

**DES MOINES AIRPORT AUTHORITY BOARD
SUMMARY MINUTES OF MEETING
Des Moines International Airport
May 14, 2024**

Call to Order and Roll Call: 9:00 a.m.

Chaired by: Mr. Christensen

Present: Mr. Christensen, Mr. Dickinson, Ms. Feeney, Mr. Feldmann, Ms. Lauridsen Sand

This meeting was held in-person with a Zoom link also available. The public was provided ability to monitor, but not participate in, the meeting online via Zoom. All five Board members participated in person. The Airport Board Room, 2nd Floor, Airport Terminal, was also open to the public.

A24-062 Consider Minutes for:

- a. April 9, 2024, Regular Board Meeting**
- b. April 23, 2024, Special Board Meeting**

Ms. Lauridsen Sand moved to approve the minutes for the April 9, 2024, Regular Board Meeting and the minutes for the April 23, 2024, Special Board Meeting. Mr. Dickinson seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

A24-063 Consider 100% Design of the New Terminal Project

Mr. Rod Kruse with BNIM presented design updates from the 60% design review to the 100% design of Phase 1A of the New Terminal.

The Executive Director recommended the Board approve 100% Design of the New Terminal Project.

Mr. Feldman moved to approve 100% Design of the New Terminal Project. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

A24-064 Consider Grant Agreement with the City of Des Moines for the New Terminal Building Project

The Executive Director stated the City of Des Moines has requested that the Airport Authority execute a grant agreement related to the City of Des Moines' \$10 million pledge to the new terminal building construction. The grant agreement is payable in four equal payments of \$2,500,000.00 in June 2024, December 2024, December 2025, and December 2026. The City of Des Moines does reserve the right of non-appropriation of the installments should funds not be available. The grant requires the Authority to provide the City of Des Moines Finance Director and City Manager with reports on Airport improvements summarizing the use of the funds two times per year.

The Executive Director recommended the Board approve the Grant Agreement with the City of Des Moines for the New Terminal Building Project.

Mr. Feldman moved to approve the Grant Agreement with the City of Des Moines for the New Terminal Building Project. Mr. Dickinson seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

A24-065 Consider ConRAC Facility Project

a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the ConRAC Facility Project

The Director of Engineering stated this project will reconfigure and expand the existing Purple Lot with a new ConRAC facility, allowing the existing rental car operators to consolidate and meet their current and future demands at the Airport. The facility is adjacent to the Quick Turn-Around Facility on the south side of the Airport. The new ConRAC facility will economize operations and enhance the customer experience. The main components of the new ConRAC facility include:

- Customer Service Building to house Rental Car transactions, Administration Offices, Restroom Facilities, and support spaces
- Rental Car return and rental car parking
- Secure vehicle entry and exit plazas
- Bus Plaza
- Visitor Parking

The Engineer's Estimate for this project is \$21,694,352.00.

Mr. Christensen opened the Public Hearing.

Mr. Christensen invited public comment. There were no comments.

Mr. Christensen closed the Public Hearing.

b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the ConRAC Facility Project

The Director of Engineering recommended the Board approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the ConRAC Facility Project.

Ms. Lauridsen Sand moved to approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the ConRAC Facility Project. Mr. Dickinson seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

c. Consider award of contract for the ConRAC Facility Project to Henkel Construction Company in the amount of \$14,025,002.40

The Director of Engineering stated the lowest responsive, responsible bidder was Henkel Construction Company in the amount of \$14,025,002.40.

The Director of Engineering recommended the Board approve the contract with Henkel Construction Company in the amount of \$14,025,002.40 for the improvement and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

Ms. Lauridsen Sand moved to approve the contract with Henkel Construction Company in the amount of \$14,025,002.40 for the improvement and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents. Mr. Feldmann seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

d. Consider Professional Services Agreement, Task Order No. 126, with Foth Infrastructure & Environment, LLC for ConRAC Facility Project - Construction Phase Services

The Director of Engineering stated during the ConRAC Facility Project, the consultant will provide contract management, construction administration, construction testing, and construction observation for the project. The negotiated amount of the agreement is \$859,600.00.

