

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

**August 24, 2017**

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

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

Guests Present: Mark Weiderrich- Goldsmith Heck, Elizabeth Hurtz – Davenport/Evans

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 12:03 pm.

1. **Minutes-** Raquel Blount moved and Julie Schnaible seconded approval of the minutes of July 27 and the Special Sessions Minutes on August 16, 2017. Motion carried.
2. **Bills for Approval-** Dave Nelson 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. Julie Schnaible moved and Dave Nelson seconded approval of the Consent Agenda. Motion carried.

- A. Task order #53 with Goldsmith Heck Eng. for the Const. Admin. of Phase 2 of the Runway 3-21 Project - \$629,655.00.
- B. Acceptance of FAA-Airport Improvement Grant #3-46-0050-051-2017 in the amount of \$8,227,472.00.
- C. Approve notice to bidders for Aircraft and Runway Deicing Fluid for the 2017-2018 winter seasons.
- D. Change Order #4 with T.R. Contracting for additions to Phase 1 of the Runway 3-21 Reconstruction - \$5,917.50

**4. Report by Executive Director-**

- A. Review of Passenger Enplanements and Concession Revenue – Year to date.
  1. Passenger traffic is up 5.7% for the January – July time frame. Passenger enplanements for July were 14% higher than last year setting an all-time monthly record of 51,679. Parking, Restaurant, Car Rentals, Gift Shop, and the Hotel all saw an increase in revenue.
- B. Construction Update:
  1. *Runway 3-21 Reconstruction* – Taxiway A paving complete and taxiway edge lights completed by August 25<sup>th</sup>. Asphalt shoulders will be paved in the next few days with a reopening of the taxiway by August 31<sup>st</sup>. Focus will shift to the

construction of the arresting barriers during the month of September. Overall completion and reopening of the runway scheduled for October 13<sup>th</sup>.

2. *National Guard Drive Rehabilitation* – National Guard Dr. is now open from Minnesota Ave to Maverick Air Center. Connections into the Army National Guard parking lot and airport hangars are poured and should be open soon. The perimeter lighting is up and should be operable within the next week. Hangar Street and Aviation Ave. work as begun with new curb poured on the north side of Hangar St. Asphalt paving scheduled for September 15-17.
3. *Customs Remodel* – Reinforcing work and drywall are complete, taping and paint scheduled next week. Total completion is set for the end of September.
4. *Terminal Landscape* – Landscape is complete except for a few problem spots with the sod that are being addressed.

## 5. Old Business

- A. *Capital Improvement Plan* - The Executive Director provided the Board a preliminary Capital Improvement Budget (CIP) for the years 2018 – 2024 at the July 27 Board Meeting. Only a few modifications to the plan were made from previous version which include:

2018 Replace Emergency Generator for the Terminal -	\$100,000
2019 – Replace east section of Terminal Ramp -	\$500,000
2019- Increase funding for concourse seat replacement-	\$150,000

No other changes were made to the Capital Improvement Plan. The Executive Director developed a survey which was circulated to Chamber of Commerce members to determine interest in a parking structure. Survey results indicated 51.5% of the responders would support a covered parking ramp with 65.6% willing to pay at least \$2/day more than long-term rate. Another question found that 68% would be likely or very likely to utilize Uber if it were available in Sioux Falls to get to and from the airport. The Board discussed funding for the parking garage and elected to keep the design and construction in the plans for 2019 and 2021 as no funds would be required until late in 2018 to give more time and analysis on the impact of Uber/Lyft on other airports parking needs.

Dave Nelson moved and Raquel Blount seconded a motion to approve the 2018-2024 Capital Improvement Plan as presented with the notation that no airport funds be used to construct a rental car Quick Turn Facility or car wash. Motion Carried.

- B. *Airport Preference Plan* - The Board discussed the Airport Preference Plan presented at the July meeting. The Executive Director summarized findings from a recent survey conducted on customer service improvements our travelers would like to see at the airport. A list of additional action items was presented to incorporate into the draft plan. In addition the Executive Director will formalize a customer feedback/survey program to provide the Board with ongoing traveler perceptions and

areas for improvement. Final Plan to be presented to the Board at the November meeting.

