

**DES MOINES AIRPORT AUTHORITY BOARD
SUMMARY MINUTES OF MEETING
Des Moines International Airport
April 9, 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.

A24-043 Consider Minutes for March 12, 2024, Regular Board Meeting

Ms. Lauridsen Sand moved to approve the minutes for the March 12, 2024, Regular Board Meeting. Ms. Feeney seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

A24-044 Consider Contract for Installation of Ground Power and Pre-Conditioned Air Units Project with Baker Electric, Inc.

The Director of Engineering stated this project will install four (4) ground power units (GPU) and four (4) pre-conditioned air (PCA) units at the existing remote overnight (RON) aircraft parking positions R1 through R4. The equipment (GPUs, PCAs, stands and cable reels) will be supplied by the Airport Authority. This equipment was approved by Board Agenda No. A24-003 at the January 9, 2024, board meeting. Baker Electric, Inc will provide new power cabling from our switch gear to each RON position location. The Engineer's Estimate for the project is \$164,518.00. The project is included in the 2024 Budget. Quotes were opened on March 19, 2024, and the lowest responsive, responsible quote for the project was Baker Electric, Inc. in the amount of \$85,250.00.

The Director of Engineering recommended the Board approve a contract for Installation of Ground Power and Pre-Conditioned Air Units with Baker Electric, Inc. in the amount of \$85,250.00 and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

Mr. Dickinson moved to approve a contract for Installation of Ground Power and Pre-Conditioned Air Units with Baker Electric, Inc. in the amount of \$85,250.00 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.

Consider North General Aviation Apron Rehabilitation Project

- a. **Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the North General Aviation Apron Rehabilitation Project**

The Director of Engineering stated this project will replace pavement within the North General Aviation apron which is deteriorating due to age and loading failures. These areas will be removed and replaced with new concrete pavement of sufficient strength and thickness to accommodate larger aircraft. Another area of the apron has a trench drain with surface grades requiring modifications. Project repairs will be made to the trench drain and adjacent pavement to reduce the transition grades to meet standards. This project is partially funded by an Iowa DOT grant.

The Engineer's Estimate for this project is \$1,051,307.00.

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 North General Aviation Apron Rehabilitation Project**

The Director of Engineering recommended the Board approve a Resolution adopting plans, specifications, form of contract, and estimated total cost for the North General Aviation Apron Rehabilitation Project.

Ms. Lauridsen Sand moved to approve a Resolution adopting plans, specifications, form of contract, and estimated total cost for the North General Aviation Apron Rehabilitation 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 North General Aviation Apron Rehabilitation Project to Elder Corporation in the amount of \$881,000.00**

The Director of Engineering stated the lowest responsive, responsible bidder was Elder Corporation in the amount of \$881,000.00.

The Director of Engineering recommended the Board approve the contract for the North General Aviation Apron Rehabilitation project with Elder Corporation in the amount of \$881,000.00 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 for the North General Aviation Apron Rehabilitation project with Elder Corporation in the amount of \$881,000.00 and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents. Ms. Feeney seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

d. Consider Task Order No. 124 with Foth Infrastructure & Environment, LLC for North General Aviation Apron Rehabilitation Project - Construction Phase Services

The Director of Engineering stated during the North General Aviation Apron Rehabilitation Project, the consultant will provide contract management, construction administration, construction testing, and construction observation for the project. The negotiated amount of the agreement is \$75,848.00.

The Director of Engineering recommended the Board approve the Professional Services Task Order No. 124, with Foth Infrastructure & Environment, LLC in the amount of \$75,848.00 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 moved to approve the Professional Services Task Order No. 124, with Foth Infrastructure & Environment, LLC in the amount of \$75,848.00 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: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

A24-046 Consider 2024 Miscellaneous Pavement & Runway 5 Shoulder Repairs Project

a. **Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the 2024 Miscellaneous Pavement & Runway 5 Shoulder Repairs Project**

The Director of Engineering stated this project will generally consist of replacement of failed pavement throughout the Airport campus. This includes locations in both the secure and unsecure portions of the Airport. The project also includes the mill and partial depth patching of the shoulders along Runway 5, consisting of asphalt.

