



## **Polk County Aviation Authority Meeting**

**Thursday, November 6, 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 the November 6, 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 October 9, 2025 minutes.

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

- CA - 3.** Consider motion to approve Payment #3 in the amount of \$184,260.50 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 #35 in the amount of \$5,187.50 to McClure Engineering Company for services that include General On-Call Engineering Services.
- CA - 5.** Consider motion to approve Payment #3 in the amount of \$12,750.86 to McClure Engineering Company for services that include Construction Administration and Observation Services to Reconstruct Runway 18/36.
- CA - 6.** Consider motion to approve Payment #7 in the amount of \$3,379.25 to McClure Engineering Company for Site Work & Vertical Infrastructure – Phase 2 - Construction Management, Administration & Observation Services for the North Property Line Box Hangars.
- CA - 7.** Consider motion to approve Payment #3 in the amount of \$18,293.57 to McClure Engineering Company for Construction Administration, Observation & Closeout Services for the Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot project.
- CA - 8.** Consider motion to approve Bills and Transfer of Necessary Funds in the amount of \$295,170.52
- CA - 9.** Consider motion to approve November 2025 Financial Reports.

- **APPROVAL OF CONSENT AGENDA ITEMS**

- 1. Consent Agenda Items CA-1 through CA-09

**Consider motion to approve the recommendations for Consent Agenda Items CA-1 through CA-09.**

**G. REMOVED CONSENT AGENDA ITEMS:**

**H. OLD BUSINESS**

**I. NEW BUSINESS**

- 1. Consider motion to approve the installation of two door entry signs on the Department of Public Safety (Highway Patrol) hangar.
- 2. Consider motion to adopt **RESOLUTION** accepting two Iowa DOT Grant Agreements for the partial funding of the PCAA Maintenance Storage Facility Project at the Ankeny Regional Airport.
- 3. Consider motion to approve Change Order No. 2 to Jensen Builders, Ltd. on the "Reconstruct Airport Entrance Roundabout and Terminal Parking Lot" Project in the amount of \$2,000.00 for grading, earthwork and debris cleanup at the south stockpile area at the Ankeny Regional Airport.
- 4. Consider motion to approve Change Order No. 4 to Jensen Builders, Ltd. on the "Reconstruct Airport Entrance Roundabout and Terminal Parking Lot" Project in the amount of \$880.00 for the installation of an area intake near the front entrance of the Terminal Building.

5. Consider motion to adopt **RESOLUTION** ratifying the signing of the Federal Aviation Administration Grant Offer for replacing the PAPI and REIL Systems on the Reconstruct and Extend Runway 18/36 Project.

## **J. REPORTS**

### **1. Engineering Report**

- a. South Terminal Area Development — Update on possible grant application.
- b. Update on Runway 18/36 Reconstruction and Extension.
- c. Construction Update — Reconstruct Airport Entrance Roundabout and Terminal Parking Lot.

### **2. Staff Report**

- a. Update on the tee hangar inspections — Possible reassignment of two hangars on January 1, 2026.
- b. Update on the leasing of the North Box Hangars — Phase 2 Hangars.
- c. FAA Response — Possible Sale of Properties north of SE Oralabor Road.
- d. FAA Response - Concept for private box hangar ownership transfer.
- e. Update — Airport Manager Interview Process.
- f. Information on Polk County Community Development Grants.

### **3. Legal Counsel Report**

### **4. Board Report**

### **5. Chair Report**

## **K. ADJOURNMENT**