

Regular Spencer Airport Board Meeting

Monday, September 14, 2026

3:00 PM

Main Conference Room, City Hall

101 W. 5th Street

Spencer, Iowa

Agenda

1. Roll Call

Norris, Veit, Peterson, Steffan, Schoorman

2. Motion Adoption

A. Approve Airport Board Minutes of August 10, 2026 & Special Airport Board Minutes of August 17, 2026

B. Approve Claims

3. New Business

A. Discussion Item: FAA proposed cancellation RNAV (GPS) for Runway 18

B. Approve Prime Service Providers, Inc. as Subcontractor for 2026 AV-Gas Fuel System Improvement Project

C. Approve Payment Estimate No. 7 for Contract No. 1 for the 2025 8-Plex Nested T-Hangar Project to Graves Construction Co., Inc. in the amount of \$63,568.29

D. Approve Payment Estimate No. 3 for Contract No. 2 for the 2025 8-Plex Nested T-Hangar Project to Graves Construction Co., Inc. in the amount of \$8,388.98

E. Discuss Federal Airport Improvement Program (AIP) 5-Year Capital Improvement Program

4. Old Business

5. Public Works Director Report

(no action to be taken)

6. Leading Edge Aviation Report

(no action to be taken)

7. Board Update

8. Adjourn

AIRPORT BOARD OF TRUSTEES
August 10, 2026
SPENCER, IOWA

The Airport Board of Trustees of the City of Spencer, Iowa, met on the 10th day of August, 2026, at 3:00 o'clock P.M., regular session in the Main Conference Room, City Hall, Spencer, Iowa, pursuant to law, to adjournment and to the rules of said Airport Board of Trustees.

The meeting was called to order by Chair, Don Schoorman, and the roll being called, there were present:

PRESENT: Norris, Veit, Peterson, Steffen, Schoorman
ABSENT: None

It was moved by Board Member Norris, seconded by Board Member Steffen to approve the minutes of July 13, 2026. The motion was declared carried when all Board Members present voted aye on voice call vote.

It was moved by Board Member Norris, seconded by Board Member Veit to approve the Claims, as presented for payment. The motion was declared carried when all Board Members present voted aye on voice call vote.

It was moved by Board Member Steffen, seconded by Board Member Veit to Approve Airport Black Knights Car Club Event for Taxiway "C" on September 27, 2026. The motion was declared carried when all Board Members present voted aye on voice call vote.

It was moved by Board Member Steffen, seconded by Board Member Peterson to Approve Pay Estimate No. 6 for Contract No. 1 for the 2025 8-Plex Nest T-Hangar to Graves Construction Co., Inc, in the amount of \$255,861.80. The motion was declared carried when all Board Members present voted aye on voice call vote.

Board Member Steffen introduced and caused to be read the following resolution and moved its adoption, seconded by Board Member Peterson; and after due consideration, thereof by the Board, the Chair put the question upon the motion, and the roll being called, the following named Board Members voted:

Ayes: Norris, Veit, Peterson, Steffen, Schoorman
Nays: None

Whereupon, the Chair declared the motion duly carried and said Resolution adopted, as follows:

**RESOLUTION NO. 133 A RESOLUTION SETTING A PUBLIC HEARING ON
THE PLANS, PECIFICATIONS, FORM OF CONTRACT, AND ESTIMATE OF
COST FOR THE 2026 AV-GAS FUEL SYSTEM IMPROVEMENT PROJECT,
SPENCER MUNICIPAL AIRPORT, SPENCER, IOWA;**

It was moved by Board Member Peterson, seconded by Board Member Steffen to Approve Pay Estimate No. 2 for Contract No. 2 for the 2025 8-Plex Nest T-Hangar to Graves Construction Co., Inc, in the amount of \$139,422.00. The motion was declared carried when all Board Members present voted aye on voice call vote.

Public Works Director Report:

- Runway lights fixed
- Lights coming from DSM Airport for REIL

Leading Edge Aviation Report:

- Worked with Mark White on runway lights

It was moved by Board Member Norris and seconded by Board Member Peterson to adjourn at 3:19 P.M. The motion was declared carried when all Board Members present voted aye on voice call vote.

