

**AIRPORT BOARD OF TRUSTEES
REGULAR MEETING
January 19, 2023**

A meeting of the Airport Board of Trustees was held at 7:30 a.m. in the Conference Room at the Terminal Building, 2403 Aviation Blvd, Sioux City, IA 51111.

MEMBERS PRESENT

Joe Kruse

MEMBERS

ELECTRONIC (weather)

Linda Kalin
Larry Christensen
Sarah Murray
Faith Bradham

MEMBERS ABSENT

Skip Perley

STAFF

Mike Collett, Assistant City Manager
Melissa Uhl, Airport Admin Assistant

OTHERS ELECTRONIC

OTHER

Darren Christopher, RS&H
Patrick Broz, ABM
Greg Holbrook, Hawthorne
Barbara Sloniker, Chamber
Amy Roth, SkyWest

CALL OF THE ROLL

The Airport Board meeting was called to order by the Board President Kruse at 7:33 a.m.

APPROVAL OF MINUTES

Murray moved that the minutes of November 17, 2022 be approved as previously presented. Seconded by Kalin. Motion Approved Unanimously.

Bradham moved that the minutes of December 15, 2022 be approved. Seconded by Kalin. Motion Approved Unanimously.

BUSINESS ITEMS

Approve a Recommendation to the City Council to Approve Work Order 57 with RS&H Iowa, P.C. in an amount not to exceed \$231,203 for the design and bidding services in connection to the 2023 South T-Hangar Development Project (Project No. 749-133) at the Sioux Gateway Airport/Brigadier General Bud Day Field.

A Motion to Approve a Recommendation to City Council to Approve Work Order 57 with RS&H Iowa, P.C. in an amount not to exceed \$231,203 for the design and bidding services in connection to the 2023 South T-Hangar Development Project (Project No. 749-133) at the Sioux Gateway Airport/Brigadier General Bud Day Field was made by Bradham and Seconded by Murray. Motion Approved Unanimously.

Approve a Recommendation to the City Council to Approve Work Order 58 with RS&H Iowa, P.C. in an amount not to exceed \$98,691 for the design and bidding services in connection to the Terminal Ramp Rehabilitation and North GA Apron Drainage Basin Shoulder Reconstruction Project (Project No. 749-139) at the Sioux Gateway Airport/Brigadier General Bud Day Field.

A Motion to Approve a Recommendation to City Council to Approve Work Order 58 with RS&H Iowa, P.C. in an amount not to exceed \$98,691 for the design and bidding services in connection to the Terminal Ramp Rehabilitation and North GA Apron Drainage Basin Shoulder Reconstruction Project (Project No. 749-139) at the Sioux Gateway Airport/Brigadier General Bud Day Field was made by Murray and Seconded by Bradham. Motion Approved Unanimously.

Approve a Recommendation to the City Council to Approve Work Order 59 with RS&H Iowa, P.C. in an amount not to exceed \$118,943 for the design and bidding services in connection to the Northeast Taxilane Reconstruction Project (Project No. 749-136) at the Sioux Gateway Airport/Brigadier General Bud Day Field.

A Motion to Approve a Recommendation to City Council to Approve a Recommendation to the City Council to Approve Work Order 59 with RS&H Iowa, P.C. in an amount not to exceed \$118,943 for the design and bidding services in connection to the Northeast Taxilane Reconstruction Project (Project No. 749-136) at the Sioux Gateway Airport/Brigadier General Bud Day Field was made by Christensen and Seconded by Murray. Motion Approved Unanimously.

Approve a Recommendation to the City Council to Approve a Resolution inviting proposals for the lease of land and concessions agreement in the Donner Park Urban Renewal Area, announcing the intent to accept the proposal of LAG Rentals, LLC dba Hertz Rental Car, fixing the date for receipt of proposals, and for Public Hearing and providing for notice thereof. (Approximately 102 square feet of space inside and access to the shared parking located at 2403 Aviation Boulevard).