The Engineer's Estimate for this project is \$376,570.00.

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 2024 Miscellaneous Pavement & Runway 5 Shoulder Repairs Project

The Director of Engineering recommended the Board approve a Resolution adopting plans, specifications, form of contract, and estimated total cost for the 2024 Miscellaneous Pavement & Runway 5 Shoulder Repairs Project.

Mr. Feldmann moved to approve a Resolution adopting plans, specifications, form of contract, and estimated total cost for the 2024 Miscellaneous Pavement & Runway 5 Shoulder Repairs 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.

c. Consider award of contract for the 2024 Miscellaneous Pavement & Runway 5 Shoulder Repairs Project to Reilly Construction Co., Inc. in the amount of \$323,210.00

The Director of Engineering stated the lowest responsive, responsible bidder was Reilly Construction Co., Inc. in the amount of \$323,210.00.

The Director of Engineering recommended the Board approve a contract for the 2024 Miscellaneous Pavement & Runway 5 Shoulder Repairs project with Reilly Construction Co., Inc. in the amount of \$323,210.00 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 a contract for the 2024 Miscellaneous Pavement & Runway 5 Shoulder Repairs project with Reilly Construction Co., Inc. in the amount of \$323,210.00 and authorize the Director of Engineering and Planning to accept and close out this project 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.

A24-047

Consider Parking Garage Exit Plaza Reconfiguration Project

a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the Parking Garage Exit Plaza Reconfiguration Project

The Director of Engineering stated this project will provide the reconfiguration and reconstruction of the parking garage exit plaza. The exit plaza will be shifted towards the west to allow for the existing six (6) lanes to be widened and reestablished. Exit lanes are designed for the installation of new parking lot access and revenue control system which includes license plate recognition

software and system. The project includes (1) ADA accessible booth and a new canopy spanning the exit lanes.

The Engineer's Estimate for this project is \$1,197,917.50.

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 Parking Garage Exit Plaza Reconfiguration Project

The Director of Engineering recommended the Board approve a Resolution adopting plans, specifications, form of contract, and estimated total cost for the Parking Garage Exit Plaza Reconfiguration Project.

Ms. Lauridsen Sand moved to approve a Resolution adopting plans, specifications, form of contract, and estimated total cost for the Parking Garage Exit Plaza Reconfiguration Project. Ms. Feeney 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 Parking Garage Exit Plaza Reconfiguration Project to Jensen Builders, Ltd in the amount of \$994,036.70

The Director of Engineering stated the lowest responsive, responsible bidder was Jensen Builders, Ltd. in the amount of \$994,036.70.

The Director of Engineering recommended the Board approve the contract for the Parking Garage Exit Plaza Reconfiguration project with Jensen Builders, Ltd. in the amount of \$994,036.70 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 the contract for the Parking Garage Exit Plaza Reconfiguration project with Jensen Builders, Ltd. in the amount of \$994,036.70 and authorize the Director of Engineering and Planning to accept and close out this project 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.

d. Consider Task Order No. 2 with AECOM for Parking Garage Exit Plaza Reconfiguration Project - Construction Phase Services

The Director of Engineering stated during the Parking Garage Exit Plaza Reconfiguration Project, the consultant will provide contract management, construction administration, construction testing, and construction observation for the project. The negotiated amount of the agreement is \$75,600.00.

The Director of Engineering recommended the Board approve the Professional Services Task Order No. 2, with AECOM Technical Services, Inc. in the amount of \$75,600.00 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 moved to approve the Professional Services Task Order No. 2, with AECOM Technical Services, Inc. in the amount of \$75,600.00 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

A24-048 Consider South Parking Garage Exterior & Retaining Wall Signage Project

a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the South Parking Garage Exterior & Retaining Wall Signage Project

The Director of Engineering stated this project will provide new signage to be installed on the east face of the existing South Parking Garage and retaining wall No. 3 (located parallel to Fleur Drive).

The Engineer's Estimate for this project is \$366,000.00.