The Director of Engineering recommended the Board approve the Professional Services Agreement, Task Order No. 126, with Foth Infrastructure & Environment, LLC in the amount of \$859,600.00 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

Mr. Feldmann moved to approve the Professional Services Agreement, Task Order No. 126, with Foth Infrastructure & Environment, LLC in the amount of \$859,600.00 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents. Mr. Dickinson seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

A24-066 Consider Contract for the Installation of New Electrical Line Underground Extension and Transformer to serve ConRAC Facility with MidAmerican Energy Company

The Director of Engineering stated this contract will install and extend new underground electrical lines to serve the new ConRAC Facility 277/480 Volt, three-phase service. A new 1500 kVA transformer will be provided and installed on the owner-provided pad. The agreement is a refundable advance of funds for construction. MidAmerican Energy Company will provide refunds for the next six years at a rate of 50% of the annual metered electrical service bill.

The Director of Engineering recommended the Board approve an Agreement with MidAmerican Energy Company that will extend electrical lines and transformer to ConRAC Facility in the amount of \$84,222.29 and authorize the Director of Engineering and Planning to accept and close out this agreement when completed in accordance with the contract documents.

Mr. Dickinson moved to approve the agreement with MidAmerican Energy Company that will extend electrical lines and transformer to ConRAC Facility in the amount of \$84,222.29 and authorize the Director of Engineering and Planning to accept and close out this agreement when completed in accordance with the contract documents. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

A24-067 Consider Building Lease Agreement with Integrated Deicing Systems, LLC (IDS)

The Director of Finance stated Integrated Deicing Systems, LLC (IDS) has been selected as the deicing operator for the 2024/2025 and beyond deicing seasons through 2029. Prior to the deicing pads construction and commission, all deice services will be performed on the apron of the air carriers starting October 2024. The centralized deicing pads are expected to be completed before the 2025/2026 deicing season after which all deicing operations will be performed by IDS at the deicing pads beginning early October 2025.

IDS will rent a quarter of building 57, sharing it with Alvest Equipment Services (AES) until the construction of the deice facility is complete. Therefore, this is a month-to-month lease.

The Director of Finance recommended the Board approve the Building Lease Agreement with Integrated Deicing Systems, LLC.

Mr. Feldmann moved to approve the Building Lease Agreement with Integrated Deicing Systems, LLC. Mr. Dickinson seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

A24-068 Consider Change Order No. 8 with The Weitz Company, LLC for Parking Garage Expansion Project

The Director of Engineering stated this change order adds additional scope of work related to the garage project. The following items within the contract are being updated to final costs:

- Additional Insulation at Telecom Rooms: \$202,754.57
- Revised Elevations of Stair Towers and Precast: \$121,073.32
- Stair Tower Curtain Wall Changes: \$143,817.11
- Hoistway Conditioning: \$60,681.49
- Temporary Power to Transformer: \$75,604.01

The Director of Engineering recommended the Board approve Change Order No. 8 with The Weitz Company, LLC in the amount of \$514,243.77 for the Parking Garage Expansion Project and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

Mr. Feldmann moved to approve Change Order No. 8 with The Weitz Company, LLC in the amount of \$514,243.77 for the Parking Garage Expansion Project and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

A24-069 Consider a 60-Day Waiver to the Des Moines Airport Authority Minimum Standards for Epic Sky Flight School

The Assistant Executive Director stated Epic Sky flight school has operated at DSM for approximately 21 months. They met the Authority's Minimum Standards space requirements through a lease agreement with Signature Flight Services. Signature is no longer leasing space to Epic Sky, so they no longer qualify to hold an operating permit.

