

**DES MOINES AIRPORT AUTHORITY BOARD
SUMMARY MINUTES OF ELECTRONIC MEETING
Des Moines International Airport
Board Room
January 12, 2021**

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

Chaired by Mr. Feldmann

Present: Mr. Christensen, Mr. Feldmann, Ms. Lauridsen Sand, Ms. Levy, Ms. Ward

This meeting was held electronically due to the social distancing requirements associated with the COVID-19 pandemic. The public was provided access and was able to join the meeting on-line via Zoom. Board members participated electronically. The Airport Board Room, 2nd Floor, Airport Terminal, was also open to the public.

- A21-001 Consider Minutes for:**
- a. December 8, 2020, Regular Board Meeting**
 - b. December 8, 2020, Closed Session Board Meeting**

Ms. Levy moved to approve the December 8, 2020, Regular Board Meeting minutes. Ms. Ward seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

Ms. Lauridsen Sand moved to approve the December 8, 2020, Closed Session Board Meeting minutes. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

- A21-002 Consider Development Plan of Airport property provided by Foth Infrastructure & Environment, LLC**

The Executive Director stated (as mentioned in the Executive Director's briefing in the December 2020 Board Meeting) a Development Plan was prepared for the Airport-owned property highlighting nine areas on the Airport campus that could be developed. A link to the Development Plan was provided for the Board to review the plan prior to today's meeting. Mr. Jeff Muenkel, a representative from Foth Infrastructure & Environment, LLC, presented the Development Plan to the Board and asked if the Board had any questions. The Board did not have any questions.

The Executive Director recommended the Board approve the Development Plan of Airport property as provided by Foth Infrastructure & Environment, LLC.

Mr. Christensen moved to approve the Development Plan of Airport property as provided by Foth Infrastructure & Environment, LLC. Ms. Ward seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

A21-003 Consider the Iowa Department of Transportation (IDOT) Revitalize Iowa's Sound Economy (RISE) Grant Application

The Director of Engineering stated the Des Moines Airport Authority is submitting a joint application with the City of Des Moines for a Revitalize Iowa's Sound Economy (RISE) grant from the Iowa Department of Transportation (IDOT) to help fund the Cowles Drive Phase 2 & 3 construction. Phase 1 of Cowles Drive is under construction and was awarded a RISE grant from IDOT in calendar year 2020. The realignment of this roadway will change the entry to the Airport Terminal Area but will not change its functionality. RISE grant awards typically fund 50% of eligible project scope of work. The construction project estimate for Cowles Drive Phase 2 & 3 is approximately \$11,455,625, with an estimated RISE grant of \$5,385,156 (includes construction, engineering, and contingency). As part of this grant application, the IDOT requires an Airport Authority Board resolution and endorsement of the project.

The Director of Engineering recommended the Board approve the IDOT RISE Grant Application for Cowles Drive Phase 2 & 3, authorize the Executive Director to sign the grant application and to accept and sign the grant award once received from the IDOT, and authorize the Director of Engineering and Planning to accept and close out this grant when completed in accordance with the contract documents.

Ms. Levy moved to approve the IDOT RISE Grant Application for Cowles Drive Phase 2 & 3, authorize the Executive Director to sign the grant application and to accept and sign the grant award once received from the IDOT, and authorize the Director of Engineering and Planning to accept and close out this grant when completed in accordance with the contract documents. Mr. Christensen seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

A21-004 Consider Resolution Authorizing the Submission of an Application for Funding for the Federal Surface Transportation Block Grant Program to the Metropolitan Planning Organization for the Partial Funding of the Construction of Cowles Drive Phase 2/3

The Director of Finance stated the Des Moines Airport Authority staff prepared an application for a Federal Surface Transportation Block Grant (STBG) to be submitted to the Des Moines Area Metropolitan Planning Organization (MPO) for partial funding of Cowles Drive realignment and construction. Resolution approving and supporting the application is required from the Board. This Resolution will support an application for Cowles Drive Construction Phases 2 and 3. The construction project estimate for Cowles Drive Phase 2 & 3 is approximately \$11,455,625.

The Director of Finance recommended the Board approve a Resolution Authorizing the Submission of an Application for funding for the Federal Surface Transportation Block Grant Program to the Metropolitan Planning Organization for the partial funding of the construction of Cowles Drive Phase 2/3, authorize the Executive Director to accept and sign the grant award once received from the MPO, and authorize the Director of Engineering and Planning to accept and close out this grant when completed in accordance with the contract documents.

Ms. Ward moved to approve a Resolution Authorizing the Submission of an Application for funding for the Federal Surface Transportation Block Grant Program to the Metropolitan Planning Organization for the partial funding of the construction of Cowles Drive Phase 2/3, authorize the Executive Director to accept and sign the grant award once received from the MPO, and authorize the Director of Engineering and Planning to accept and close out this grant when completed in accordance with the contract documents. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

A21-005 Consider Resolution Authorizing the Submission of an Application for Funding for the Federal Surface Transportation Block Grant Program to the Metropolitan Planning Organization for the Partial Funding of the Construction of Cowles Drive Phase 4

The Director of Finance stated the Des Moines Airport Authority staff prepared an application for a Federal Surface Transportation Block Grant (STBG) to be submitted to the Des Moines Area Metropolitan Planning Organization (MPO) for partial funding of Cowles Drive realignment and construction. Resolution approving and supporting the application is required from the Board. This Resolution will support an application for Cowles Drive Construction Phase 4. The construction project estimate for Cowles Drive Phase 4 is approximately \$11,770,000.

