**Sioux Falls Regional Airport Authority**

**Board Meeting Minutes**

**September 26, 2024**

Members Present: Kent Cutler, John Taylor, Dan Statema, and Eric Ellefson

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

Guests Present: Jake Braunagel – KLJ Engineers, Brad Greguson and Tony Harms– SP Plus Parking, Eric Hanson – HDR Engineers, Craig Ellerbroek – Ace Media, and Elizabeth Hertz – Davenport Evans

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

Chairman Cutler called the meeting to order at 12:00 pm.

1. **Minutes**- Eric Ellefson moved and Dan Statema seconded a motion to approve the minutes of August 22, 2024. Motion Carried.
2. **Bills for Approval**- Dan Statema 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. John Taylor moved, and Eric Ellefson seconded approval of the Consent Agenda. Motion carried.

1. Change Order #18 with Henry Carlson Const. for modifications to the Parking Garage Project. - $0
2. Task Order with KLJ Engineers for Construction Admin. Assistance with Cargo Apron Expansion Project - $697,052.62
3. Award aircraft deicing fluid bid for the 2024-2025 winter season to Cryotech Deicing Technology.
4. Award runway deicing fluid bid for the 2024-2025 winter season to Nachurs Alpine Solutions.
5. Purchase of replacement electrical cable and new cable mount system for jet bridge at gate #5. - $69,259.00
6. Approval of travel request for Executive Director and Board Members to attend the AAAE Annual Aviation Issues Conference. January 5-9 – Lihue, HI
7. Agreement with the SD DOT to provide fuel tax funds in the amount of $540,000 for the purchase of a new snowplow / broom unit.
8. **Report by Executive Director**-
9. Passenger Traffic – August 2024– August enplaned passengers were up 7.1% from the previous year totaling 56,937 passengers. August enplanements set an all-time record for the month, the seventh consecutive monthly record. Total passengers also increased 7.3% to 116,253. Year-to-date traffic increased 5.0% which is much stronger than expected. Parking revenue continues a strong rebound with revenue increasing 20.3% and total car counts up 11.3%.
10. Construction Update –
    1. Parking Garage: Work is nearing completion with minor items and punch list repairs. The ribbon cutting for the garage will be on September 30th with an official opening on Oct. 1st. The skyway and the terminal addition are slated for completion on October 11th.
    2. Concourse Expansion – Wietz/Journey Group are reviewing the design development plans to come up with their construction estimate. Nearing completion of the CMAR agreement.
11. **Old Business –**
12. Final Review and Recommendation for Approval of the 2025-2030 Capital Improvement Plan – No major changes from the plan that was presented last month. Work on the terminal apron expansion was modified with the majority of work planned for 2026 to match expected Federal funding. Eric Ellefson moved, and John Taylor seconded a motion to approve the new 2025-2030 Capital Budget as presented. Motion Carried.
13. Award Advertising Concession Agreement to Ace Media – At the August meeting the Board had a discussion on the selection of our Airport Advertising Concessionaire. Proposals were received from the current Concessionaire, Ace Airport Media and Lamar Airport Advertising; however, no selection was made at the time. Since that meeting Director Letellier reached out to Ace Media to determine if they would except a shorter, 3-year term vs. the proposed 5-year agreement with the finance and capital improvement proposal included with their plan. This was acceptable and was presented to the Board for consideration. Dan Statema moved, and Eric Ellefson seconded the motion to award the Advertising Concessionaire to Ace Media for an additional three years. Motion Carried.

1. **New Business**-
2. One-year extension, Airport Joint Use Agreement – South Dakota Air National Guard- The SD Air National Guard has offered a one-year extension to our Joint Use Agreement. The Airport Authority has in the past approved 10-year agreements, however recent environmental liability disagreements have resulted in 1-year extensions. John Taylor moved, and Dan Statema seconded a motion to approve a one-year extension of the Airports Joint Use Agreement with the South Dakota Air National Guard. Motion Carried.
3. Agreement with the City to cap well #15 to allow for the expansion of the terminal apron. – Over the past year airport management and Mead & Hunt engineers have had discussions with City Engineering and the Water Department about the capping of well #15 which is located just to the south of our existing terminal apron. As we look to expand the concourse and terminal apron into this area it is apparent that the best solution would be to cap this well and replace it with another new well in another location. The city developed a valuation for the loss of this well from their inventory which would provide funding for them to replace the well at a later date. This would include a payment to the City Water Department for $2,230,180. After some discussion with the board, it was decided to continue to let Director Letellier work with the City and the Water Department to determine how this well can be removed.
4. **Open Segment**

None

Eric Ellefson moved and John Taylor seconded a motion to adjourn the meeting at 12:51 pm.

Date Secretary

Next Board Meeting: October 24, 2024 – 12:00 pm