

**MINUTES FOR THE RAPID CITY REGIONAL AIRPORT BOARD OF DIRECTORS**  
**Rapid City, South Dakota**  
**Tuesday June 11, 2019**

**ROLL CALL AND DETERMINATION OF QUORUM**

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

OTHERS PRESENT: Patrick Dame, Executive Director; Toni Broom, Airport Finance and Administration; Doug Curry, Airport Facilities and Maintenance; Chris Deitz, Airport Operations; Laura Armstrong, Council Liaison; Carla Cushman, City Attorney; Linda Rydstrom, Westjet; Miranda Maleki, Westjet; Bijan Maleki, Westjet; Rod Senn, KLJ; Dr. Bert Corwin; Jerry Dale, Dale Aviation; Brook Stromer, Stromer's Storage; Joshua Scott; and Lindsey Martin, Airport Administration

**ADOPTION OF AGENDA**

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

**APPROVE MINUTES**

1) AP061119-01 May 14, 2019 – Motion to approve minutes as presented made by Thomson, second by Pettigrew, motion carried.

**GENERAL PUBLIC COMMENT**

No Items Presented

**FINANCIAL ITEMS REQUIRING BOARD ACTION**

2) AP061119-02 Bill List – Broom highlighted items greater than \$5,000.00. Motion to approve bill list as presented made by Thomson, second by Gab, motion carried.

**ITEMS REQUIRING BOARD ACTION**

- 3) AP061119-03 KLJ Task Order 2019-4 CA/CO for Vertical Circulation – Motion to approve task order as presented in an amount not to exceed \$437,633.06, contingent upon the issuance of the Federal Aviation Administration Airport Improvement Program Grant, made by Pettigrew, second by Thomson, motion carried.
- 4) AP061119-04 Marketing Agreement with Lawrence & Schiller for Phoenix Route – Motion to approve agreement as presented in an amount not to exceed \$30,423.00 and further authorize the Airport Executive Director to approve and execute future addendums up to a total expenditure of \$125,000.00 made by Thomson, second by Gab, motion carried.
- 5) AP061119-05 Addendum #1 – Office Pride of Rapid City Custodial Services Agreement – Motion to approve addendum as presented in an amount not to exceed \$2,340.00 made by Gab, second by Thomson, motion carried.
- 6) AP061119-06 Addendum #1 – Hangar Lease and Use Agreement WK Aviation LLC Unit# 5 – Motion to approve addendum as presented made by Thomson, second by Gab, motion carried.
- 7) AP061119-07 RAP Advertising Policy and Pricing – Motion to approve advertising policy and updated advertising opportunities as presented made by Gab, second by Pettigrew, motion carried.
- 8) AP061119-08 Resolution to Authorize Airport Executive Director Moving Expense Reimbursement Authority – Motion to approve resolution as presented made by Thomson, second by Pettigrew, motion carried.

- 9) AP061119-09 Alfalfa/Hay Harvesting of City Property RFP Results – Motion to award the alfalfa/hay harvesting services to Steve Becher in the amount of \$32,006.00, award the pasture lease to Homes by Shadrach Howie in the amount of \$22,648.00, and approve the Resolution of Intent to Enter a Lease for Pasture Area made by Gab, second by Thomson, motion carried.
- 10) AP061119-10 FAA 052-2019 RAP Grant Application Authorization – Motion to authorize Airport Executive Director to sign the grant application and further authorize Airport Executive Director and City Attorney to complete and sign all other documents related to the FAA grant application and agreement along with the associated SDDOT grant documentation made by Thomson, second by Gab, motion carried.
- 11) AP061119-11 Operator Permit Application for Apollo MedFlight, LLC – Motion to approve the operator permit as presented for a term of two years contingent upon meeting all minimum standards made by Gab, second by Pettigrew, motion carried.

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

- 12) Director's Report – Dame stated he recently attended airline meetings in Nashville with American, Southwest and Alaska Airlines, all meetings went well. United Airlines mainline service started last week and will continue through the busy season. The inaugural flights from LAX and SFO begin June 22, 2019. Dame, Broom and Thomson will be attending the Annual AAAE Conference in Boston Saturday through Wednesday. The airport had a record first quarter. Haar stated his appreciation to the staff, KLJ and Westjet for all that they are doing.

**ADJOURNMENT**

At 9:52 am Thomson, made a motion to adjourn, second by Pettigrew, motion carried.

Respectfully submitted,

Shawn Gab  
Board Secretary