



## **Polk County Aviation Authority Meeting**

**Thursday, October 9, 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 October 9, 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 September 4, 2025 minutes.

**CA - 2.** Consider motion to approve Payment #2 in the amount of \$261,833.30 to Jensen Builders Ltd for services that include the Reconstruction of the

Entrance Roundabout & Terminal Parking Lot project.

- CA - 3.** Consider motion to approve Payment #34 in the amount of \$3,440.00 to McClure Engineering Company for services that include General On-Call Engineering Services.
- CA - 4.** Consider motion to approve Payment #2 in the amount of \$24,608.19 to McClure Engineering Company for services that includes Construction Administration and Observation Services to Reconstruct Runway 18/36.
- CA - 5.** Consider motion to approve Payment #2 in the amount of \$12,552.35 to McClure Engineering Company for Construction Administration, Observation & Closeout Services for the Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot project.
- CA - 6.** Consider motion to approve Payment #6 in the amount of \$6,858.85 to McClure Engineering Company for Site Work & Vertical Infrastructure – Phase 2 - Construction Management, Administration & Observation Service for the North Property Line Box Hangars.
- CA - 7.** Consider motion to approve October, 2025 Financial Reports.
- CA - 8.** Consider motion to approve Bills and Transfer of Necessary Funds in the amount of \$525,681.93

• **APPROVAL OF CONSENT AGENDA ITEMS**

1. Consent Agenda Items CA-1 through CA-8.

**Consider motion to approve the recommendations for Consent Agenda Items CA-1 through CA-8.**

**G. REMOVED CONSENT AGENDA ITEMS:**

**H. OLD BUSINESS**

**I. NEW BUSINESS**

1. Consider motion to approve the invoice from Controlled Access of the Midwest, LLC for the yearly protection plan from 9/01/25 – 8/31/26 for the amount of \$1,966.00.
2. Consider motion to approve the Special Event Permit Application for Rick's Landing, LLC for an October 21, 2025 reception to be held in the evening within their private hangar.
3. Consider motion to approve the leasing of the two new box hangars upon completion and acceptance of the Phase 2 - North Property Line Box Hangars project.
4. Consider motion to adopt **RESOLUTION** ratifying the signing by staff of two Federal Aviation Administration grants for the runway construction costs and the replacement of the ILS system on the Reconstruct and Extend Runway 18/36 Project.
5. Consider motion to adopt **RESOLUTION** providing final payment to Nehring

Construction and accepting the public improvements associated with the "Concrete Paving of Infill Areas - Tee Hangar Taxilanes" Project at the Ankeny Regional Airport.

6. Consider motion to approve two change orders to Jensen Builders, Ltd. on the "Reconstruct Airport Entrance Roundabout and Terminal Parking Lot" Project in the total amount not to exceed \$6,948.00 for curb repairs at the museum pedestrian access and pavement replacement on the access drive just north of the project limits.
7. **North Property Line Box Hangars:** Consider motion to approve: a) Project Engineer's Statement of Completion; b) **RESOLUTION** accepting the public improvements with Jensen Builders Ltd. in the final contract amount of \$633,661.10; c) Payment # 4 (Final) in the amount of \$98,114.10 / Release of 5% Retainage in the amount of \$31,683.06 thirty days after project acceptance.
8. Consider motion to approve the proposal from Pye-Barker Fire and Safety, LLC doing business as Iowa Fire Equipment Company, for providing, installing and completing annual inspections for 88 fire extinguishers to be installed within the tee hangars and box hangars at a total cost of \$11,131.00 for a three-year period.
9. Consider motion to approve revised versions of the annual Tee Hangar Lease Agreement and Box Hangar Lease Agreement with said revised versions to go into effect on January 1, 2026.
10. Consider motion to approve revising the annual Tee Hangar Lease amount for the 84 tee hangars from \$200.00 per month to \$210.00 per month effective January 1, 2025.
11. Consider motion to approve a revision to the annual Tie-Down Lease Agreement to establish the start of the lease period, with said revision to go into effect on January 1, 2026.

## J. REPORTS

### 1. Engineering Report

- a. South Terminal Area Development — Update on Grant Application.
- b. Runway 18/36 Reconstruction - Preconstruction Conference
- c. Construction Schedule: Reconstruct Airport Entrance Roundabout and Terminal Parking Lot

### 2. Staff Report

- a. September 15, 2025 Tee Hangar Inspections - violation letters to be mailed.
- b. North Property Line Box Hangars — Remaining Hangar Pad Availability.
- c. Tour of Airport with Representative Zach Nunn on October 6, 2025.
- d. Emergency Cable Repair for the Obstruction Lights on SE Corporate Woods Drive.
- e. FFY 2027 Airport Capital Improvements Program — Draft for Review.

**3. Legal Counsel Report**

**4. Board Report**

**5. Chair Report**

**K. ADJOURNMENT**