

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

August 25, 2016

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

Staff Present: Dan Letellier, Richard King, Kristin Elgersma

Guests Present: Mark Weiderrich- Goldsmith Heck, Mike Christensen-Sanford Health, Michelle Klobassa-TSP Architects.

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 12:03 pm.

1. **Minutes-** Julie Schnaible moved and Mike Luce seconded approval of the minutes of July 26, 2016. Motion carried.
2. **Bills for Approval-** Lon Stroschein moved and Raquel Blount seconded approval of the bills as presented. Motion carried.
3. **Consent Agenda-** Report on Consent Agenda items by the Executive Director. Mike Luce moved and Julie Schnaible seconded approval of the Consent Agenda. Motion carried.
 - A. Advertise for bids to provide aircraft and runway deicing fluid for the 2016-2017 winter season.
 - B. Task Order #48 with Goldsmith/Heck Engineers to provide Construction Administration for Phase 1 of Runway 3-21 reconstruction. - \$490,855.00
 - C. Ground Lease agreement with MFR Properties for 30 year lease.
 - D. Lease extension with the FAA to provide office space for weather observers.
 - E. Change Order #8 with Beckman Construction to deduct contract price by \$3,400.
 - F. Acceptance of FAA AIP Grant #3-46-0050-050-2016 in the amount of \$7,048,235.00.
 - G. Change orders for the Terminal Checkpoint expansion project totaling \$41,132.00
4. **Report by Executive Director-**
 - A. Construction Updates
 1. Checkpoint Renovation – Terrazzo floor has been installed and work progressing on wall/ceiling work in lobby expected to be complete by mid-Sept. Plumbing work completed in men's restroom with tile to be reinstalled by the end of August. Main foyer work continues with expected completion in mid-Sept. Column finishes not expected to be finished until mid-late October.
 2. Alpha Taxiway rehab/repair – Demolition and removals complete. Concrete is being poured and overall project on track to be completed the first week of October.

3. PFC application – The FAA has provided a notice of substantial completion and will now publish our application in the Federal Register for 60-days. The FAA must provide either an approval or disapproval no later than Nov. 26th.

B. True Market Study

The airport has recently received the latest True Market Study from Sixel Air Service Consultants which looks at what airport area travelers are utilizing. The study revealed that in the 4 county area surround Sioux Falls, 86.1% use FSD, vs. other area airports.

This compares to 2009 when a similar study identified only 55.5% of local travelers using Sioux Falls Regional. Improvement in retention can be traced to new service provided by Frontier Airlines, American Airlines and added destinations flown by Allegiant Airlines. The study found that on average 1,322 passengers flew out of FSD on a daily basis in 2015, out of a total of 1,553. 7.6 % of area travelers departed out of Minneapolis and 5.5% out of Omaha, down from 11.1% in 2013.

5. Old Business

A. Capital Improvement Plan 2017-2022 - The board was provided an initial draft of the airport's CIP from 2017-2022 at the July meeting and only a few modifications have been made to the original draft. After a brief discussion, Raquel Blount moved and Lon Stroschein seconded approval of 2017-2022 Capital Improvement Plan. Motion carried.

B. Baggage Claim Expansion Concepts – TSP Architects provided several concepts for the expansion of the baggage claim area in 2018. In June, the board had requested several preliminary concepts to determine if the expansion would impact the existing Customs area and the improvements planned for later this year. Several concepts were reviewed, and it was determine that our objectives for expanding the baggage claim area could be achieved with little disruption to the Customs area. As a result the board elected to move forward with the renovations designed for Customs.

6. New Business

A. Julie Schnaible moved and Mike Luce seconded a motion to award Phase 1 of the Runway 3-21 reconstruction project to T.R. Construction in the amount of \$7,584,545.00.

B. The board approved sending a letter to the Sec. of the Air Force voicing the Airport Authority's support for the future basing of the F-35 at Joe Foss Field.

7. Open Segment- No discussion

Mike Luce left the meeting at 1:32 p.m.

Lon Stroschein moved to adjourn at 1:36 p.m. Raquel Blount seconded. Motion carried.