**6. New Business**

- A. Phase 2 – Runway 3-21 Reconstruction - Bids were opened on August 4<sup>th</sup> for next year's Phase 2, Runway 3-21 reconstruction project. Three bids were received with Reede Construction submitting the lowest responsible bid of \$10,207,948.45. The FAA has approved an FAA-Airport Improvement Grant for this project totaling 90% of eligible costs. The SD DOT and SD Air National Guard are also contributing 5% and 8.3% of construction costs, resulting in an Airport share of \$457,081.00. Dave Nelson moved and Raquel Blount seconded a motion to award the project to Reede Construction in the amount of \$10,207,948.45. Motion carried.
  
- B. Marketing Opportunity with the S.D. Symphony Orchestra – The Board discussed a request from the SD Symphony Orchestra to provide funding to the organization in exchange for airport marketing opportunities. The Airport has contributed \$1,500 over the past few years for ads in their program but the organization is looking for an increase if possible. The Board instructed the Executive Director to research the possibility of the Orchestra or sections of the orchestra playing at the airport over various holidays in exchange for funding in the range of \$2,500 - \$7,500. Director will provide an update at the September meeting.

**7. Open Segment-** No discussion

Julie Schnaible moved to adjourn at 1:54 pm. Raquel Blount seconded. Motion carried.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary

Next Board Meeting: September 28, 2017

**Sioux Falls Regional Airport  
Bills to be Approved  
September 28, 2017**

Check	Vendor	Description	Amount	Date
37366	Amadeus Airport IT	Passenger Services	\$ 836.67	8/24/2017
37367	AT Analytical	Building Maint	\$ 154.80	"
37368	Century Link	Telephone	\$ 839.26	"
37369	Chief of Police	July LEO Reimbursement	\$ 15,008.55	"
37370	Dakota Contracting	West GA	\$ 140,788.07	"
37371	Grainger	Building Maint	\$ 232.10	"
37372	Graybar	Electrical Supplies	\$ 1,101.29	"
37373	Heartland Paper	Janitorial Supplies	\$ 41.34	"
37374	Hillyard	Janitorial Supplies	\$ 771.11	"
37376	Richard King	Travel	\$ 16.68	"
37377	Media One	Advertising	\$ 7,152.20	"
37378	Metlife	LTD, STD, Life, Dental, Vision, AD&D	\$ 3,622.23	"
37379	Midcontinent Communication	Passenger Services	\$ 659.75	"
37380	Mryl and Roys	Field Maint	\$ 220.55	"
37381	Brad Nelson	Office Supplies	\$ 102.73	"
37382	Revier Pressure	Machine Maint	\$ 143.13	"
37383	Scandinavian Airlines	reimbursement PFC Wrong Payment	\$ 100.97	"
37384	South Dakota Chamber	Memberships	\$ 380.00	"
37385	Sioux Falls Utilities	Water / Sewer	\$ 5,785.84	"
37386	Sherwin Williams	Paint	\$ 560.00	"
37387	Signature Flight Support	Other Current Expense	\$ 250.00	"
37388	Sioux Merchant	Security 8/11 - 8/17	\$ 3,180.92	"
37389	Soukup Construction	Roadway Improvements	\$ 214,571.86	"
37390	Verizon Wireless	Telephone	\$ 414.11	"
37391	Vidtronix	Passenger Services	\$ 285.00	"
37392	Wellmark BCBS	Health Insurance - Sept	\$ 28,577.70	"
37393	Western Commercial Priniting	Office Supplies	\$ 62.00	"
37394	AAAE	Other Current Expense	\$ 5,000.00	8/31/2017
37395	Airside Solutions	Field Maint	\$ 973.53	"
37396	Bargain Barn	Tires	\$ 564.36	"
37397	Brock White	Field Maint	\$ 760.44	"
37398	Builders Supply	Building Maint	\$ 68.00	"
37399	Building Sprinkler	Building Maint	\$ 158.13	"
37400	Office of Child Support	PPE 08/27/2017	\$ 282.92	"
37401	Dex Media	Advertising	\$ 438.50	"
3702	DirectTv	Passenger Services	\$ 104.50	"
37403	FedEx	Postage	\$ 65.07	"
37404	Gillespie Small Engine	Machine Maint	\$ 89.66	"
37405	Golden Rule	Customs Remodel	\$ 103,001.40	"
37406	Grainger	Building Maint	\$ 176.86	"
37407	Graybar	Electrical Supplies	\$ 1,577.32	"
37408	Heartland Paper	Janitorial Supplies	\$ 286.01	"
37409	Hillyard	Janitorial Supplies	\$ 632.97	"
37410	Howes Oil	Fuel and Diesel	\$ 5,056.50	"

