

MINUTES FOR THE RAPID CITY REGIONAL AIRPORT BOARD OF DIRECTORS
Rapid City, South Dakota
Tuesday November 13, 2018

ROLL CALL AND DETERMINATION OF QUORUM

MEMBERS PRESENT: Michelle Thomson, President; Darren Haar, Vice President; and Dr. Helen Usera, Member

MEMBERS ABSENT: Rod Pettigrew, Secretary; and Shawn Gab, Member

OTHERS PRESENT: Patrick Dame, Executive Director; Toni Broom, Airport Finance and Administration; Doug Curry, Airport Facilities and Maintenance; Laura Armstrong, Council Liaison; Carla Cushman, Assistant City Attorney; Linda Rydstrom, Westjet; Miranda Maleki, Westjet; Rod Senn, KLJ; Anna Raue, Mount Rushmore Memories; Brook Stromer, Stromer's Storage; and Lindsey Martin, Airport Administration

ADOPTION OF AGENDA

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

APPROVE MINUTES

- 1) AP111318-01 October 9, 2018 – Motion to approve minutes as presented made by Haar, second by Usera, motion carried.

GENERAL PUBLIC COMMENT

No Items Presented

FINANCIAL ITEMS REQUIRING BOARD ACTION

- 2) AP111318-02 Bill List – Broom highlighted items greater than \$5,000.00. Motion to approve bill list as presented made by Usera, second by Haar, motion carried.
- 3) AP111318-03 2019 Rates and Charges – Motion to approve rates and charges as presented made by Haar, second by Usera, motion carried.

ITEMS REQUIRING BOARD ACTION

- 4) AP111318-04 Resolution of Intent to Enter into a Commercial Lease and Use Agreement with Private Hangars, Inc. – Motion to approve resolution as presented made by Usera, second Haar, motion carried.
- 5) AP111318-05 Authorization to Issue RFP for GA Rates & Charges Methodology Development and Negotiation Services – Motion to authorize staff to issue and RFP for consulting services and assist with negotiations made by Haar, second by Usera, motion carried.
- 6) AP111318-06 TSA Building Suite C Security Upgrades Agreement with Converjint Technologies – Motion to approve agreement in the amount of \$110,319.27 made by Usera, second by Haar, motion carried.
- 7) AP111318-07 Addendum #1 to Agreement with Lawrence & Schiller for Marketing Services – Motion to approve addendum #1 as presented made by Haar, second by Usera, motion carried.
- 8) AP111318-08 Addendum #3 to Concession Agreement with Air Host Rapid City, Inc. – Motion to approve addendum #3 as presented made by Usera, second by Haar, motion carried.
- 9) AP111318-09 Airport Board Meeting Date January 2019 – The first meeting in 2019 will be held on Thursday January 24, 2019.

DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS AND STAFF

10) AP111318-10 3rd Quarter Financials – Broom reviewed 3rd quarter financials.

11) Director's Report – Dame stated the bag belt installation project and post-security restaurant/gift shop expansion have been completed. The supplemental FAA grant has been submitted and includes the terminal vertical circulation project.

ADJOURNMENT

At 9:42 am, Usera made a motion to adjourn, second by Haar, motion carried.

Respectfully submitted,

Rod Pettigrew
Secretary