Date

Secretary

Next Board Meeting on September 22, 2016

Sioux Falls Regional Airport
Bills to be Approved
September 22, 2016

Check	Vendor	Description	Amount	Date
35900	Office of Child Support	PPE ending 8/14/16	\$ 282.92	8/15/2016
35901	A-1 Septic	sewer	\$ 165.00	8/25/2016
35902	Advertising Arts	Building Maint	\$ 60.00	"
35903	Air Transoort IT	Passenger services	\$ 836.67	"
35904	AT&T	Telephone	\$ 59.92	"
35905	AT&T Teleconference	Telephone - Conference	\$ 0.64	"
35906	Baete-Forseth	Other Building Maint/.	\$ 432.84	"
35907	Bargin Barn	Tires	\$ 37.00	"
35908	Betz Blinds	Building Maint	\$ 65.00	"
35909	Border States Electric	Electrical Supplies	\$ 133.15	"
35910	Century link	Telephone	\$ 914.78	"
35911	Chief of Police	LEO July 2016	\$ 15,735.31	"
35912	Commercial Interior Décor	Checkpoint Expnasion	\$ 8,091.91	"
35913	Construction Products	Machinery Maint	\$ 174.50	"
35914	Convergint Technologies	Security	\$ 1,719.68	"
35915	Copper Cottage	Plumbing Maint.	\$ 1,083.25	"
35916	Culligan	Building Maint	\$ 400.05	"
35917	Dakota Truck Trailer	Machinery Maint	\$ 29.54	"
35918	Dalsin	Checkpoint Expnasion	\$ 1,201.36	"
35919	Goldsmith Heck	Engineering	\$ 48,769.28	"
35920	Green 4 Ever	Building Maint	\$ 1,403.00	"
35921	Guarantee Roofing	Building Maint	\$ 470.83	"
35922	Hali-Brite	Field Maint	\$ 178.00	"
35923	Heartland Paper	Janitorial Supplies	\$ 760.86	"
35924	Hi-Fold Door	Field Maint	\$ 125.11	"
35925	Hillyard	Janitorial Supplies	\$ 2,353.07	"
35926	Hoogendoorn Construction	Checkpoint Expnasion	\$ 39,752.54	"
35927	Hungrys	Other Current Expenses	\$ 43.23	"
35928	Interstate Battery	Machinery Maint	\$ 112.35	"
35929	JBT Aerotech	Other Building Maint/.	\$ 586.90	"
35930	Johnstone Supply	Building Maint	\$ 199.11	"
35931	Kone	Checkpoint Expnasion	\$ 36,690.50	"
35932	Krier and Blain	Checkpoint Expnasion	\$ 17,783.55	"
35933	Laceys	Other Current Expenses	\$ 105.00	"
35934	Lamination Service	Security Supplies	\$ 88.42	"
35935	Jane Lauren	Art Upgrades	\$ 2,750.00	"
35936	Dan Letellier	Travel	\$ 1,146.59	"
35937	Lions Club	Memberships	\$ 45.00	"
35938	Met Life	Vision, STD, LTD, DENTAL	\$ 3,627.90	"
35939	Midco	Passenger services	\$ 659.75	"
35940	Nybergs Ace	Building Maint	\$ 105.93	"
35941	Olypmic Companies	Checkpoint Expnasion	\$ 4,879.53	"
35942	Sanford	Health Insurance	\$ 26,153.84	"
35943	SDRS	Supplemental - Bauer Spouse	\$ 60.00	"

Sioux Falls Regional Airport
 Bills to be Approved
 September 22, 2016

Check	Vendor	Description	Amount	Date
35944	SF Utilities	Electric	\$ 24,979.79	"
35945	SF Utilities	Water/ Sewer	\$ 8,444.61	"
35946	Siemens Industry	Building Maint	\$ 949.44	"
35947	Signature	Other Current Expenses	\$ 1,000.00	"
35948	Sioux Merchant	Security Aug 5-11 & Aug 12-18	\$ 6,259.75	"
35950	Standard Signs	Field Maint	\$ 1,388.20	"
35951	Thompson Electric	Checkpoint Expnasion	\$ 15,606.93	"
35952	Total Funds Hassler	Postage	\$ 200.00	"
35953	Transnorm	Other Building Maint/.	\$ 5,504.68	"
35954	TSP	Checkpoint Expnasion	\$ 35,419.42	"
35955	Valhalla Painting	Checkpoint Expnasion	\$ 9,000.00	"
35956	Verizon	Telephone	\$ 459.85	"
35957	Walker Parking Consults	Consulting Services	\$ 16,200.86	"
35958	SDRS	Retirement Contribution	\$ 562.57	"

Sioux Falls Regional Airport
Bills to be Approved
September 22, 2016

Check	Vendor	Description	Amount	Date
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Sioux Falls Regional Airport
 Bills to be Approved
 September 22, 2016

35949	Standard Parking	July Parking Fee	\$ 40,468.11	8/25/2016
	<i>Payroll</i>	<i>pay period ending 07/31/2016</i>		<i>08/05/16</i>
		<i>pay period ending 08/14/2016</i>		<i>08/19/16</i>
	<i>CC- Dan Letellier</i>	<i>travel</i>		
		<i>Building Maint.</i>		
		<i>Advertising</i>		
		<i>Field Maintenance</i>		
		<i>Fingerprinting</i>		
		<i>Total</i>	\$ -	
	<i>CC- Richard King</i>	<i>fingerprinting</i>		
		<i>Security Supplies</i>		
		<i>Passenger Services</i>		
		<i>Travel</i>		
		<i>Memberships</i>		
		<i>Building Maint</i>		
		<i>Total</i>	\$ -	