

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

ROLL CALL AND DETERMINATION OF QUORUM

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

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

OTHERS PRESENT BY PHONE: Carla Cushman, Assistant City Attorney; Lance Lehmann, City Council Liaison; Linda Rydstrom, Westjet; Miranda Maleki, Westjet; Nathan Thompson, Rapid City Journal; Dr. Bert Corwin; Dr. Robert Allen; Jack Caudill, KEVN; Allison Corbin; Les Mittleider; Anna Raue, Mount Rushmore Society and one other that was not named

ADOPTION OF AGENDA

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

APPROVE MINUTES

Motion to approve items 1 and 2 made by Gab, second by Pettigrew, motion carried.

- 1) AP071420-01 June 9, 2020
- 2) AP071420-02 June 23, 2020

GENERAL PUBLIC COMMENT

No Items Presented

FINANCIAL ITEMS REQUIRING BOARD ACTION

- 3) AP071420-03 Bill List – Broom highlighted items greater than \$5,000.00. Motion to approve bill list as presented made by Thomson, second by Pettigrew, motion carried.
- 4) AP071420-04 2021 Budget Presentation – Motion to approve budget as presented made by Gab, second by Thomson, motion carried.
- 5) AP071420-05 Minimum Annual Guarantees (MAG) Waiver request from Concessionaires – Motion to approve the MAG waivers for July and direct staff to develop contract addendums reflecting the waiver, adjustment to MAG due dates, and incorporating the month to month consideration through December 31, 2020 made by Pettigrew, second by Thomson, motion carried.

CONSENT ITEMS

Motion to approve consent items 6-11 made by Thomson, motion by Pettigrew, motion carried.

- 6) AP071420-06 Approve KLJ Task Order No. 2020-3 Passenger Boarding Bridges CA/CO, Project No. 18-5263, in an amount not to exceed \$82,390.37
- 7) AP071420-07 Approve KLJ Task Order No. 2020-2 Runway 14-32 Hold Lines & Signage Relocation CA/CO, Project No. 19-5284, in an amount not to exceed \$84,838.09
- 8) AP071420-08 Approve Private Hangars Demolition Request for 4140 Airport Road
- 9) AP071420-09 Authorize Staff to Advertise for Bids for Pavement Maintenance Projects, Project No. 20-5296
- 10) AP071420-10 Authorize Staff to Advertise for Bids for an Exit Lane Equipment Replacement, Project No. 20-5297

- 11) AP071420-11 Approve Change Order 3 to MAC Construction for Terminal Rehabilitation Phase II – Passenger Terminal Vertical Circulation Improvements, Project No. 18-5283, for an increase of \$36,832.08

ITEMS REQUIRING BOARD ACTION

DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS AND STAFF

Pettigrew stated that since the leasing policy and general aviation rate and charges have been reviewed and updated, it may be time to review the Airport Minimum Standards and look for ways to improve them and possibly cut costs for general aviation. Airport staff will look into updating them.

Discussion was also held on whether the Airport should build a set of hangars to help alleviate the hangar shortage. A committee will be formed to research and make recommendation to the Board.

Implementing a terminal wide facemask policy was also discussed. Facemasks are now required on all major air carriers but would be difficult to enforce in the terminal. The Board directed staff to update signage encouraging facemask usage and informing passengers that masks are available if needed.

ADJOURNMENT

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

Respectfully submitted,

Shawn Gab
Board Secretary