payment #9 to HDR Engineering, Inc. for services that include Professional Consulting for Runway 18/36 in the amount of \$11,087.45.
5. Payment #3 to Jensen Builders Ltd for services that include North Property Line Box Hangars in the amount of \$194,923.04.
6. Payment #15 to McClure Engineering Company for services that include General On-Call Engineering in the amount of \$3,530.00.
7. Payment #2 to McClure Engineering Company for services that includes Design & Bidding to Reconstruct Runway 18/36 in the amount of \$105,999.00.
8. Payment #3 to McClure Engineering Company for services that include Taxiway D Apron and Access Roadway Paving – Phase 4 in the amount of \$7,777.00.
9. Payment #6 to McClure Engineering Company for Site Work & Vertical Infrastructure for the North Property Line Box Hangars in the amount of \$21,874.06.
10. Approval of Bills and Transfer of Necessary Funds, \$430,661.32.
11. Approval of February 2024 Financial Reports.

Approval of Consent Agenda Items

Board Member Gardner moved, second by Novak, to approve Consent Agenda Items CA-1 through CA-11. Ayes: Gardner, Novak, Ashby.

New Business

1. **RESOLUTION 2024-08** authorizing the execution of McClure Engineering Task Order No. 5 for construction management, administration and observation services for the Taxiway D Apron and Access Roadway – Phase 4 project. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby.
2. **RESOLUTION 2024-09** fixing a date for a Public Hearing to address proposed improvements and receive public comments on the Runway 18/36 Reconstruction/Extension Project and the South Corporate Terminal Area Development at the Ankeny Regional Airport. Novak moved, second by Gardner. Ayes: Novak, Gardner, Ashby.

Reports

- A. Engineering Report – Moritz, Pudenz
 - a. Project Update – Airport Signing and Entry Project
 - b. Project Update – North Property Line Box Hangars – Phase 1 Construction
 - c. Project Update – T-Hangars Gutter Replacement Project - Schedule
- B. Staff Report – Moritz
 - a. Project Update – Rotating Beacon Replacement
 - b. Status – Revisions to the Exec 1 Management Agreement
- C. Legal Counsel Report
- D. Board Report
- E. Chair Report

Adjournment

The meeting was adjourned at 5:42 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Todd Ashby, Acting Chairperson

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