

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

July 28, 2016

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

Staff Present: Dan Letellier, Richard King, Kristin Elgersma

Guests Present: Mark Weiderrich- Goldsmith Heck; Elizabeth Hurtz – Davenport/Evans, Scott Bussell – Signature Flight Support, Mike Christensen-Sanford Health.

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 12:00 pm.

1. **Minutes-** Julie Schnaible moved and Raquel Blount seconded approval of the minutes of June 23, 2016. Motion carried.
2. **Bills for Approval-** Lon Stroschein moved and Raquel Blount seconded approval of the bills as presented. Motion carried.

Mike Luce joined the meeting at 12:05pm

3. **Consent Agenda-** Report on Consent Agenda items by the Executive Director. Lon Stroschein moved and Julie Schnaible seconded approval of the Consent Agenda. Motion carried.
 - A. Advertise for construction bids for Phase 1 of Runway 3-21 reconstruction.
 - B. Travel by Executive Director to attend a Chamber of Commerce meeting in Washington, D.C, September 6th-9th.
 - C. Travel by Executive Director to attend the American Association of Airport Executives, National Airports Conference in Orlando. October 2nd-4th.
 - D. Temporary and Permanent Easement with the City of Sioux Falls for Sanitary Sewer Easement along 60th St. N.
4. **Report by Executive Director-**
 - A. Passenger Traffic and Concession Revenue Report– Passenger traffic is up 2.24% for the first half of 2016, with June enplanements up 7.8% which was a record for the month. Parking, Rental Car and Gift shop concession revenue up 3% for the first six months of 2016, with restaurant sales flat compared to 2015.
 - B. Construction Updates
 1. Checkpoint Renovation – Work continues in the main lobby area with floor replacement and ceiling upgrades. Project on schedule for a mid-September completion.

2. – Alpha Taxiway rehab/repair – Work began on July 26th to replace sections of the A2 stub connection as well as repairs on Alpha taxiway near the terminal ramp. Work is expected to take 8 weeks which involves the closure of the adjoining runway, 15-33.

5. Old Business

- A. Updates to the Employee Handbook - Executive Director Letellier provided a summary of modifications to the Employee Handbook driven by recommendations presented by our accounting firm, Eide Bailly. The draft modifications have been provided to Eide Bailly for comment and have been forwarded on to our legal council to ensure all language is compliant with new overtime regulations and state employment law. Final draft to be presented to the board for approval next month.

6. New Business

- A. The board was presented the first draft of the revised Capital Improvement Plan for the years 2017-2022. Significant projects include the 1st Phase of runway 3-21 reconstruction in 2017 estimated to cost \$7.4 million and Phase 2 following in 2018 with an estimated construction cost of \$14.2 million. Budget assumes the FAA will participate with up to 90% of construction cost funded through the AIP program. Other projects include plans for an expansion/remodel of the Baggage Claim area in 2018 along with a future parking structure contemplated in 2021. The timing of a parking structure and location will be determined by a Parking Study currently underway. The board will review the plan again next month with a recommendation for approval.

7. Open Segment- No discussion

Lon Stroschein moved to adjourn at 1:12 p.m. Raquel Blount seconded. Motion carried.

Date

Secretary

Next Board Meeting on August 25, 2016

Special Teleconference Scheduled for 11:30am, August 11, 2016