

**DES MOINES AIRPORT AUTHORITY BOARD
SUMMARY MINUTES OF MEETING
Des Moines International Airport
February 11, 2025**

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

Chaired by: Mr. Dickinson

Present: Mr. Christensen (arrived at 9:41 a.m.), Mr. Dickinson, Ms. Feeney, Mr. Feldmann, Ms. Lauridsen Sand (via Zoom)

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. Four Board members participated in person. One Board member participated via Zoom. The Airport Board Room, 2nd Floor, Airport Terminal, was also open to the public.

A25-012 Consider Minutes for January 14, 2025

Mr. Feldmann moved to approve the minutes for the January 14, 2025, Regular Board Meeting. Ms. Feeney seconded. Motion Carried: 4-0-0-1; Yeas: Dickinson, Feeney, Feldmann, Lauridsen Sand; Nays: 0; Abstained: 0; Absent: Christensen.

A25-013 Consider Change Order No. 2 for Construct Terminal Deicing Apron - Bid Package No. 2 with Flynn Company, Inc.

The Director of Engineering stated Change Order No. 2 adjusts the contract value with Flynn Company, Inc. to include the addition of new local operational requirements for security purposes. In this change order is the addition of snow fencing around the project batch plant to delineate extents that the contractor has access. At gate No. 12 location, a temporary rock access roadway will be installed from either Willow Creek or SW 28th Street to the existing manual gate 12A. This gate will provide access to the crushing site, where contractors will be hauling FAA processed materials to the deicing pads. This roadway provides further separation from security areas on the airport campus. The change order value was calculated based on unit prices in the bid as well as items where values were negotiated. Items within the change order are eligible for Federal Aviation grant at 90/10 percentage.

The Director of Engineering recommended the Board, subject to FAA review, approve Change Order No. 2 for Construct Terminal Deicing Apron – Bid Package No. 2 with Flynn Company, Inc. in the amount of \$391,756.40 and authorize the Executive Director to sign the change order upon approval by FAA.

Mr. Feldmann moved, subject to FAA review, to approve Change Order No. 2 for Construct Terminal Deicing Apron – Bid Package No. 2 with Flynn Company, Inc. in the amount of \$391,756.40 and authorize the Executive Director to sign the change order upon approval by FAA. Ms. Feeney seconded. Motion Carried: 4-0-0-1; Yeas: Dickinson, Feeney, Feldmann, Lauridsen Sand; Nays: 0; Abstained: 0; Absent: Christensen.

A25-014 Consider the Authority's Storm Water Pollution Prevention Plan

The Director of Engineering stated Authority staff updated the Storm Water Pollution Prevention Plan (SWPPP) for the Des Moines International Airport. The SWPPP is compiled to maintain compliance with the Airport's National Pollutant Discharge Elimination System (NPDES) Permit # 77-27-0-08. The SWPPP is intended for use by the Authority and its tenants to provide consistent and effective management of storm water runoff. The SWPPP includes a description of the Airport facility, a discussion of potential pollution sources resulting from practices and activities on the Airport, and it identifies storm water management controls and best management practices to eliminate or reduce pollutants entering the storm water system.

The Director of Engineering stated the Authority's NPDES Permit provides that: "Storm Water Pollution Prevention Plans... shall be signed as follows: ...for a municipality, State, Federal, or other public facility by either a principal executive officer or ranking elected official. For purposes of this section, a principal executive officer of a Federal agency includes: 1) the chief executive officer of the agency, or 2) a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency."

The Director of Engineering recommended the Board authorize the Executive Director to sign and certify the Storm Water Pollution Prevention Plan.

Mr. Feldmann moved to authorize the Executive Director to sign and certify the Storm Water Pollution Prevention Plan. Ms. Feeney seconded. Motion Carried: 4-0-0-1; Yeas: Dickinson, Feeney, Feldmann, Lauridsen Sand; Nays: 0; Abstained: 0; Absent: Christensen.