**Sioux Falls Regional Airport**  
**Bills to be Approved**  
**September 28, 2017**

Check	Vendor	Description	Amount	Date
37411	Hungrys	Other Current Expense	\$ 49.86	"
37412	James Roofing	Improvements	\$ 3,264.00	"
37413	JBT	Building Maint	\$ 418.78	"
37414	Krier and Blain	Plumbing Maint	\$ 559.25	"
37415	Laceys Rentals	Other Current Expense	\$ 108.00	"
37416	Menards	Building Maint	\$ 265.77	"
37417	MidAmerican	Gas	\$ 1,292.88	"
37418	R&L Supply	Plumbing Supplies	\$ 27.92	"
37419	Rushmore Service	PPE 08/27/2017	\$ 202.58	"
37420	sdsrp	Supplemental PPE 08/27/2017	\$ 130.00	"
37421	Sioux Falls Utilities	Electric	\$ 24,886.79	"
37422	Sioux Merchant	06/30-07/06 and 08/18-08/24 Security	\$ 6,356.22	"
37423	Sparkle Uniforms	Uniforms	\$ 392.00	"
37424	Tarik Belkhenfar	Other Current Expense	\$ 447.10	"
37425	TSP	Baggage Claim Redevelopment	\$ 2,732.40	"
37375	Impact Landscape	Terminal Landscape	\$ 29,513.00	9/8/2017
37426	Media One	Reissue chk # 37010	\$ 10,401.50	9/1/2017
37427	A-1 Septic	Sewer	\$ 165.00	9/8/2017
37428	American Engineering	AIP	\$ 6,383.00	"
37429	Argus Leader	Advertising	\$ 306.98	"
37430	Border States	Electrical Supplies	\$ 108.63	"
37431	Brock White	Field Maint	\$ 578.58	"
37432	Construction Products	Small Tools	\$ 34.50	"
37433	Grainger	Small Tools	\$ 21.65	"
37434	Graybar	Electrical Supplies	\$ 253.60	"
37435	Green 4 Ever	Building Maint	\$ 703.50	"
37436	Heartland Glass	Building Maint	\$ 957.36	"
37437	Hillyard	Janitorial Supplies	\$ 547.21	"
37438	Interstate Office	Office Supplies	\$ 21.78	"
37439	Kabel Business Solutions	Health Insurance	\$ 348.60	"
37440	Lodes Tree Service	Building Maint	\$ 150.00	"
37441	Macs	Small Tools	\$ 47.03	"
37442	Media One	Advertising	\$ 5,008.00	"
37443	South Dakota Retirement	August Retirement	\$ 12,073.70	"
37444	Sioux Equipment	Machine Maint	\$ 725.71	"
37445	Sioux Merchant	Security 08/25 - 08/31	\$ 3,529.36	"
37446	Stan Houston	Machine Maint	\$ 134.77	"
37447	Tri-State Garage	Other Building Maint	\$ 93.75	"
37448	Voltaire Aviation	Airline Start Up	\$ 3,614.77	"
37449	Waste Management	Trash	\$ 1,324.90	"
37450	Automatic Door Group	Building Maint	\$ 224.40	9/21/2017
37451	Advantage Communications	Communications Maint	\$ 400.00	"
37452	AirIt	Passenger Services	\$ 836.67	"
37453	American Ink	Clothing	\$ 80.75	"

**Sioux Falls Regional Airport  
Bills to be Approved  
September 28, 2017**

<b>Check</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>	<b>Date</b>
37454	Argus Leader	Advertising	\$ 40.59	"
37455	AT&T	Telephone	\$ 47.77	"
37456	AVI Systems	Art	\$ 72,882.78	"
37457	Campbell Supply	Clothing	\$ 132.95	"
37458	Century Link	Telephone	\$ 1,055.30	"
37459	Chief of Police	August LEO Reimbursement	\$ 14,421.80	"
37460	Office of Child Support	PPE 09/10/2017	\$ 282.92	"
37461	Confluence	Landscape Renovation	\$ 783.22	"
37462	Construction Products	Machine Maint	\$ 251.00	"
37463	Convergent Tech	Customs Remodel	\$ 30,844.22	"
37464	D&D Electric	Other Building Maint	\$ 3,581.64	"
37465	FedEx	Postage	\$ 31.85	"
37466	Goldsmith Heck	AIP Projects	\$ 91,682.50	"
37467	H&R Roofing	Building Maint	\$ 3,860.00	"
37468	Heartland Paper	Office & Janitorial Supplies	\$ 302.07	"
37469	Hillyard	Janitorial Supplies	\$ 1,226.82	"
37470	Howes Oil	Fuel Resale	\$ 11,666.11	"
37471	Hungrys	Other Current Expense	\$ 111.27	"
37472	Interstate Office	Office Supplies	\$ 64.06	"
37473	Laceys Rentals	Other Current Expense	\$ 108.00	"
37474	Mamava	Improvements	\$ 9,683.50	"
37475	Media One	Advertising	\$ 8,146.21	"
37476	Midcontinent Communication	Passenger Services	\$ 659.75	"
37477	Mryl and Roys	Field Maint	\$ 1,562.55	"
37478	Petty Cash	Building Maint	\$ 144.03	"
37479	Roto Rooter	Plumbing Maint	\$ 250.00	"
37480	Rushmore Service	PPE 09/10/2017	\$ 202.58	"
37481	sdsrp	Supplemental PPE 09/10/2017	\$ 130.00	"
37482	Sioux Falls Utilities	Water / Sewer	\$ 4,878.71	"
37483	Sherwin Williams	Paint	\$ 464.62	"
37484	Signature Flight Support	Other Current Expense	\$ 250.00	"
37485	Sioux Merchant	09/01-09/07 & 09/08-09/14 Security	\$ 6,429.28	"
37486	Soukup Construction	Roadway Improvements	\$ 193,309.08	"
37487	South Central	Building Maint	\$ 60.67	"
37488	Standard Parking	Parking Management	\$ 50,949.16	"
37489	T&R Contracting	Runway 321	\$ 768,795.72	"
37490	TSP	Projects	\$ 22,962.55	"
37491	Verizon Wireless	Telephone	\$ 302.29	"
37492	Wellmark BCBS	Oct Health Insurance	\$ 23,981.60	"
37493	Zabel Steel	Machine Maint	\$ 21.35	"
<b>Total for 8/24/17 - 9/27/17</b>			<b>\$ 1,991,377.80</b>	

**Sioux Falls Regional Airport**  
**Bills to be Approved**  
**September 28, 2017**

<i>Payroll</i>	<i>pay period ending 08/27/2017</i>	\$	35,985.48	09/01/17
	<i>pay period ending 09/10/2017</i>	\$	36,835.47	09/15/17

<i>CC- Dan Letellier</i>	<i>Advertising</i>	\$	408.00	
	<i>Memberships</i>	\$	1,499.43	
	<i>Travel</i>	\$	665.15	
	<i>Postage</i>	\$	9.10	
	<i>Total</i>	\$	2,581.68	
<i>CC- Richard King</i>	<i>Fingerprinting</i>	\$	1,500.00	
	<i>Travel</i>	\$	852.08	
	<i>Other Current Expense - car rental</i>	\$	117.38	
	<i>Memberships</i>	\$	129.49	
	<i>Total</i>	\$	2,598.95	
<i>CC - Brad Nelson</i>	<i>Memberships</i>	\$	120.00	
	<i>Janitorial</i>	\$	8.50	
	<i>Passenger Facility Charge</i>	\$	159.92	
	<i>Field Maint</i>	\$	14.98	
	<i>Travel</i>	\$	871.08	
	<i>Total</i>	\$	1,174.48	