

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

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

**Chaired by:** Mr. Feldmann

**Present:** Mr. Christensen (via Zoom), Mr. Dickinson, Mr. Feldmann, Ms. Lauridsen Sand (via Zoom), Ms. Levy (arrived in person at 9:06 a.m.)

**This meeting was held in-person, with the majority of the Board present at the board meeting in the Airport Board Room and two Board Members present via Zoom. The public was provided access and was able to join the meeting on-line via Zoom. The Airport Board Room, 2nd Floor, Airport Terminal, was also open to the public.**

**A21-112 Consider Minutes for October 12, 2021, Regular Board Meeting**

Mr. Dickinson moved to approve the October 12, 2021, Regular Board Meeting minutes. Ms. Lauridsen Sand seconded. Motion Carried: 4-0-0-1; Yeas: Christensen, Dickinson, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: Levy.

**A21-113 Consider Tenth Amendment to ARINC Inc. Contract for Maintenance and Support of the Common Use System**

The Director of Engineering stated on February 9, 2009, the Des Moines Airport Authority entered into a contract with ARINC Incorporated to provide and install a common use platform at both the Terminal Ticket Counters and Concourse Gates. The original agreement included a maintenance and support requirement. The ninth amendment established support based on cloud-based services. This Tenth amendment updates/modifies the maintenance costs and scope based on the version of common use installed. This proposed Tenth amendment continues the maintenance and support agreement through August 2022. The common use system is a proprietary system and Authority staff does not have access, or the expertise, to maintain the system in its entirety. Previous and current annual costs associated with the support are as follows:

- Aug 13, 2019: \$106,898.14
- Aug 13, 2020: \$109,707.44
- Aug 13, 2021: \$112,598.15

The Director of Engineering recommended the Board approve the Tenth amendment to the ARINC Inc. contract for maintenance and support of the Common Use System.

Mr. Christensen moved to approve the Tenth amendment to the ARINC Inc. contract for maintenance and support of the Common Use System. Ms. Lauridsen Sand

seconded. Motion Carried: 4-0-0-1; Yeas: Christensen, Dickinson, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: Levy.

**A21-114 Consider Agreement with the United States Department of Agriculture Wildlife Services**

The Director of Operations stated this agreement will provide direct, year-round wildlife control services, utilizing a part-time wildlife biologist and one part-time wildlife technician. The biologist and technician are provided office space and equipment storage space on Airport property. Wildlife services will monitor wildlife use patterns on the airfield and apply an integrated wildlife management approach to reduce wildlife hazards to aviation. In addition, wildlife services will provide wildlife management training to Airport Operations personnel as required under title 14 Code of Federal Regulations Part 139. This is a three-year agreement that either party may terminate with 120 days' written notice. The annual cost is \$66,000 and is included in the 2022 budget.

The Director of Operations recommended the Board approve the Agreement with the United States Department of Agriculture Wildlife Services and authorize the Executive Director to sign the Agreement with the United States Department of Agriculture.

Mr. Dickinson moved to approve the Agreement with the United States Department of Agriculture Wildlife Services and authorize the Executive Director to sign the Agreement with the United States Department of Agriculture. Mr. Christensen seconded. Motion Carried: 4-0-0-1; Yeas: Christensen, Dickinson, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: Levy.

**A21-115 Consider Fiscal Year 2022 Operation and Maintenance Budget and Capital Improvement Budget**

The Director of Finance stated the proposed 2022 O&M and Capital Improvement budgets as well as the 2022 Rates & Charges were provided to the Board at the October 12, 2021, regular Board meeting. A budget consultation meeting was held with the airlines on October 6, 2021. The proposed 2022 budget presented to both the Board and the Airlines kept airline rates and charges the same as were set in 2021 except for airline landing fees. Authority staff has continued to review the proposed budget, specifically salaries and wages. The only change to the budget provided in October 2021 is an increase in the budgeted wages. There were no other changes to the proposed 2022 budget based on Board feedback.

