MINUTES FOR THE RAPID CITY REGIONAL AIRPORT BOARD OF DIRECTORS
Rapid City, South Dakota
Tuesday April 14, 2020

ROLL CALL AND DETERMINATION OF QUORUM
MEMBERS PRESENT: Darren Haar, President; Rod Pettigrew, Vice President (by phone joined at 9:15 am); Shawn Gab, Secretary; Michelle Thomson (by phone), Member; and David Gustafson, Member (by phone joined at 9:05 am)

OTHERS PRESENT: Toni Broom, Airport Finance and Administration; Chris Deitz, Airport Operations; Lindsey Martin, Airport Administration

OTHERS PRESENT BY PHONE: Joel Landeen, City Attorney; Carla Cushman, Assistant City Attorney; Becky Drury, City Council Liaison; Rod Senn, KLJ; Nathan Thomson, Rapid City Journal; Dr. Bert Corwin; Robert Allen; Linda Rydstrom, Westjet; Miranda Maleki, Westjet; Jerry Dale, Dale Aviation; Dean Beresford, Moyle Petroleum; Julie Bell, Worldwide Flight Services; KOTA/KEVN; and two others that were not named

ADOPTION OF AGENDA
Motion to approve agenda as presented made by Gab, second by Thomson, roll call for motion unanimous, motion carried.

APPROVE MINUTES
Motion to approve items 1 and 2 as presented made by Thomson, second by Gab, roll call for motion unanimous, motion carried.
1) AP041420-01 March 10, 2020
2) AP041420-02 March 24, 2020

GENERAL PUBLIC COMMENT
No Items Presented

VISITOR ITEMS
3) AP041420-18 Financial Relief Request from Dale Aviation, Inc. and Westjet Air Center, Inc. – Haar recommended filing for payroll protection and talking with Elevate, the State and banks to see what assistance is available. Haar stated further guidance is needed from the Federal Government and there is not enough information at this time to make a decision. Motion to continue item made by Gab, second by Thomson, roll call for motion unanimous, motion carried.

FINANCIAL ITEMS REQUIRING BOARD ACTION
4) AP041420-03 Bill List – Broom highlighted items greater than $5,000.00. Motion to approve bill list as presented made by Thomson, second by Gustafson, roll call for motion unanimous, motion carried.

PUBLIC HEARING
Public hearing opened for the lease with Sprint Spectrum L.P.
No comments received
Public hearing closed

CONSENT ITEMS
Haar requested the removal of item 14) AP041420-16 Authorize Request to Purchase a 2020 Tennant T16 Floor Scrubber from Tennant Sales and Service Company, using Minnesota state contract
#964.713 S-871(5), in the amount of $33,316.42. Motion to approve consent items 5-13 made by Gab, second by Thomson, roll call for motion unanimous, motion carried.

5) AP041420-19 Approve Lease with Sprint Spectrum L.P.
6) AP041420-04 Approve Corrected Commercial Lease and Use Agreement with Joseph and Michelle Carlin
7) AP041420-05 Approve Amendment 1 to AIP Grant Agreement 3-46-0048-052-2019 to increase the maximum obligation by $207,755 from $4,351,245 to $4,559,000.
8) AP041420-06 Resolution 2020-02 Writing Off Uncollectable Accounts Receivable Accounts
9) AP041420-07 Approve Resolution 2020-03 A Resolution Declaring Miscellaneous Personal Property Surplus to be sold at City auction or dispose of per state statutes.
10) AP041420-08 Approve Addendum #1 Rental Car Lease and Concession Agreements waiving three months of Minimum Annual Guarantee (MAG) and adjusting Agreement Year 2020 MAG.
   a) AP041420-09 Approve 5 Star Car Rental, Inc. dba Avis/Budget Addendum #1, amount of waiver: $109,782.06; adjusted 2020 MAG: $329,346.18.
   b) AP041420-10 Approve Enterprise RAC Company of Montana/Wyoming, LLC dba Alamo Rent A Car and National Car Rental Addendum #1, amount of waiver: $100,418.07; adjusted 2020 MAG: $301,254.21.
   c) AP041420-11 Approve Enterprise RAC Company of Montana/Wyoming, LLC dba Enterprise Rent-A-Car Addendum #1, amount of waiver: $84,763.44; adjusted 2020 MAG: $254,290.32.
   d) AP041420-12 Approve Overland West dba Hertz Rent A Car Addendum #1, amount of waiver: $134,270.97; adjusted 2020 MAG: $402,812.91.
11) AP041420-13 Approve Automobile Parking Lot Concession Agreement with Republic Parking System, LLC. Addendum #1, amount of waiver: $250,000.00; adjusted 2020 MAG: $750,000.00.
12) AP041420-14 Approve Retail, News and Gift Concession and Lease Agreement with Mount Rushmore Society Addendum #6, amount of waiver: $20,208.87; adjusted 2020 MAG: $60,626.61.
13) AP041420-15 Authorize Request to Purchase a P-500 Series NoFoam Portable System for ARFF Vehicles from Emerging Growth Enterprise LLC in the amount of $24,857.76.

Motion to continue item 14) AP041420-16 Authorize Request to Purchase a 2020 Tennant T16 Floor Scrubber from Tennant Sales and Service Company, using Minnesota state contract #964.713 S-871(5), in the amount of $33,316.42 to the July meeting made by Thomson, second by Gab, roll call for motion unanimous, motion carried.

ITEMS REQUIRING BOARD ACTION
14) AP041420-17 KLJ Executive Summary Airport’s Wastewater Lagoon Replacement – Motion made by Gab to proceed with Alternative C-2 as presented in the KLJ Alternative Cost Comparison in the amount of $1,928,279.26, second by roll call for motion unanimous, motion carried

DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS AND STAFF
15) Directors Report – Broom stated they have a call scheduled with the FAA and SD DOT after this meeting to learn more about the funding for airports. Staff are working through budget cuts for 2020 and starting the 2021 budget. Doug Curry’s last day with the airport was April 10th. Deitz will be overseeing maintenance until a replacement can be hired. Haar stated he wished Curry the best and was sorry the Board was unable to recognize him. He also expressed appreciation to the staff for what they are doing. Pettigrew asked if incoming passengers temperatures were being taken. Broom stated that is not being done at this time and the CDC and/or State Health Department would be the ones to implement it. Drury thanked Thomson for renewing her Board term and thanked everyone for being strong and continuing to be leaders in the community.
ADJOURNMENT
At 9:46 am Gab, made a motion to adjourn, second by Thomson, motion carried.

Respectfully submitted,

Shawn Gab
Board Secretary