

MINUTES FOR THE RAPID CITY REGIONAL AIRPORT BOARD OF DIRECTORS
Rapid City, South Dakota
Tuesday June 12, 2018

ROLL CALL AND DETERMINATION OF QUORUM

MEMBERS PRESENT: Michelle Thomson, President; Darren Haar, Vice President; Rod Pettigrew, Secretary; and Shawn Gab, Member

OTHERS PRESENT: Patrick Dame, Airport Executive Director; Toni Broom, Airport Finance and Administration; Doug Curry, Airport Facilities and Maintenance; Joel Landeen, City Attorney; Carla Cushman, City Attorney; Amanda Scott, Council Liaison; Don Rydstrom, Westjet; John Arneson, Westjet; Rod Senn, KLJ; Anna Raue, Mt Rushmore Memories; Brook Stromer, Stromers Storage; Diana Saathoff, Mt Rushmore Society; Anna Raue, Mt Rushmore Society; Milo Schindler; Bert Corwin; Aaron Morgenstern, Enterprise RAC; Tim Peiper, Overland West/Hertz; and Lindsey Martin, Airport Administration

ADOPTION OF AGENDA

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

APPROVE MINUTES

- 1) AP061218-01 May 8, 2018 – Motion to approve minutes as presented made by Thomson, second by Haar, motion carried.

GENERAL PUBLIC COMMENT

No Items Presented

FINANCIAL ITEMS REQUIRING BOARD ACTION

- 2) AP061218-02 Bill List – Broom highlighted items greater than \$5,000.00. Motion to approve bill list as presented made by Haar, second by Thomson, motion carried.
- 3) AP061218-03 Updated 2018 Rates and Charges – Motion to approve updated rates and charges as presented made by Thomson, second by Haar, motion carried.

ITEMS REQUIRING BOARD ACTION

- 4) Election of Officers (Continued from May 8, 2018) – Gab nominated Thomson for President, Haar for Vice President and Pettigrew for Secretary. Motion to approve nominations as presented made by Thomson, second by Haar, motion carried.
- 5) AP061218-04 Resolution of Intent to Enter into an Airline Use and Lease Agreement – Motion to approve resolutions to enter into an airline use and lease agreements with American Airlines, Inc., Delta Air Lines, Inc. and United Airlines, Inc. as presented made by Gab, second by Haar, motion carried.
- 6) AP061218-08 Assignment of Lease Agreement – 4085 Hansen Hangar Lane #C – Motion to approve assignment of lease from Milo Schindler to Joe Carlin and Michelle Carlin made by Haar, second by Gab, motion carried.
- 7) AP061218-09 Change Order #1 Lounge Renovation – Motion to approve change order in an amount not to exceed \$9,965.00 made by Pettigrew, second by Haar, motion carried.
- 8) AP061218-10 Change Order #2-Final GA Apron Reconstruction & Commercial Service Apron Rehab – Motion to approve final change order in an amount not to exceed \$32,151.70, bringing the total contract price to \$1,347,037.99, made by Gab, second by Pettigrew, motion carried.
- 9) AP061218-11 Authorization to Issue RFP for Car Rental Concession Consulting – Motion to authorize staff to issue an RFP for consulting services to assist with developing the car rental concession

agreement and the bidding process and authorize staff to proceed with the RFP for the car rental concession once finalized made by Gab, second by Haar, motion carried.

- 10) AP061218-12 Purchasing Authority for Jet Bridge 3 Electrical Improvements – Motion to authorize the purchase in an amount not to exceed \$82,896.00 for jet bridge improvements made by Gab, second by Haar, motion carried.
- 11) AP061218-13 KLJ Task Order 2018-4 Terminal Building Vertical Circulation Improvements Task Order – Motion to approve task order in an amount not to exceed \$195,493.47 contingent upon the results of the independent fee estimate and the issuance of the FAA AIP grant made by Gab, second by Haar, motion carried.

DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS AND STAFF

- 12) AP061218-14 1st Quarter Financials – Broom reviewed first quarter financials.
- 13) Director’s Report – Dame stated the he met with Alaska Airlines, American Airlines, Delta Airlines and United Airlines at the JumpStart conference. American Airlines indicated they will not be flying to Chicago (ORD) over the winter but United Airlines may push to close the gap in service. The United Airlines Newark route starts Saturday June 23rd. The Ford Tri-Motor will be offering flights during the General Aviation Open House on Saturday June 23rd.
 - a) Westjet Fuel Farm Action Request Follow up from May 8, 2018 Meeting – Tim Behlings from the Rapid City Fire Department has reviewed the fuel farm and provided a report. Dame has also spoken with the FAA inspector and provided both the report and recommendation to the Board members. In addition, two calls have been made to the Envoy inspector that provided a report to Westjet, but as of today, no return call has been received.

OTHER BUSINESS

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

ADJOURNMENT

At 9:43 am, Gab made a motion to adjourn, second by Pettigrew, motion carried.

Respectfully submitted,

Rod Pettigrew
Secretary