

**DES MOINES AIRPORT AUTHORITY BOARD
SUMMARY MINUTES OF ELECTRONIC MEETING
Des Moines International Airport
Board Room
March 9, 2021**

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

Chaired by Ms. Levy

Present: Mr. Christensen, Mr. Feldmann, Ms. Lauridsen Sand, Ms. Levy, and Ms. Ward (attended by phone)

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.

A21-020 Consider Minutes for February 9, 2021, Regular Board Meeting

Mr. Feldmann moved to approve the February 9, 2021, Regular Board Meeting minutes. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

A21-021 Consider Professional Services Agreement for Runway Protection Zone Land and Avigation Easement Acquisition with ProSource Technologies, LLC

The Director of Engineering reported economic development continues to move closer to the Airport campus. There are several small parcels of property under the Runway Protection Zones (RPZ) of runway 13 and runway 23 that the Airport does not currently own or have control measures on. The Federal Aviation Administration (FAA) requires airports to protect their RPZs and prefers that airports own and/or implement official control measures on the property. Authority staff would like to be proactive in minimizing issues down the road caused by development near or on those parcels of land the Airport currently does not own or have controls on. This contract will provide services and appraisals to acquire property located within the runway protection zone (RPZ) of runway 13 and an avigation easement for property within the RPZ of runway 23.

The Director of Engineering recommended the Board approve a Professional Services Agreement for Runway Protection Zone Land and Avigation Easement Acquisition with ProSource Technologies, LLC for \$52,380.00.

Mr. Feldmann asked the Director of Engineering if there has been any communication with the landowners. The Director of Engineering stated none to-date. Mr. Feldmann also asked if the Authority has the power of eminent domain. The Director of Engineering stated that if it gets to that point, the Authority can work with the City of Des Moines, but the Authority prefers not to get to that point.

Ms. Ward moved to approve a Professional Services Agreement for Runway Protection Zone Land and Avigation Easement Acquisition with ProSource Technologies, LLC for \$52,380.00. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

A21-022 Consider a Private Construction Agreement between Reilly Construction Company, Inc. and the Des Moines Airport Authority Regarding Work within the Right of Way for Cowles Drive Phase 1 Project

The Director of Engineering reported the City of Des Moines has requested that Reilly Construction Company, Inc. and the Authority enter into a private construction agreement for work within the City Right of Way (ROW) for Cowles Drive Phase 1 project. The City of Des Moines is a third-party beneficiary of this agreement. This agreement requires a performance, payment, and maintenance bond in favor of the City as part of the agreement. The scope of work within the ROW is estimated to be \$754,267.00.

The Director of Engineering recommended the Board approve a Private Construction Agreement between the Des Moines Airport Authority and Reilly Construction Company, Inc. regarding work within the Right of Way for Cowles Drive, Phase 1 project.

Mr. Christensen moved to approve a Private Construction Agreement between the Des Moines Airport Authority and Reilly Construction Company, Inc. regarding work within the Right of Way for Cowles Drive, Phase 1 project. Mr. Feldmann seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

A21-023 Consider Task Order No. 78, with Foth Infrastructure and Environment, LLC, for the design of Rehabilitation of SW 28th Street

The Director of Engineering stated the scope of services to be performed by the Consultant through Task Order No. 78, includes detailed work, services, materials, equipment and supplies necessary to provide complete plans and specifications, along with construction administration and observation, for the following three project components:

- Improve the SW 28th Street roadway between Army Post Road and South Airport Frontage Road.
- Removal of curb island in the parking lot of Building 46 (Field Maintenance) and reconfigure parking spaces to allow for tractor/trailer maneuver.
- Convert a portion of the Blue Lot (Economy Parking Lot #2) into a temporary employee parking lot.

Rehabilitation of SW 28th Street was approved within FY 2021 budget.