The Assistant Executive Director stated at the February 13, 2024, Board meeting, the Board approved a three-month waiver to the Minimum Standards space requirements allowing Epic Sky to continue operations while they negotiated a land lease and designed a building from which they would operate. Epic Sky has made progress in that endeavor; however, it is not far enough along to enter into a lease agreement.

The Assistant Executive Director stated Authority staff propose a second short-term waiver to the minimum standards to allow the flight school to continue operating for sixty days while the land lease is negotiated and building design is completed. If a land lease is not presented for Board consideration at or before the July 9, 2024, Board Meeting, the waiver will expire. If a land lease is executed, a new waiver will be proposed that would be in effect until completion of the hangar and office space.

The Assistant Executive Director recommended the Board approve a 60-Day Waiver to the Des Moines Airport Authority Minimum Standards for Epic Sky Flight School.

Mr. Feldmann moved to approve a 60-Day Waiver to the Des Moines Airport Authority Minimum Standards for Epic Sky Flight School. Mr. Dickinson seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

A24-070

Financial Report

- The Director of Finance reported:
 - Revenue
 - Total revenue is 4.7% above budget and 6.8% above the same period in 2023 (removed the year-end adjustment entry of \$1.2M related to the \$45M CD accrual for 2023 audit to be comparable for decision-making purposes). This adjustment will be cleared in June when the CD matures.
 - Expenses
 - The total expenses are 11% below budget due to one month's worth of SP+ invoices not received until early May.
 - The payroll expenses are expected to increase due to additional Authority staff being hired for employee screening as well as for scheduled summer projects in field maintenance.
 - Cash
 - Total Cash is down by \$10M from the prior month due to the terminal construction and design payments.
 - All Treasury Bills matured in April and are being held in the bank as operating funds.
- The Executive Director introduced Mr. J.T. Knadler, Executive Director & Head of U.S. Airport Finance, J.P. Morgan Public Finance.
 - Mr. Knadler stated J.P. Morgan was the senior manager of the bond sale completed May 8, 2024. Mr. Knadler provided a synopsis of the bond issuance and loan effort, the procedures of the sale, the buyers interest, and the benefits that may carry forward to future bond lettings. Board members asked some questions which Mr. Knadler answered.

A24-071

Briefing

- The Director of Operations reported:
 - April 2024 taxi statistics.
 - April 2024 passenger and cargo statistics.
 - April 2024 summary statistics for enplanements, seats, and load factor.
- The Executive Director reported:
 - The FAA Reauthorization Act was passed by the Senate and is now with the House of Representatives. Overall, it is a good bill. It increases the industry's AIP from 3.35 billion dollars to 4 billion dollars. 200 million dollars was included for special projects that increase safety and resilience on runways. Some Amendments which would have been a burden to airports were not approved. One amendment required airport staff to escort all Congress members, their families, and staff through TSA and then stay with them in the hold rooms before their flights. This would have required a lot more staff to accommodate. A second amendment that was not approved was to eliminate facial recognition. If this amendment would've passed, it would have eliminated TSA Pre-Check.
 - A special Global Entry interview event will be held at the airport June 11-13, 2024. The ability to schedule a Global Entry interview during this special event for those who have been conditionally approved began May 10, 2024.
- The Executive Director asked the Board to decide where they would like their photographs displayed, if at all, when the new terminal is built. Board photographs are displayed on a wall in the current terminal across from the airline ticketing counters. The Board's consensus was to display them in the new administration area vs. in the new terminal or on the airport's website.

A24-072

Next Meeting

- June 11, 2024, Regular Board Meeting

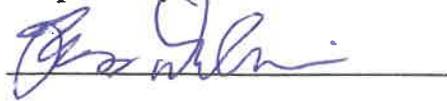
A24-073

Adjourn

Mr. Feldmann moved to adjourn the meeting. Mr. Dickinson seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

The meeting adjourned at 9:58 a.m.

Respectfully Submitted:



Ross Dickinson
Secretary/Treasurer



Mary Benson
Board Clerk