

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

January 23, 2020

Members Present: Dave Nelson, Eric Ellefson, and Lon Stroschein

Members Present Via Phone: Julie Schnaible

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

Guests Present: Mark Weiderich – KLJ Engineers, Brad Greguson – Standard Parking, Elizabeth Hurtz – Davenport Evans, Scott Froemming – Walker Parking Consultants, TJ Rolwing – Holmes Murphy

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

Commissioner Nelson called the meeting to order at 12:04pm.

1. **Minutes-** Lon Stroschein moved and Eric Ellefson seconded approval of the minutes of December 19, 2019. Motion carried.

2. **Bills for Approval-** Eric Ellefson 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 Eric Ellefson seconded approval of the Consent Agenda. Motion carried.

A. Task Order #69 with KLJ Engineers for On-Call Services Agreement.

B. Change Order #2 with Hoogendoorn Construction for modifications to Rental Car QTA Project - \$21,861.00

C. Advertisement for bids to construct the expansion of the Economy Lot.

4. **Report by Executive Director-**

A. Passenger Enplanement and Concession Revenue Update – Passenger Enplanements increased 16.5% in December with total traffic up 17.3%. Enplanements for December totaled 54,797 which was a record for any month. Enplanements for 2019 were 9.2% higher than the year prior setting a record for the year. Available seats were up 6.4% vs. 2018 contributing to the up-tick in traffic. Car Rental, Gift Shop, Parking, and Hotel all saw an increase in revenue.

B. Report on Aviation Issues Conference: Director Letellier attended the AAAE Aviation Issues conference and touched on a few items discussed at the conference. Updates on security including the growth of biometrics and facial recognition and the requirement for all travelers to have “Real ID” compliant driver’s licenses by October 1st for travel.

5. Old Business –

- A. No Items

6. New Business

A. Property Insurance Renewal – 2020 – T.J Rolfing, Holmes Murphy. The Property Insurance policy is up for renewal March 1st and T.J. Rolfing with Holmes/Murphy provided the Board with the new premium. The property insurance portion of the renewal increased 24% from \$65,872 to \$81,376 as a result of increased replacement value for several buildings (16%) and an across the board increase of 8% driven by natural disasters across the country. Lon Stroschein moved and Julie Schnaible seconded a motion to approve the Property Insurance renewal with Chubb Insurance including the terrorism coverage. Motion Carried.

B. Discussion and request for approval of RFP for Design Services for Parking Structure. Commissioners Blount and Nelson along with Director Letellier and Deputy Director King met January 14th to determine the scope of services to be included with the Request for Proposals (RFP) for design of a new parking structure. Dep. Director King has finalized the RFP for review by the Board and approval prior to advertisement. The scope of the project includes a 4-story structure with 1,000-1,100 spaces constructed over the Short-Term lot. Eric Ellefson made a motion to approve the RFP for design services for a parking structure. Julie Schnaible seconded. Motion carried

12:47 pm Eric Ellefson left the meeting

C. Task Order #70 with KLJ Engineers to Design the NW Hangar Taxi-lane for future hangar development. Task Order #70 with KLJ Engineers would fund the design of a new general aviation taxiway on the west side of the airfield near Maverick Air Center. This area is identified on our Master Plan for future private hangars and the airport has been approached by a local business about building a new hangar in this area if the taxiway were constructed. The \$59,649.70 Task Order if approved would open up the area for future private hangars. The estimated cost of construction is approximately \$800,000 and is not in the Airport's Capital Plan for 2020. Commissioner Stroschein questioned the proposed layout that included space for new T-Hangars and instructed KLJ to modify the plan to allow more private hangars capable of handling Group II corporate jets which will likely be in more demand than T-Hangars utilized for smaller aircraft. Lon Stroschein moved and Julie Schnaible seconded a motion to approve Task Order #70 pending adjustment to the taxiway layout. Motion carried.

D. Ground Lease with Billion Automotive for new private hangar construction. Billion Automotive intends to construct a private hangar on the west side of the airfield if the Airport constructs a new taxi lane mentioned in Item C above. The ground lease would involve a parcel 53,137 sf and accommodate a new hangar of 13,000sf. Commissioners Nelson and Stroschein had numerous questions about the location of the new hangar and if the taxi-lane was designed to maximize the number of hangars that could be constructed in the future. Lon Stroschein moved and Julie Schnaible seconded a motion to approve the ground lease pending an approval by the Board of the legal property description. Motion Carried by a vote of 2-1. Director Letellier will schedule a teleconference meeting to review the revised general aviation taxi-lane

layout and the finalized Exhibit A Property Map for the Billion Automotive ground lease for Board approval.

- E. Upgrade of sensor technology for the "Record" automated exit system. The automated exit lane that was put into operation several years ago uses numerous halogen lights to sense movement and allow for proper door operation. These halogen lights have a short life span and are expensive. The doors also malfunction when several bulbs are out at the same time. We have a proposal from the manufacturer (Record) to upgrade the unit to LED bulbs that utilize the principle of (Time of flight) and takes a three dimensional image (currently unit only takes 2 dimensional) to reduce the amount of false alarms. The upgrade will increase reliability and the use of LED bulbs will have a longer life and are less expensive. The cost to upgrade the two doors totals \$21,338.00. Julie Schnaible moved and Lon Stroschein seconded a motion to approve the requested upgrade. Motion carried.

7. Open Segment-

Lon Stroschein moved to adjourn at 1:31 pm. Julie Schnaible seconded. Motion Carried.

Date

Secretary

Next Board Meeting: February 27,2020 12:00 pm