

**DES MOINES AIRPORT AUTHORITY BOARD  
SUMMARY MINUTES OF REGULAR MEETING  
Des Moines International Airport  
Board Room  
August 14, 2018**

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

**Chaired by:** Ms. Ward

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

**A18- 078      Consider Minutes for July 10, 2018 Meeting**

Ms. Lauridsen Sand moved to approve the July 10, 2018 meeting minutes. Mr. Christensen seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

**A18- 079      Consider Amendment of Minutes for June 12, 2018 Meeting**

The Executive Director informed the Board that an agenda item from the June 12, 2018 meeting, A18-062, Consider Task Order No. 50 for design of Runway 5/23 Reconstruction program phase I with Foth Infrastructure & Environment, LLC, should state phase II instead of phase I.

The Executive Director recommended amending the June 12, 2018 minutes to reflect phase II for agenda item A18-062.

Ms. Levy moved to amend the June 12, 2018 meeting minutes to reflect phase II for agenda item A18-062. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

**A18-080      **Public Hearing: Consider Building No. 32 Lease with Federal Express****

**Ms. Ward opened the Public Hearing.**

The Director of Finance reported the Federal Express facility must be relocated as part of the enabling projects on the south side of the Airport. The existing lease allows the Airport to move Federal Express; however, Federal Express desires additional space. A lease was negotiated with Federal Express to occupy Building 32 on the airport following construction of the facility. The lease term is 20 years. Building and Land rent will be based on final construction costs that are currently estimated at \$471,177 annually. Adjustments to land rent will be based on CPI.

The Director of Finance recommended approval of the lease agreement with Federal Express.

Ms. Ward invited public comment. There were no public comments. **Ms. Ward closed the Public Hearing.**

Ms. Lauridsen Sand moved to approve the lease agreement with Federal Express. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

**A18-081 Air Cargo Building No. 32 Relocation Project**

**a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the Air Cargo Building No. 32 Relocation Project**

Ms. Ward opened the Public Hearing.

The Director of Engineering and Planning reported this project is one of the enabling projects in the Terminal Project Plan. The plan is to rebuild Air cargo building #32 in the south quadrant in a new location located on the air cargo apron. The current tenants, Federal Express and Worldwide Flight Services, Inc., both operate out of this facility. The Engineer's Estimate for the improvements is \$10,416,580.00. The project is included in the 2018 Capital Improvement Budget.

Ms. Ward invited public comment. There were no public comments. Ms. Ward closed the Public Hearing.

**b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Air Cargo Building No. 32 Relocation Project**

The Director of Engineering and Planning recommended approval of the Resolution adopting plans, specifications, form of contract, and estimated total cost for the Air Cargo Building No. 32 Relocation project.

Ms. Levy moved to approve the Resolution adopting plans, specifications, form of contract, and estimated total cost for the Air Cargo Building No. 32 Relocation Project. Mr. Christensen seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

**c. Consider award of contract to Jensen Builders, Ltd.**

The Director of Engineering and Planning stated bids were opened on August 7, 2018, and the lowest responsive, responsible bidder was Jensen Builders, Ltd with a bid amount of \$8,571,700.00.

The Director of Engineering and Planning recommended approval of the contract with Jensen Builders, Ltd. for \$8,571,700.00 and authorization for the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

Ms. Levy moved to approve the contract with Jensen Builders, Ltd. for \$8,571,700.00 and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

**d. Consider Task Order No. 53 with Foth Infrastructure & Environment, LLC for the Air Cargo Building No. 32 Relocation project – Construction Phase Services for \$593,100.00**

The Director of Engineering and Planning reported during the Air Cargo Building No. 32 Relocation project, contract management, construction administration, construction testing, and construction observation for the project will be provided by the consultant. The negotiated amount of the agreement is \$593,100.00.

The Director of Engineering and Planning recommended approval of the professional services agreement with Foth Infrastructure & Environment, LLC for \$593,100.00 and authorization for the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

Ms. Levy moved to approve the professional services agreement with Foth Infrastructure & Environment, LLC for \$593,100.00 and authorized the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

**A18-082 Consider Contract for Automated Parking Guidance System with Baker Group**

The Director of Engineering and Planning reported the Authority issued a Request for Proposals (RFP) to select an Automated Parking Guidance System for the parking garage on May 14, 2018. The project was broken up into two phases.

