

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, October 10, 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. Dave Kalwishky (Exec 1), Jay Pudenz (McClure), City Attorney Amy Beattie, Airport Board Manager Paul Moritz, 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 Forum

Resident of Southeast Ankeny – not in attendance

FBO Report

Dave Kalwishky reviewed his FBO Report with the Board.

Finance / Budget Report

Gardner reported on the 10/10/24 listing of bills.

Consent Agenda Items

1. Approval of September 5, 2024 minutes.
2. **RESOLUTION 2024-41** approving the lease agreements with the individuals and/or organizations detailed on the attached list.
3. Payment #23 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$5,667.76.
4. Payment #2 to McClure Engineering Company for Extend Runway 18: ADIP/Aeronautical Survey, Airspace Analysis and Data in the amount of \$16,995.55.
5. Payment #13 to McClure Engineering Company for Site Work & Vertical Infrastructure Construction Management, Administration and Observation for the North Property Line Box Hangars in the amount of \$500.00.
6. Payment #7 to McClure Engineering Company for Taxiway D Apron and Access Roadway Paving, Construction Management, Admin and Observation Services – Phase 4 in the amount of \$11,895.57.
7. Payment #6 to McClure Engineering Company for the Construction of Monument Signs 4 in the amount of \$774.00.
8. Payment #10 to McClure Engineering Company for services that includes Design & Bidding for Runway 18/36 in the amount of \$25,704.35.
9. Payment to Foth Infrastructure & Environment for IFE for Runway 18 Extension Design in the amount of \$3,800.00.
10. Approval of Bills and Transfer of Necessary Funds, \$173,315.14.
11. Approval of October 2024 Financial Reports.

Approval of Consent Agenda Items

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

New Business

1. **RESOLUTION 2024-42** accepting two Iowa DOT Grant Agreements for the partial funding of the North Property Line Box Hangars Phase 2 Project at the Ankeny Regional Airport. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.
2. **RESOLUTION 2024-43** authorizing the execution of Task Order 07 for the design and bidding services with McClure Engineering for the North Property Line Box Hangars – Phase 2 Project. Novak moved, second by Ashby. Ayes: Novak, Ashby, Gardner, Johnson, Wangsness.
3. **RESOLUTION 2024-44** authorizing the execution of a Land Lease Agreement with the Iowa Department of Administrative Services for the purpose of the construction of a Department of Public Services aircraft hangar at the Ankeny Regional Airport, subject to review by the airport manager and legal counsel. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.
4. Motion to approve the construction plans for the Casey's Service Company Hangar on Phase 4 of the Taxiway D Hangar Development at the Ankeny Regional Airport. Ashby, moved, second by Novak. Ayes: Ashby, Novak, Gardner, Johnson, Wangsness.
5. Motion to approve the construction plans for the Rick's Landing Hangar on Phase 1 of the Taxiway D Hangar Development at the Ankeny Regional Airport. Ashby, moved, second by Gardner. Ayes: Ashby, Gardner, Johnson, Novak, Wangsness.
6. Motion to approve public officials' liability insurance with Indian Harbor Insurance Company for the policy year 09/20/24 – 09/19/25 and authorize revised premium payment in the amount of \$3,396.00. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Johnson, Wangsness.

Reports

- A. Engineering Report – Pudenz
 - a. Phase 4 Taxiway D Project – Final Walk-thru Inspection
 - b. Construction Update: Construct Monument Signs Proposal
 - c. Project Update: Runway 18/36 Reconstruction and Extension Design/Coordination
- B. Staff Report - Moritz
 - a. Consider assuming the Gate Maintenance Services by Controlled Access. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.
 - b. Runway 4/22 Possible Pavement Dip Correction
 - c. AMCG Management Agreement Review - Update
 - d. Bipartisan Infrastructure Law (BIL) Funding – Grant Application Status
 - e. Additional Emergency Patching – Runway Intersection
- C. Legal Counsel Report – Beattie
 - a. Discussion and direction on 2025 Farm Leases
- D. Board Report
- E. Chair Report

Adjournment

The meeting was adjourned at 6:04 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Jeff Wangsness, Acting Chairperson

Published in the Des Moines Register on the 18th day of October, 2024.