

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)  
Thursday, May 9, 2024 - 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 PM. Board Members William Gardner, Dr. Paul Novak and Greg Johnson were in attendance. Todd Ashby joined the meeting electronically. Jay Pudenz (McClure) joined the meeting electronically. Dave Kalwishky (Exec 1), City Attorney Amy Beattie, Airport Board Manager Paul Moritz, Administrative Services Director Jennifer Sease, and Recording Secretary Diane Klemme were also present.

### **Approval of Agenda**

Board Member Johnson moved, second by Novak, to approve the agenda with amendment. Ayes: 5.

### **Public Forum**

Dave Vance, Corvette Club of Iowa

### **FBO Report**

Dave Kalwishky reviewed his FBO Report with the Board.

### **Finance / Budget Report**

Gardner reported on the 5/9/24 listing of bills.

### **Consent Agenda Items**

1. Approval of April 4, 2024 minutes.
2. Payment #3 to 818, LLC for the fabrication and installation of the new airport sign in the amount of \$437.50.
3. Environmental Assessment Task Order Two-Payment #12 HDR Engineering, Inc. for services that include Professional Consulting for Runway 18/36 in the amount of \$18,137.79.
4. Payment #13 to HDR Engineering, Inc. for Professional Consulting Services (EA) Task Order 2 in the amount of \$60,477.01.
5. Payment #18 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$2,781.25.
6. Payment #5 to McClure Engineering Company for services that includes Design & Bidding for Runway 18/36 in the amount of \$91,059.00.
7. Payment #1 to McClure Engineering Company for services that include construction of monument signs in the amount of \$3,867.00.
8. Payment #2 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 \$2,920.58.
9. Payment #9 to McClure Engineering Company for Site Work & Vertical Infrastructure for the North Property Line Box Hangars in the amount of \$8,497.95.
10. Payment #5 to McClure Engineering Company for Taxiway D Apron and Access Roadway Paving – Phase 3 in the amount of \$530.00.

11. Payment #11 to McClure Engineering Company for services that includes Preliminary Engineering for Runway 18/36 in the amount of \$2,524.95.
12. Payment #6 to Jensen Builders Ltd for services that include North Property Line Box Hangars in the amount of \$36,021.79.
13. Approval of Bills and Transfer of Necessary Funds, \$252,427.49.
14. Approval of May 2024 Financial Reports.

### **Approval of Consent Agenda Items**

Board Member Novak moved, second by Gardner, to approve Consent Agenda Items CA-1 through CA-14. Ayes: Novak, Gardner, Ashby, Johnson, Wangsness.

### **New Business**

1. **RESOLUTION 2024-20** granting an electric easement to MidAmerican Energy Company for the installation of an electric cable to serve the North Property Line Box Hangars on the Ankeny Regional Airport. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.
2. Motion to approve the Special Event Permit for Exec 1 to hold a Fly-In Lunch event at the Ankeny Regional Airport on June 15, 2024 pending the submittal of the proof of insurance and waiving of the required fee and deposit. Novak moved, second by Gardner. Ayes: Novak, Gardner, Ashby, Johnson, Wangsness.
3. **RESOLUTION 2024-21** providing final payment to Wood Roofing Company, Inc. and accepting the public improvements associated with the T-Hangars Gutter Replacement Project. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Johnson, Wangsness.
4. **RESOLUTION 2024-22** authorizing the execution of Supplemental Agreement No. 1 to task Order No. 4 with McClure Engineering for the Runway 18/36 Reconstruction – Design and Bidding Services. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.
5. **RESOLUTION 2024-23** granting a public utility easement to the City of Ankeny for the relocation of a MidAmerican Energy electric cable to the east side of SE Fourmile Creek. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.
6. **RESOLUTION 2024-24** authorizing the submittal of two Iowa DOT Grant Applications for partial funding of the proposed North Property Line Box Hangars – Phase 2 Project at the Ankeny Regional Airport. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner, Wangsness.
7. **RESOLUTION 2024-25** authorizing the application of a Federal Grant to partially finance the design services for the Reconstruct Runway 18/36 Project at the Ankeny Regional Airport. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner, Wangsness.

### **Reports**

- A. Engineering Report – Moritz
  - a. HDR Environmental Assessment: Wetlands Jurisdictional Determination
  - b. Project Update: Taxiway D Apron and Access Roadway Paving (Phase 4)
  - c. Project Update: Interstate and Entry Monument Signs
  - d. Project Update – Design of 18/36 Reconstruction Project
- B. Staff Report - Moritz
  - a. Casey's Taxiway D Hangar Concept: Above-Ground Fuel Tank
  - b. Dumpster Enclosure for Solid Waste Disposal: Request by Exec 1
  - c. Ankeny Regional Airport Special Events Policy: Possible Revision

- d. July Monthly Meeting: Conflict with Fourth of July
- e. Update: Management Agreement and FBO License Review by AMCG
- C. Legal Counsel Report
  - a. T-Hangar Lease Review: Scott Hogue
- 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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