**Sioux Falls Regional Airport Authority**

**Board Meeting Minutes**

**July 23, 2025**

Members Present: Blake Curd, Dan Statema, Eric Ellefson, and Kent Cutler

Staff Present: Dan Letellier and Kristin Elgersma

Guests Present: Brad Greguson, Tony Harms and Christi Sunde– SP Plus Parking, Elizabeth Hertz – Davenport Evans,

Ayes and nays were taken on all motions, and all motions were passed unanimously unless otherwise noted.

Chairman Curd called the meeting to order at 11:00 am.

1. **Minutes**- Kent Cutler moved and Eric Ellefson seconded a motion to approve the minutes of June 25, 2025. Motion Carried.
2. **Bills for Approval**- Eric Ellefson moved and Dan Statema seconded approval of the bills as presented. Motion carried.
3. **Consent Agenda**- Report on Consent Agenda items by the Executive Director. Dan Statema moved, and Kent Cutler seconded approval of the Consent Agenda. Motion carried.

1. Advertise for bids to correct safety areas along runway 3-21.
2. Advertise for bids to purchase a new fire truck.
3. Agreement with Henry Carlson Construction to make improvements to HVAC system - $38,135.00.
4. **Report by Executive Director**-
5. Passenger Traffic – June 2025– June enplanements set a monthly record, up 2.9% vs the previous year. Total traffic increased 2.4% to 129,284 passengers. Enplanements year-to-date are up 7.5% and on pace for another record year. Available seats increased 1.6% for the month, which helped drive increased traffic. Parking revenue increased 34.9%, setting a record for the month.
6. Construction Project Update –

Cargo Apron Expansion – Paving for the project continues with 50% completed so far. Contractor has three lanes left to pave East to West and then one more lane to pour from North to South with plans to complete paving next week. Transition to phase 3 by August 8th, weather permitting.

Terminal Apron Expansion – Phase 1 – Stormwater retention pond construction continues with landscaping fabric and seeding completed along the edge of Alpha taxiway, allowing that section to be reopened to traffic. Sand and gravel sub-base being trucked in and installed in preparation of paving in the next few weeks. Estimated completion is mid-September.

1. Update on Custodial Service. In January an RFP was circulated to determine the costs associated with sourcing custodial services at the airport to a 3rd party. Ultimately, airport management decided to keep the work in-house and to hire an individual to provide direct supervision over the staff along with increasing the complement. Unfortunately, airport management was unable to identify/hire a supervisor and has continued to struggle to provide adequate coverage to ensure the facility is well maintained. Airport leadership has reviewed the challenges of keeping this work in-house and has decided to begin discussions with the top-ranked custodial firm to determine if they will honor their proposal from January and develop a transition plan for a transfer of this work. Director Letellier will inform the Board of these discussions and the timing of possible transition.
2. **Old Business –**

No Items:

1. **New Business**-
2. Advertise for bids to conduct decommissioning/capping of the city well – Plans are nearly complete for a project to fill and cap city water well #15. Capping the well will allow our terminal apron expansion to best utilize the available space for aircraft parking and maneuvering. The estimated cost of the project is approximately $400,000, to be funded with airport reserves. The work is planned for next spring to be clear of paving that will take place next summer. The water Department also needs time to work with the SD Department of Agriculture and Natural Resources to transfer the water rights of this well to another location. Kent Cutler moved, and Blake Curd seconded a motion to advertise for bids to conduct the decommissioning/capping of the well. Motion carried.
3. **Open Segment –**

None

1. **Executive Session – Legal Issue** Eric Ellefson moved, and Kent Cutler seconded a motion to go into Executive Session at 11:31 am. Motion carried. Kent Cutler moved, and Dan Statema seconded a motion to end the Executive Session at 11:40 am.

Kent Cutler moved, and Eric Ellefson seconded a motion to adjourn the meeting at 11:40 am.

Date Secretary

Next Board Meeting: August 27, 2025 – 11:00 am