



## **Polk County Aviation Authority Meeting**

**Thursday, March 14, 2024**

**5:00 PM**

**Ankeny Kirkendall Public Library - City Council Chambers  
1250 SW District Drive, 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 March 14, 2024 Agenda

**Action# B1-1. Consider motion to approve and accept the March 14, 2024 agenda without amendment.**

#### **C. PUBLIC HEARING**

1. PH 2024-02 Environmental Assessment for Certain Proposed Improvements at the Ankeny Regional Airport

**Action# C1-1. Consider motion to close Public Hearing 2024-02.**

**Action# C1-2. Consider motion to adopt RESOLUTION to accept the public comments received, direct staff to finalize the public comment process and transmit the Environmental Assessment document to the FAA as required.**

#### **D. NEW BUSINESS**

1. Consider motion to approve a recommendation to the FAA for prioritizing two projects for possible Federal Community Project Funding (CPF):
  - Extend Runway 18 Project
  - Phase 1 South Terminal Area Tee Hangars Project
2. Consider motion to approve Change Order No. 2 in the amount of \$6,175.00 to Wood Roofing & Sheet Metal for roof repairs and wall panel replacements on the T-Hangars Gutter Replacement Project.

**E. ADJOURNMENT**



ANKENY CITY COUNCIL  
POLK COUNTY AVIATION AUTHORITY MEETING

March 14, 2024  
5 : 00 PM

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?? ORIGINATING DEPARTMENT:

COUNCIL GOAL:

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ACTION REQUESTED:

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LEGAL:

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SUBJECT:

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

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EXECUTIVE SUMMARY:

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FISCAL IMPACT: ??No

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STAFF RECOMMENDATIONS:

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PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

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PUBLIC OUTREACH EFFORTS:

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ACTION REQUESTED:

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ADDITIONAL INFORMATION:

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ATTACHMENTS:

<b>Click to download</b>
No Attachments Available



ANKENY CITY COUNCIL

POLK COUNTY AVIATION AUTHORITY MEETING

March 14, 2024  
5 : 00 PM

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?? ORIGINATING DEPARTMENT:  
City Manager

COUNCIL GOAL: ??  
Upgrade Essential Infrastructure

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ACTION REQUESTED:  
Resolution

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LEGAL:  
Item Reviewed by Legal Counsel

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SUBJECT:  
PH 2024-02: Environmental Assessment for Certain Proposed Improvements at the Ankeny Regional Airport

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EXECUTIVE SUMMARY:

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FISCAL IMPACT: ??No

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STAFF RECOMMENDATIONS:

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PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

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PUBLIC OUTREACH EFFORTS:

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ACTION REQUESTED:

**Action:** Consider motion to close Public Hearing 2024-02.




**Action:** Consider motion to adopt <strong>RESOLUTION</strong> to accept the public comments received, direct staff to finalize the public comment process and transmit the Environmental Assessment document to the FAA as required.

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ADDITIONAL INFORMATION:

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ATTACHMENTS:

Click to download
 <a href="#">PHCoversheet</a>
 <a href="#">Resolution</a>
 <a href="#">Public Notice</a>

**PUBLIC HEARING 2024-02**

**5:00 P.M.**

**MARCH 14, 2024**

**NOTICE OF AVAILABILITY FOR PUBLIC COMMENTS  
AND PUBLIC HEARING BY THE POLK COUNTY  
AVIATION AUTHORITY FOR PROPOSED  
IMPROVEMENTS AT THE ANKENY REGIONAL AIRPORT**

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**Chairperson Jeff Wangsness:**

“This is the time and place for a public hearing to address the proposed actions and potential economic, social and environmental impacts associated with proposed improvements at the Ankeny Regional Airport generally described as the Runway 18/36 Reconstruction, Runway 18/36 Extension and the Grading/Drainage Improvements for the South Corporate Terminal Area Development.

More specifically, the proposed improvements are as follows:

- Reconstruct and strengthen Runway 18/36 pavement (Existing Pavement: 5,500’ X 100’). (Planned for 2025)
- Extend Runway 18/36 and parallel taxiway 500 feet (Runway 18) (2026)
- Relocate Localizer (LOC), Runway Identifier Lights (REIL) and Precision Approach Path Indicator Light units (PAPI) to accommodate planned extension on Runway 18. (2026)
- Revise Instrument Approach Procedures to Runway 18. (2026)
- Initiate Phase I grading and drainage improvement within South Corporate Terminal Area to accommodate aircraft storage facilities. (2027/2028)

Notice of this hearing was published in the Des Moines Register on February 9, 2024.

For those wishing to provide oral comment, please state your name and address. You may also submit written comment. Written comments will be accepted until March 25, 2024. The oral and written comments received will be included in the public hearing record and addressed within the Draft Environmental Assessment. The Draft Environmental Assessment will then be submitted to FAA for a final determination.”

