

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

**February 23, 2023**

Members Present on-line: Lon Stroschein, Eric Ellefson, Kent Cutler, and John Taylor

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

Guests Present: Jake Braunagel– KLJ Engineers, Brad Greguson– SP Plus,

Guests Present on-line: Mike Christensen-Sanford, Eric Hanson-HDR, Mark Wiederrich-KLJ.

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 12:02 pm.

1. **Minutes-** Eric Ellefson moved and Kent Cutler seconded a motion to approve the minutes of January 26, 2023. Motion Carried.
2. **Bills for Approval-** John Taylor 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. Eric Ellefson moved and Kent Cutler seconded approval of the Consent Agenda. Motion carried.
  - A. Lease agreement with Bruce Vollan for airport T-Hangar 3-1.
  - B. Change Order #4 with Sunkota Construction for additional work associated with SRE Building Exp. \$22,033.13.
4. **Report by Executive Director-**
  - A. Passenger Traffic and Concession Revenue – January passenger traffic jumped 22.5% from the previous year, despite several days in the beginning of the month impacted by weather cancellations. Enplaned passengers totaled 53,131 up 22.5% with total passengers increasing 19.7% or 103,631. This was the busiest January on record. The increase in passengers translated to 25% increase in the number of cars in the public lots driving a significant increase in revenue. All concessions were up in January as well.
  - B. Parking Capacity Update – Director Letellier provided an update on available parking through President’s Day weekend and the upcoming peak period in March.
    - i. January Car counts were up 25% with February currently up by 19%
    - ii. March 9-19 will be near capacity – the new snow fall we received this week has reduced capacity by 100-150 stalls.
    - iii. Letellier has been researching the operation of a temporary shuttle lot at Citibank in Sioux Falls as last option for travelers.

C. Parking Garage Construction –

- i. Project is scheduled to start April 3<sup>rd</sup> with parking stalls to be blocked off starting March 21<sup>st</sup> for the work to begin. Initial loss of 350 stalls in the first three weeks.
- ii. April 10, additional stalls totaling 750 will be blocked to allow for full construction April 24<sup>th</sup>.
- iii. Stormwater relocation and asphalt removal in early stages moving on to foundation work.
- iv. Work will also begin on the terminal side to install reinforcing structure beams to support skyway. This will impact the use of the public restrooms in Spring/Summer for about 7 weeks.
- v. We will have no access through the main doors for 18 months and well as reduced traffic lanes in front of the terminal.

5. **Old Business** –

A. No Items.

6. **New Business** –

- A. Change Order #1 – Economy Lot Expansion Project- \$217,721.24. - At the October 27, 2022 meeting the Board awarded the construction of the Economy Lot Expansion to Soukup Construction in the amount of \$1,486,542. This project will provide an additional 409 stalls to the south end of the lot to provide sufficient parking during the Feb-March timeframe in 2024 during construction of the parking garage. An alternate for the project would have provided an additional 104 spaces in the amount of \$217,721.24. The Board decided at that time to award the base bid but decline the alternate. This winter it appears that 400 spaces will not be enough and it makes senses to add the 104 spaces back into the project. Kent Cutler moved and John Taylor seconded a motion to approve Change Order #1 to which will add the 104 spaces at a cost of \$217,721.24. Motion Carried
- B. Proposal to modify advertising displays by Ace Media – Last year the Board had interest in researching other methods of generating revenue from airport advertising. Commissioners Ellefson and Cutler met with Craig Ellerbroek of Ace Media to get ideas on how we could accomplish this. We identified several old kiosk displays on the concourse that could be updated with digital media. We also discussed the use of the video wall in the waiting area and how that might be utilized for advertising. Mr. Ellerbroek presented a plan to replace the video wall with 4 large monitors which would be utilized for current seasonal videos and digital advertisements or promotions for special events being held in Sioux Falls. The board recommended looking into additional options using new technology for these high-profile areas. Commissioner Ellefson will provide some examples and Letellier will inquire with Daktronics to schedule a visit to see what options they might propose.

7. **Open Segment**

None

Eric Ellefson moved and Kent Cutler seconded a motion to adjourned the meeting at 1:16 pm.

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Date

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Secretary

Next Board Meeting: March 23, 2023 12:00 pm