



## **Polk County Aviation Authority Meeting**

**Thursday, January 8, 2026**

**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. Approval of the Agenda

**Consider motion to approve the January 8, 2026 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 December 4, 2025 minutes.

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

- CA - 3. Consider motion to receive and file the Financial Statements for the Years Ended June 30, 2025 & 2024.
- CA - 4. Consider motion to approve Payment #4 in the amount of \$6,000.00 to HDR Engineering, Inc. for the South Corporate Terminal Area Formulation project.
- CA - 5. Consider motion to approve Payment #4 in the amount of \$10,554.87 to Jensen Builders Ltd for services that include the Reconstruction of the Entrance Roundabout & Terminal Parking Lot project.
- CA - 6. Consider motion to approve Payment #37 in the amount of \$1,820.00 to McClure Engineering Company for services that include General On-Call Engineering Services.
- CA - 7. Consider motion to approve Payment #5 in the amount of \$20,538.77 to McClure Engineering Company for services that include Construction Administration and Observation Services to Reconstruct Runway 18/36.
- CA - 8. Consider motion to approve Payment #5 in the amount of \$15,431.78 to McClure Engineering Company for Construction Administration, Observation & Closeout Services for the Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot project.
- CA - 9. Consider motion to approve Bills and Transfer of Necessary Funds in the amount of \$129,475.98
- CA - 10. Consider motion to approve January 2026 Financial Reports.

- **APPROVAL OF CONSENT AGENDA ITEMS**

- 1. Consent Agenda Items CA-1 through CA-10.

**Consider motion to approve the recommendations for Consent Agenda Items CA-1 through CA-10.**

**G. REMOVED CONSENT AGENDA ITEMS:**

**H. OLD BUSINESS**

**I. NEW BUSINESS**

- 1. Consider motion to approve a Cooperative Services Agreement with the United States Department of Agriculture APHIS Wildlife Services in the amount of \$7,700.00 for wildlife management at the Ankeny Regional Airport.
- 2. Consider motion to adopt **RESOLUTION** authorizing the execution of the First Amendment to the Agreement with Exec 1 Aviation II, LLC for Snow and Ice Removal Services at the Ankeny Regional Airport.
- 3. Consider motion to adopt **RESOLUTION** authorizing the execution of a Memorandum of Understanding delineating the mowing and snow removal responsibilities associated with the FAA Flight Standards District Office Building.
- 4. Consider motion to adopt **RESOLUTION** authorizing the execution of a Memorandum of Understanding with Central Iowa Aviation, LLC to delineate the mowing and snow removal responsibilities associated with the Terminal Building,

Maintenance Building and South Hangar.

5. Consider motion to approve the purchase of a light bar from Truck Equipment, Inc. in an amount not to exceed \$1,182.00

## **J. REPORTS**

### **1. Engineering Report**

- a. Draft Memorandum - South Corporate Terminal Building Investment Scenario.
- b. Runway 18/36 Extension Project— Status of CPF Federal Grant Application.
- c. Design Update—PCAA Maintenance Storage Facility.

### **2. Staff Report**

- a. Potential proposal to lease remaining North Box Hangar Pad - Adam Obrecht.
- b. Johnson Brothers Farm Lease - Reduced area in 2026 due to Runway 18/36 Project.
- c. Possible acquisition of minor equipment from Exec 1 for maintenance work.
- d. Potential use of Exec 1 employees on an as-needed basis.

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

### **4. Board Report**

### **5. Chair Report**

## **K. ADJOURNMENT**