The first phase is the proof of concept (POC), where the system will be installed in the hourly and premium parking locations on the first floor of the north garage. If the POC succeeds, Authority would install the system in the rest of the parking garage structure. The system would ultimately include signage indicating parking spaces available before you enter the garage, as well as a lighting system assisting in selecting a parking space once inside the garage.

Seven firms submitted proposals. Airport staff reviewed and rated the proposals based on qualifications established and published in the RFP. The three-member Airport Committee is recommending that the Board award a contract to Baker Group to provide the parking guidance system. Funding is included in the FY 2018 budget.

The Director of Engineering and Planning recommended:

- A. Approval of a contract with Baker Group for an Automated Parking Guidance System proof of concept to be installed in Hourly Parking and Premium Parking (located in the north end of the parking garage) for \$140,347.00 and authorization for the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.
- B. Approval of the automated parking guidance system with Baker Group to be installed in the rest of the parking garage structure (contingent on proof of concept being fully functional and accepted by the Authority) for \$677,977.17 and authorization for the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

Mr. Christensen moved to approve a contract with Baker Group for an Automated Parking Guidance System proof of concept to be installed in Hourly Parking and Premium Parking (located in the north end of the parking garage) for \$140,347.00, and to authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

Mr. Christensen moved to approve an automated parking guidance system with Baker Group to be installed in the rest of the parking garage structure (contingent on proof of concept being fully functional and accepted by the Authority) for \$677,977.17, and authorized the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

#### **A18-083   Pave Interior Service Road Construction Project**

##### **a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the Pave Interior Service Road Project**

Ms. Ward opened the Public Hearing.

The Director of Engineering and Planning reported this contract is for the paving of an existing gravel interior service road around the end of Runway 31:

- Construct 2,000 LF of paved service road around the end of Runway 13/31 that will connect the Terminal Apron to the South Cargo Apron.

The Engineer's Estimate for this project is \$778,863.75 and it is eligible for Federal Aviation Administration Airport Improvement Project (AIP) grant funding at the normal 90/10 split.

Ms. Ward invited public comment. There were no public comments. **Ms. Ward closed the Public Hearing.**

**b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Pave Interior Service Road Project**

The Director of Engineering and Planning recommended approval of the Resolution adopting plans, specifications, form of contract, and estimated total cost for the Pave Interior Service Road project.

Ms. Levy moved to approve the Resolution adopting plans, specifications, form of contract, and estimated total cost for the Pave Interior Service Road project.

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

**c. Consider approval of Federal Aviation Administration Grant associated with the Pave Interior Service Road project**

The Director of Engineering and Planning recommended the Board, subject to FAA approval, authorize the Executive Director to accept and sign the grant agreement with FAA for the improvement and authorize the Director of Engineering and Planning to accept and close out this grant when completed in accordance with the contract documents.

Ms. Levy moved to, subject to FAA approval, authorize the Executive Director to accept and sign the grant agreement with FAA for the improvement and authorize the Director of Engineering and Planning to accept and close out this grant when completed in accordance with the contract documents. Mr. Christensen seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

**d. Consider award of contract for the Pave Interior Service Road Project to Flynn Company, Inc. for \$630,475.08**

The Director of Engineering and Planning reported the lowest responsive, responsible bidder was Flynn Company, Inc. with a bid amount of \$630,475.08.

The Director of Engineering and Planning recommended the Board, subject to an FAA grant award, approve the contract with Flynn Company, Inc. for \$630,475.08 for the improvement, authorize the Executive Director to sign the contract with Flynn Company, Inc., and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

Mr. Christensen moved to, subject to an FAA grant award, approve the contract with Flynn Company, Inc. for \$630,475.08 for the improvement, authorize the Executive Director to sign the contract with Flynn Company, Inc., and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

**e. Consider Supplemental No. 1 to Task Order No. 51 with Foth Infrastructure & Environment, LLC for the Interior Service Road Pave project – Construction Phase Services for \$67,000.00**

The Director of Engineering and Planning stated during the Interior Service Road Pave project, the consultant will provide contract management, construction administration, construction testing, and construction observation for the project. These services are FAA AIP funded at the normal 90/10 split and will be reimbursed through FAA grant. The negotiated amount of the agreement is \$67,000.00.

