

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, April 4, 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 and Greg Johnson were in attendance. Todd Ashby joined the meeting electronically. Board Member Dr. Paul Novak was absent. Dave Kalwishky (Exec 1), Jay Pudenz (McClure), City Attorney Amy Beattie, Administrative Services Director Jennifer Sease, and Recording Secretary Diane Klemme were also present. Airport Board Manager Paul Moritz was absent.

Approval of Agenda

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

Public Forum

Dave Vance, Corvette Club of Iowa was not in attendance.

Public Hearing – PH 2024-03

1. Chairman Wangsness announced that this is the time and place for a public hearing on the revised FY 2023-2024 Budget and the proposed FY 2024-2025 Budget. Notice of this hearing was published in the Des Moines Register on March 20, 2024. Administrative Services Director Jennifer Sease reviewed the proposed budgets with the Board. Chairman Wangsness then asked for any public comment regarding the proposed budgets. Hearing no comments, Board Member Johnson moved to close public hearing 2024-03, Gardner seconded. Ayes: 4

2. **RESOLUTION 2024-17** approving the revised FY 2023-2024 Budget and the proposed FY 2024-2025 Budget. Board Member Johnson moved, second by Gardner. Ayes: Johnson, Gardner, Ashby, Wangsness.

FBO Report

Dave Kalwishky reviewed his FBO Report with the Board.

Finance / Budget Report

Gardner reported on the 4/4/24 listing of bills.

Consent Agenda Items

1. Approval of March 7, 2024 and March 14, 2024 minutes.
2. Environmental Assessment Task Order Two-Payment #11 to HDR Engineering, Inc. for services that include Professional Consulting for Runway 18/36 in the amount of \$10,583.47.
3. Payment #17 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$1,269.25.
4. Payment #8 to McClure Engineering Company for Site Work & Vertical Infrastructure for the North Property Line Box Hangars in the amount of \$8,919.09.

5. Payment #5 to McClure Engineering Company for services that include Taxiway D Apron and Access Roadway Paving – Phase 4 in the amount of \$6,100.50.
6. Payment #1 to McClure Engineering Company for services that include Construction Management, Admin, and Observation Services for Taxiway D Apron and Access Roadway Paving – Phase 4 in the amount of \$1,017.50.
7. Payment #4 to McClure Engineering Company for services that includes Design & Bidding for Runway 18/36 in the amount of \$84,944.00.
8. Payment #5 to Jensen Builders Ltd for services that include North Property Line Box Hangars in the amount of \$216,978.53.
9. Approval of Bills and Transfer of Necessary Funds, \$337,362.06.
10. Approval of April 2024 Financial Reports.

Approval of Consent Agenda Items

Board Member Johnson moved, second by Gardner, to approve Consent Agenda Items CA-1 through CA-10. Ayes: Johnson, Gardner, Ashby, Wangsness.

New Business

1. **RESOLUTION 2024-18** authorizing the farm lease with Jeffrey Wangsness. Johnson moved, second by Gardner. Ayes: Johnson, Gardner, Ashby. Abstained: Wangsness.
2. **RESOLUTION 2024-19** accepting a proposal to enter into a Project Authorization Agreement from Aviation Management Consulting Group to complete a financial analysis of the Management Agreement between the PCAA and Exec 1 Aviation for an amount not to exceed \$21,230.00. Gardner moved, second by Johnson. Ayes: Gardner, Johnson, Ashby, Wangsness.
3. Motion to approve the submittal of a Federal Community Project Funding Grant Application for the Runway 18/36 Extension Project. Johnson moved, second by Gardner. Ayes: Johnson, Gardner, Ashby, Wangsness.
4. Motion to approve Change Order No. 3 in the amount of \$5,600.00 to Wood Roofing & Sheet Metal for additional wall panel replacements and roof repairs on the T-Hangars Gutter Replacement Project. Johnson moved, second by Gardner. Ayes: Johnson, Gardner, Ashby, Wangsness.

Reports

- A. Engineering Report –Pudenz
 - a. Environmental Assessment by HDR: Follow up from the March 14th Public Hearing and the issuing of a Finding of No Significant Impact by the FAA
 - b. Project Update – Taxiway D Apron and Access Roadway Paving (Phase 4)
 - c. Project Update – North Property Line Box Hangars – Phase 1 Project
 - d. Project Update – Design of 18/36 Reconstruction Project
- B. Staff Report
 - a. Request by Exec 1 for Construction of a Dumpster Enclosure
- C. Legal Counsel Report
- D. Board Report
- E. Chair Report

Adjournment

The meeting was adjourned at 5:50 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Jeff Wangsness, Acting Chairperson

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