**ASK IF THERE IS ANYONE PRESENT WHO WISHES TO BE HEARD FOR OR AGAINST  
THE PROPOSED IMPROVEMENT PROJECTS AND RELATED IMPACTS?**

**After any comments from the audience, Chairperson states:** “We need to take the following actions”

1. Consider motion to close Public Hearing 2024-02.
2. Consider motion to adopt **RESOLUTION** accepting the public comments associated with the environmental assessment for certain proposed improvements at the Ankeny Regional Airport and receive and file the Draft Environmental Assessment document.

## **RESOLUTION 2024-**

### **RESOLUTION ACCEPTING THE PUBLIC COMMENTS ASSOCIATED WITH THE ENVIRONMENTAL ASSESSMENT FOR CERTAIN PROPOSED IMPROVEMENTS AT THE ANKENY REGIONAL AIRPORT, AND RECEIVES AND FILES THE ENVIRONMENTAL ASSESSMENT DOCUMENT**

**WHEREAS**, The Polk County Aviation Authority intends to undertake the following proposed actions at the Ankeny Regional Airport:

- Reconstruct and strengthen Runway 18/36 pavement (Existing Pavement: 5,500' X 100'). (Planned for 2025)
  - Extend Runway 18/36 and parallel taxiway 500 feet (Runway 18) (2026)
  - Relocate Localizer (LOC), Runway Identifier Lights (REIL) and Precision Approach Path Indicator Light units (PAPI) to accommodate planned extension on Runway 18. (2026)
  - Revise Instrument Approach Procedures to Runway 18. (2026)
  - Initiate Phase I grading and drainage improvement within South Corporate Terminal Area to accommodate aircraft storage facilities. (2027/2028)
- , and

**WHEREAS**, an Environmental Assessment (EA) document has been completed by HDR Engineering on behalf of the Polk County Aviation Authority to address the proposed actions and potential economic, social, and environmental impacts associated with the above said improvement projects, and

**WHEREAS**, the said EA document also addresses the above referenced project's consistency with the goals and objectives of the land use or planning strategy of the affected area, and

**WHEREAS**, the said EA document has been available to the public for review at the Ankeny City Hall, the Ankeny Kirkendall Public Library and on the Polk County Aviation Authority website as required by the FAA and will continue to be available until March 25, 2024, and

**WHEREAS**, a Public Hearing to receive review comments from the public was held on March 14, 2024 at the Ankeny Kirkendall Public Library.

**NOW, THEREFORE, BE IT RESOLVED** that the Polk County Aviation Authority hereby accepts the public comments received for the Environmental Assessment document prepared for certain improvements at the Ankeny Regional Airport and directs staff to finalize the public comment process and take the appropriate steps to transmit the document to the FAA for approval as required.



Passed and adopted this 14<sup>th</sup> day of March, 2024.

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Jeff Wangsness, PCAA Chairperson

Attest 

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Diane Klemme, PCAA Recording Secretary

Notice of Public Hearing and  
Notice of Availability for Public Comment  
for Proposed Improvements at Ankeny Regional Airport  
Ankeny, Iowa

The Polk County Aviation Authority intends to undertake the following proposed actions at the Ankeny Regional Airport.

- Reconstruct and strengthen Runway 18/36 pavement (Existing Pavement: 5,500' X 100'). (Planned for 2025)
- Extend Runway 18/36 and parallel taxiway 500 feet (Runway 18) (2026)
- Relocate Localizer (LOC), Runway Identifier Lights (REIL) and Precision Approach Path Indicator Light units (PAPI) to accommodate planned extension on Runway 18. (2026)
- Revise Instrument Approach Procedures to Runway 18. (2026)
- Initiate Phase I grading and drainage improvement within South Corporate Terminal Area to accommodate aircraft storage facilities. (2027/2028)

We are providing notice of a public hearing where we will address the proposed actions and potential economic, social, and environmental impacts. In addition, we will address the project's consistency with the goals and objectives of the affected area's land use or planning strategy.

The Public Hearing will be held at the following time and place:

Thursday March 14, 2024, 5:00 PM  
Ankeny Kirkendall Public Library  
1250 SW District Dr.  
Ankeny, IA 50023

Potentially affected environmental resources include:

Wetlands

The draft environmental assessment (EA) describing the proposed actions impacts will be available for public review until March 25, 2024. The draft EA (printed copy) may be viewed at:

City of Ankeny  
City Hall  
410 W. 1<sup>st</sup>. Street  
Ankeny, IA 50023

Ankeny Kirkendall Public Library  
1250 SW District Dr.  
Ankeny, IA 50023

The draft EA may also be viewed on the Polk County Aviation Authority website:  
<https://ankenysregionalairport.com>

