

**AGENDA FOR THE RAPID CITY REGIONAL AIRPORT BOARD OF DIRECTORS**  
**Airport Administration Office, 4550 Terminal Rd Suite 102, Rapid City, South Dakota**  
**9:00 a.m., Tuesday November 12, 2019**  
**Purpose: Regular Meeting**

**ROLL CALL AND DETERMINATION OF QUORUM**

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

MEMBERS ABSENT: Shawn Gab, Secretary and David Gustafson, Member

OTHERS PRESENT: Patrick Dame, Airport Executive Director; Toni Broom, Airport Finance and Administration; Chris Deitz, Airport Operations; Carla Cushman, City Attorney; Linda Rydstrom, Westjet; Miranda Maleki, Westjet; Lisa Modrick, Westjet; Rod Senn, KLJ; Kent Bush, Rapid City Journal; and Lindsey Martin, Airport Administration

**ADOPTION OF AGENDA**

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

**APPROVE MINUTES**

- 1) AP111219-01 October 8, 2019 – Motion to approve minutes as presented made by Thomson, second by Pettigrew, motion carried.

**GENERAL PUBLIC COMMENT**

Linda Rydstrom of Westjet Air Center introduced their new Director of Operations, Lisa Modrick. Lisa will be transitioning into a corporate officer position in the future.

**FINANCIAL ITEMS REQUIRING BOARD ACTION**

- 2) AP111219-02 Bill List – Broom highlighted items over \$5,000.00. Motion to approve bill list as presented made by Pettigrew, second by Thomson, motion carried.
- 3) AP111219-03 2020 Rates and Charges – Motion to approve the rates and charges as presented to include the increase in landing fees of \$3.77/1,000 lbs. GLW for signatory and \$4.71/1,000 lbs. GLW for non-signatory, made by Thomson, second by Pettigrew, motion carried.

**ITEMS REQUIRING BOARD ACTION**

- 4) AP111219-04 KLJ Task Order 2019-8 Terminal Rehabilitation Project Phase 3 Design & Bidding Services – Motion to approve task order in an amount not to exceed \$1,036,936.73 made by Thomson, second by Pettigrew, motion carried.
- 5) AP111219-05 KLJ Task Order 2019-09 Targeted Airport Master Plan Update – Motion to approve task order in an amount not to exceed \$624,956.13 contingent upon SDDOT Aeronautics Commission approval to use RAP fuel tax funds, made by Thomson, second by Pettigrew, motion carried.
- 6) AP111219-06 Addendum #1 to Lease Agreement with Fugro USA Land, Inc. aka Fugro Geospatial, Inc. – Motion to approve addendum #1 to extend the lease agreement to December 31, 2024 made by Pettigrew, second by Thomson, motion carried.
- 7) AP111219-07 ACDBE Goals & Program – Motion to approve the ACDBE program and goals for fiscal years 2020-2022 made by Thomson, second by Pettigrew, motion carried.

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

- 8) AP111219-08 3<sup>rd</sup> Quarter Financials – Broom reviewed 3<sup>rd</sup> quarter financials.

- 9) Directors Report – Dame stated they are in the process of refinancing the PFC bond. The refinance savings are estimated to be \$3.4 million and will reduce the term. The CFC bond will likely be paid off in 2020. Staff is awaiting the new bond rating. Dame provided a tour to a group of Jordanian aviation officials this past Saturday. The group also toured Cincinnati, Sioux Falls, Spearfish and Chicago O'Hare. Dame stated it was a rewarding event. Dame and a Board member will be attending a headquarters meeting with United at the end of this week and with Delta next week. Dame provided a copy of the report received from REEF parking to Board members. The Airport's insurance inspector is currently here and will provide any recommendations.

#### **ADJOURNMENT**

At 10:18 am Thomson, made a motion to adjourn, second by Pettigrew, motion carried.

Respectfully submitted,

Shawn Gab  
Secretary