

**AIRPORT BOARD OF TRUSTEES
REGULAR MEETING
March 21, 2019**

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

Darrell Jesse
Dave Bernstein
Rita De Jong
Vince Kramper

STAFF

Mike Collett, Assistant City Manager
John Backer, Operations Manager
Melissa Uhl, Administrative Assistant
Amber Hegarty, Assistant City Attorney

OTHER

Lori Pierson
Nancy Evans
Dave Zimmerman
Barbara Sloniker
Darren Christopher

MEMBERS ELECTRONIC

Dave Kaplan

MEMBERS ABSENT

Noelle Jacobs
Angie Schneiderman

CALL OF THE ROLL

The Airport Board meeting was called to order by President Bernstein at 7:30am.

APPROVAL OF MINUTES

De Jong moved that the minutes of February 14, 2019 be approved. Seconded by Jesse. Motion Approved Unanimously.

BUSINESS ITEMS

DBE Goals: Three-year plan 2019-2021 is now before the board and is scheduled to be published once approved. Most of our contractors have met the requested goal in years past.

A Motion to Approve the three-year DBE Goal Program was made by DeJong and Seconded by Kramper. Motion Approved Unanimously.

Expedia Contract: Proposed test campaign to target those looking to fly into surrounding airports targeting them to fly into SUX. This will also target those who are looking to fly out of those same airports using Expedia's resources for IP addresses to determine our target audience.

A Motion to Approve an Expedia Contract in an Amount not to exceed \$10,000 was made by Jesse and Seconded by Kramper. Motion Approved Unanimously.

Google Ads Campaign: Soon we will have a google ad pop up when people search for any hotel in Sioux City. Targeting those business travelers coming from Chicago and Arkansas.

A Motion to Approve a Google Ad Campaign in an Amount not to exceed \$500 was made by Jesse and Seconded by Kramper. Motion Approved Unanimously.

RFP Airport Terminal Advertising: Looking to maximize non-aviation revenue in the baggage claim area of the terminal. Will request a 24-month term agreement and retain 20% of the advertising space for SUX needs. The proposer will submit a minimum annual guarantee for revenue or a percentage of their gross revenue. The proposer will also be encouraged to submit an advertisement expansion report with advertising ideas for the terminal.

A Motion to Approve an RFP for the Airport Terminal Advertising extending the term to 24 months and 20% usage for SUX was made by DeJong and Seconded by Jesse. Motion Approved Unanimously.

Addendum to the Parking Agreement with ABM: Computer and gate issues continue to arise with parking. The agreement is in place until the end of June. Staff is requesting this addendum to coincide with the term years on the downtown parking contract that is going before Council in April. The board motioned to defer the item to the April 11th meeting. Trouble with the service vendor out of Omaha continues. ABM will be working to provide the board with equipment replacement costs and will bring back in April.

A Motion to defer an addendum with ABM's Parking Agreement until the April 11th Meeting was made by Jesse and Seconded by Kramper. Motion Approved Unanimously.

DISCUSSION

LED Lights: Parking lot and entry street lights are now all converted to LED and provides a much cleaner look with better coverage.

17-35: April 1st closures will start with construction and staff anticipates milling to start right away. May 13th – June 16th starts the replacement of the threshold work. During this period, we expect passenger weight restrictions. Working through options with weight restrictions or weekend closures were discussed. The Air Guard is trying to coordinate their project during that same time.

Airport Fuel Tank Project: Staff anticipates McClure to be ready to bid this fuel tank project in April. The board is requesting monthly updates on this project to adhere to a schedule.

Trego Dugan: Trego Dugan is currently hiring and are advertising. They have two charters scheduled, Sun Country on April 9th and Swift Air will return in May. American Airlines will be coming April 4th to prepare Trego Dugan for the audit. One belt loader is down and staff expects them to start working on it. SUX had an emergency landing with JetBlue that everyone handled well.

Air Show: Staff is currently working with the Chamber on coordination of potentially using the chambers foundation nonprofit for the air show. The Jet Team Application must be in by June for the Blue Angels, Thunderbirds, and Canadian Snowbirds. Staff was encouraged to speak with the Parks and Recreation Board again.

Phone System: A new phone system is being installation starting with the conference room for board meetings, anticipating board member electronic participation.

Future Meeting Dates: Discussion regarding what dates and times work best for the monthly meeting were discussed and the possibility of changing them will be discussed again at a later date.

FINANCIAL REPORT- SUX is caught up with maintenance and is catching up in the budget with the landing field expenditures. A lot of chemical was used with ice removals in February. Revenue is strong and is comparable to last year.

MARKETING- February stats are up 6% from the previous month and load factors are back up from January as well. Barbara will be participating on a conference with Waterloo as they see progress here at SUX. Staff will provide information on what Manhattan, Kansas and Lake Charles, Louisiana has for carriers and how many daily flights. Mead & Hunt conference had a PowerPoint that will be emailed out and information on the four major airlines that drive the industry. Fuel prices are starting to increase. The board is requesting a consultant summary on what are our next steps will be to bring in another airline. American is working to make sure there are no price gaps between flights out of SUX vs Omaha.

Board Concerns- Trip hazards, drip spots and sludge on farm ground continue to be addressed.

SET DATE FOR NEXT MEETING- The next meeting is scheduled to take place on April 11, 2019 at 7:30am.

ADJOURNMENT

There being no other business, a motion to adjourn at 8:29 a.m. was made by Kramper and seconded by Jesse. Approved unanimously

Vincent J. Kramper
Secretary