

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

September 28, 2023

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

Members Present Via Phone: Blake Curd

Staff Present: Dan Letellier, Richard King and Kristin Elgersma

Guests Present: Jake Braunagel – KLJ Engineers, Brad Greguson– SP Plus Parking and Craig Ellerbroek – Ace Media

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-** Lon Stroschein moved and Kent Cutler seconded a motion to approve the minutes of August 24, 2023 and Special Session of Sept 6, 2023. Motion Carried.
2. **Bills for Approval-** John Taylor moved and Lon Stroschein 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 John Taylor seconded approval of the Consent Agenda. Motion carried.
 - A. Task Order, Amendment #3 with KLJ Engineers for the design for the expansion of the cargo apron - \$77,305.74. (AIP funded)
 - B. Agreement with Eide Bailly to conduct annual Financial and FAA Single Audit of our Financial Records - \$50,250.00.
 - C. Change Order #8 with Henry Carlson for modifications to the Parking Garage Project. - \$7,071.00.
 - D. Approve travel request for Executive Director and Board Member to attend the AAAE Annual Aviation Issues Conference, - January 7-10 – Kona, HI
4. **Report by Executive Director-**
 - A. Passenger Traffic – August 2023 – August enplanements increased 10.2% setting another monthly record with 53,166 passengers. Total traffic also improved by 10.7% and year to date enplanements are up 8.4%. Available seats increased 11.7% and load factor increased to 80.7%. Gift Shop, Food/Beverage, Car Rental, Hotel, and Parking all saw an increase.

B. Construction Update –

- a. Parking Garage New curb and gutter for the entrance into the lot have been poured and asphalt paving scheduled for next week. Additional parking stalls will be returned in mid-October that have been taken out of service for construction. All levels of the structure have been poured with three ramps to be completed by mid-October. Underground work on ground floor has begun with hopes of paving ground floor in the next month.
 - b. SRE – Sand building has engineered panels going up. The North addition has steel studs being installed with siding expected in next two weeks. Driveway up to north addition also being poured.
 - c. Replacement Water Lines – Water lines installed and tested. Re-paving impacted areas and seeding remain.
 - d. Cell Phone Lot – Work to start on October 2nd.
 - e. C2 Rehab – Work to start on October 9th.
- C. Legislative Lunch Summary – Director Letellier hosted a legislative luncheon for area legislatures on Sept 27th. Sixteen legislators were present for lunch with a presentation and tour provided. Purpose was to provide an update on the growth seen at the airport along with current and future projects planned to accommodate the increase in passenger traffic. Funding for the project was also discussed stressing the importance of State participation in upcoming large-scale projects.

5. **Old Business** –

- A. Review and approval of 2024-2028 Capital Improvement Plan – Director Letellier presented the initial Capital Improvement plan to the Board at the August meeting. Letellier reviewed several updates since that time with the Board. Changes include the phasing of an anticipated \$130 million project to construct a new concourse with six new parking gates and hold room space. Project will be phased and constructed as Federal and State funding is available. The first phase was programmed for 2024 with following phases in 2025 and 2026. No other changes were made to the plan from what was presented in August. Lon Stroschein moved and Kent Cutler seconded a motion to accept the Capital Improvement Plan as presented pending available funding. Motion Carried.

6. **New Business-**

- A. Resolution to approve Loan Agreement with First Premier Bank for construction loan of \$10 million. – A loan agreement with First Premier to borrow \$10 million to assist with funding for the new parking structure has been reached. Resolution #2023-2 is the formal acceptance and public notification of that agreement. State statute requires a resolution and publication of this approval.

Kent Cutler moved and John Taylor second a motion to accept Bond Resolution #2023-2 for the Sioux Falls Regional Airport. Motion Carried

7. Open Segment

None

Blake Curd moved and John Taylor seconded a motion to adjourned the meeting at 12:41 pm.

Date

Secretary

Next Board Meeting: October 26, 2023 12:00 pm