MINUTES FOR THE RAPID CITY REGIONAL AIRPORT BOARD OF DIRECTORS
Rapid City, South Dakota
Tuesday May 12, 2020

ROLL CALL AND DETERMINATION OF QUORUM
MEMBERS PRESENT: Darren Haar, President; Rod Pettigrew, Vice President; Shawn Gab, Secretary; Michelle Thomson, Member; and David Gustafson, Member (by phone-acknowledged at 9:26 am)

OTHERS PRESENT: Patrick Dame, Airport Executive Director; 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; Robert Allen; Linda Rydstrom, Westjet; Miranda Maleki, Westjet; Jerry Dale, Dale Aviation; John Glasford; Dean Beresford, Moyle Petroleum; Hannah Peterson, KOTA/KEVN; Paul Bailey; and four others that were not named

ADOPTION OF AGENDA
Motion to approve the agenda as presented made by Thomson, second by Pettigrew, motion carried.

APPROVE MINUTES
Motion to approve items 1 and 2 as presented made by Gab, second by Thomson, motion carried.
   1) AP051220-01 April 14, 2020
   2) AP051220-02 April 29, 2020

GENERAL PUBLIC COMMENT
Paul Bailey had a question about regarding the financial relief for tenants. Comment were not received, as it was forthcoming agenda item.
Robert Allen introduced himself as the new president of the general aviation committee.

VISITOR ITEMS
Motion to deny items 3 and 4 for aeronautical fee waivers as requested by Dale Aviation, Inc., Westjet Air Center, Inc. and Moyle Petroleum made by Thomson, second by Gab, roll call for motion unanimous, motion carried.
   3) AP051220-03 Financial Relief Request from Dale Aviation, Inc. and Westjet Air Center, Inc. Continued from April 14, 2020
   4) AP051220-04 Financial Relief Request from Moyle Petroleum

FINANCIAL ITEMS REQUIRING BOARD ACTION
5) AP051220-05 Bill List – Broom highlighted items greater than $5,000.00. Motion to approve bill list as presented made by Gab, second by Thomson, roll call for motion unanimous, motion carried.

CONSENT ITEMS
Motion to approve consent items 6-8 made by Pettigrew, second by Gab, roll call for motion unanimous, motion carried.
   6) AP051220-06 Acknowledge SCASD Grant Report
   7) AP051220-07 Approve Resolution 2020-04 Writing Off Uncollectable Accounts Receivable Accounts in the amount of $368.48
   8) AP051220-08 Approve Resolution 2020-05 Resolution of Intent to Enter into a Non-Commercial Hangar Lease and Use Agreement with Jayme Scherr for 4001 Holsworth Hangar Lane Unit# 7
ITEMS REQUIRING BOARD ACTION
9) Election of Officers – A motion to maintain the current leadership of the Board, President: Darren Haar; Vice President: Rod Pettigrew; and Secretary: Shawn Gab; made by Thomson, second by Gab, roll call for motion unanimous, motion carried.

DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS AND STAFF
10) AP051220-09 1st Quarter Financials – Broom reviewed the 1st quarter financials.
11) Director’s Report – Dame expressed condolences to the family of Milo Schindler who recently passed away and expressed his appreciation for Milo’s service to the general aviation community. Dame welcomed Robert Allen as president of the general aviation committee. Bids have been received and are being reviewed for the holdline project as well as the passenger boarding bridges. Staff are holding meetings with the general aviation tenants regarding the effect to their rates as a result of the rate study.
   a) Update on CARES Act – The Airport received the CARES grant late Monday afternoon. The grant will cover expenses incurred beginning January 20, 2020 and beyond for up to four years. Reimbursement requests will be submitted to receive the funds.
   b) Additional Board Meeting Dates – Additional Board meeting dates are needed to meet upcoming deadlines. The additional meetings will be May 26 and June 23.

ADJOURNMENT
At 10:11 am Gab, made a motion to adjourn, second by Pettigrew, motion carried.

Respectfully submitted,

Shawn Gab
Board Secretary