

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

June 28, 2018

Members Present: Raquel Blount and Julie Schnaible.

Present via-teleconference: Dave Nelson

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

Guests Present: Mark Wiederrich- KLJ Engineers, Elizabeth Hurtz-Davenport/Evans Law Firm, Jared Nesje-TSP Architects.

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

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

1. **Minutes-** Julie Schnaible moved and Dave Nelson seconded approval of the minutes of May 24, 2018 and Special Session of June 13, 2018. Motion carried.
2. **Bills for Approval-** Julie Schnaible 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 Dave Nelson seconded approval of the Consent Agenda. Motion carried.
 - A. Task Order #59 with KLJ Engineers to provided construction administration assistance for the rental car lot pavement project for a total of \$29,490.00.
 - B. Request to advertise for bids in order to purchase a new runway friction testing unit.
4. **Report by Executive Director-**
 - A. Passenger Traffic and Concessions Revenue Summary for May – Enplanements increased 4.7% in May and 3.5% year-to-date. Concessions revenue increased in all areas with the exception of Gift/Retail sales. Lyft still having an impact on parking and rental car revenue which had slight increases, but doesn't correspond to enplanement increase.
 - B. Fire Training Center Relocation- The Sioux Falls Fire Department recently completed a long-range facility master plan to determine the future of the fire training center on the airport. Master Plan recommended replacing the facility in a new location to replace the outdated building and eliminate the uncertainty gaining access onto the air field due to potential security regulations.
 - C. Construction Update-
 - a. Runway 3-21 Reconstruction: Runway reconstruction continues close to original schedule. Old concrete has been removed and new sub-base

material being trucked-in. Plan to begin new runway paving beginning in mid-July.

- b. Baggage Claim Area: Work is scheduled to begin July 9th with exterior utility work and foundation of new expansion to follow close behind.
- c. Rental Car Parking Lot Pavement: Work is scheduled to begin with the repaving of the rental car ready return lot on July 9th. The project will close a portion of the lot one segment at a time with a completion date of early August.

5. Old Business

- A. No Items

6. New Business

- A. Amendment to Fed Ex Use and Lease Agreement: Fed Ex has requested additional space to construct a parking area for ground service equipment necessary to accommodate an A300 aircraft set to begin service in July. The lease amendment will add an additional 38,513 sf to the amount currently rented which will increase their annual rent by \$7,702. Dave Nelson moved and Julie Schnaible seconded a motion to amend the Fed Ex lease as presented. Motion carried.
- B. Purchase of additional power outlets for passenger seating areas: Director Letellier requested approval from the Board to purchase additional charging outlets for the gate and public seating areas to double the currently capacity. Material cost for the new charging poles and seat outlets totals \$20,250.00 plus installation. Julie Schnaible moved and Dave Nelson seconded a motion to approve the purchase of the additional charging units. Motion carried.

7. Open Segment-

- A. No Discussion.

Julie Schnaible moved to adjourn at 12:31 pm. Dave Nelson seconded. Motion Carried.

Date

Secretary

Next Board Meeting: July 26, 2018 12:00 pm