

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

March 28, 2019

Members Present: Mike Luce, Raquel Blount, Lon Stroschein

Members Present Via Phone: Julie Schnaible and Dave Nelson

Staff Present: Dan Letellier and Kristin Elgersma

Guests Present: Elizabeth Hurtz-Davenport/Evans Law Firm. Mark Heisey –TSA.

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

Chairman Luce called the meeting to order at 12:03 pm.

1. **Minutes-** Raquel Blount moved and Lon Stroschein seconded approval of the minutes of February 28th. Motion carried.
2. **Bills for Approval-** Lon Stroschein moved and Raquel Blount 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 Raquel Blount seconded approval of the Consent Agenda. Motion carried.
 - A. Advertise for bids to construct a deice/overnight aircraft parking apron.
 - B. Advertise for bids to construct a rental car quick turn facility.
 - C. Lease Agreement with Daryl Haase for airport T-Hangar #T2-11.
 - D. Lease Agreement with Eagle Sky Patrol for airport T-Hangar #T2-12
 - E. Purchase of access control equipment and cameras for the baggage claim project from Convergint Tech. - \$36,940.22.
 - F. Purchase of 2011 Case loader from Titan Machinery to assist with snow removal efforts if we get the clearance from Davenport Evans. - \$102,000.00.

4. Report by Executive Director-

- A. Passenger Enplanements & Concession Revenue - 2019 – February enplanements increased 4.5% with total traffic up 4.6%. Enplanements for February totaled 45,325 which set a record for the month. Available seats were also up 13.5% vs. 2018. All concession revenue sources saw an increase in February except parking was down 1.0% for the month.

B. Construction Update-

Baggage Claim Expansion: They are starting to make some headway with interior concrete being poured. The heat pipes were successfully removed with only taking a few days. Terrazzo floor people are working on baggage area #3 and they have also started on demolition of baggage claim #2. Baggage claim area #3 is scheduled to open mid to late May and then they will move onto carousel #1. Total completion would be around October.

Rental Car Quick Turn Facility: Last week we have a meeting and are getting close to the final design phase. The final documents are being sent to the City to review and we are hoping to send out for bids the week of April 22nd with a work start date of June 2019.

C. Federal Funding status for Deicing Apron and Runway 3-21 Reconstruction:

D. Flood Control Update: We participated with the City for the potential threat for flooding this week. We got a plan in place and thankfully did not need to execute it.

5. Old Business – No Items

6. New Business

A. Small Scale Reimbursable Agreement with the FAA At our meeting last month the Board Approved a Small Scale Reimbursable Agreement (SSRA) with the FAA to review our plans for the Deicing Apron and any potential issues which would involve their cable/fiber lines. We are now working with the FAA to review our design plans to replace runway threshold lights at the end of runway 21. The lights and base require replacement to standard during our project which requires FAA engineers to review and confirm we would construct to their standard. However, to even get them to spend a few hours to review plans requires an agreement to reimburse them for their time. This SSRA would be an initial agreement to get them involved with this project. The estimate at this time is for a \$30,000 agreement. We would receive reimbursement from the FAA Airports Division through the AIP grant process. Raquel Blount moved and Lon Stroschein seconded a motion to approve the SSRA with the FAA for no more than \$30,000.00. Motion carried.

B. Discussion on Airline Service Issues. I have invited Jason Ashley, Senior Regional Manager for United Airlines and Dave Miller, Director of Operations with United Ground Express (UGE) to our meeting to discuss United's service issues this past winter and steps they are taking to improve their performance. I'm waiting for them to confirm if they can attend our meeting next week, or possibly our April meeting, but they have confirmed they will speak to the Board. I've put out a questionnaire to 32 airports in a ten state region to determine if they have developed a ground handling department, and if so, how that operation is performing. I have also reached out to Allegiant Airlines to determine what airports they fly to that have airports handling their aircraft. (Also, what they are paying per turn to allow us to determine if it is financially feasible for us to compete). UGE has replaced the local manager and has several interim managers that seem to know what they are doing. They also have more temporary staff from other airports here to assist as well. Envoy (American) is in a similar situation as their manager has also been replaced and the temp managers and staff seem to really be focusing on getting their act together.

7. Open Segment-

Raquel Blount moved to adjourn at 12:40 pm. Lon Stroschein seconded. Motion Carried.

Date

Secretary

Next Board Meeting: April 23, 2019 12:00 pm