

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

**June 24, 2021**

Member Present: Dave Nelson, Lon Stroschein, Kent Cutler, and Dr. Blake Curd

Staff Present: Dan Letellier and Kristin Elgersma

Guests Present: Mark Wiederrich and Jake Braunagel– KLJ Engineers, Eric Hanson-HDR Eng.

Guests Present via Phone: Tom Schauer – Mead & Hunt

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

Chairman Nelson called the meeting to order at 12:01 pm.

Chairman Nelson began the meeting by welcoming new Commissioners Kent Cutler and Blake Curd to the Board. Chairman Nelson also recognized past Commissioners Julie Schnaible and Raquel Blount for their special contributions, direction and years of service to the Airport Authority.

1. **Minutes-** Lon Stroschein moved and Kent Cutler seconded approval of the minutes of May 27, 2021. Motion carried.
2. **Bills for Approval-** Kent Cutler 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 Kent Cutler seconded approval of the Consent Agenda. Motion carried.
  - A. Advertise for bids for the purchase of a new runway snow blower. – (CARES Act)
  - B. Approve travel for Executive Director to attend the AAAE National Airports Conference – Savannah, Sept 26-28.
  - C. Advertise for bids to provide slurry seal for the east General Aviation ramp.
4. **Report by Executive Director-**
  - A. Passenger Traffic and Concession Revenue – Passenger traffic continued a strong recovery up over 590.6% from last May and down 12.2% compared to 2019. May enplanements totaled 43,845 getting us closer to typical summer traffic. Food/Beverage along with retail sales are also stronger than expected.
  - B. Construction Update –

1. Runway 3/21 – Paving started this week to pave the first two lanes of the north half of the runway. The remaining two lanes are planned for the week of June 28<sup>th</sup> which will complete the paving work on the north side. Paving will begin in mid-July for the south section. Runway lights and edge light installation ongoing.
2. Terminal Apron / Cargo Ramp – Work began on the terminal apron in mid-May and is expected to be complete by mid-July. Work will then transition to the east and west cargo aprons.
3. Concourse Remodel – Interior updates to the concourse are expected to begin in mid-July, waiting for City plan review and materials. Completion of the project expected in mid-November.

C. Airport Authority Promotions/Lobbying Support-

The Executive Director provided the Board a brief summary of the marketing and lobbying efforts conducted by the Airport Authority:

1. Airport Marketing – Marketing assistance for the past ten years has been provided by Media One. Brand awareness and new route promotion is the primary purpose of airport marketing. Annual budget of between \$150-\$200k is established for this effort.
2. Local Support – The Airport Authority has been a principle sponsor of Forward SF since the program was established. The program has helped promote business in the area which has resulted in population growth and more travelers. The program also provides funding to increase our marketing presence and message in the area.
3. Industry Lobby – We support the work of the American Association of Airport Executives (AAAE) and the Federal Affairs committee which works closely with Congress and numerous Federal agencies (FAA/TSA/DHS) to ensure airport interests are conveyed to the decision makers. AAAE has provided critical support to ensure pandemic recovery legislation was adequate to offset the decline in airport traffic and revenue.
4. Air Service – Volaire Aviation has assisted the airport for several years to promote air service to FSD and represent the airport at air service conferences and with the airlines to provide improved levels of air service.

D. Review of Projects Identified for CARES Act Reimbursements.

Director Letellier provided a summary of the projects that currently are identified for funding with our CARES Act grant along with expected funding from CRSSA(CARES Act2) and ARPA (CARES 3)

**5. Old Business –**

- A. Master Plan Agreement – Mead & Hunt Engineers At the May meeting the board approved the selection of Mead & Hunt Engineers to conduct our Master Plan update. Since that time airport management has been negotiating a fee for these services. The project will update the last Master Plan from 2013 along with a special emphasis on cargo facility/capacity planning. They will also review compatible land use, airport layout protection and zoning ordinances with the City along with

Minnehaha and Lincoln counties. Fee for this project is \$1,252,203 which will be funded with our CARES Act grant. Lon Stroschein moved and Blake Curd seconded a motion to approve the fee of \$1,252,203 for an updated Master Plan with Mead and Hunt Engineers. Motion Carried.

**6. New Business –**

- A. Selection of Epicosity to provide marketing assistance and website development/management On June 10<sup>th</sup> the marketing selection committee met with four marketing firms to determine who will provide marketing assistance for the Airport Authority for the next 2-3 years. Firms interviewed were Epicosity, Lawrence & Schiller, Fresh Produce, and Media One. All agencies presented compelling reasons for selection, but ultimately the committee settled on Epicosity. Chairman Nelson wanted to thank John Fiksdal and the whole Media One team for the work they have done to promote the Airport over the past ten years.
  
- B. Award Construction bid to Metro Construction to install the north water main replacement project - \$597,720.66. Bids were opened on June 22<sup>nd</sup> for work to replace a section of water main on the north side of the airfield from the FedEx building over to the Army National Guard. The project will replace a 40-year-old, 4-inch line to a 10-inch line to upgrade our flow/water pressure for the additional general aviation development on the west side of the airfield. The estimate for the project was \$490k and will be funded with our CARES Act Grant. Kent Cutler moved and Lon Stroschein seconded a motion to award the construction to Metro Construction in the amount of \$597,720.66. Motion carried.

**7. Open Segment**

Lon Stroschein moved to adjourn at 1:10 pm. Kent Cutler seconded. Motion Carried.

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Date

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Secretary

Next Board Meeting: July 22, 2021 12:00 pm