**Sioux Falls Regional Airport Authority**

**Board Meeting Minutes**

**April 25, 2024**

Members Present: Eric Ellefson, Kent Cutler, John Taylor, and Blake Curd

Members Present via Phone: Lon Stroschein

Staff Present: Dan Letellier and Kristin Elgersma

Staff Present via Phone: Richard King

Guests Present: Aaron Storm – KLJ Engineers, Mike Mulroney and Brad Greguson– SP Plus Parking, and Elizabeth Hertz – Davenport Evans

Guests Present via Phone: Jake Braunagel – KLJ Engineers, Matt Holden

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

Chairman Ellefson called the meeting to order at 12:01 pm.

1. **Minutes**- Blake Curd moved and Kent Cutler seconded a motion to approve the minutes of March 28, 2024. Motion Carried.
2. **Bills for Approval**- Blake Curd moved and John Taylor seconded approval of the bills as presented. Motion carried.
3. **Consent Agenda**- Report on Consent Agenda items by the Executive Director. Kent Cutler moved, and Blake Curd seconded approval of the Consent Agenda. Motion carried.

1. Support for AAAE Federal Affairs. - $12,000.00
2. **Report by Executive Director**-
3. Passenger Traffic – March 2024 – March traffic increased 2.7% setting an all-time monthly record for enplanements with 62,274 departing passengers. Total travelers also set a record up 4.6% or 127,448 passengers. The slight increase in travelers assisted by the 2.3% increase in available seats resulting in a load factor of 82.6% surpassing the prior year. Parking Revenue, car rental, hotel, and food/beverage were slightly down while Gift Shop revenue was up.

1. Construction Update –
   1. Parking Garage: Work continues with the installation of the exterior precast concrete panels. Curtain wall being installed on the terminal addition as well as new skyway. Closure of commercial lanes planned for May 13th to reconstruct curb/gutter along the parking garage.
   2. SRE – A majority of issues have been addressed. Punch list items should be completed in the next few weeks however overall quality of construction remains a concern. Tour of the project to follow at the end of the meeting.
   3. Concourse Expansion – Design Development of the concourse nearing completion in the next few weeks. Director Letellier hosted a call with congressional staff to stress the importance of Federal funding of the project in the 2025 budget. CMAR selection process is near final review by the FAA with the top selection to be made in the next few weeks.
2. LEO Reimbursement Update – The 2024 appropriation bill recently passed by Congress for Homeland Security did not fund the LEO reimbursement program we have utilized to off-set the cost of providing an armed officer at the security checkpoint. The program has funded up to $125,000/yr. to reduce our $300,000/yr. cost to the Minnehaha County Sheriff's Department. Funding has been provided from October 2023-April 30, 2024, so the remaining five months are left unfunded. Airport management has been working with our Congressional delegation and the AAAE to push for renewed funding for the program in the 2025 budget.
3. New Board Member – Mayor TenHaken and the City Council have appointed/approved the 2nd term for Commissioner Ellefson. They have also appointed Dan Statema to replace outgoing Commissioner Lon Stroschein. Mr. Statema will begin his term at the beginning of June.
4. Presentation to the Governors Tourism Advisory Board- Last week Director Letellier presented at the Governors Tourism Advisory Board meeting that was held in Sioux Falls. Letellier stressed the positive economic impact airports have on the State and the funding challenges airports have to provide the terminals/concourses necessary to meet the growing demand.
5. **Old Business –**
6. Update on Employee Screening Ordinance – Deputy Director Richard King has been working with Davenport/Evans on an Airport Authority Ordinance that will prohibit firearms in the secured area of the airport terminal property. We are hoping to have a final version for review and approval at our May Board meeting.
7. Update on modification to the main entrance marquee sign – At our March meeting we discussed the option of replacing our entrance marquee Daktronics video board with a new unit at the cost of approximately $50,000. The board voted to table a decision until alternatives to the sign were researched. Director Letellier reached out to Confluence who provided the original design for options should the video board fail. Confluence will provide several options for consideration at the May meeting.

1. **New Business**-
2. Purchase of replacement airfield maintenance vehicle from Billion Auto. – Director Letellier requested to purchase a new pick-up to replace two older vehicles that are past their useful life. Airport staff have requested a new ½ ton 4x4 crew cab pickup and identified a 2024 GMC Sierra 1500 pickup with Billion Auto. Price has been compared to a Ford F150 crew cab off of the State Bid program. Letellier has requested approval from the Board to purchase a new vehicle up to $49,894. Kent Cutler moved, and John Taylor seconded a motion to approve the purchase of a new pick-up in the amount of $49,894. Motion Carried.
3. **Open Segment**
   * Matt Holden was on the phone and expressed his interest in joining the Airport Authority Board. Chairman Ellefson requested Mr. Holden go to the City’s website to begin the process of being considered for future Commissioner openings.

John Taylor left the meeting at 12:45pm

1. **Tour of the SRE Building Project** – A tour was given of the work completed to expand to the current Snow Removal Equipment building and the new sand storage building.

Kent Cutler moved and Blake Curd seconded a motion to adjourn the meeting at 1:33 pm.

Date Secretary

Next Board Meeting: May 23, 2024 – 10:30 am