A25-015 Consider Professional Services Agreement, Task Order No. 10, with Accenture I&CP, LLC for Program Management during 1B East & 1B East Extension

The Director of Engineering stated the scope of services to be performed by the Consultant includes detailed work, services, materials, equipment, and supplies necessary to provide general program management oversight activities for 1B East and 1B East Extension. The scope of this Task Order includes overall project and program management tasks, the management of the A/E design team, CMAR, Commissioning team through 90%, and 100% design documents and construction, financial and compliance advisory services in support of the LIFT DSM Program, as well as individual project components, cost estimating and cost reconciliation, and special inspection and testing services. The negotiated amount of the agreement is \$1,850,238.00.

The Project Management Committee recommended the Board approve the Professional Services Agreement, Task Order No.10, with Accenture I&CP, LLC for program management in the amount of \$1,850,238.00 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.10, with Accenture I&CP, LLC for program management in the amount of \$1,850,238.00 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents. Ms. Feeney seconded. Motion Carried: 4-0-0-1; Yeas: Dickinson, Feeney, Feldmann, Lauridsen Sand; Nays: 0; Abstained: 0; Absent: Christensen.

A25-016 Consider Change Order No. 1 with Academy Roofing & Sheet Metal Co. for 2025 Roof Improvements

The Director of Engineering stated on December 10, 2024, agenda item A24-160, the Board approved the project for new roofing on sections of A Concourse, Stem, and “Y”. As part of the bidding process, reroofing the C Concourse was not awarded. This change order adds in the section of the C Concourse that will stay functional, located at gates C1 & C2. These gates will stay functional during the ultimate buildout of new Terminal Phase 1C in the future.

The Director of Engineering recommended the Board approve Change Order No. 1 with Academy Roofing & Sheet Metal Co. in the amount of \$168,500.00 for 2025 Roof Improvement Project.

Board Members asked questions which the Director of Engineering answered.

Ms. Feeney moved to approve Change Order No. 1 with Academy Roofing & Sheet Metal Co. in the amount of \$168,500.00 for 2025 Roof Improvement Project. Mr. Feldmann seconded. Motion Carried: 4-0-0-1; Yeas: Dickinson, Feeney, Feldmann, Lauridsen Sand; Nays: 0; Abstained: 0; Absent: Christensen.

A25-017 Consider Change Order No. 15 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. In addition, there are updates to completion dates originally called out within contract documents. The following items within the contract are being updated to final costs:

- a. Fiber Pathway: \$13,208.53
- b. Stair Tower No. 8 diffuser relocations: \$4,314.93
- c. Stair Tower No. 8 diffuser break metal: \$10,763.19
- d. Stair Tower No. 6 louvers in curtainwall: \$1,136.28
- e. Stair Tower No. 8 wall tile adjustments: \$3,658.52
- f. Adjustment of completion dates: \$0.00
 - i. Garage parking stalls
 - 1. 2/14/2025 turn over 609 stalls
 - 2. Suspend LDS from 2/14/25 thru 6/30/25
 - ii. Substantial completion of parking garage

1. Adjusted to 6/30/2025
 2. LDs of \$4,500/CD to be applied after.
- iii. Completion of surface lot
1. Adjusted to 10/15/2025
 2. LDs of \$4,500/CD to be applied after.

The Director of Engineering recommended the Board approve Change Order No. 15 with The Weitz Company, LLC in the amount of \$33,081.45 for the Parking Garage Expansion Project; authorize the Executive Director to sign the change order upon parking positions provided; and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

Board Members asked numerous questions which the Directors answered.

Ms. Lauridsen Sand moved to approve Change Order No. 15 with The Weitz Company, LLC in the amount of \$33,081.45 for the Parking Garage Expansion Project; authorize the Executive Director to sign the change order upon parking positions provided; 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: 4-0-0-1; Yeas: Dickinson, Feeney, Feldmann, Lauridsen Sand; Nays: 0; Abstained: 0; Absent: Christensen.