The Director of Engineering recommended the Board approve Task Order No. 78 with Foth Infrastructure and Environment, LLC in the amount of \$81,300.00, for the design of Rehabilitation of SW 28th Street 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 Task Order No. 78 with Foth Infrastructure and Environment, LLC in the amount of \$81,300.00, for the design of Rehabilitation of SW 28th Street and authorize the Director of Engineering and Planning to accept and close out this project 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.

A21-024 Consider Collective Bargaining Agreement between Des Moines Airport Authority and Municipal Employees Association

The Executive Director reported the Airport Authority staff and the Municipal Employee Association (MEA) have come to a tentative collective bargaining agreement. MEA represents 10 of the Authority employees to include the Electronic Technicians, Operations Center Attendants, and Accountants. The current agreement terminates on June 30, 2021. The term of the new agreement is July 1, 2021, to June 30, 2022, or one year. Compensation of the MEA employees remains in accordance with the Des Moines Airport Authority Pay Plan. All compensation adjustments will be effective January 1, 2022.

The Executive Director recommended the Board approve a Collective Bargaining Agreement between Des Moines Airport Authority and Municipal Employee Association pending MEA ratification.

Ms. Lauridsen Sand moved to approve a Collective Bargaining Agreement between Des Moines Airport Authority and Municipal Employee Association pending MEA ratification. Mr. Feldmann seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

A21-025 Financial Report

- The Finance Director reported:
 - Revenue
 - Stronger revenue than budgeted.
 - Project increase in parking revenue with Spring Break travel this month.
 - Expenses
 - A little below budget.
 - There were quite a few snow-related expenses in February which have yet to roll through the report.

- Drew \$4.2 million of CARES Act money. Most likely will draw the rest of the first CARES Act grant money this year. Additional grants will be received soon.

A21-026

Briefing

- Executive Director stated the February 2021 passenger statistics were not yet available. The Director of Operations reported on February 2021 taxi statistics.
- The Executive Director reported:
 - American Airlines is bringing back the nonstop flight to Washington, DC, in late March.
 - The Airport Authority launched Covid-19 passenger testing for a fee at the Airport in early March. Exemplar Care was the company selected to do the Covid-19 testing. The testing site is in the Berk & Chesters' restaurant space since the restaurant is closed at this time. The Director of Operations reported the number of reservations for tests done to-date.
 - Des Moines Flying Service is moving March 20th to their new location on the south side of the Airport. Des Moines Flying Service will host an open house this spring.
 - There is an Ebola scare coming out of the Congo and Uganda: only six airports in the U.S. can accept flights from these regions.
 - Covid-19 vaccines for Authority and Airport employees have not been given en masse yet because transportation employees are not included in any of the current eligible vaccine tiers. The airport is on vaccine waiting lists with Mercy One, Unity Point, and Exemplar Care. Employees with pre-existing conditions are now eligible to seek vaccines on their own, however.
- Ms. Levy inquired about Global Entry interview appointments. The Executive Director stated the U.S. Customs and Border Protection office at the Airport does offer appointments for interviews. Once people apply for and are approved for an interview, they can schedule their interview in Des Moines on the Global Entry website.
- Mr. Feldmann asked the Executive Director if there has been any change in destination patterns. The Executive Director stated yes, vacation routes and warm weather destinations have returned sooner than business routes.

A21-027

Next Meeting

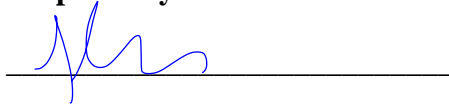
- a. April 13, 2021, Regular Board Meeting**

A21-028 Adjourn

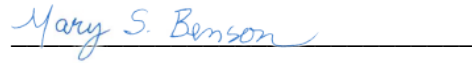
Mr. Christensen moved to adjourn the meeting. Ms. Lauridsen Sand seconded.
Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and
Ward; Nays: 0; Abstained: 0; Absent: 0.

The meeting adjourned at 9:25 a.m.

Respectfully Submitted:



Jake Christensen
Secretary/Treasurer



Mary Benson
Board Clerk