

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

**DATE:** April 9, 2019  
**TIME:** 9:00 a.m.  
**PLACE:** Airport Board Room, 2nd Floor, Airport Terminal

**Agenda**

Call to Order and Roll Call

- 1. Consider Minutes for March 12, 2019, Meeting**
- 2. Consider the Iowa Department of Transportation (IDOT) State Vertical Infrastructure Grant Application for FY 2020 (Director of Engineering)**
- 3. Consider the Iowa Department of Transportation (IDOT) State Airport Improvement Program Grant Application for FY 2020 (Director of Engineering)**
- 4. Consider the Iowa Department of Transportation (IDOT) State Air Service Development Program Grant Application for FY 2020 (Executive Director)**
- 5. Consider South Quadrant Demolition Project (Director of Engineering)**
  - a. **Public Hearing** regarding the plans, specifications, form of contract, and estimated total cost for the South Quadrant Demolition Project;**
  - b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the South Quadrant Demolition Project;**
  - c. Consider award of contract for the South Quadrant Demolition Project to LinnCo, Inc. in the amount of \$631,493.50.**
- 6. Consider Union Agreement with Central Iowa Public Employee Council (CIPEC) (Executive Director)**
- 7. Consider Union Agreement with Municipal Employees Association (MEA) (Executive Director)**
- 8. Consider CBP Lease Agreement (Director of Finance)**
- 9. Financial Report (Director of Finance)**
- 10. Briefing (Executive Director)**
- 11. Closed session pursuant to Iowa Code § 21.5(1)(c) to discuss strategy with counsel in a matter where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the Authority in that litigation.**

**12. Consideration of possible litigation against Naturalene, Inc. d/b/a Industrial Man Lifts, 1299 66th St. N., Suite 41694, St. Petersburg, FL 33710.**

**13. Adjourn**

## **Agenda Notes:**

Call to Order and Roll Call

- 1. Consider Minutes for March 12, 2019, Meeting**
- 2. Consider the Iowa Department of Transportation (IDOT) State Vertical Infrastructure Grant Application for FY 2020 (Director of Engineering)**

The level of eligibility for Commercial Service Vertical Infrastructure Grant monies is based on the annual number of enplanements at commercial service airports. Currently, Des Moines Airport Authority is eligible for an estimated \$574,494.00 annually. The grant application provides partial funding for the construction of a facility to relocate Des Moines Flying Service. Their relocation is part of the Terminal Development Project.

Staff Recommendation: Approve the IDOT Vertical Infrastructure Grant Application for FY 2020, authorize the Executive Director to accept and sign the grant award once received from the IDOT, and authorize the Director of Engineering and Planning to close out this grant when completed in accordance with the contract documents.

- 3. Consider the Iowa Department of Transportation (IDOT) State Airport Improvement Program Grant Application for FY 2020 (Director of Engineering)**

The award of an IDOT Airport Improvement Program Grant is determined by a point system similar to the FAA's system for awarding grants. The Authority is requesting a State Airport Improvement Program grant to assist on the following project:

- Install Airport Rotating Beacon – project cost estimated at \$138,500.

Staff recommendation: Approve the IDOT State Airport Improvement Program Grant Application for FY 2020, authorize the Executive Director to accept and sign the grant award once received from the IDOT, and authorize the Director of Engineering and Planning to close out this grant when completed in accordance with the contract documents.

- 4. Consider the Iowa Department of Transportation (IDOT) State Air Service Development Program Grant Application for FY 2020 (Executive Director)**

The Board approved the purchase of a mobile air stair unit in the 2019 budget. In January, the Board approved a purchase agreement to purchase the air stair unit with the understanding that the unit would be delivered in time to be used during the NCAA Tournament. Delivery of the air stair unit could not be completed as represented and the order was canceled. Bids for a unit will now be taken. Air stairs are eligible for the Air Service Development Program grant of up to \$80,000.

Staff recommendation: Approve the IDOT State Air Service Development Program Grant Application for FY 2020, authorize the Executive Director to accept and sign the grant award once received from the IDOT, and authorize the Director of Finance to close out this grant when completed in accordance with the contract documents.

**5. Consider South Quadrant Demolition Project (Director of Engineering)**

**a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the South Quadrant Demolition Project;**

This contract is for the demolition of buildings 33, 34, and 35 with the removal of the associated paving, storm water and communication structures, electrical and communication pathways, fencing, and subdrains within the area.

The Engineer's Estimate for this project is \$1,505,190.50 and an Iowa Department of Transportation grant was accepted in the amount of \$392,800 to help fund the project.

**b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the South Quadrant Demolition Project;**

Staff Recommendation: Approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the South Quadrant Demolition project.

**c. Consider award of contract for the South Quadrant Demolition Project to LinnCo, Inc. in the amount of \$631,493.50.**

The lowest responsive, responsible bidder was LinnCo, Inc. in the amount of \$631,493.50.

Staff Recommendation: Approve the contract with LinnCo., Inc. in the amount of \$631,493.50 for the improvement, and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

**6. Consider Union Agreement with Central Iowa Public Employee Council (CIPEC) (Executive Director)**

Union negotiations are completed with the Central Iowa Public Employees Council (CIPEC) on a new two-year agreement. CIPEC represents 27 of our employees in Airfield Maintenance, the Electricians unit, and Building Maintenance. The current contract with CIPEC will terminate on June 30, 2019. This new agreement is a two-year agreement and will terminate on June 30, 2021.

Staff Recommendation: Approve the Union Agreement with Central Iowa Public Employee Council (CIPEC).

**7. Consider Union Agreement with Municipal Employees Association (MEA) (Executive Director)**

Union negotiations are completed with the Municipal Employees Association (MEA) on a new two-year agreement. MEA represents 10 of our employees to include the Electronic Technicians, Operations Center Attendants, and Accountants. The current contract with MEA will terminate on June 30, 2019. This new agreement will terminate on June 30, 2021. Through the agreement, MEA employees will receive a \$2 shift differential, follow the Authority pay plan starting July 1, 2019, and all other benefits are synchronized starting July 1, 2020.

Staff recommendation: Approve the Union Agreement with Municipal Employees Association (MEA).

**8. Consider CBP Lease Agreement (Director of Finance)**

A \$0 lease agreement has been written for the Customs and Border Protection (CBP) space in Building 5. The CBP does not pay for the space and the Authority is required to provide certain IT infrastructure, maintenance, and utilities. The agreement is renewable annually for 20 years, and the CBP can cancel with 120 days' notice.

Staff Recommendation: Approve lease with Customs and Border Protection.

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

**10. Briefing (Executive Director)**

**11. Closed session pursuant to Iowa Code § 21.5(1)(c) to discuss strategy with counsel in a matter where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the Authority in that litigation.**

**12. Consideration of possible litigation against Naturalene, Inc. d/b/a Industrial Man Lifts, 1299 66th St. N., Suite 41694 St. Petersburg, FL 33710**

Staff Recommendation: Approve the filing of a lawsuit against Naturalene, Inc. d/b/a Industrial Man Lifts should they fail to refund the Authority in full in accordance with their proposed repayment schedule.

**13. Adjourn**