

**Sioux Falls Regional Airport Authority
Board Meeting Minutes**

June 23, 2016

Members Present: Lon Stroschein, Mike Luce, Julie Schnaible, Raquel Blount

Staff Present: Dan Letellier, Richard King, Kristin Elgersma

Guests Present: Mark Weiderrich- Goldsmith Heck; Elizabeth Hurtz – Davenport/Evans, Scott Bussell – Signature Flight Support, Jared Nesje-TSP Architects, Joy Feige and Eric Hansen-Eide Bailly.

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

Vice-Chairman Stroschein called the meeting to order at 12:08 pm.

1. **Minutes-** Julie Schnaible moved and Raquel Blount seconded approval of the minutes of May 26, 2016. Motion carried.
2. **Bills for Approval-** Raquel Blount moved and Mike Luce seconded approval of the bills as presented. Motion carried.
3. **Consent Agenda-** Report on Consent Agenda items by the Executive Director. Julie Schnaible moved and Raquel Blount seconded approval of the Consent Agenda. Motion carried.
 - A. Hangar Lease with Tom Redlin for T-Hangar T1-7.
 - B. Hangar Lease with Alan Zwiefel for T-Hangar T3-3.
 - C. Lease with Alpine Air for office space in Cargo Building.
 - D. Lease with Matheson Flight Extenders for office/warehouse space in Cargo Building.
 - E. Ground lease with Maverick Air for an area occupied by former Sanford Air maintenance hangar.
 - F. Assignment of ground lease from Sanford Health to Marlin Air for an area occupied by the former Summit/SOB hangar purchased by Marlin Air.
 - G. Financial Assistance Agreement with the South Dakota Department of Transportation in the amount of \$519,614.00 to be used to purchase a new runway snow broom.
 - H. Change Order #12 with Landscapes Unlimited for changes to the Elmwood Mitigation Project-Phase 3 in the amount of \$68,356.57 to be funded by the City of Sioux Falls.
 - I. Contract with Scott Parsons to provide artwork for the terminal lobby - \$110,000.
 - J. Change orders for the Terminal Checkpoint expansion project totaling \$47,725.00
4. **Report by Executive Director-**
 - A. Air Show 2016– Plans continue for the 2016 Air Show scheduled for July 23 and 24, 2016. A recent incident involving the Blue Angels has put their participation in this

year's show in doubt. However organizers still feel confident they will be performing again by the time our Air Show comes around.

B. Construction Updates

1. Checkpoint Renovation – Contractors transitioning from Phase 5 of the project to Phase 6 and 7. Lobby and 2nd floor is partially open while transfer of one escalator takes place over the next few weeks. Final completion scheduled for mid-September.

2. Elmwood Mitigation Project- Phase 3 is substantially complete with minor punch-list items being addressed. Grow-in has started with an anticipated opening date for all 27 holes and 5 new junior holes of September 1.

3. – West G.A. Taxi Lane Extension – Work has been completed and the new taxilane is open providing access to the new Sanford Health hangar and the new Maverick Air hangar on our West General Aviation ramp..

5. Old Business

- A. Funding for Customs Area Renovation - Executive Director Letellier provided a brief summary of the Authority's effort to upgrade the General Aviation Facility (GAF) to meet current U.S. Customs design standards. The last funding level provided for this project was \$135,000 in May of 2014. TSP is near a final design for the upgrades required and a new estimate of \$300,000 has been determined. Due to the added cost of security requirements, an increase in funding to \$310,000 is necessary. Raquel Blount moved and Mike Luce seconded approval of a motion to provide funding in the amount of \$310,000 pending a review by TSP that future expansion of the baggage claim area in 2018 would not be significantly impacted by these modifications. Motion carried.

6. New Business

- A. The insurance policies to provide Life, Long and Short-Term Disability are up for renewal July 1. Our insurance agent solicited quotes from several carriers with a recommendation that we make the switch to Met Life for all three policies. Met Life will provide similar coverage and guarantee rates for two years as well as save the Authority approximately \$4,345/year in premiums. Julie Schnaible moved and Mike Luce seconded approval of selecting Met Life to provide Life, Long and Short Term disability coverage for Airport Authority employees effective July 1, 2016. Motion Carried.
- B. TSP Architects has requested an amendment to provide reimbursement for additional design work provided for our checkpoint expansion project. The amendment provides funding for: 1) \$28,000 for additional design to add a boiler and chiller to the airport HVAC system, and 2) \$13,634 for additional design hours necessary to review change orders processed during the project. Raquel Blount moved and Julie Schnaible seconded a motion to amend the design agreement with TSP to provide for an increase in fees totaling \$42,734. Motion Carried.

7. **Open Segment-** No discussion

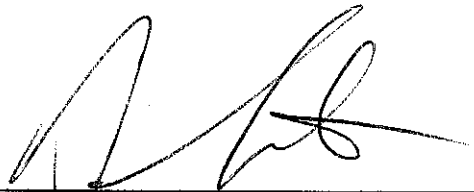
8. **Executive Session-** Legal issue. Julie Schnaible moved to enter executive session at 1:13pm. Mike Luce seconded. Motion carried.

Dave Nelson joined the meeting at 1:40pm

Julie Schnaible moved to adjourn executive session at 1:50pm. Dave Nelson seconded. Motion carried.

Dave Nelson moved to adjourn at 1:51 p.m. Mike Luce seconded. Motion carried.

6/27/16
Date


Secretary

Next Board Meeting on July 28, 2016