Don Schoorman, Chair

ATTEST:

Mary Beth Breidinger
City Clerk

AIRPORT BOARD OF TRUSTEES
August 17, 2026
SPENCER, IOWA

The Airport Board of Trustees of the City of Spencer, Iowa, met on the 17th day of August, 2026, at 3:00 o'clock P.M., special session in the Main Conference Room, City Hall, Spencer, Iowa, pursuant to law, to adjournment and to the rules of said Airport Board of Trustees.

The meeting was called to order by Chair, Don Schoorman, and the roll being called, there were present:

PRESENT: Norris, Peterson, Steffen, Schoorman
ABSENT: Veit

Public Hearing on Proposed Plans, Specifications, Form of Contract and Estimate of Cost for 2026 AV-Gas Fuel System Improvement Project;

The Chair declared the public hearing open.

Written comments were filed by the following:
None

Oral comments were filed by the following:
None

The Chair declared the public hearing closed.

Board Member Norris introduced and caused to be read the following resolution and moved its adoption, seconded by Board Member Schoorman; and after due consideration, thereof by the Board, the Chair put the question upon the motion, and the roll being called, the following named Board Members voted:

Ayes: Norris, Peterson, Steffen, Schoorman
Nays: None

Whereupon, the Chair declared the motion duly carried and said Resolution adopted, as follows:

**RESOLUTION NO. 134 RESOLUTION APPROVING PLANS,
SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR
THE 2026 AV-GAS SYSTEM IMPROVEMENT PROJECT, SPENCER
MUNICIPAL AIRPORT, SPENCER, IOWA;**

Board Member Peterson introduced and caused to be read the following resolution and moved its adoption, seconded by Board Member Steffen; and after due consideration, thereof by the Board, the Chair put the question upon the motion, and the roll being

called, the following named Board Members voted:

Ayes: Norris, Peterson, Steffen, Schoorman
Nays: None

Whereupon, the Chair declared the motion duly carried and said Resolution adopted, as follows:

**RESOLUTION NO. 135 RESOLUTION AWARING CONTRACT FOR 2026
AV-GAS FUEL SYSTEM IMPROVEMENT PROJECT (METCO FUEL SYSTEMS,
\$137,655.00)**

It was moved by Board Member Peterson, seconded by Board Member Norris to Approve T-Hangar Lease Priority Policy.

Upon roll call vote, the vote thereon was as follows:

Ayes: Norris, Peterson, Schoorman
Nays: Steffen

The motion was declared carried.

Board Update:

Review/Discuss Available Storage Diagram from Tim Steffen

It was moved by Board Member Norris and seconded by Board Member Peterson to adjourn at 3:32 P.M. The motion was declared carried when all Board Members present voted aye on voice call vote.

Don Schoorman, Chair

ATTEST:

