

MINUTES FOR THE RAPID CITY REGIONAL AIRPORT BOARD OF DIRECTORS
Rapid City, South Dakota
Tuesday February 14, 2017

ROLL CALL AND DETERMINATION OF QUORUM

MEMBERS PRESENT: Ron Johnsen, President; Shawn Gab, Vice President; William Eldridge, Secretary; Vance Crocker, Member and Michelle Thomson, Member

OTHERS PRESENT: Patrick Dame, Airport Executive Director; Toni Broom, Airport Finance and Administration; Doug Curry, Airport Facilities and Maintenance; Wade Nyberg, City Attorney; Brad Estes, Council Liaison; Rod Senn, KLJ; Linda Rydstrom, Westjet; Miranda Maleki, Westjet; Rob Corrin, Westjet; Col Marshall Michaels, SDANG; Col Scott Petrik, SDANG; Jon Murphy, SDANG; Marcia Elkins, SDANG; Dr. Bert Corwin; Lisa Modrick; Brook Stromer, Stromer's Storage; and Lindsey Martin, Airport Administration

ADOPTION OF AGENDA

Motion to approve agenda as presented made by Eldridge, second by Gab, motion carried.

APPROVE MINUTES

- 1) AP021417-01 January 24, 2017 – Motion to approve minutes as presented made by Eldridge, second by Crocker, motion carried.

GENERAL PUBLIC COMMENT

Modrick addressed the Board regarding advertising in the Airport and volunteered to serve on an advertising and/or art committee.

FINANCIAL ITEMS REQUIRING BOARD ACTION

- 2) AP021417-02 Bill List – Broom highlighted items greater than \$5,000.00. Motion to approve bill list as presented made by Crocker, second by Thomson, motion carried.

ITEMS REQUIRING BOARD ACTION

- 3) AP021417-03 Resolution 2017-01 to Amend Minutes of the October 28, 2016 Board Working Session – Motion to approve resolution as presented made by Eldridge, second by Crocker, motion carried.
- 4) AP021417-04 Skydoor Studios LLC Assignment of Agreement – Motion to approve the assignment of agreement as presented made by Thomson, second by Gab, motion carried.
- 5) AP021417-05 RAP Advertising Program – Motion made by Eldridge to create a subcommittee consisting of Ron Johnsen, Michelle Thomson, Toni Broom and Lisa Modrick to establish approved areas for advertising, develop an advertising strategy, review proposals, and make recommendations to the Board for approval with all digital advertising approved by the Executive Director up to \$4,000.00 per month. Motion seconded by Gab, motion carried. It was further noted that the new committee will review all new and existing static displays and make recommendation to the Board for final approval.
- 6) AP021417-06 KLJ Task Order 2017-2 General Aviation Area Expansion Categorical Exclusion with Class III Cultural Resource Survey – Motion to approve task order as presented in an amount not to exceed \$9,000.00 made by Eldridge, second by Crocker, motion carried.
- 7) AP021417-07 KLJ Task Order 2017-3 General Aviation Apron Reconstruction and Commercial Service Apron Panel Removal and Replacement – Motion to approve task order as presented in an amount not to exceed \$22,627.66 made by Crocker, second by Eldridge, motion carried.

- 8) Strategic Planning Process and Facilitation RFP Recommendation – Motion to continue item to the March 14, 2017 meeting made by Eldridge, second by Crocker, motion carried.
- 9) Website Design and Development RFP Recommendation – Motion to award the website design and development to Lawrence and Schiller with a not to exceed amount of \$50,000.00 for both design and 2017 operating costs made by Thomson, second by Eldridge, motion carried.

DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS AND STAFF

- 10) South Dakota Army National Guard – Col. Petrick asked for Airport support of the proposed construction of an Aviation Readiness Center on their existing leasehold in FY2019. Col. Petrik stated the SDANG's willingness to partner on future Airport capital improvements.
- 11) Director's Report – Dame reported on items to include a recent meeting with Delta in Atlanta. Delta indicated service levels would remain consistent. The new ASP was given to TSA and is currently being reviewed. The Airport's priority based budget was given to the City for peer review and staff expects to bring the 2018 budget before the Board at the next meeting. Aviation reauthorization and funding is currently going through Washington DC. The asphalt batch plant item before the Pennington County Commission was continued Monday for two weeks pending contact with the FAA. The new broom is due to arrive in March and a new blower attachment is on order. The airfield painter bid specs are in process with potential delivery by summer. Staff will develop a timeline with the SDANG on the readiness center and hold a future meeting to discuss if necessary.

OTHER BUSINESS

- 12) Direction to Staff
 - a) Regional Air Service Alliance (RASA) is seeking the Airport's support at a one-time cost of \$3,500.00. At this time, the Board's won't be joining the Alliance but will reconsider in the future if needed.
 - b) Eldridge reported he is still working with the General Aviation Advisory Committee regarding the need for hangars and will bring forward a recommendation in the future.
 - c) Airport closure procedures to be discussed at a future meeting.

ADJOURNMENT

At 11:14 am Thomson made a motion to adjourn, second by Eldridge, motion carried.

Respectfully submitted,

William Eldridge
Secretary