

**DES MOINES AIRPORT AUTHORITY BOARD  
SUMMARY MINUTES OF ELECTRONIC MEETING  
Des Moines International Airport  
Board Room  
November 10, 2020**

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

**Chaired by** Ms. Levy

**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.**

**A20-124 Consider Minutes for October 13, 2020, Meeting**

Ms. Ward moved to approve the October 13, 2020, 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.

**A20-125 Consider 2021 Rates and Charges**

The Director of Finance stated the 2021 Rates and Charges draft document provided to the Board was updated to reflect the increase in T-hangar rates. The T-hangar rate increase is based on the plan approved by the Board in 2017 when the new T-hangars were built and is incorporated into the lease agreements. The other rates and charges will remain the same as 2020.

The Director of Finance recommended the Board approve the 2021 Rates and Charges document.

Mr. Feldmann moved to approve the 2021 Rates and Charges document.

Mr. Christensen seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

**A20-126 Consider Fiscal Year 2021 Operation and Maintenance Budget and Capital Improvement Budget**

The Director of Finance stated the proposed 2021 Operations and Maintenance and Capital Improvement budgets were provided to the Board at the October 13, 2020, regular Board meeting. A budget consultation meeting was held with the airlines on October 14<sup>th</sup>. The proposed 2021 budget presented to both the Board and the Airlines was prepared keeping airline rates and charges the same as were set in 2020.

The Director of Finance stated a revised 2021 budget was provided to the Board last week for consideration. The Director of Finance stated the only change to the revised budget is the addition of a CIP project which will install pathways and sensors on a portion of Runway 05.

The Director of Finance stated the total cost for this project is \$98,680 and it will be funded by the Authority. There were no other changes to the proposed 2021 budget based on Board or airline feedback.

Ms. Levy stated she would like the Authority to keep its ear to the ground regarding business travel recovery. Ms. Levy stated she has heard that quite a few companies with road warriors are not going back to their usual business travel in 2021. The Executive Director stated Ms. Kovarna, Communications, Marketing, and Air Service Development Manager, sent two surveys regarding future travel to the business community and the community at large. Once that information is compiled, a report will be presented to the Board.

The Director of Finance recommended the Board approve the Fiscal Year 2021 Operation and Maintenance Budget and Capital Improvement Budget.

Ms. Ward moved to approve the Fiscal Year 2021 Operation and Maintenance Budget and Capital Improvement Budget. Mr. Feldmann seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

#### **A20-127**

##### **Financial Report**

- The Finance Director reported:
  - Revenue Update
    - Parking revenue increased 20% from September 2020 to October 2020.
    - There were 18% more enplanements in October 2020 than in September 2020.
    - Coffee and Bar (on the C concourse) averages \$715/day which is more than the \$600/day projection made prior to the COVID-19 pandemic.
  - Accounts Receivable
    - Airlines are caught up with their deferred payments.

#### **A20-128**

##### **Briefing**

- The Director of Operations reported on October 2020 taxi and passenger statistics.
- The Executive Director reported:
  - COVID-19 Authority Update
    - Last week the Airport Authority directors made some adjustments to the Authority's COVID-19 plan with the continued focus on keeping employees safe, separate as much as possible, and at necessary minimums to keep all areas operational.
    - Current status:
      - Two Authority employees tested positive for COVID-19, so they are isolating.
      - One employee is out under quarantine.

- The Executive Director and Ms. Kovarna met via Zoom with four airlines last week. Meetings with the rest of the airlines were set up for future dates. American Airlines will launch their nonstop Miami flight two days/week in mid-December 2020. Nonstop flights to DC and LaGuardia via American Airlines and Delta respectively are expected to resume in April 2021; however, that date is subject to change.

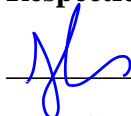
**A20-129      Next Meeting**  
**a.    December 8, 2020, Regular Board Meeting**

**A20-130      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.

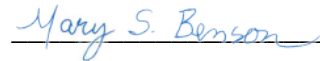
The meeting adjourned at 9:21 a.m.

**Respectfully Submitted:**



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**Jake Christensen**  
**Secretary/Treasurer**



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**Mary Benson**  
**Board Clerk**