

**AIRPORT BOARD OF TRUSTEES  
REGULAR MEETING  
December 19, 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**

Rita De Jong  
Angie Schneiderman  
Dave Bernstein  
Joe Kruse  
Dave Kaplan

**STAFF**

Mike Collett, Assistant City Manager  
Amber Hegarty, Assistant City Attorney  
Melissa Uhl, Airport Administrative Asst.

**OTHER**

Nancy Evans  
Austin Johnson  
Darren Christopher  
Dave Zimmerman

**MEMBERS ELECTRONIC**

Larry Christensen

**MEMBERS ABSENT**

Noelle Jacobs

**CALL OF THE ROLL**

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

**APPROVAL OF MINUTES**

*Schneiderman moved that the minutes of November 14, 2019 be approved. Seconded by Kruse. Motion Approved Unanimously.*

*Kaplan entered the room at 7:31pm just after the approval of the November minutes.*

**BUSINESS ITEMS**

**Approve a Recommendation to City Council to Approve Work Order No. 41 for the Taxiway A South Reconstruction Project.**

*A Motion to Approve a Recommendation to the City Council to Approve Work Order No. 41 with RS&H for the design and bidding services for the Taxiway A South Reconstruction Project was made by DeJong and Seconded by Kaplan. Motion Approved Unanimously.*

**Approve a Service Provider Agreement with West Plains Engineering, Inc. for the 2020 Airport HVAC Controls Upgrade Project.**

*A Motion to Approve a Service Provider Agreement with West Plains Engineering, Inc. for the 2020 Airport HVAC Controls Upgrade Project was made by Schneiderman and Seconded by DeJong. Motion Approved Unanimously.*

**DISCUSSION**

**Construction Projects Update:** The Runway Project is currently up to 60 days behind schedule. The contractor expects to complete the Taxiway F repair in the spring. The 2020 Terminal Renovation Project will be starting after the first of the year. There will a new temporary entrance into the Café during construction.

**Maintenance:** Coffee machine is set to be installed this month on the secure side. Reviewed the FAA correspondence regarding annual inspections and related deficiencies and penalties. The Airport received closure letters regarding deficiencies and staff considered these closed out items and changes were implemented. We are working on a corrective action plan to eliminate any issues in the future.

**Trego Dugan:** The current Station Manager will be leaving Trego and they are preparing to bring someone else in to fill the position. There continues to be deicing truck issues however the City's truck is available as a backup.

**ABM Parking:** Engineering Controls has been out and continues to work on the equipment. Staff will contact Stateline regarding local service when current equipment is down.

**FINANCIAL REPORT-** SUX is slightly behind from last year. We are currently on budget. We have more expenses with airfield updates this summer and fall. PFC's pretty much match where we were last year.

**MARKETING-** Staff will be working towards a graphic snapshot to compare airports. Will have a conference call with another marketing resource for electronic marketing ideas. Banners renderings are being produced for hotel lobbies.

**BOARD CONCERNS-** Would like staff to look into Hawthorne becoming another backup with their deicing equipment.

**SET DATE FOR NEXT MEETING-** The next meeting is scheduled for January 16, 2020.

**ADJOURNMENT**

*There being no other business, a motion to adjourn at 8:17a.m. was made by Kruse and seconded by Schneiderman. Approved unanimously.*

Rita DeJong  
Board Secretary