

**AIRPORT BOARD OF TRUSTEES  
REGULAR MEETING  
April 11, 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 & Scott Houck  
Nancy Evans  
Barbara Sloniker  
Darren Christopher  
Dan Munch

**MEMBERS ELECTRONIC**

Dave Kaplan  
Noelle Jacobs

**MEMBERS ABSENT**

Angie Schneiderman

**CALL OF THE ROLL**

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

**APPROVAL OF MINUTES**

*Kramper moved that the minutes of March 21, 2019 be approved. Seconded by De Jong. Motion Approved Unanimously.*

**BUSINESS ITEMS**

**Approve a Recommendation to the City Council to Approve a Consulting Services Agreement with Cannon Moss for the design and construction administration in the amount of \$38,500 for the Terminal Floor Improvement Project.**

*A Motion to Defer agreement to the April Board Meeting was made by Jesse and Seconded by Kramper. Motion Approved Unanimously to Defer.*

*Staff was instructed to negotiate the pricing for this design.*

**Approve a Recommendation to the City Council to Approve a Consulting Services Agreement with Cannon Moss for the design and construction administration in the amount of \$46,500 for the Terminal Exterior Improvements Project.**

*A Motion to Approve a Recommendation to the City Council to Approve the agreement with Cannon Moss for the design and construction administration for the Terminal Exterior Improvements Project was made by Kramper and Seconded by Jesse. Motion Approved Unanimously.*

**Approve a Recommendation to the City Council to Approve an Iowa Department of Transportation Commercial Services Vertical Infrastructure Grant Application in the amount of \$106,518 for Hangar Refurbishment.**

*A Motion to Approve a Recommendation to the City Council to Approve an Iowa Department of Transportation Commercial Services Vertical Infrastructure Grant Application for Hangar Refurbishment was made by Kramper and Seconded by Jesse. Motion Approved Unanimously.*

Collette stated this is an annual application based upon a state formula. There are no matching funds required.

**Approve a Recommendation to the City Council to Approve an Iowa Department of Transportation Airport Improvement Program Grant Application to assist in the partial Rehabilitation of Taxiway A Project.**

**Approve a Recommendation to the City Council to Approve an Iowa Department of Transportation Airport Improvement Program Grant Application to assist in the Taxiway C Shoulder Project.**

**Approve a Recommendation to the City Council to Approve an Iowa Department of Transportation Airport Improvement Program Grant Application to assist in the design and site prep for an addition to the SRE Building Project.**

**Approve a Recommendation to the City Council to Approve an Iowa Department of Transportation Airport Improvement Program Grant Application to assist in the Refurbishment of Hangar 802 Project.**

*A Motion to Approve a Recommendation to the City Council to Approve an Iowa Department of Transportation Airport Improvement Program Grant Application for Taxiway A, Taxiway C, SRE Building addition, and the refurbishment of Hangar 802 was made by Kramper and Seconded by DeJong. Motion Approved Unanimously.*

Collette stated staff is recommending submitting four and list them in order of priority.

**Approve a Recommendation to the City Council to Approve an Iowa Department of Transportation Air Service Sustainment Grant Application in the amount of \$60,000 to assist in marketing efforts for FY2020.**

*A Motion to Approve a Recommendation to the City Council to Approve an Iowa Department of Transportation Air Service Sustainment Grant Application to assist in marketing efforts for FY2020 was made by Jesse and Seconded by Kramper. Motion Approved Unanimously.*

**Approve the Purchase and Installation of ADA Door at Hawthorne, 50% cost share, and for the combined total amount not to exceed \$12,675.00.**

*A Motion to Approve the purchase and installation of ADA Door at Hawthorne was made by Jesse and Seconded by Kramper. Motion Approved Unanimously.*

*Collette stated this will cover four doors in total, exterior and interior door.*

**Approve a Recommendation to the City Council to Approve an Addendum to the Parking Agreement with ABM. (Deferred from March 21, 2019)**

*A Motion to Approve a Recommendation to the City Council to Approve an Addendum to the Parking Agreement with ABM was made by Kramper and Seconded by DeJong. Motion Approved Unanimously.*

Staff did receive three equipment replacement quotes from ABM for budgeting purposes.

## **DISCUSSION**

**Construction Projects Update:** Contractor has removed all the asphalt and is currently removing the concrete. Feedback received from the FAA will change the restriction periods with full closures. Will continue coordination efforts with the guard and other air craft traffic.

**PFC Application:** Response back after the open application period and have been approved for 3.8 Million in reimbursement to start when Application 6 is complete.

**Trego Dugan:** Trego Dugan finished a Ramp and Deicing Audit, everything has gone well. Staff continues to be trained. Charter came in and had problems with jet bridge 2, parts ordered and scheduled to be completed by the end of April. May 3rd starts dual operation flights and staffing needs continue to be addressed.

**Parking:** Added part-time on call staff to assist with vacations. Wi-Fi has recently been added to the booth. Board has asked for more detailed reporting to show periods of stay with vehicles parked.

**Air Show:** Staff has met with the Parks and Recreation Board regarding participation and ongoing talks with the Visitors Bureau as it gets set up. Staff is recommending bringing a consultant in to help plan the show the first time. This show will have significant volunteer levels being community lead. Staff will bring forward an agreement for the consultant in April.

**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 later.

**FINANCIAL REPORT-** SUX is 75% through the year and continue to be in good shape. Have made progress this year with parking, rental cars, and restaurant adds to creating a positive year. Staff was directed look into merchandise sold in the restaurant.

**MARKETING-** March stats are up 15% for the month. Enplanements and Freights are both up. Compared Lake Charles, LA and Manhattan, KS Airport flight numbers. De Jong has recommended staff to consider marketing similar to FSD with phone messages. We are currently working on the Expedia on the spring campaign. Board is hearing SUX advertisement at the Bandits games.

**Board Concerns-** Discussion of bidding plans and specs for the Taxiway Charlie were discussed with a potential additional meeting for May depending on when they are complete for the June FAA deadline.

**SET DATE FOR NEXT MEETING-** The next meeting is scheduled to take place on May 9, 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