

MINUTES FOR THE RAPID CITY REGIONAL AIRPORT BOARD OF DIRECTORS
Rapid City, South Dakota
Tuesday October 9, 2018

ROLL CALL AND DETERMINATION OF QUORUM

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

MEMBERS ABSENT: Michelle Thomson, President and Dr. Helen Usera, Member

OTHERS PRESENT: Matt Whitelock, Airport Deputy Director; Toni Broom, Airport Finance and Administration; Laura Armstrong, Council Liaison; Miranda Maleki, Westjet; Rod Senn, KLJ; Brook Stromer, Stromer's Storage; Dr. Bert Corwin; Matt Hammer, Lawrence and Schiller; Paige Schwitters, Lawrence and Schiller; and Lindsey Martin, Airport Administration

ADOPTION OF AGENDA

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

APPROVE MINUTES

1) AP100918-01 September 11, 2018 – Motion to approve minutes as presented made by Gab, second by Pettigrew, motion carried.

GENERAL PUBLIC COMMENT

No Items Presented

FINANCIAL ITEMS REQUIRING BOARD ACTION

- 2) AP100918-02 Bill List – Broom highlighted items greater than \$5,000.00. Motion to approve bill list as presented made by Pettigrew, second by Gab, motion carried.
- 3) AP100918-03 FAA Supplemental Funding Application – Motion to instruct staff to apply for a Federal Aviation Administration grant based on the structure presented and further authorize staff to reduce the project, if necessary, for the 2019 grant application process made by Gab, second by Pettigrew, motion carried.

ITEMS REQUIRING BOARD ACTION

- 4) AP100918-04 Custodial Services RFP Results – Motion to award the custodial contract to Office Pride for a period of two years in the amount of \$220,840.08 per year made by Gab, second by Pettigrew, motion carried.
- 5) AP100918-05 Change Order #4-Final Lounge Renovation – Motion to approve change order in the amount of \$1,581.00 for a total contract price of \$861,308.00 made by Gab, second by Pettigrew, motion carried.
- 6) AP100918-06 Private Hangars Inc Ownership Transfers – Motion to approve ownership transfers as requested by Private Hangars Inc. made by Pettigrew, second by Gab, motion carried.
- 7) AP100918-07 General Services Administration Public Buildings Service Lease Amendment – TSA Building Suite C – Motion to approve lease amendment as presented in the amount of \$117,074.67 made by Gab, second by Pettigrew, motion carried.
- 8) AP100918-08 TSA Building Suite C Security Upgrades Agreement with Converjint Technologies – Motion to approve agreement as presented in an amount not to exceed \$110,319.27 made by Gab, second by Pettigrew, motion carried.

- 9) AP100918-09 Airport Board Meeting Dates December 2018 and January 2019 – Motion to move the dates of the December 2018 meeting to December 18, 2019 and the January 2019 meeting to January 22, 2019 made by Pettigrew, second by Gab, motion carried.

DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS AND STAFF

- 10) Marketing Update – Schwitters and Hammer from Lawrence and Schiller provided an update on marketing efforts for the 2nd and 3rd quarters of 2018 as well as an outlook for 2019.

ADJOURNMENT

At 10:24 am, Gab made a motion to adjourn, second by Pettigrew, motion carried.

Respectfully submitted,

Darren Haar
Vice President