The Director of Engineering and Planning recommended the Board, subject to an FAA grant award, approve the professional services agreement with Foth Infrastructure & Environment, LLC for \$67,000.00, authorize the Executive Director to sign the contract upon receipt of the grant, and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

Ms. Lauridsen Sand moved to, subject to an FAA grant award, approve the professional services agreement with Foth Infrastructure & Environment, LLC for \$67,000.00, authorize the Executive Director to sign the contract upon receipt of the grant, and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

**A18-084 Terminal Apron Rehabilitation Gate A4/A5 Project**

**a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the Terminal Apron Rehabilitation Gate A4/A5 Project**

Ms. Ward opened the Public Hearing.

The Director of Engineering and Planning stated this contract is for the reconstruction/rehabilitation of existing terminal apron pavement:

- Rehabilitate approximately 3,500 SY of Terminal Apron.
- Project performed in multiple phases to minimize the disruption to operations at gates A2, A4 & A5.

The Engineer's Estimate for this project is \$650,236.50 and it is eligible for Federal Aviation Administration Airport Improvement Project (AIP) grant funding at the normal 90/10 split.

Ms. Ward invited public comment. There were no public comments. **Ms. Ward closed the Public Hearing.**

**b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Terminal Apron Rehabilitation Gate A4/A5 Project**

The Director of Engineering and Planning recommended approval of the Resolution adopting plans, specifications, form of contract, and estimated total cost for the Terminal Apron Rehabilitation Gate A4/A5 project.

Mr. Christensen moved to approve the Resolution adopting plans, specifications, form of contract, and estimated total cost for the Terminal Apron Rehabilitation Gate A4/A5 project. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

**c. Consider approval of Federal Aviation Administration Grant associated with the Terminal Apron Rehabilitation Gate A4/A5 project**

The Director of Engineering and Planning recommended the Board, subject to FAA approval, authorize the Executive Director to accept and sign the grant agreement with FAA for the improvement and authorize the Director of Engineering and Planning to accept and close out this grant when completed in accordance with the contract documents.

Ms. Levy moved to, subject to FAA approval, authorize the Executive Director to accept and sign the grant agreement with FAA for the improvement and authorize the Director of Engineering and Planning to accept and close out this grant when completed in accordance with the contract documents. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

**d. Consider award of contract for the Terminal Apron Rehabilitation Gate A4/A5 Project to Flynn Company, Inc. for \$607,027.38.**

The Director of Engineering and Planning reported the lowest responsive, responsible bidder was Flynn Company, Inc. with a bid amount of \$607,027.38.

The Director of Engineering and Planning recommended the Board, subject to an FAA grant award, approve the contract with Flynn Company, Inc. for \$607,027.38 for the improvement, authorize the Executive Director to sign the contract with Flynn Company, Inc., and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

Ms. Levy moved to, subject to an FAA grant award, approve the contract with Flynn Company, Inc. for \$607,027.38 for the improvement, authorize the Executive Director to sign the contract with Flynn Company, Inc., and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents. Mr. Christensen seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

**e. Consider Supplemental No. 1 to Task Order No. 52 with Foth Infrastructure & Environment, LLC for the Terminal Apron Rehabilitation Gate A4/A5 project – Construction Phase Services for \$90,100.00**

The Director of Engineering and Planning stated during the Terminal Apron Rehabilitation Gate A4/A5 project, the consultant will provide contract management, construction administration, construction testing, and construction observation for the project. These services are FAA AIP funded at the normal 90/10 split and will be reimbursed through grant. The negotiated amount of the agreement is \$90,100.00

The Director of Engineering and Planning recommended the Board, subject to an FAA grant award, approve the professional services agreement with Foth Infrastructure & Environment, LLC for \$90,100.00, authorize the Executive Director to sign the contract upon receipt of the grant, and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

Ms. Lauridsen Sand moved to, subject to an FAA grant award, approve the professional services agreement with Foth Infrastructure & Environment, LLC for \$90,100.00, authorize the Executive Director to sign the contract upon receipt of the grant, and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.



