MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, January 5, 2023 - 5:00 PM
Ankeny Regional Airport, 3700 SE Convenience Blvd., Ankeny, Iowa

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Chairman Jeff Wangsness called the meeting to order at 5:00 P.M. Board Members William Gardner, Greg Johnson and Paul Novak were in attendance. Todd Ashby joined the meeting electronically. Dave Kalwishky (Exec 1) joined the meeting electronically. Jay Pudenz (McClure) was absent. 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 Novak moved, second by Johnson, to approve the agenda without amendment. Ayes: 5.

FBO Report

Dave Kalwishky reviewed his FBO Report with the Board.

Finance / Budget Report

Sease reported on the 1/5/23 listing of bills.

Consent Agenda Items

1. Approval of December 8, 2022, minutes.
2. Payment #2 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of $4,446.25.
3. Payment #5 to McClure Engineering Company for services that include reconstruct/strengthen and extend Runway 18/36 in the amount of $8,416.50.
4. Payment #2 to McClure Engineering Company for services that include North Property Line Box Hangars in the amount of $10,467.00.
5. Approval of Bills and Transfer of Necessary Funds, $94,983.88.
6. Approval of January 2023 Financial Reports.
7. Approval to receive and file the FY 2022 Annual Financial Audit Report.

Approval of Consent Agenda Items

Board Member Johnson moved, second by Gardner, to approve Consent Agenda Items CA-1 through CA-7. Ayes: Johnson, Gardner, Ashby, Novak, Wangsness.

New Business

1. **RESOLUTION 2023-01** authorizing the execution of the 2023 Management Agreement with Exec 1 Aviation II, LLC, as fixed base operator. Novak moved, second by Gardner. Ayes: Novak, Gardner, Ashby, Johnson, Wangsness.
2. Motion to receive and file the FAA Approval Letter of the Aeronautical Forecast establishing the Critical Design Aircraft for Runway 18/36. Johnson moved, second by Gardner. Ayes: Johnson, Gardner, Ashby, Johnson, Wangsness.

3. **RESOLUTION 2023-02** approving the lease agreements with the individuals and/or organizations detailed on the attached list. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.
4. Motion to approve a Cooperative Service Agreement with the United States Department of Agriculture for the control of bird and wildlife activity during the calendar year 2023 at the Ankeny Regional Airport. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.

Reports

A. Engineering Report – Moritz
    a. Project Updates: Runway 18/36 Preliminary Report, North Row Box Hangars – Phase 1 Design and Closeout for Phase 3 – Taxiway D Project.
B. Staff Report – Moritz
    a. SE Convenience Boulevard Extension – Possible Partial Reimbursement of Project Costs.
    b. Request for Quarterly Meetings – Exec 1 Aviation.
    c. Acquisition of FOD Commander Runway Drag.
    d. Iowa DNR Annual Hunting Permit Renewal.
    e. Update on Taxiway Lighting Repairs by Baker Electric.
C. Legal Counsel Report - None
D. Board Report – None
E. Chair Report – None

Adjournment

The meeting was adjourned at 5:33 p.m.

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

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