

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

**DATE:** October 12, 2021  
**TIME:** 9:00 a.m.  
**PLACE:** The Airport Board Room, 2nd Floor, Airport Terminal, will be open to the public. Individuals attending in person are required to wear facemasks.

**Agenda**

Call to Order and Roll Call

- 1. Consider Minutes**
  - a. September 14, 2021, Regular Board Meeting**
  - b. September 14, 2021, Closed Session Minutes (two separate closed sessions held)**
- 2. Consider an Extension of a Farm Lease with Tenant Gary Van Ryswyk (Director of Finance)**
- 3. Consider Contract for Window Cleaning Services with Marsden Bldg Maintenance, LLC (Director of Engineering)**
- 4. Consider Approval of Purchase Agreement for the Purchase of Real Estate from Mr. David A. Denison (Director of Engineering)**
- 5. Financial Report (Director of Finance)**
- 6. Briefing (Executive Director)**
- 7. Next Meeting**
  - a. November 9, 2021, Regular Board Meeting**
- 8. Adjourn**

## **Agenda Notes:**

Call to Order and Roll Call

- 1. Consider Minutes**
  - a. September 14, 2021, Regular Board Meeting**
  - b. September 14, 2021 Closed Session Minutes (two separate closed sessions held)**
  
- 2. Consider an Extension of a Farm Lease with Tenant Gary Van Ryswyk (Director of Finance)**

The existing farm lease was approved last year as a one-year lease with Gary Van Ryswyk. Both parties seek to extend the lease for an additional year with rental rates updated to the Iowa State University Extension and Outreach Office average rental rate. A one-year lease agreement has been negotiated with Gary Van Ryswyk beginning on March 1, 2022 and terminating on February 28, 2023. The lease will continue year-to-year thereafter unless either party gives written notice to the other party by September 1<sup>st</sup> as specified by Iowa law. The rental rate will adjust each year based on the most recent annual “Cash Rental Rates for Iowa” survey computed by the Iowa State University Extension and Outreach Office.

Staff Recommendation: Approve an extension of the farm lease with tenant Gary Van Ryswyk beginning March 1, 2022.

- 3. Consider Contract for Window Cleaning Services with Marsden Bldg Maintenance, LLC (Director of Engineering)**

This contract will provide for the cleaning of windows on the Airport campus. The request for proposals went to three firms, with Marsden Bldg Maintenance, LLC being the lowest, responsible bid received. The contract calls for specific areas to be washed, along with the frequency of cleaning. The contract will be for a three-year period with options to renew, at the Authority’s option, for two consecutive one-year periods. The first-year cost is \$47,968.00 and is included in the budget. The cost for subsequent years may change based on changes in a Department of Labor Employment Cost Index.

Staff Recommendation: Approve the contract for window cleaning services with Marsden Bldg Maintenance, LLC and authorize the Executive Director to approve any subsequent renewals consistent with the contract language.

**4. Consider Approval of Purchase Agreement for the Purchase of Real Estate from Mr. David A. Denison (Director of Engineering)**

Authority staff has been working on purchasing property that lies/falls within the Runway Protection Zones (RPZ) for both runways. An RPZ is required to be free of development of any kind with very limited exceptions. One of the areas within the RPZ lies in a parcel owned by David A. Denison. The small triangle portion of the RPZ in his property was appraised and an offer was made to Mr. Denison which was accepted, contingent on relocation of the current property line fence to the newly established property line, along with some shrubs at the Airport's expense.

Staff Recommendation: Approve the Purchase Agreement for the purchase of real estate with Mr. David A. Denison.

**5. Financial Report (Director of Finance)**

**6. Briefing (Executive Director)**

**7. Next Meeting**

**a. November 9, 2021, Regular Board Meeting**

**8. Adjourn**