Kellerie Burns
Deputy City Clerk



Spencer, IA

Airport Claims 9-14-2026

By Vendor Name

Payment Dates 8/11/2026 - 9/14/2026

Description (Item)	Account Name	Account Number	Project Account Key	Amount
Vendor: 00150 - 154i, LLC				
City of Spencer App Annual Li...	TECHNOLOGY EXPENSE	660-5-280-64192		409.09
Vendor 00150 - 154i, LLC Total:				409.09
Vendor: 01052 - All Seasons Animal Removal				
Animal Trapping On Airfield	GROUNDS MAINT & REPAIR	660-5-280-63200		485.00
Vendor 01052 - All Seasons Animal Removal Total:				485.00
Vendor: 02087 - Blueglobes LLC				
runway bulbs	GROUNDS MAINT & REPAIR	660-5-280-63200		364.32
Vendor 02087 - Blueglobes LLC Total:				364.32
Vendor: 04018 - C.W. Suter Services				
a/c repair	BUILDING MAINT & REPAIR	660-5-280-63100		329.84
Vendor 04018 - C.W. Suter Services Total:				329.84
Vendor: 03170 - Clay County Treasurer				
Property Tax	PROPERTY TAXES	660-5-280-64182		40.00
Property Tax	PROPERTY TAXES	660-5-280-64182		38.00
Property Tax	LEGAL EXPENSE	660-5-280-64110		40.00
Property Tax	PROPERTY TAXES	660-5-280-64182		38.00
Property Tax	PROPERTY TAXES	660-5-280-64182		36.00
Property Tax	PROPERTY TAXES	660-5-280-64182		38.00
Property Tax	PROPERTY TAXES	660-5-280-64182		38.00
Vendor 03170 - Clay County Treasurer Total:				268.00
Vendor: 05059 - Ecolab Pest Elimination				
pest control	BUILDING MAINT & REPAIR	660-5-280-63100		212.18
Rodent Program	BUILDING MAINT & REPAIR	660-5-280-63100		212.18
Vendor 05059 - Ecolab Pest Elimination Total:				424.36
Vendor: 06008 - Fairchild Manufacturing Inc				
Repair Hangar door #30	BUILDING MAINT & REPAIR	660-5-280-63100		2,590.00
Vendor 06008 - Fairchild Manufacturing Inc Total:				2,590.00
Vendor: 06030 - Farmers Trust & Savings Bank				
PAYROLL TAXES	FEDERAL TAXES PAYABLE	660-2-000-21201		15.56
PAYROLL TAXES	FEDERAL TAXES PAYABLE	660-2-000-21201		19.65
PAYROLL TAXES	FEDERAL TAXES PAYABLE	660-2-000-21201		66.52
PAYROLL TAXES	FEDERAL TAXES PAYABLE	660-2-000-21201		69.72
PAYROLL TAXES	FEDERAL TAXES PAYABLE	660-2-000-21201		16.30
PAYROLL TAXES	FEDERAL TAXES PAYABLE	660-2-000-21201		26.54
Vendor 06030 - Farmers Trust & Savings Bank Total:				214.29
Vendor: 09049 - Iowa Public Employees Retirement System				
IPERS	IPERS PAYABLE	660-2-000-21203		16.03
Vendor 09049 - Iowa Public Employees Retirement System Total:				16.03
Vendor: 39060 - JCL Solutions Spencer Office Supplies				
paper towels	OPERATING SUPPLIES	660-5-280-65070		47.53
Vendor 39060 - JCL Solutions Spencer Office Supplies Total:				47.53
Vendor: 10997 - Kapps Fire Extinguisher Sales and Services				
Annual Fire Extinguisher Insp...	BUILDING MAINT & REPAIR	660-5-280-63100		334.75
Vendor 10997 - Kapps Fire Extinguisher Sales and Services Total:				334.75
Vendor: 11050 - Kruse Cate & Nelson PC				
Invoice #2 2026 AV-Gas Fuel ...	ENGINEERING	660-5-280-64070		6,337.50
Airport 18/36 REIL Light Meet...	ENGINEERING	660-5-280-64070		148.00
18/36 REIL Light Consulting	ENGINEERING	660-5-280-64070		74.00
Vendor 11050 - Kruse Cate & Nelson PC Total:				6,559.50