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 South Parking Garage Exterior & Retaining Wall Signage Project

The Director of Engineering recommended the Board approve a Resolution adopting plans, specifications, form of contract, and estimated total cost for the South Parking Garage Exterior & Retaining Wall Signage Project.

Mr. Feldmann moved to approve a Resolution adopting plans, specifications, form of contract, and estimated total cost for the South Parking Garage Exterior & Retaining Wall Signage 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.

c. Consider award of contract for the South Parking Garage Exterior & Retaining Wall Signage Project to The Waldinger Corporation in the amount of \$343,700.00

The Director of Engineering stated the lowest responsive, responsible bidder was The Waldinger Corporation in the amount of \$343,700.00.

The Director of Engineering recommended the Board approve the contract for the South Parking Garage Exterior & Retaining Wall Signage project with The Waldinger Corporation in the amount of \$343,700.00 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 the contract for the South Parking Garage Exterior & Retaining Wall Signage project with The Waldinger Corporation in the amount of \$343,700.00 and authorize the Director of Engineering and Planning to accept and close out this project 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.

A24-049 Consider Quick Turn Around (QTA) Facility Vacuum Expansion Project

a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the Quick Turn Around (QTA) Facility Vacuum Expansion Project

The Director of Engineering stated this project will provide five (5) new vacuum systems at the QTA Rental Car Building No. 28. The work includes demolition of existing electrical panelboards, conduit/wire, intake piping and vehicle bollards. New installation includes providing and installing complete vacuum systems, including units, separators, control panels, disconnect switches, remote start/stop stations, tubing and hoses, panelboards, and bollards. Project is included within FY2024 budget.

The Engineer's Estimate for this project is \$236,077.00.

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 Quick Turn Around (QTA) Facility Vacuum Expansion Project

The Director of Engineering recommended the Board approve a Resolution adopting plans, specifications, form of contract, and estimated total cost for the Quick Turn Around (QTA) Facility Vacuum Expansion Project.

Ms. Lauridsen Sand moved to approve a Resolution adopting plans, specifications, form of contract, and estimated total cost for the Quick Turn Around (QTA) Facility Vacuum Expansion 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 Quick Turn Around (QTA) Facility Vacuum Expansion Project to Van Maanen Electric, Inc. in the amount of \$217,990.00.

The Director of Engineering stated the lowest responsive, responsible bidder was Van Maanen Electric, Inc. in the amount of \$217,990.00.

The Director of Engineering recommended the Board approve the contract for the Quick Turn Around (QTA) Facility Vacuum Expansion project with Van Maanen Electric, Inc. in the amount of \$217,990.00 and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

Ms. Feeney moved to approve the contract for the Quick Turn Around (QTA) Facility Vacuum Expansion project with Van Maanen Electric, Inc. in the amount of \$217,990.00 and authorize the Director of Engineering and Planning to accept and close out this project 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.

A24-050

Consider the Iowa Department of Transportation (IDOT) State Airport Improvement Program (AIP) Grant Application for FY 2025

The Director of Engineering stated the Iowa Department of Transportation (IDOT) State Airport Improvement Program Grant applications require an Airport Board resolution approving the application. The award of an IDOT State Airport Improvement Program Grant is determined by a point system similar to the FAA's system for awarding grants. The Authority is requesting a State Airport Improvement Program Grant to assist on the following projects:

Building No. 64/65 General Aviation Apron Reconstruction:

- i. Total Project cost: \$850,770
- ii. Airport Share (55%): \$467,924
- iii. State Share (45%): \$382,846

The Director of Engineering recommended the Board approve the IDOT State Airport Improvement Program Grant Application for FY 2025, authorize the Executive Director to accept and sign the grant award once received from the IDOT, and authorize the Director of Engineering and Planning to close out this grant when completed in accordance with the contract documents.

Mr. Dickinson moved to approve the IDOT State Airport Improvement Program Grant Application for FY 2025, authorize the Executive Director to accept and sign the grant award once received from the IDOT, and authorize the Director of Engineering and Planning to close out this grant 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.

