



Polk County Aviation Authority Meeting

Thursday, September 4, 2025

5:00 PM

**Ankeny Regional Airport - Corporate/Terminal Hangar Building
3700 SE Convenience Blvd, Ankeny, Iowa**

INSTRUCTIONS TO JOIN ELECTRONIC MEETING:

Please join using this link:

<https://zoom.us/j/98294550961?pwd=MzdjTERQR1Y1SVNWOGhxWFd1b2FRUT09>

Or dial: +13126266799 Meeting ID: 982 9455 0961 Passcode: 5678

A. ROLL CALL

B. APPROVAL OF AGENDA

1. Consider motion to approve and accept the September 4, 2025 agenda without amendment.

C. PUBLIC FORUM

D. FBO REPORTS

- Fuel Report
- Inspection Report
- Hangar tenant waiting list report
- Tenant concerns and response report

1. FBO Report & Waiting List

E. FINANCE / BUDGET REPORTS

F. CONSENT AGENDA ITEMS

CA - 1. Consider motion to approve the August 7, 2025 minutes.

CA - 2. Consider motion to approve **RESOLUTION** approving the lease agreements with the individuals and/or organizations.

- CA - 3.** Consider motion to approve Payment #1 in the amount of \$25,532.92 to Jensen Builders Ltd for services that include the Reconstruction of the Entrance Roundabout & Terminal Parking Lot project.
- CA - 4.** Consider motion to approve Payment #3 in the amount of \$13,650.00 to HDR Engineering, Inc. for the South Corporate Terminal Area Formulation project.
- CA - 5.** Consider motion to approve Payment #33 in the amount of \$2,667.49 to McClure Engineering Company for services that include General On-Call Engineering Services.
- CA - 6.** Consider motion to approve Final Payment #11 in the amount of \$3,498.21 to McClure Engineering Company for Taxiway D Apron and Access Roadway Paving, Construction Management – Phase 4.
- CA - 7.** Consider motion to approve Final Payment #21 in the amount of \$19,908.26 to McClure Engineering Company for services that includes Design & Bidding to Reconstruct Runway 18/36.
- CA - 8.** Consider motion to approve Payment #1 in the amount of \$19,930.00 to McClure Engineering Company for services that includes Construction Administration and Observation Services to Reconstruct Runway 18/36.
- CA - 9.** Consider motion to approve Payment #5 in the amount of \$18,917.95 to McClure Engineering Company for Site Work & Vertical Infrastructure – Phase 2 - Construction Management, Administration & Observation Service for the North Property Line Box Hangars.
- CA - 10.** Consider motion to approve Final Payment #11 in the amount of \$8,977.30 to McClure Engineering Company for Extend Runway 18: Design and Bidding Services.
- CA - 11.** Consider motion to approve Payment #5 in the amount of \$8,388.90 to McClure Engineering Company for Runway 18 Localizer Relocation – Glideslope Impacts.
- CA - 12.** Consider motion to approve Payment #1 in the amount of \$8,500.14 to McClure Engineering Company for Construction Administration, Observation & Closeout Services for the Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot project.
- CA - 13.** Consider motion to approve Bills and Transfer of Necessary Funds in the amount of \$157,325.80
- CA - 14.** Consider motion to approve September 2025 Financial Reports.

• **APPROVAL OF CONSENT AGENDA ITEMS**

1. Consent Agenda Items CA-1 through CA-14

Consider motion to approve the recommendations for Consent Agenda Items CA-1 through CA-14.

G. REMOVED CONSENT AGENDA ITEMS:

H. OLD BUSINESS

I. NEW BUSINESS

1. Consider motion to approve the Equipment Rental Agreement with the Des Moines International Airport to allow the PCAA to rent their Lighted Runway Closure Markers on an as-needed basis.
2. Consider motion to approve property and electronic data processing insurance with Cincinnati Insurance Company for the policy year 09/20/25 - 09/20/26 and authorize premium payment in the amount of \$59,989.
3. Consider motion to approve public officials liability insurance with Indian Harbor Insurance Company for the policy year 09/20/25 - 09/20/26 and authorize premium payment in the amount of \$3,396.
4. Consider motion to accept a proposal from Iowa Tuckpointing LLC in the amount of \$4,250.00 to complete crack routing/sealing on the exterior block walls, masonry repairs to the exterior columns and expansion joint repairs on the Terminal Building.
5. Consider motion to adopt **RESOLUTION** awarding Bid Addition #1 for the Reconstruct and Extend Runway 18/36 Project to Manatt's, Incorporated in the amount of \$1,919,383.00.
6. Consider motion to adopt **RESOLUTION** authorizing the board chairperson to sign the construction contract for the Reconstruct and Extend Runway 18/36 Project at the Ankeny Regional Airport.
7. Consider motion to adopt **RESOLUTION** authorizing the signing of the Federal Aviation Administration Grant Offer for the Base Bid portion of the Reconstruct and Extend Runway 18/36 Project.
8. Consider motion to accept the proposal from Nehring Construction, Inc. in the amount of \$19,725.00 to complete the "Concrete Paving of Infill Areas - Tee Hangar Taxilanes" at the Ankeny Regional Airport.
9. Management Agreement Presentation
10. Consider motion to approve the purchase of a 2026 Dodge Ram 2500 4WD in an amount not to exceed \$42,959.

J. REPORTS

1. **Engineering Report**
 - a. Project Update: Reconstruct Airport Entrance Roundabout and Terminal Parking Lot
 - b. Project Update: North Property Line Box Hangars - Phase 2
 - c. Project Update: South Corporate Terminal Area - Phase 1 Preliminary Design
 - d. Status of CPF Grant Application and EDA Disaster Grant Application
2. **Staff Report**
 - a. Update: Request for Bids for installing Fire Extinguishers within the Leased

Hangars.

- b. Update: MidAmerican Gas Main Installation to North Property Line Box Hangars.
- c. Update: Iowa DOT Grants for PCAA Maintenance Storage Facility.

3. **Legal Counsel Report**

4. **Board Report**

5. **Chair Report**

K. ADJOURNMENT