**A18-085 Consider Contract for Network Mass Storage with IP Pathways**

The Director of Engineering and Planning reported the Authority currently is utilizing Tintri for mass storage requirement on the network. A couple of months ago, Authority staff learned that the company could be filing for bankruptcy. Last month, all of the Tintri staff were let go, leaving the Authority with no second level support. With this information, Authority staff reached out to our contracted network consultant, IP Pathways, to assist in developing a plan to obtain new mass storage devices and software. Through the process, NetApp was determined to provide the highest overall solution. NetApp is available through State of Iowa contract pricing. Funding is not included in the FY 2018 budget; however, Authority staff is recommending that we proceed with this new solution.

The Director of Engineering and Planning recommended approval of a contract with IP Pathways for network Mass Storage for \$159,221.32 and authorization for the Director of Engineering and Planning to accept and close out these projects when completed in accordance with the contract documents.

Ms. Levy moved to approve a contract with IP Pathways for network Mass Storage for \$159,221.32 and authorize the Director of Engineering and Planning to accept and close out these projects when completed in accordance with the contract documents. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

**A18-086 Consider Master Agreement for General Engineering Services with Kimley-Horn and Associates, Inc. and Bolton & Menk, Inc. for Authority Funded projects**

The Director of Engineering and Planning reported the Authority issued a Request for Proposal to select an Engineering firm to work with the Airport on Federal Aviation Administration (FAA) projects and two Engineering firms for Authority funded projects. Five firms entered proposals for Authority funded projects: Kimley-Horn, Bolton & Menk, HDR, AECOM, and McClure Engineering Co.

A three-member airport committee reviewed and rated each proposal based on four areas of qualifications. Based on combined ratings, the Authority is recommending Kimley-Horn and Associates, Inc. and Bolton & Menk, Inc. The term for each of the agreements will be five years. The Authority plans to select an additional firm to assist with Federal funded projects at the September board meeting.

The Director of Engineering and Planning recommended approval of master agreements for general engineering services for Authority funded projects with Kimley-Horn and Associates, Inc. and Bolton & Menk, Inc.

Ms. Levy moved to approve master agreements for general engineering services for Authority funded projects with Kimley-Horn and Associates, Inc. and Bolton & Menk, Inc. Mr. Christensen seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

**A18-087      Closed session pursuant to Iowa Code § 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation where its disclosure would be likely to prejudice or disadvantage the position of the Authority in that litigation**

Mr. Christensen moved to go into closed session. Ms. Levy seconded. Ms. Benson took roll call for votes: Christensen (yea), Feldmann (yea), Lauridsen Sand (yea), Levy (yea), and Ward (yea); Nays: 0; Abstained: 0; Absent: 0. Motion Carried: 5-0-0-0.

Ms. Levy moved to come out of closed session. Mr. Christensen seconded. Ms. Benson took roll call for votes: Christensen (yea), Feldmann (yea), Lauridsen Sand (yea), Levy (yea), and Ward (yea); Nays: 0; Abstained: 0; Absent: 0. Motion Carried: 5-0-0-0.

**A18-088      Consideration of proposed settlement of Morrow v. Des Moines Airport Authority, File No. 1481671, Before the Iowa Worker's Compensation Commission**

The Executive Director recommended the Board authorize Attorney Nick Pellegrin to execute the settlement documents on behalf of the Authority for Morrow v. Des Moines Airport Authority, File No. 1481671, before the Iowa Worker's Compensation Commission.

Ms. Levy moved to authorize Attorney Nick Pellegrin to execute the settlement documents on behalf of the Authority for Morrow v. Des Moines Airport Authority, File No. 1481671, before the Iowa Worker's Compensation Commission.