Airport Claims 9-14-2026
Payment Dates: 8/11/2026 - 9/14/2026

Description (Item)	Account Name	Account Number	Project Account Key	Amount
Vendor: 12046 - Leading Edge Aviation Inc				
MONTHLY MNGMNT PAYME...	OTHER CONTRACTUAL SERVIC...	660-5-280-64990		3,581.58
MONTHLY MNGMNT PAYME...	OTHER CONTRACTUAL SERVIC...	660-5-280-64990		3,581.58
			Vendor 12046 - Leading Edge Aviation Inc	Total: 7,163.16
Vendor: 17000 - Quadient Finance USA Inc				
postage replenishment	OPERATING SUPPLIES	660-5-280-65070		18.00
			Vendor 17000 - Quadient Finance USA Inc Total:	18.00
Vendor: 19220 - Spencer Daily Reporter				
AV Gas Fuel System Notice	MISCELLANEOUS EXPENSE	660-5-280-65990		26.68
			Vendor 19220 - Spencer Daily Reporter	Total: 26.68
Vendor: 19270 - Spencer Municipal Utilities				
1963 330th st - airport suite 7...	UTILITIES - ELECTRIC	660-5-280-63710		663.22
1957 330 st -airport - electric	UTILITIES - ELECTRIC	660-5-280-63710		1,929.54
1963 330th st -airport suite 9 ...	UTILITIES - ELECTRIC	660-5-280-63710		44.03
1957 330 st -airport - water	UTILITIES - WATER	660-5-280-63740		581.84
1957 330 st -airport - sewer	UTILITES - SEWER	660-5-280-63741		354.52
1957 - 330th st - airport	MISCELLANEOUS EXPENSE	660-5-280-65990		33.17
			Vendor 19270 - Spencer Municipal Utilities	Total: 3,606.32
Vendor: 20059 - State of Iowa Treasurer				
STATE WITHHOLDING	STATE TAXES PAYABLE	660-2-000-21202		11.93
STATE WITHHOLDING	STATE TAXES PAYABLE	660-2-000-21202		13.77
			Vendor 20059 - State of Iowa Treasurer	Total: 25.70
Vendor: 00097 - Tiger Pride Lawn Care LLC				
spray weeds by sign	GROUNDS MAINT & REPAIR	660-5-280-63200		200.00
spray around lights	GROUNDS MAINT & REPAIR	660-5-280-63200		3,400.00
			Vendor 00097 - Tiger Pride Lawn Care LLC	Total: 3,600.00
Vendor: 00117 - Wiley Electric				
Runway Light Regulator Relay	GROUNDS MAINT & REPAIR	660-5-280-63200		1,424.96
Trouble Shoot REIL Lights 18/...	GROUNDS MAINT & REPAIR	660-5-280-63200		640.00
light upgrade Dakota Air Spray...	BUILDING MAINT & REPAIR	660-5-280-63100		918.06
			Vendor 00117 - Wiley Electric	Total: 2,983.02
			Grand Total:	29,465.59

Report Summary**Fund Summary**

Fund	Expense Amount	Payment Amount
660 - AIRPORT ENTERPRISE	29,465.59	29,465.59
Grand Total:	29,465.59	29,465.59

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
660-2-000-21201	FEDERAL TAXES PAYABLE	214.29	214.29
660-2-000-21202	STATE TAXES PAYABLE	25.70	25.70
660-2-000-21203	IPERS PAYABLE	16.03	16.03
660-5-280-63100	BUILDING MAINT & REP...	4,597.01	4,597.01
660-5-280-63200	GROUNDS MAINT & REP...	6,514.28	6,514.28
660-5-280-63710	UTILITIES - ELECTRIC	2,636.79	2,636.79
660-5-280-63740	UTILITIES - WATER	581.84	581.84
660-5-280-63741	UTILITES - SEWER	354.52	354.52
660-5-280-64070	ENGINEERING	6,559.50	6,559.50
660-5-280-64110	LEGAL EXPENSE	40.00	40.00
660-5-280-64182	PROPERTY TAXES	228.00	228.00
660-5-280-64192	TECHNOLOGY EXPENSE	409.09	409.09
660-5-280-64990	OTHER CONTRACTUAL S...	7,163.16	7,163.16
660-5-280-65070	OPERATING SUPPLIES	65.53	65.53
660-5-280-65990	MISCELLANEOUS EXPEN...	59.85	59.85
Grand Total:		29,465.59	29,465.59

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	29,465.59	29,465.59
Grand Total:	29,465.59	29,465.59



