

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

October 22, 2020

Members Present via video conference: Dave Nelson and Lon Stroschein

Members Present: Julie Schnaible and Eric Ellefson

Staff Present: Dan Letellier, Richard King and Kristin Elgersma

Guests Present: Brad Greguson – Standard Parking

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

Chairwoman Schnaible called the meeting to order at 12:02 pm.

1. **Minutes-** Eric Ellefson moved and Lon Stroschein seconded approval of the minutes of September 24, 2020 and Special Session of October 1, 2020. Motion carried.
2. **Bills for Approval-** Dave Nelson moved and Eric Ellefson seconded approval of the bills as presented. Motion carried.
3. **Consent Agenda-** Report on Consent Agenda items by the Executive Director. Eric Ellefson moved and Lon Stroschein seconded approval of the Consent Agenda. Motion carried.
 - A. Lease renewal agreement with Josh Schmidt for hay collection on airport property.
 - B. Change Order #6 with BX Civil for safety grating in glycol collection structure. - \$13,218.00.
 - C. Change order #2 with Blacktop Paving for additional work associated with GA Taxi Lane construction - \$2,500.00.
 - D. Supplemental Agreement #17 to modify lease agreement with U.S.A./Air Force.
 - E. Agreement with Eide Bailly to conduct our annual financial and FAA (Single Audit) for 2020.
4. **Report by Executive Director-**
 - A. Corona Virus Update – Airport Impacts – Mask compliance inside the terminal is good as all airlines require face coverings throughout the entire journey. Still keeping up with the extra sanitation efforts by utilizing an electrostatic disinfecting backpack at least 3 times each day to hit high traffic points. We have also installed UV Lights on the escalator that does continual disinfecting. A second Airport staff member tested positive in which they stayed home for the recommended time. Another employee had a spouse test positive and was instructed to get tested before coming back. We are working on a new Winter Ops scheduled to have an A and B crew in the case someone has a positive COVID test.

B. Passenger Enplanement and Concession Revenue Update – Enplanements continued a similar tract as we've seen over the past few months. September enplanements were down 54.5% and total passengers down a similar 54.0% with 40,633 total travelers compared to 2019. October is shaping up fairly similar with traffic expected to be around 50% of normal. Parking, Restaurant, Car Rental, Gift shop, and hotel all were down a similar percentage.

5. Old Business –

A. No Items

6. New Business -

A. Preliminary review of draft operations budget for calendar year 2021. Director Letellier gave a brief update on the 2021 operating budget for the Airport. Forecasted enplanements are expected to be 75% of 2019 levels impact concession revenue, parking and other enplanement driven accounts. Net loss from operations expected to be approximately \$1.9 million however use of CARES Act funding will offset any expected loss.

7. Open Segment-

Dave Nelson moved to adjourn at 12:31 pm. Eric Ellefson seconded. Motion Carried.

Date

Secretary

Next Board Meeting: November 19, 2020 12:00 pm