

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

August 22, 2019

Members Present: Raquel Blount, Julie Schnaible, Lon Stroschein, Dave Nelson, and Eric Ellefson

Staff Present: Dan Letellier, Richard King, and Kristin Elgersma

Guests Present: Elizabeth Hurwitz – Davenport Evans, Mark Weiderich – KLJ Engineers, Brad Greguson – Standard Parking

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

Chair woman Blount called the meeting to order at 12:00 pm.

1. **Minutes-** Julie Schnaible moved and Eric Ellefson seconded approval of the minutes of July 25 and Special Session of August 9, 2019. Motion carried.
2. **Bills for Approval-** Dave Nelson moved and Lon Stroschein seconded approval of the bills as presented. Motion carried.
3. **Consent Agenda-** Report on Consent Agenda items by the Executive Director. Lon Stroschein moved and Julie Schnaible seconded approval of the Consent Agenda. Motion carried.
 - A. Change order #8 with Golden Rule Construction for modifications to the Baggage Claim Project – (\$1,283.00).
 - B. Change Order #1 with Double H Paving for modifications to the Asphalt Repair Project – (\$100,738.80)
 - C. Approve S.D. Dept. Of Transportation Financial Assistance Agreement associated with FAA Grant #3-46-0050-53-2019 in the amount of \$439,787.94
 - D. Lease Agreement with Jeremy Duden for airport T-Hangar 2-16.
4. **Report by Executive Director-**
 - A. Air Service Update- Allegiant recently announced the addition of new non-stop service to Punta Gorda/Ft. Meyers with two flights per from mid-November until April.
 - B. Passenger Traffic and Revenue Report – Enplanements increased 13.7% in July with total traffic up 13.5%. Enplanements for July totaled 51,995 which was the highest monthly count on record! Airport Concessions also followed that trend with parking, restaurants, car rental, and gift shop sales up.
 - C. Construction Update-

Baggage Claim Expansion: Terrazzo is currently being installed in the hallway and carousel 2 area. Hope to have the hallway by the rental cars open again by Friday August 23. The hallway will need to be closed down

again to complete some terrazzo work in the coming weeks. The demo is complete in Carousal #1 and #2 and they are working on pouring the floor in #1. Expected completion is set for October 8th but it could slide to the middle of October.

Pet Relief Area: Open and has been in use.

Rental Car Quick Turn Facility: Installation of construction fence and temp fencing for rental car storage began this week. Removal of asphalt and dirt excavation planned for next week.

Deicing Apron Project – Dirt removals and grading began last week with work to continue into the fall.

- D. Update on Contaminated Litigation – Shannon Falon, attorney with Johnson, Janklow, Abdallah & Reiter who is representing the airport in the PFAS water contamination lawsuit provided an update on the case. Case was filed on June 28th, 2019 and a majority of defendants were serviced on July 1st, in time to meet the State's statute of limitations. Discovery work will begin in the next few months. Ms. Falon will provide updates to the Board as conditions warrant.

5. Old Business –

- A. No Items

6. New Business

- A. Air Service Development Package – Director Letellier reviewed with the Board the air service incentive package the Authority had available in the past to assist airlines with new non-stop routes. The plan has been in place for several years but wanted to reestablish a baseline package when airlines inquire unexpectedly. The plan includes waiving rent and landing fees as well as marketing assistance. The package consists of the following which would apply to that route segment only:

- Waive space rent or turn fee for up to twelve months
- Waive landing fees for up to twelve months
- Provide marketing assistance of:
 - o \$25,000-\$50,000 for service of 3 trips or less per week
 - o \$50,000-\$75,000 for service of 4 or more trips per week
 - o Daily service to be determined by the Board

The board added that if the Director believed more advertising dollars were necessary it could be discussed at that point. Lon Stroschein moved and Eric Ellefson seconded the motion for the Air Service Development Package. Motion carried

- B. Update to Walker Parking Consultant Report – Parking Garage Pre-Design – Director Letellier contacted Walker Parking Consultants to get a quote for updating the pre-design report prepared in 2016 to reflect changes in parking demand in the next 5/10/20 year window and the impact expected from TNC use. The report would also provide an updated building design and construction cost estimate. Commissioners Stroschein and Ellefson would like to see a more defined scope approved by the rest

of the Board to ensure the report identifies parking trends along with experience other similar size airports are experiencing with parking demand. The Board elected to defer a decision on contracting with Walker Parking until an acceptable scope of work was approved.

7. Open Segment-

Dave Nelson moved to adjourn at 1:14pm. Julie Schnaible seconded. Motion Carried.

Date

Secretary

Next Board Meeting: September 26, 2019 12:00 pm