A hard copy or CD of the EA may be mailed upon request. Those wishing to provide comments must do so by email or letter to the address below no later than March 25, 2024:

Paul Moritz P.E.  
Airport Board Manager  
Polk County Aviation Authority  
Ankeny Regional Airport  
410 W. 1<sup>st</sup> Street  
Ankeny, IA 50023  
[pmoritz@ankenyiowa.gov](mailto:pmoritz@ankenyiowa.gov)

or

Amy Walter  
Federal Aviation Administration, ACE-620 G  
901 Locust St.  
Kansas City, MO 64106-2325  
[Amy.walter@faa.gov](mailto:Amy.walter@faa.gov)

Before including your address, phone number, e-mail address, or other personal identifying information in your comment, be advised that your entire comment—including your personal identifying information—may be made publicly available at any time. While you can ask us in your comment to withhold from public review your personal identifying information, we cannot guarantee that we will be able to do so.



ANKENY CITY COUNCIL

POLK COUNTY AVIATION AUTHORITY MEETING

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5 : 00 PM

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?? ORIGINATING DEPARTMENT:  
City Manager

COUNCIL GOAL:  
Deliver Exceptional Service

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ACTION REQUESTED:  
Motion

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LEGAL:  
No Review Required

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SUBJECT:

Consider motion to approve a recommendation to the FAA for prioritizing two projects for possible Federal Community Project Funding (CPF):

- Extend Runway 18 Project
- Phase 1 South Terminal Area Tee Hangars Project

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EXECUTIVE SUMMARY:

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FISCAL IMPACT: ??**No**

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STAFF RECOMMENDATIONS:

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PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

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PUBLIC OUTREACH EFFORTS:

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ACTION REQUESTED:

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ADDITIONAL INFORMATION:

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ATTACHMENTS:
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No Attachments Available



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?? ORIGINATING DEPARTMENT:  
City Manager

COUNCIL GOAL: ??  
Upgrade Essential Infrastructure

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ACTION REQUESTED:  
Motion

---

LEGAL:  
No Review Required

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SUBJECT:  
Consider motion to approve Change Order No. 2 in the amount of \$6,175.00 to Wood Roofing & Sheet Metal for roof repairs and wall panel replacements on the T-Hangars Gutter Replacement Project.

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EXECUTIVE SUMMARY:

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FISCAL IMPACT: ??**No**

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STAFF RECOMMENDATIONS:

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PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

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 [Change Order No. 2](#)



5225 NE 17th Street  
Des Moines, IA 50313

**515.244.2711**

**March 7<sup>th</sup> 2024**

**To: Mr. Paul Moritz, P.E.  
Ankeny Regional Airport  
3700 SE Convenience Blvd.  
Ankeny, Iowa 50021**

**Re: WRS Project #23-10004: T-Hangars Gutter Replacement Project  
(R) CHANGE ORDER #2**

We propose to provide labor, materials, equipment & supervision to complete the following:

- 1) Furnish and put in place; Z-Girts at Hanging Insulation Locations Qty: 6 Hangars*
- 2) Shop Form and Install Closely Matching Profile Panels at 3 Locations*

- **Metal Panels: 24 ga Pre-Finished Steel Sheet**
  - Shop Formed to Closely Match Existing Profiles.
  - Color: Ash Grey to Match Existing Panels.
  - Locations: Adjacent to Two Hangar Doors and One Other Location.
  - Includes: 1 Panel Mock-Up / Sample for Approval prior to Installation & Accessories for Complete Installation.
- **Provide 22 ga Galvanized Z-Girt or Angle to Hold Insulation in Place**
  - Locations: 6 Hangars.
  - All 6 Hangars Must Be Accessible & Identified for Work to Occur in Consecutive Installs.
  - Includes: 19' Scissor Lift for the Duration for Access to Hangar Ceilings 7 All Accessories for Complete Installation.
- All work done as per industry standards.
- Clean area and dispose of debris.

**TOTAL COST: \$6,175.00 (excludes sales tax)**

**Duration: 2 Guys / 2.5 Days Onsite**

- Any additional work not outlined above is excluded from this proposal.
- Any additional work approved by the property manager during the project will be on T & M basis
- Includes 1 year Installer Workmanship Warranty

Accepted and Agreed: The prices and conditions herein this agreement are satisfactory and hereby accepted. You are authorized to proceed and schedule this project at the above-mentioned facility as specified. *(Must be signed by authorized persons, written approval via email is also acceptable)*

Authorized Person: \_\_\_\_\_

Date: \_\_\_\_\_

WRS Service Manager: \_\_\_\_\_

Date: \_\_\_\_\_

*The WRS team looks forward to being of service!*

Nick Ray – Sheet Metal Div. Manager - [NRay@wrsia.com](mailto:NRay@wrsia.com)