Spencer, IA

Budget Report

Account Summary

For Fiscal: 2025-2026 Period Ending: 08/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 660 - AIRPORT ENTERPRISE							
Revenue							
660-4-280-4-4311	RENT INCOME - FARM	45,000.00	90,000.00	0.00	40,000.00	-50,000.00	55.56 %
660-4-280-4-4312	RENT INCOME - HANGARS	45,000.00	45,000.00	0.00	0.00	-45,000.00	100.00 %
660-4-280-4-4313	RENT INCOME - FACILITIES	72,000.00	90,437.00	10,117.00	26,009.00	-64,428.00	71.24 %
660-4-280-4-4341	FUELING FEES	15,000.00	15,000.00	6,146.97	7,319.67	-7,680.33	51.20 %
660-4-950-4-4300	INTEREST	1,000.00	1,000.00	176.80	650.70	-349.30	34.93 %
660-4-950-4-4799	OTHER REVENUE	0.00	9,000.00	0.00	0.00	-9,000.00	100.00 %
Revenue Total:		178,000.00	250,437.00	16,440.77	73,979.37	-176,457.63	70.46%
Expense							
660-5-280-60100	SALARIES	15,000.00	15,000.00	3,119.87	5,301.76	9,698.24	64.65 %
660-5-280-60200	PART TIME SALARIES	4,500.00	4,500.00	1,745.54	2,635.88	1,864.12	41.42 %
660-5-280-60400	OVERTIME	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
660-5-280-61100	FICA - CITY	1,350.00	1,350.00	279.57	461.34	888.66	65.83 %
660-5-280-61200	MEDICARE - CITY	400.00	400.00	65.40	107.91	292.09	73.02 %
660-5-280-61300	IPERS - CITY	2,100.00	2,100.00	459.30	737.83	1,362.17	64.87 %
660-5-280-62400	MEETINGS & CONFERENCES	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
660-5-280-63100	BUILDING MAINT & REPAIR	25,000.00	25,000.00	3,500.60	3,736.03	21,263.97	85.06 %
660-5-280-63200	GROUNDS MAINT & REPAIR	10,000.00	10,000.00	3,400.00	3,634.75	6,365.25	63.65 %
660-5-280-63310	VEHICLE OPERATIONS - FUEL	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
660-5-280-63320	VEHICLE MAINT & REPAIR	500.00	500.00	0.00	0.00	500.00	100.00 %
660-5-280-63500	EQUIPMINT MAINT & REPAIRS	4,500.00	4,500.00	0.00	0.00	4,500.00	100.00 %
660-5-280-63710	UTILITIES - ELECTRIC	31,000.00	31,000.00	2,573.37	5,127.86	25,872.14	83.46 %
660-5-280-63711	UTILITIES - GAS	6,000.00	6,000.00	0.00	-93.17	6,093.17	101.55 %
660-5-280-63740	UTILITIES - WATER	2,000.00	2,000.00	416.78	593.20	1,406.80	70.34 %
660-5-280-63741	UTILITES - SEWER	1,500.00	1,500.00	387.18	568.61	931.39	62.09 %
660-5-280-64080	INSURANCE EXPENSE	10,000.00	10,000.00	0.00	9,261.00	739.00	7.39 %
660-5-280-64110	LEGAL EXPENSE	1,000.00	1,000.00	0.00	550.00	450.00	45.00 %
660-5-280-64182	PROPERTY TAXES	240.00	240.00	0.00	0.00	240.00	100.00 %
660-5-280-64902	ASSOCIATION DUES - CITY	500.00	500.00	0.00	0.00	500.00	100.00 %
660-5-280-64990	OTHER CONTRACTUAL SERVICES	41,445.00	41,445.00	3,581.58	7,163.16	34,281.84	82.72 %
660-5-280-65070	OPERATING SUPPLIES	2,500.00	2,500.00	164.69	164.69	2,335.31	93.41 %
660-5-280-65083	POSTAGE / SHIPPING FEES	200.00	200.00	0.00	0.00	200.00	100.00 %
660-5-280-65990	MISCELLANEOUS EXPENSE	5,500.00	5,500.00	0.00	62.34	5,437.66	98.87 %
660-5-280-69300	TRANSFERS TO WORK COMP	800.00	800.00	0.00	0.00	800.00	100.00 %
660-5-280-69400	TRANSFERS TO PROPERTY INS	5,780.00	5,780.00	0.00	0.00	5,780.00	100.00 %
Expense Total:		176,815.00	176,815.00	19,693.88	40,013.19	136,801.81	77.37%
Fund: 660 - AIRPORT ENTERPRISE Surplus (Deficit):		1,185.00	73,622.00	-3,253.11	33,966.18	-39,655.82	53.86%
Fund: 661 - AIRPORT RESERVE							
Revenue							
661-4-950-3-4400	FEDERAL GRANTS	67,500.00	67,500.00	0.00	0.00	-67,500.00	100.00 %
661-4-950-4-4300	INTEREST	12,000.00	12,000.00	1,786.52	3,107.68	-8,892.32	74.10 %
Revenue Total:		79,500.00	79,500.00	1,786.52	3,107.68	-76,392.32	96.09%
Expense							
661-5-280-67270	OTHER CAPITAL EQUIPMENT	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
661-5-280-67990	OTHER CAPITAL OUTLAY	0.00	0.00	61,609.58	61,609.58	-61,609.58	0.00 %
Expense Total:		25,000.00	25,000.00	61,609.58	61,609.58	-36,609.58	-146.44%
Fund: 661 - AIRPORT RESERVE Surplus (Deficit):		54,500.00	54,500.00	-59,823.06	-58,501.90	-113,001.90	207.34%
Report Surplus (Deficit):		55,685.00	128,122.00	-63,076.17	-24,535.72	-152,657.72	119.15%