A25-018 Consider Professional Services Agreement, Task Order No. 19, with HNTB Corporation, for Public Address and Flight Information Display System Replacement Project – Administrative Services

The Director of Information Technology stated during the Public Address and Flight Information Display System Replacement Project, the consultant will provide contract management, administration, system testing assistance/coordination, and administrative observation. The agreement's negotiated amount is \$210,107.62. Total compensation for administrative services is \$206,465.70, plus an estimated \$3,641.92 for expenses.

The Project Management Committee recommended the Board approve the Professional Services Agreement, Task Order No. 19, with HNTB Corporation in the amount of \$210,107.62 and authorize the Director of Information Technology to accept and close out this contract when completed in accordance with the contract documents.

Mr. Feldmann asked what is included in flight information display system. The Director of Information Technology provided the details.

Mr. Feldmann moved to approve the Professional Services Agreement, Task Order No. 19, with HNTB Corporation in the amount of \$210,107.62 and authorize the Director of Information Technology to accept and close out this contract when completed in accordance with the contract documents. Ms. Feeney seconded. Motion Carried: 4-0-0-1; Yeas: Dickinson, Feeney, Feldmann, Lauridsen Sand; Nays: 0; Abstained: 0; Absent: Christensen.

A25-019 Consider Employment Agreement for Des Moines Airport Authority Executive Director Position

The Board Chairperson recommended the Board approve an Employment Agreement with Brian Mulcahy for the Des Moines Airport Authority Executive Director position.

Mr. Feldmann moved to approve an Employment Agreement with Brian Mulcahy for the Des Moines Airport Authority Executive Director position. Ms. Feeney seconded. Motion Carried: 4-0-0-1; Yeas: Dickinson, Feeney, Feldmann, Lauridsen Sand; Nays: 0; Abstained: 0; Absent: Christensen.

A25-020 Financial Report

- The Director of Finance reported:
 - Revenue and Expenses
 - Nothing significant to report.
 - Page 1 of the report under Expenditures
 - ARFF expenses are low due to a timing issue.

A25-021 Briefing

- Ms. Stone with Ahlers & Cooney PC presented Board Ethics and Legal Requirements to the Board. Mr. Christensen joined the meeting at 9:41 a.m. near the end of Ms. Stone's presentation.
- The Directors presented the 2024 End of Year Report to the Board.
- The Director of Operations reported:
 - January 2025 taxi statistics.
 - January 2025 passenger statistics.
 - January 2025 summary statistics for enplanements, seats, and load factor.
- The Executive Director reported:
 - The State awarded the airport a \$10,000,000 additional grant for the terminal project. Once the contract arrives, there may be a special board meeting this month to approve the grant.
 - A pipe ruptured under Hudson's landside shop on January 30th. It was replaced with new piping. Kudos goes to staff for taking care of this as quickly as possible.

- News

- There has been a lot of activity in the news lately that affects the airport. Airport grants already awarded are solid; however, discretionary dollars going forward are in question. Also, tariffs have been imposed on steel which could impact construction costs.

A25-022 Next Meeting

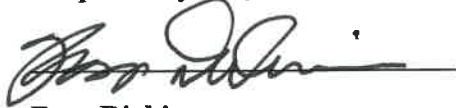
- March 11, 2025, Regular Board Meeting

A25-023 Adjourn

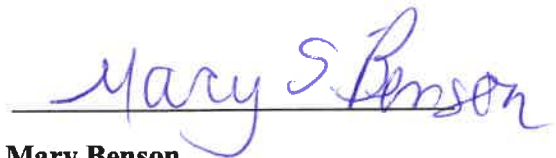
Mr. Feldmann moved to adjourn the meeting. Ms. Feeney seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

The meeting adjourned at 10:08 a.m.

Respectfully Submitted:



Ross Dickinson
Secretary/Treasurer



Mary Benson
Board Clerk