

**Notice of Public Meeting
of the
DES MOINES AIRPORT AUTHORITY
BOARD**

DATE: June 10, 2025
TIME: 9:00 a.m.
PLACE: The Airport Board Room, 2nd Floor, Airport Terminal, will be open to the public.

The public may also monitor, but not participate, in the meeting electronically at: <https://zoom.us/j/9843166544>, or call in at: +1 312 626 6799 US (Chicago), Meeting ID: 984 316 6544#

Agenda

Call to Order and Roll Call

- 1. Consider Minutes for May 13, 2025, Regular Board Meeting**
- 2. Consider Amendments to Des Moines Airport Authority By-Laws (Executive Director)**
- 3. Consider Approval of AFFF Transition to F-3 Proposal from Taplin Group, LLC (Director of Operations)**
- 4. Financial Report (Director of Finance)**
- 5. Briefing (Executive Director)**
- 6. Next Meeting**
 - a. July 8, 2025**
- 7. Adjourn**

Following adjournment of the meeting, the Board will accompany staff on a tour of the new terminal construction site.

Agenda Notes:

Call to Order and Roll Call

- 1. Consider Minutes for May 13, 2025, Regular Board Meeting**
- 2. Consider Amendments to Des Moines Airport Authority By-Laws (Executive Director)**

The Airport Authority By-Laws specify Management Staff Position titles which have been in place since the transition from a City of Des Moines department in 2011. In order to align these titles with the majority of other Airport Authorities in North America, the following changes are proposed:

- Executive Director to Chief Executive Officer
- Director of Operations to Chief Operations Officer
- Director of Engineering and Planning to Chief Development Officer
- Director of Finance to Chief Financial Officer
- Director of Information Technology to Chief Information Officer

These By-Law amendments were presented in writing at the May 13, 2025, board meeting.

Staff Recommendation: Approve amendments to Des Moines Airport Authority By-Laws and authorize staff to update management staff position titles within Authority policy documents.

- 3. Consider Approval of AFFF Transition to F-3 Proposal from Taplin Group, LLC (Director of Operations)**

An RFP was issued for the planned conversion of four ARFF apparatus from the current AFFF foam to a new PFOS free F-3 foam. This project will include the removal and disposal of all existing AFFF foam supplies, cleaning of the apparatus to remove as much PFOS as possible, and re-supply of the apparatus with a new F-3 foam. This work will take approximately 1 week per apparatus and is expected to be completed by October 2025. Two proposals were received and scored by Authority staff. Taplin Group, Inc provided the highest scoring proposal with a base bid of \$208,750. A budget of \$235,000 was estimated in the ARFF operating budget. The proposal was done using quantity-based line items to allow for additional payment for waste generated if necessary.

Staff Recommendation: Approve AFFF Transition to F-3 Proposal from Taplin Group, LLC.

- 4. Financial Report (Director of Finance)**
- 5. Briefing (Executive Director)**

- 6. Next Meeting**
 - a. July 8, 2025**
- 7. Adjourn**