**Sioux Falls Regional Airport Authority**

**Board Meeting Minutes**

**June 25, 2025**

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

Members Present via phone: Eric Ellefson and John Taylor

Staff Present: Dan Letellier, Richard King and Kristin Elgersma

Guests Present: Jake Braunagel– KLJ Engineers, Tony Harms and Christi Sunde– SP Plus Parking, Rick Tupper – Sioux Falls Air Show, Elizabeth Hertz – Davenport Evans, Thomas Grimmond – Colliers Securities, and Jesse Davey, Nate Synder – Weitz/Journey Group

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 11:02 am.

1. **Minutes**- Kent Cutler moved and Dan Statema seconded a motion to approve the minutes of May 22, 2025. Motion Carried.
2. **Bills for Approval**- Kent Cutler 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. Commissioner Statema moved, and Chairman Curd seconded approval of the Consent Agenda. John Taylor abstained from the vote due to a conflict of interest with one of the items. Motion carried.

1. Lease agreement with Thomas Arnesen for airport T-Hangar 1-1.
2. Purchase of Burrow Blocker to mitigate damage caused by ground squirrels - $27,747.00.
3. Recarpet passenger waiting area by Flooring American - $34,422.90.
4. Approval of Elite Maintenance sublease to Avera Care Flight for a portion of their hangar.
5. Accept FAA Airport Improvement Grant Agreement #3-46-0050-066-2025 to fund phase 2 of the terminal apron expansion - $8,429,674.00
6. Accept State Financial Assistance agreement #3-46-0050-066-2025 to fund phase 2 of the terminal apron and cargo apron expansions - $468,316.00
7. Amendment to KLJ Task Order for the Construction Admin of the Cargo Apron Expansion - $65,654.01.
8. **Report by Executive Director**-
9. Passenger Traffic – May 2025– May passenger enplanements increased 9.2% to 65,577, which was the busiest May on record. YTD is also on pace for a record year, up 8.5% so far. Available seats increased by 8.4% for the month, which helped drive increased traffic. Parking revenue increased 33.1%, setting a record for the month as well. All concessions reflected an increase for the month except for Hotel revenue.
10. Construction Project Update –
	1. Cargo Apron Expansion – Good progress being made, most of the soil removals are complete for phase 2, with sub-base fill brought in. Work on the underground glycol pump structure is ongoing, pouring of the structure and backfill is planned for this week.
	2. Terminal Apron Expansion – Phase 1 – Majority of the fencing and barricades have been installed along with construction gates. Installation of underground stormwater pipe planned for the coming week.
11. HVAC Modifications to terminal entrance by Henry Carlson Construction - $33,730. Last winter the airport experienced several days when extremely cold temperatures entered the new terminal entrance through the single set of sliding doors. The heating system was unable to maintain an acceptable temperature resulting in the closure of the entrance for several days until temps improved and wind died down. TSP has provided several options that would improve the temperature during these extreme weather events. Airport management has selected two options estimated to cost $33,730 for the contractor to develop a firm price. This is an item that will come before the Board next month with a request for approval to fund the selected modifications to the HVAC system.
12. **Old Business –**
13. No Items:
14. **New Business**-
15. Sponsorship with the Sioux Falls Airshow 2026 - $33,000.00 –

Planning is underway for the Sioux Falls Airshow 2026. The Authority has contributed to the Air Show Organization for many years and Director Letellier recommended the Authority continue at the Premier Sponsorship level again for 2026. Kent Cuter moved and Dan Statema seconded a motion to support the Air Show at the $33,000 level for 2026. Motion Carried.

1. Award Construction bid to BX Civil & Contracting for the 2nd Phase of the terminal apron expansion - $8,264,904.00 – Bids were opened on June 19th for the 2nd phase of the terminal apron expansion. Two bids were received with the low bid coming from BX Civil & Contracting in the amount of $8,264,904 which includes the base bid and all four alternates. The engineers’ estimate for the base bid and alternates totaled $10.8 million. The project will be funded at 95% utilizing a Federal AIP discretionary fund grant. Kent Cutler moved, and Dan Statema seconded a motion to award the construction bid to BX Civil & Contracting in the amount of $8,264,904.00. Motion Carried.
2. Approve Amendment to CMAR agreement with Weitz/Journey Group for Guaranteed Maximum Price (GMP) #1 for concourse expansion - $23,267,698. - Bids were opened on June 12th for bid package #1 for the base plan of the concourse expansion. Weitz/Journey compiled the bid results for the first phase of construction for the base plan to determine GMP#1 for the project. CMAR estimate for this first phase of work was approximately $27m, so bid results were approximately 14% below estimate. Director Letellier advised the Board that the decision to accept the GMP would commit the Authority to moving forward with construction of the concourse, at least for the base plan. Kent Cutler moved, and Eric Ellefson seconded a motion to approve the GMP #1 amendment to the CMAR agreement with Weitz/Journey in the amount of $23,267,698.00. Motion Carried.
3. Resolution #2025-02 regarding the sale of airport revenue bonds for the construction of a new concourse. – Director Letellier reviewed with the Board the resolution that was approved at the May meeting establishing the Public Hearing for the sale of airport revenue bonds, which hearing was held prior to today’s meeting. Resolution #2025-02 provides Board approval for the sale of up to $30 million in airport revenue bonds which funds would be utilized for construction costs associated with a new concourse. Letellier did clarify that the actual amount of bonds to be sold could potentially be less than $30 million, but no more than that. Blake Curd moved, and Kent Cutler seconded a motion to approve Resolution #2025-2 for the sale of airport revenue bonds. Motion Carried.
4. Task Order with KLJ Engineers to design a project to correct selected safety areas for Runway 3/21- $72,694.44. Director Letellier informed the Board of numerous areas along the edge of runway 3/21 safety areas that have been impacted by gopher tunnel activity and erosion that has resulted in safety areas to be out of compliance with FAA standards. Letellier has asked KLJ Engineers to develop a project that identifies and corrects the more seriously impacted areas. The design fee proposed for this work is $72,695.44. Dan Statema moved, and Blake Curd seconded a motion to approve the Task Order with KLJ Engineers in the amount of $72,695.44. Motion carried.
5. Testing Agreement with American Engineering & Testing (AET) for the concourse expansion project. - $53,275.00. Our CMAR firm has received proposals from AET and Geotek to provide civil and structural construction testing for the base plan of the concourse expansion project. After reviewing the proposals, AET had the lowest responsible proposal among the two provided. Letellier recommended the selection of AET in the amount of $53,275.00. Kent Cutler moved, and Dan Statema seconded a motion to accept the testing proposal from AET in the amount of $53,275.00. Motion carried.
6. Agreement with Mead & Hunt to provide construction administration and oversight (CA/CO) for phase 2 of the terminal apron expansion project. - $1,084,791.04. Mead & Hunt has provided a proposal to provide construction administration and oversight assistance for phase 2 of the terminal expansion project. The fee is subject to an Independent Fee Examination (IFE) which will be conducted by HDR Engineers. Final fee will be determined utilizing the IFE report and negotiations between airport management and Mead & Hunt. Director Letellier recommended to the Board approval of the agreement, not to exceed the $1,084,791 proposal submitted. Dan Statema moved, and John Taylor seconded a motion to accept the CA/CO proposed by Mead & Hunt subject to review and negotiation by airport managment not to exceed $1,084,791.04. Motion carried.
7. **Open Segment -**

 None

Kent Cutler moved, and Eric Ellefson seconded a motion to adjourn the meeting at 11:54 am.

 Date Secretary

Next Board Meeting: July 23, 2025 – 11:00 am