Group Summary

Account Typ...	Original	Current	Period	Fiscal	Variance	
	Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Percent Remaining
Fund: 660 - AIRPORT ENTERPRISE						
Revenue	178,000.00	250,437.00	16,440.77	73,979.37	-176,457.63	70.46%
Expense	176,815.00	176,815.00	19,693.88	40,013.19	136,801.81	77.37%
Fund: 660 - AIRPORT ENTERPRISE Surplus (Deficit):	1,185.00	73,622.00	-3,253.11	33,966.18	-39,655.82	53.86%
Fund: 661 - AIRPORT RESERVE						
Revenue	79,500.00	79,500.00	1,786.52	3,107.68	-76,392.32	96.09%
Expense	25,000.00	25,000.00	61,609.58	61,609.58	-36,609.58	-146.44%
Fund: 661 - AIRPORT RESERVE Surplus (Deficit):	54,500.00	54,500.00	-59,823.06	-58,501.90	-113,001.90	207.34%
Report Surplus (Deficit):	55,685.00	128,122.00	-63,076.17	-24,535.72	-152,657.72	119.15%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
660 - AIRPORT ENTERPRISE	1,185.00	73,622.00	-3,253.11	33,966.18	-39,655.82
661 - AIRPORT RESERVE	54,500.00	54,500.00	-59,823.06	-58,501.90	-113,001.90
Report Surplus (Deficit):	55,685.00	128,122.00	-63,076.17	-24,535.72	-152,657.72



Excellence through experience™

PROPOSED SUBCONTRACTORS

Prime Services Providers, INC

N8774 Firelane 1

Menasha, WI 54952

920-358-7625

Mike Cygan

mikec@primeappleton.com

KRUSE, CATE & NELSON, P.C.

ENGINEERING AND LAND SURVEYING SERVICE
SPENCER, IOWA 51301

JAMES E. THIESSE
BRIAN J. SCHMIDT
ROSS D. McWHIRTER

2303 W. 18TH STREET
PHONE 712-262-3468
FAX 712-262-9468
info@kcn-eng.com

September 9, 2026

City of Spencer Airport Board/City Council
101 W 5th Street
Spencer, Iowa 51301

Re: 2025 8-PLEX NESTED T-HANGAR, SPENCER MUNICIPAL AIRPORT
CONTRACT NO. 1 - Payment Estimate

Dear Barb & Mark:

We are transmitting herewith on behalf of the Contractor, Graves Construction Co., Inc, 1 copy of Payment Estimate No. 7 (Partial) for Contract No. 1 of subject project in the amount of **\$63,568.29**.

We have reviewed the quantities contained herein and recommend payment in the amount shown.

Please let me know if you have any questions.

Very truly yours,

KRUSE, CATE & NELSON, P.C.

By: Ross McWhirter
Ross D. McWhirter, PE

2219PE.doc

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF THREE PAGES

TO OWNER:

City of Spencer, Clay Co., Iowa
101 West 5th Street
Spencer, IA 51301

PROJECT:

2025 8-Plex Nested T-Hangar Project, Spencer Municipal Airport
CONTRACT NO. 1

APPLICATION NO. 7

Distribution to:

☒	OWNER
☒	ARCHITECT
☒	CONTRACTOR
☐	
☐	

PERIOD TO: 8/31/2026

VIA ARCHITECT:

Kruse, Cate & Nelson, P.C.
2303 West 18th Street
Spencer, IA 51301

PROJECT NO: 3-19-0086-031

3-19-0086-032

CONTRACT DATE June 12, 2025

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.

Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM	\$ 1,226,840.40
2. Net change by Change Orders	\$ 0.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$ 1,226,840.40
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 1,219,402.20

5. RETAINAGE:

a. 5 % of Completed Work (Column D + E on G703)	\$ 60,970.11
b. 0 % of Stored Material (Column F on G703)	\$ 0
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$ 60,970.11

6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$ 1,158,432.09
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$ 1,094,863.80
8. CURRENT PAYMENT DUE	\$ 63,568.29
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$ 68,408.31

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

CONTRACTOR:

By: David Kruse Date: 9/09/26State of: Iowa County of: Clay
Subscribed and sworn to before me this 9th day of Sept.
Notary Public: Kristin Hannegreffs
My Commission expires: October 10, 2028

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated. the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 63,568.29

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: Ross McWhorter Date: 9-9-26

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Schedule of Values

AIA DOCUMENT G703

PAGE 1 OF 2

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 7
APPLICATION DATE: 8/31/26
PERIOD TO: 8/31/26
PROJECT NO: 3-19-0086-031
3-19-0086-032

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED THIS PERIOD		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E)	H % (G : C)	I BALANCE TO FINISH (C - G)	J RETAINAGE (IF VARIABLE RATE) \$%
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	Installation and Removal of Silt Fence	\$3,220.00	\$1,610.00	\$966.00	\$0.00	\$2,576.00	80%	\$644.00	\$128.80
2	Mobilization	\$65,000.00	\$65,000.00	\$0.00	\$0.00	\$65,000.00	100%	\$0.00	\$3,250.00
2A	Traffic Control	\$5,300.00	\$5,300.00	\$0.00	\$0.00	\$5,300.00	100%	\$0.00	\$265.00
3	Unclassified Excavation	\$30,651.00	\$30,651.00	\$0.00	\$0.00	\$30,651.00	100%	\$0.00	\$1,532.55
4	Subbase Course	\$14,660.00	\$14,660.00	\$0.00	\$0.00	\$14,660.00	100%	\$0.00	\$733.00
5	Aggregate Base Course	\$1,272.00	\$1,272.00	\$48.00	\$0.00	\$1,320.00	104%	(\$48.00)	\$66.00
6	6" Portland Cement Pavement	\$126,060.00	\$126,060.00	\$0.00	\$0.00	\$126,060.00	100%	\$0.00	\$6,303.00
7	6" Reinforced PCC Pavement (per plan)	\$42,700.00	\$42,700.00	\$0.00	\$0.00	\$42,700.00	100%	\$0.00	\$2,135.00
8	P-501-5.1 Mix Design, Correlation Testing & QC	\$19,300.00	\$19,300.00	\$0.00	\$0.00	\$19,300.00	100%	\$0.00	\$965.00
9	Joint Sealing Filler	\$7,511.00	\$0.00	\$7,511.00	\$0.00	\$7,511.00	100%	\$0.00	\$375.55
10	Surface Preparation (For Paint)	\$3,600.00	\$1,035.21	\$2,564.79	\$0.00	\$3,600.00	100%	\$0.00	\$180.00
11	Marking (Centerline Paint 6" Wide)	\$2,700.00	\$0.00	\$2,700.00	\$0.00	\$2,700.00	100%	\$0.00	\$135.00
12	Reflective Media	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00	100%	\$0.00	\$25.00
13	18" Corrugated Metal Pipe	\$2,520.00	\$2,520.00	\$0.00	\$0.00	\$2,520.00	100%	\$0.00	\$126.00
14	Seeding - Permanent Lawn Mixture	\$7,346.40	\$0.00	\$6,734.20	\$0.00	\$6,734.20	92%	\$612.20	\$336.71
15	Seeding - Alfalfa Seed Mixture	\$6,000.00	\$0.00	\$5,280.00	\$0.00	\$5,280.00	88%	\$720.00	\$264.00
16	Topsoil (Strip, Stockpile & Place)	\$8,690.00	\$8,690.00	\$0.00	\$0.00	\$8,690.00	100%	\$0.00	\$434.50
17	Mulching	\$6,120.00	\$0.00	\$5,610.00	\$0.00	\$5,610.00	92%	\$510.00	\$280.50
18	8-Plex Nested T-Hangar - Complete	\$855,000.00	\$815,000.00	\$35,000.00	\$0.00	\$850,000.00	99%	\$5,000.00	\$42,500.00
19	6" Granular Subbase under Hangar Floor	\$18,690.00	\$18,690.00	\$0.00	\$0.00	\$18,690.00	100%	\$0.00	\$934.50
	GRAND TOTALS	\$1,226,840.40	\$1,152,488.21	\$66,913.99	\$0.00	\$1,219,402.20	99.4%	\$7,438.20	\$60,970.11

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

KRUSE, CATE & NELSON, P.C.