The Director of Finance recommended the Board approve a Resolution Authorizing the Submission of an Application for funding for the Federal Surface Transportation Block Grant Program to the Metropolitan Planning Organization for the partial funding of the construction of Cowles Drive Phase 4, authorize the Executive Director to accept and sign the grant award once received from the MPO, and authorize the Director of Engineering and Planning to accept and close out this grant when completed in accordance with the contract documents.

Mr. Christensen moved to approve a Resolution Authorizing the Submission of an Application for funding for the Federal Surface Transportation Block Grant Program to the Metropolitan Planning Organization for the partial funding of the construction of Cowles Drive Phase 4, authorize the Executive Director to accept and sign the grant award once received from the MPO, and authorize the Director of Engineering and Planning to accept and close out this grant when completed in accordance with the contract documents. Ms. Ward seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

A21-006**Financial Report**

- The Finance Director stated:
 - Revenue
 - \$14 million short on revenue compared to 2020 budget
 - \$8 million parking shortfall
 - \$3.1 million airline rates and charges shortfall
 - Rental car revenue down by one third
 - Food and beverage had significantly less revenue than budgeted. The Executive Director stated that although the revenue was down in 2020, the revenue still exceeded the previous food and beverage company's last year of revenue prior to Aero Service Group being hired as the airport's restaurant management company.
 - Expenses
 - Ended up at 88% of 2020 budget
 - Incurred extra costs due to COVID-19
 - Cash Position
 - \$80+ million
 - \$8.6 million was withdrawn from the first CARES Act out of \$23 million
 - Hopefully will know more about what money is available in the second CARES Act in late January/mid-February timeframe
 - Capital Improvement Project Summary
 - Included with the December 2020 Financial Report
 - \$13 million dollars' worth of capital projects were cut in 2020 due to the pandemic

A21-007**Briefing**

- The Director of Operations reported on December 2020 taxi and passenger statistics. The Director of Operations stated overall passenger traffic was down approximately 55% compared to 2019; however, TSA reported overall nationwide passenger traffic was down 61%. This means Des Moines International Airport was slightly better than the national average.
- The Executive Director reported:
 - The Authority hasn't received any details yet on the dollars to be received from the second COVID-19 Relief Bill. \$2 billion dollars was awarded to airports, and out of that money, the Authority hopes to receive \$3.5 to 3.9 million. It depends on the calculations. The process was slowed down due to a ripple effect of the Capitol riot last week: five FAA administrators resigned, and one is the administrator of airports. Hope to know more by end of January, but it may be mid-February 2021.
 - The Authority retained a national law firm for the Hertz bankruptcy.
 - Muncie Aviation Company finalized their acquisition of the Des Moines Flying Service this month. A new president has been appointed.

- The appointed Board Members, Ms. Ward and Mr. Christensen, met with the Greater Des Moines Public Art Foundation as part of the selection committee for airport artwork. Mr. Christensen stated the selection committee convened and heard a presentation from the artist, Ms. Alice Aycock, an American sculptor. The proposed artwork would be at the confluence of the entrance and exit so it is visible as you arrive at and leave the airport. After the presentation, the committee deliberated, and the result was a unanimous recommendation of the proposed artwork Ms. Aycock presented. Ms. Ward stated it was very interesting to hear the artist's vision for the proposed artwork and the artwork resonated with the committee. Ms. Ward stated Ms. Aycock is a well-known artist with artwork installations across the world. Mr. Christensen stated to have a work of this quality at the airport is in line with what the Authority goals are for the overall airport grounds. The Greater Des Moines Public Art Foundation is looking for consensus that the remainder of the Authority agrees with the committee recommendation. Then the Greater Des Moines Public Art Foundation will move forward on completing their fundraising. They are very close to meeting their proposed budget for fundraising. After that, an agreement would be completed with the Authority and the Greater Des Moines Public Art Foundation. Design would be completed and then a schedule for installation would be determined. Mr. Christensen asked if the remaining Board Members had any comments and if they are in support of the recommendation. Ms. Levy stated the artwork looks amazing. Ms. Lauridsen Sand asked if there were any comments from the Authority management team about the proposed artwork. The Executive Director stated the concept is fine and construction coordination with reference to the base of the artwork and Cowles Drive Phase 1 is important. Mr. Feldmann stated he loves the concept: energy in motion at an airport could not be more uplifting. Mr. Feldmann stated the artwork would be a great addition. The Executive Director stated he would report back to Ms. Rowe, Director of the Greater Des Moines Art Foundation that the consensus from the Board was acceptable. The Executive Director thanked Ms. Ward and Mr. Christensen for reporting on this.
- The Authority auditors will meet with Mr. Christensen and Ms. Lauridsen Sand soon regarding the upcoming annual audit.
- The Des Moines International Airport was nominated by USA Today as one of the fifteen best small airports. People can vote online for their top ten favorites out of the fifteen small airports. Ms. Kovarna, Communications and Air Service Development Manager, has been promoting voting for Des Moines International Airport on social media.

A21-008 Next Meeting

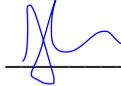
a. February 9, 2021, Regular Board Meeting

A21-009 Adjourn

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

The meeting adjourned at 9:55 a.m.

Respectfully Submitted:



**Jake Christensen
Secretary/Treasurer**



**Mary Benson
Board Clerk**