A Motion to Approve a Recommendation to City Council to Approve a Recommendation to the City Council to Approve a Resolution inviting proposals for the lease of land and concessions agreement in the Donner Park Urban Renewal Area, announcing the intent to accept the proposal of LAG Rentals, LLC dba Hertz Rental Car, fixing the date for receipt of proposals, and for Public Hearing and providing for notice thereof. (Approximately 102 square feet of space inside and access to the shared parking located at 2403 Aviation Boulevard) was made by Bradham and Seconded by Murray. Motion Approved Unanimously.

Kalin exited to the meeting during this discussion.

Approve a Recommendation to the City Council to Approve an Air Service Consulting Agreement with ArkStar Group of Frisco, Texas for marketing efforts, airline engagement, schedule analysis, studies, grant opportunities, and fundraising efforts in connection at the Sioux Gateway Airport for an annual amount of \$60,000.

A Motion to Approve a Recommendation to City Council to Approve a Recommendation to the City Council to Approve an Air Service Consulting Agreement with ArkStar Group of Frisco, Texas for marketing efforts, airline engagement, schedule analysis, studies, grant opportunities, and fundraising efforts in connection at the Sioux Gateway Airport for an annual amount of \$60,000 was made by Bradham and Seconded by Murray. Motion Approved Unanimously.

Kalin entered back into the meeting just before this discussion.

Approve Airport Housing Rates and Fees Schedule Effective April 1, 2023.

A Motion to Approve the Airport Housing Rates and Fees Schedule effective April 1, 2023 was made by Murray and Seconded by Kalin. Motion Approved Unanimously.

DISCUSSION

Air Service: SkyWest is looking to drop the tag flight possibly in March. Enplanements are down going to Denver and we are looking forward to the direct connection again soon.

Construction Projects Update: Quick turnaround will be coming once these work orders that were just approved go through the design. The SUX Aviation Center Project is currently working on soil preparation, pouring, and placing their foundations, covering them with insulation blankets waiting for March to start building.

SkyWest Airlines: The Station Manager is reporting their priority is safe and on time flights. Denver tag drastically changed the flight loads. They are happy to report that they are fully staffed

with 20 agents now to meet the needs of the station. Al recently met with SkyWest Staff during their biannual meeting to help bridge the communication at the airport.

Hawthorne: Greg Holbrook introduced himself as the new General Manager with Hawthorne. Excited to get acclimated here. Excited for some new staffing opportunities as well.

Oracle Update: Nothing more to report.

ABM: First full winter with the new parking equipment. There are times where the equipment is struggling due to the conditions. February will give us 13 months of data to work through future parking reports. Overhead parking lot lights are not working on the far east end. City staff is troubleshooting the underground electrical issue.

FINANCIAL REPORT- The parking revenue is down and the watermain break at the hangar is flowing through the financials. A subcommittee meeting to review minimum standards is scheduled for the 30th and a full board study session for the master plan is scheduled for February 3rd. The RFQ for the five-year engineering contract is going out soon. Currently assembling the specifications for the engineering firms and plan to issue the RFQ before the next meeting. Staff reviewed a potential Ramp Rental Rate and is not common with other airports. Recommendation will be geared more towards policy with limiting activities to aviation.

MARKETING- Operations were down 31% for the month and down 10% year to date. Enplanements were down 13% for the year compared to 2021. Chicago load factors held strong at 86%. The Siouxland Chamber is hosting their transportation meeting at the Airport February 9th and they have lined up an air industry update including Gary Foss from ArkStar, and Daniel Belmont from SkyWest. This update will also include a presentation regarding the flight school and their partnerships.

BOARD CONCERNS- None

SET DATE FOR NEXT MEETING- The next meeting is scheduled for Thursday, February 16, 2023.

ADJOURNMENT

There being no other business, 8:14 a.m. meeting adjourned.

Sarah Murray
Board Secretary