

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

April 26, 2018

Members Present: Lon Stroschein Mike Luce, Raquel Blount, Julie Schnaible, and Dave Nelson.

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

Guests Present: Joy Feige and Lisa Lentz – Eide Bailly, Wayne Stotts – Hertz, Andy Kuipers – Avis, Mark Wiederrich- KLJ Engineers, Elizabeth Hurtz-Davenport/Evans Law Firm, Trisha Meyer – TSA.

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

Chairman Stroschein called the meeting to order at 12:04 pm.

1. **Minutes-** Raquel Blount moved and Julie Schnaible seconded approval of the minutes of March 22, 2018 and Special Session of April 13, 2018. Motion carried.
2. **Bills for Approval-** Mike Luce moved and Dave Nelson 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. Request to approve award for the purchase a new snow plow/deicing truck from MB Companies for \$518,501.00. We received two bids with MB the lowest responsible bidder. Purchase of snow plow will be included in the 2018 AIP grant application.
 - B. Task Order #58 with KLJ Engineers to design blast fence relocation for \$44,470.00. Estimate for construction of the blast pad is \$350,000 with funding assistance with our 2018 AIP Grant.

Joy Feige with Eide Bailly had a prior engagement so New Business was moved up in the agenda.

4. New Business

- A. Joy Feige, Partner with the Eide Bailly accounting firm, provided a summary of the annual Financial Statement and Federal Single Audit as well as PFC Audit performed for the Authority. No major write-ups were found for the Federal Audit and only a minor finding for the Financial Audit. Dave Nelson moved and Julie Schnaible seconded a motion to accept the 2017 audit as presented. Motion carried.

5. Report by Executive Director-

- A. Passenger Traffic and Concessions Revenue Summary for March – Enplanements declined 1.3% in March with total traffic down slightly 0.3%. A combination of fewer available seats as well as cancelled flights due to weather led to decline in traffic.

Total enplanements year to date are still positive 1.48%. Parking revenue was down 2.4% in March and 2.2% ytd reflecting the continued impact of Lyft on revenue.

- B. LEO Reimbursement- The Federal Government has approved funding for the 2018 LEO reimbursement program with payments for previous months starting to arrive.

6. Old Business

- A. Rental Car Facility Design Update. At the March meeting Director Letellier discussed the possibility of funding a rental car quick turn facility to include detail bays, car washes, and fuel pumps. Since then KLJ has prepared a preliminary concept for two locations of new facility. Letellier has also reached out to design firm PGAL to review the concepts and put together a cost estimate for construction. Goal is to have a more detailed estimate of construction and design costs for the board to review at the May Board Meeting.

7. Open Segment-

- A. Trisha Meyer with TSA spoke briefly in regards to the TSA pre-check mobile enrollment event at the airport April 30 – May 4 from 8 am – 5 pm. The pre-check membership is valid for 5 years with an \$85 fee.

Raquel Blount moved to adjourn at 12:48 pm. Julie Schnaible seconded. Motion Carried.

Date

Secretary

Next Board Meeting: May 24, 2018 10:30 am – Annual Picnic