

**MINUTES FOR THE RAPID CITY REGIONAL AIRPORT BOARD OF DIRECTORS**  
**Rapid City, South Dakota**  
**Tuesday May 8, 2018**

**ROLL CALL AND DETERMINATION OF QUORUM**

MEMBERS PRESENT: Michelle Thomson, Secretary; Ron Johnsen, Member; and Darren Haar, Member

MEMBERS ABSENT: Shawn Gab, President

OTHERS PRESENT: Patrick Dame, Airport Executive Director; Toni Broom, Airport Finance and Administration; Doug Curry, Airport Facilities and Maintenance; Joel Landeen, City Attorney; Wade Nyberg, City Attorney; Linda Rydstrom, Westjet; Miranda Maleki, Westjet; John Arneson, Westjet; Rod Senn, KLJ; Anna Raue, Mt Rushmore Memories; Brook Stromer, Stromers Storage; Lisa Houghton; Pete Jensen, TSA; Julie Bell, Worldwide Flight Services; Diana Saathoff, Mt Rushmore Society; Anna Raue, Mt Rushmore Society; Bill Eldridge; and Lindsey Martin, Airport Administration

**ADOPTION OF AGENDA**

Motion to approve agenda as presented made by Haar, second by Johnsen, motion carried.

**APPROVE MINUTES**

1) AP050818-01 April 10, 2018 – Motion to approve minutes as presented made by Johnsen, second by Haar, motion carried.

**GENERAL PUBLIC COMMENT**

Eldridge stated his Board appointment had expired and he had not been reappointed. He expressed his appreciation being on the Airport Board and thanked city staff and everyone he worked with.

**FINANCIAL ITEMS REQUIRING BOARD ACTION**

2) AP050818-02 Bill List – Broom highlighted items greater than \$5,000.00. Motion to approve bill list as presented made by Johnsen, second by Haar, motion carried.

**ITEMS REQUIRING BOARD ACTION**

- 3) Election of Officers – Motion to continue item to the June meeting made by Haar, second by Johnsen, motion carried.
- 4) AP050818-03 Berberich Design Exterior Wayfinding Sign Project – Motion to approve proposal in an amount not to exceed \$4,370.00 made by Haar, second by Johnsen, motion carried.
- 5) AP050818-04 Bid Authority Baggage Claim 1 Replacement Project – Motion to authorize staff to bid Bag Belt 1 replacement made by Johnsen, second by Haar, motion carried.
- 6) Westjet Fuel Farm Action Request – Rydstrom stated an airline audit had recently been conducted of their fueling facilities at the airport and as a result she was requesting the Board allocate funds to make improvements to the fuel farm area. Motion to direct Executive Director to meet with Envoy Air to discuss issues and report back to the Board at the June meeting with what needs to be done and an estimate of funds needed made by Johnsen, second by Haar, motion carried.

**DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS AND STAFF**

- 7) Green Roof Project Update – Philips stated he is applying for more grant funding for the project. The plants are being ordered with an estimated delivery of August 2018.
- 8) Director's Report – Dame stated it had been a busy month with construction projects. A letter was received from Mount Rushmore Society requesting a reduction in their minimum annual guarantee (MAG). Dame agreed to review the MAG in the future. There was an issue with the new carpeting

in the gift shop but a resolution was found. The contractor has started to put up sheet rock and tape and texture. The wayfinding project curbing is going in. An issue arose with sign piers and some power lines that run under the sidewalk. Staff and the contractor are working with the sign maker for a solution. Spall repairs continue by Westjet and on the commercial ramp. The concrete pad at jetbridge 2 was poured and should be open this week. They will be pouring the pad at jetbridge 1 next week. The post security restaurant remodel will begin after the gift shop is complete. Dame and airport directors and mayors from the state met with Senator John Thune last week to discuss the pilot shortage. The outlook for the AIP program is positive for 2018 as they are adding an additional \$1 billion dollars to the fund. South Dakota airports will qualify for the additional funding. Dame, Curry and Johnsen attended the AAAE Annual Conference last month.

### **OTHER BUSINESS**

- 9) Executive Session for the purposes permitted by SDCL 1-25-2, Subpart 1, 3 and 4  
No Items Presented
- 10) Direction to Staff  
No Items Presented

### **ADJOURNMENT**

At 9:47 am, Johnsen made a motion to adjourn, second by Haar, motion carried.

Respectfully submitted,

Rod Pettigrew  
Secretary