The Director of Finance recommended the Board approve Fiscal Year 2022 Operation and Maintenance Budget, Capital Improvement Budget, and Rates & Charges document.

Mr. Dickinson moved to approve Fiscal Year 2022 Operation and Maintenance Budget, Capital Improvement Budget, and Rates & Charges document. Ms. Levy

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

**A21-116**

**Financial Report**

- The Director of Finance reported:
  - Revenue
    - Budget is on track.
  - Cash Position
    - Expect to end the year in a strong cash position.
    - There is a debt payment of approximately \$450,000 due December 1, 2021.

**A21-117**

**Briefing**

- The Director of Operations reported:
  - October 2021 taxi statistics.
    - Ms. Levy stated she heard from a taxi customer that although the wait time was long for that customer, the customer thought the taxi steward was fantastic.
  - October 2021 passenger statistics are not ready but should be available tomorrow and will be distributed to the Board then.
  - Summary statistics for enplanements, seats, and load factor.
  - Year-over-year Covid-19 comparison.
  - Number of Covid-19 tests administered at the airport by Exemplar Care in October 2021: 890.
  - Starting to see some business travel return.
  - The infrastructure bill was passed this week. It includes \$20 billion dollars over five years for airports. Out of the \$20 billion dollars, \$5 billion is designated for airport terminal projects. Out of the \$5 billion, \$200 million per year is designated for small hub airports which includes Des Moines International Airport.
    - Ms. Lauridsen Sand asked what projects Des Moines International Airport will compete against. The Director of Finance and the Director of Operations stated there are approximately 60 airports Des Moines International Airport will compete against. The Director of Finance stated Des Moines International Airport is in a good position since the environmental analysis was completed and we are ready to start design as soon as we find out we have the money. Support from delegation in DC will help push it along as well. Ms. Lauridsen Sand stated it would be interesting to see out of the 60 small hub airports which ones have already done terminal projects in the past 10 years or have plans in place now for terminal projects. The Director of Finance stated the FAA recently stated it would most likely be 60-90 days before a notice of funding opportunity will be released. That would include the criteria they will use. A new terminal typically rates higher for discretionary purposes over existing terminal improvements.

- The Director of Finance reported:
  - The Authority hosted a luncheon for the City Managers' Committee on October 20, 2021, in the Airport Cloud Room to bring them up to speed on the new terminal project and funding requests the Authority put out to cities and counties to participate in funding for the terminal project. A Zoom call was held with the same group on November 14, 2021, to provide distributions of contributions among the various cities. The Authority is starting to talk to elected officials on the same topic. The goal is to complete these meetings by early January 2022 and then provide information regarding the support to the State of Iowa by mid-January 2022. The Authority may request support from the Board for some of the meetings as needed. The Authority may take a business leader from the various communities to some meetings as well. The Authority is working with the Greater Des Moines Partnership on the best community partners.
  - Ms. Kovarna, Airport Authority Communications, Marketing, and Air Service Development Manager, did a press release today about Amazon Air now operating out of Des Moines International Airport. Kudos to the Director of Engineering and all staff for transforming Building No. 8 for Amazon. Both Amazon and Trego-Dugan (the operator) were very happy with how things came together for this operation.

**A21-118      Next Meeting**  
                   **a. December 14, 2021, Regular Board Meeting**

**A21-119      Adjourn**

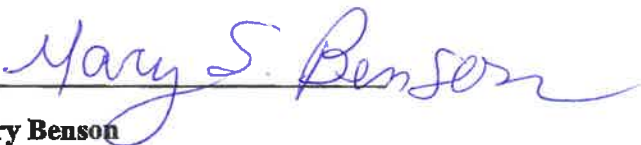
Mr. Dickinson moved to adjourn the meeting. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

The meeting adjourned at 9:21 a.m.

**Respectfully Submitted:**

  
 \_\_\_\_\_

**Christine Lauridsen Sand**  
**Secretary/Treasurer**

  
 \_\_\_\_\_

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