A24-051

Consider the Iowa Department of Transportation (IDOT) Commercial Service Vertical Infrastructure (CSV) Grant Application for FY 2025

The Director of Engineering stated the Iowa Department of Transportation (IDOT) Commercial Service Vertical Infrastructure Grant applications require an Airport Board resolution approving the application. The level of eligibility for the IDOT Commercial Service Vertical Infrastructure Grant monies is based on the annual number of enplanements at commercial service airports. Currently, Des Moines Airport Authority is eligible for an estimated \$724,575.00 annually, dependent on the level of appropriations by the Legislature. The fiscal year 2025 grant application will provide partial funding for the following project:

- Consolidated Deicing Facility

This project is part of the Future Terminal Development Project.

The Director of Engineering recommended the Board approve the IDOT Commercial Service Vertical Infrastructure Grant Application for FY 2025, authorize the Executive Director to accept and sign the grant award once received from the IDOT, and authorize the Director of Engineering and Planning to close out this grant when completed in accordance with the contract documents.

Mr. Feldmann moved to approve the IDOT Commercial Service Vertical Infrastructure Grant Application for FY 2025, authorize the Executive Director to accept and sign the grant award once received from the IDOT, and authorize the Director of Engineering and Planning to close out this grant 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.

A24-052

Financial Report

- The Director of Finance reported:
 - Revenue
 - Total revenue shows 4.7% below the budget which is due to a year-end adjustment entry of \$1.2M related to the \$45M CD accrual for 2023 audit and that entry is reversed in 2024. The negative balance will be cleared in June 2024 when the CD matures. Without the \$1.2M interest adjustment, the total revenue would be 4.8% above the budget and 9.3% above the same period in 2023. The interest income for 2024 is \$367,264 as of YTD and \$122,687 in March 2024.
 - Expenses
 - The total expenses are 15% below budget due to a two-month worth of SP+ invoices not yet received. In addition, the payroll expenses will be increasing in employee screening and field maintenances areas.
 - Cash
 - Total Cash is up \$5M from prior month due to grants reimbursement approximately 50/50 split between Federal and State.

A24-053**Briefing**

- The Director of Operations reported:
 - March 2024 taxi statistics.
 - March 2024 passenger and cargo statistics are not available yet.
 - March 2024 summary statistics for enplanements, seats, and load factor.
- The Executive Director reported:
 - C4 passenger bridge relocated. Now C5A. Next move is C2 passenger bridge to C1A. After that, there will be an addition to A5.
 - Taxis
 - The Director of Operations is working on a breakdown on taxi wait times by hour to determine when excessive waits are occurring.
 - The Part 139 FAA Safety Inspection was completed. The inspector held Des Moines International Airport out as an example for other airports to follow. The Executive Director introduced Mr. Edmond Charette, Airport Operations and Security Manager, and Mr. Nick Daughton, Airport Field Maintenance Manager, to the Board since they were integral to this inspection. The Executive Director also mentioned the inspector was very complimentary of Chief William Nowlin and the Aircraft Rescue and Fire Fighting Operation. The Authority received a letter from the FAA stating runway painting needs to be re-done and other minor items need attention.
 - A Special Board Meeting has been scheduled for April 23, 2024. Two agenda items of note: Polk County loan agreement and Guaranteed Maximum Price Amendment No. 5.
 - Highlights from the Anser March 2024 Passenger Terminal Progress Report.
 - On April 16, 2024, the Executive Director will present to the Greater Des Moines Partnership committee. If any of the Board Members would like to join the Executive Director, please let the Executive Director know. Mr. Feldmann and Mr. Christensen stated they will join the Executive Director at the presentation.
 - Ms. Lauridsen Sand, Mr. Feldmann, and Mr. Christensen asked some questions about the new terminal project and the timeline. The Director of Engineering and the Executive Director answered their questions.
 - Ms. Lauridsen Sand asked when the work on Fleur Drive will be completed. The Executive Director stated it will be completed in Fall 2024 if the road construction stays on schedule.

A24-054**Next Meetings**

- April 23, 2024, Special Board Meeting
- May 14, 2024, Regular Board Meeting

A24-055

Adjourn

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

The meeting adjourned at 10:10 a.m.

Respectfully Submitted:



Ross Dickinson
Secretary/Treasurer



Mary Benson
Board Clerk