ENGINEERING AND LAND SURVEYING SERVICE
SPENCER, IOWA 51301

JAMES E. THIESSE
BRIAN J. SCHMIDT
ROSS D. McWHIRTER

2303 W. 18TH STREET
PHONE 712-262-3468
FAX 712-262-9468
info@kcn-eng.com

September 9, 2026

City of Spencer Airport Board/City Council
101 W 5th Street
Spencer, Iowa 51301

Re: 2025 8-PLEX NESTED T-HANGAR, SPENCER MUNICIPAL AIRPORT
CONTRACT NO. 2 - Payment Estimate

Dear Barb & Mark:

We are transmitting herewith on behalf of the Contractor, Graves Construction Co., Inc, 1 copy of Payment Estimate No. 3 (Partial) for Contract No. 2 of subject project in the amount of **\$8,388.98**.

We have reviewed the quantities contained herein and recommend payment in the amount shown.

Please let me know if you have any questions.

Very truly yours,

KRUSE, CATE & NELSON, P.C.

By: Ross McWhirter
Ross D. McWhirter, PE

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF THREE PAGES

TO OWNER:

City of Spencer, Clay Co., Iowa
101 West 5th Street
Spencer, IA 51301

PROJECT:

2025 8-Plex Nested T-Hangar Project, Spencer Municipal Airport
CONTRACT NO. 2

3

APPLICATION NO:

Distribution to:

☒ OWNER
☒ ARCHITECT
☒ CONTRACTOR

FROM CONTRACTOR:

Graves Construction Co Inc
PO Box 1417
Spencer, IA 51301

VIA ARCHITECT:

Kruse, Cate & Nelson, P.C.
2303 West 18th Street
Spencer, IA 51301

PERIOD TO:

8/31/2026

PROJECT NO:

GAVI - 91260SPW100

CONTRACT FOR:

June 12, 2025

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM \$ 167,930.50
2. Net change by Change Orders \$ 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 167,930.50
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 167,930.50

5. RETAINAGE:
a. 5 % of Completed Work \$ 8,396.53
(Column D + E on G703)
b. 0 % of Stored Material \$
(Column F on G703)
Total Retainage (Lines 5a + 5b or

- Total in Column I of G703)
6. TOTAL EARNED LESS RETAINAGE \$ 8,396.53
(Line 4 Less Line 5 Total) \$ 159,533.98

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 151,145.00
8. CURRENT PAYMENT DUE \$ 8,388.98
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 8,396.52

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

CONTRACTOR:

By: Dea Caver Date: 8/31/26

State of: Iowa

County of: Clay

Subscribed and sworn to before me this 31st day of Aug.

Notary Public: Kristin Hannegreffs

My Commission expires: October 10, 2028

KRISTIN HANNEGREFFS
Commission Number 749047
My Commission Expires
October 10, 2028

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 8,388.98

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)
ARCHITECT:

By: Ross McWhorter Date: 9-9-26

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Schedule of Values

AIA DOCUMENT G703

PAGE 1 OF 2

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 3

APPLICATION DATE: 8/31/26

PERIOD TO: 8/31/26

PROJECT NO: GAVI - 91260SPW100

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G ÷ C)	I BALANCE TO FINISH (C - G)	J RETAINAGE (IF VARIABLE RATE) 5%
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
20	CONTRACT NO. 2 Subbase Course	\$12,340.00	\$12,340.00	\$0.00	\$0.00	\$12,340.00	100%	\$0.00	\$617.00
21	6" Portland Cement Concrete Pavement	\$146,760.00	\$146,760.00	\$0.00	\$0.00	\$146,760.00	100%	\$0.00	\$7,338.00
22	PCC Pavement Nominal Reinforcing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00	\$0.00
23	Joint Sealing Filler	\$8,830.50	\$0.00	\$8,830.50	\$0.00	\$8,830.50	100%	\$0.00	\$441.53
	CONTRACT NO. 2 GRAND TOTALS	\$167,930.50	\$159,100.00	\$8,830.50	\$0.00	\$167,930.50	100%	\$0.00	\$8,396.53

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity