

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

July 23, 2020

Members Present: Julie Schnaible

Members Present via video conference: Raquel Blount, Lon Stroschein, and Eric Ellefson

Staff Present: Dan Letellier, Richard King and Kristin Elgersma

Guests Present: Craig Ellerbroek – Ace Advertising

Guests Present via video conference: Mark Weiderich - KLJ

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 12:01 pm.

1. **Minutes-** Raquel Blount moved and Eric Ellefson seconded approval of the minutes of June 25, 2020. Motion carried.
2. **Bills for Approval-** Eric Ellefson 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. Lon Stroschein moved and Raquel Blount seconded approval of the Consent Agenda. Motion carried.

A. Purchase UV light sanitation system from KONE for escalator rails - \$12,098.00.

B. Change Order #1 with Hoogendoorn Construction for Economy Lot Project - \$17,228.70.

C. Purchase box for new dump truck from Northern Truck Equipment - \$28,700.00

4. Report by Executive Director-

- A. Corona Virus Update – Airport Impacts – Virus is continuing to impact the number of travelers through the Airport. Beginning of July we had an uptick in track averaging around 900 people a day but the middle to the end of July we notices another downward trend due to the spikes in certain areas. We have advised our custodial staff as well as tenants to wear masks when in the public as well as put up signs asking for masks to be worn.
- B. Passenger Enplanement and Concession Revenue Update – Enplanements continued a slight rebound in the month of June but still drastically lower than what it should be this time of year. June enplanements were down 71.9% and total passengers down a similar 71.5%. Passenger traffic grew throughout the month,

driven by increased leisure traffic. Parking, Restaurant, Car Rental, Gift shop, and hotel all were down a similar percentage.

C. Construction Update:

- Deice Apron – They are hoping to complete the paving by the end of July. Final completion is set for Labor Day. Terminal Apron concrete that is part of the project will also be completed by the end of July.
- Economy Lot Expansion – Curb and gutter are complete with the gravel down and asphalt to being soon. The project is still on track for a completion date of mid-August.
- 2020 Asphalt Project – Rehabbing of Jaycee Lane begins next week with the project taking approximately 3 weeks to complete.

D. CARES Act Use- We have started to submit expense reimbursements to the State for the CARES Act money. Any expenses incurred starting after January 20th until the end of June has been submitted and the money has been received.

5. Old Business –

A. No Items

6. New Business -

- A. Purchase of replacement server, software, and support for Common Use Equipment – Amadeus \$83,761.00. The existing server and support equipment for our common use equipment is approaching ten years and is in need of replacement. We have experienced some reliability and processing issues which is also driving the replacement. This purchase will provide two servers and support equipment, software, and backup programming, installation along with warranty and support of the equipment and software. Raquel Blount moved and Eric Ellefson seconded a motion to purchase above items with Amadeus. Motion Carried.
- B. Purchase of replacement CCTV Server and software from Converjint Technologies totaling \$71,540.27. The existing server and software we utilize is over 6 years old and at its maximum camera coverage. This purchase will provide new servers, licenses, cameras and software to increase not only the number of cameras available but more importantly the resolution and recording speed or motion capture. Raquel Blount moved and Lon Stroschein seconded a motion to purchase a replacement CCTV server and software from Converjint. Motion carried.
- C. Children’s Play area lease with Sanford Health – Sanford health has been a sponsor of the children’s play area for the last 10 years. This lease will renew for another 4 years and in conjunction with the current terms they will be purchasing more advertising from our digital boards and doing some updates to the play area. Eric

Ellefson moved and Raquel Blount seconded the motion to approve the lease with Sanford Health. Motion Carried.

7. Open Segment-

- 8. Special Session** – We will open bids for the construction of Phase 3 of runway 3/21 next summer on July 28th. I would like to hold a special teleconference on Tuesday August 4th at 11:30 am to award the bid for this project as well as receive pre-approval to accept the Grant Award from the FAA for the project.

Lon Stroschein moved to adjourn at 12:41pm. Raquel Blount seconded. Motion Carried.

Date

Secretary

Special Session: August 4, 2020 11:30 am
Next Board Meeting: August 27, 2020 12:00 pm