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

**A18-089      Consideration of proposed settlement of Frazier v. Des Moines Airport Authority, File No. 5063081, Before the Iowa Worker's Compensation Commission**

The Executive Director recommended the Board authorize Attorney Nick Pellegrin to execute the settlement documents on behalf of the Authority for Frazier v. Des Moines Airport Authority, File No. 5063081, before the Iowa Worker's Compensation Commission.

Ms. Lauridsen Sand moved to authorize Attorney Nick Pellegrin to execute the settlement documents on behalf of the Authority for Frazier v. Des Moines Airport Authority, File No. 5063081, before the Iowa Worker's Compensation Commission. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

**A18-090 Financial Report**

The Director of Finance reported:

- There is nothing significant to report on budget variances.
- The Director of Finance stated that a list of the investments was attached to the Financial Report in the board packet. The Authority has many maturities next year in the second quarter. The Director of Finance stated if the Fed continues to raise interest rates, keeping money liquid at the bank might be a better option than purchasing the bonds.

Ms. Ward, Board Chair, stated that Director of Finance Mulcahy is doing a good job.

**A18-091 Briefing**

The Executive Director reported:

- The TSA Federal Security Director - State of Iowa, David Dailey, left his position for a position in Chicago at Midway. The acting director will be John Bright. TSA will advertise the open position and expects a fair amount of interest in the position.
- The FAA applications for the two FAA grants are due September 1, 2018. Most of the information was provided already. For FY2019, the deadline is October 31, 2018. The Authority started a list of items to apply for, and plans to break the projects into pieces in case only certain pieces are eligible.
- Taxi statistics for July 2018 were included in the board packet. The Executive Director emailed Mr. Randy Sackett with Trans Iowa about the two big CVB events in July suggesting that he reach out to Mr. Greg Edwards, CVB, to discuss numbers for the events. Executive Director Foley will follow up with Mr. Sackett to see if Mr. Sackett spoke with Mr. Edwards.
- Passenger statistics for July 2018 were included in the board packet. There was growth for most of the airlines. A lot of the growth was on Frontier and they operate during off-peak periods, so that lessens capacity issues.

- In the regular TSA screening line during peak periods, the wait time has been approximately 20 minutes. The TSA pre-check wait time usually is less than five minutes. There is a plan to realign passenger screening to increase throughput once the funding comes through on the TSA side. Operations recently amended their staff schedule so there are now two staff members available to help with the TSA lines in the morning peak period.
- The Springfield-Branson National Airport is looking at transitioning to an Authority. The FAA recommended that they speak with the Des Moines Airport Authority, so they invited Executive Director Foley to meet with them. The Executive Director met with them on August 10, 2018 to discuss the pros and cons of being an Authority.
- Some dates to keep in mind:
  - August 15 – Open house for Environmental Assessment from 5-8 p.m. People can ask questions in person at the open house or via email to the Director of Engineering and Planning.
  - August 20-24 – The Executive Director will be on vacation.
  - August 25 – A full-scale emergency drill will take place between 8 and 11 a.m. Debriefing will take place at 11 a.m.
  - August 28-30 – Executive Director Foley, Operations Director Graff, and Director of Engineering and Planning Belt will attend the 4 States Airport Conference in Kansas City. They will meet with the FAA while in Kansas City.
- The Authority installed an arm in the commercial vehicle lane with a reader that allows only vehicles with the proper vehicle tag to drive in the commercial vehicle lane. After installing the arm, the Authority found that a number of commercial vehicles (up to 1/3) were not following the proper procedure when picking up or dropping off passengers, or their vehicle tags were not functioning. The Authority plans to do some concrete work to complete this project.
- The Executive Director asked the Director of Engineering and Planning to provide a runway update. The Director of Engineering and Planning provided a runway update and stated everything is on schedule. Ms. Ward, Board Chair, thanked Director of Engineering and Planning Belt and his team for all their work and expertise.
- Building 33 was relocated to the general aviation complex. It took six hours to move. The office space is under construction now.

**A18-092      Adjourn**

Ms. Levy 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 10:22 a.m.

**Respectfully Submitted:**



**Mark Feldmann**  
**Secretary/Treasurer**



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