

MINUTES FOR THE RAPID CITY REGIONAL AIRPORT BOARD OF DIRECTORS
Rapid City, South Dakota
Tuesday June 9, 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)

OTHERS PRESENT: Patrick Dame, Airport Executive Director; Toni Broom, Airport Finance and Administration; Chris Deitz, Airport Operations; Lindsey Martin, Airport Administration; Rod Senn, KLJ; Linda Rydstrom, Westjet; and Miranda Maleki, Westjet

OTHERS PRESENT BY PHONE: Carla Cushman, Assistant City Attorney; Becky Drury, City Council Liaison; Nathan Thompson, Rapid City Journal; Jerry Dale, Dale Aviation; Dr. Bert Corwin; Dr. Robert Allen; and Julie Bell, Worldwide Flight Services

ADOPTION OF AGENDA

Gustafson requested the removal of item 7) AP060920-07 Approve Westjet Hangar Demolition Request for 4150 Schinzel Hangar Lane from the consent items. Motion to approve agenda as amended made by Thomson, second by Pettigrew, roll call for motion: members in favor Haar, Pettigrew, Gab, Thomson, Gustafson abstained, motion carried.

APPROVE MINUTES

Motion to approve items 1 and 2 as presented made by Pettigrew, second by Thomson, roll call for motion unanimous, motion carried.

- 1) AP060920-01 May 12, 2020
- 2) AP060920-02 May 26, 2020

GENERAL PUBLIC COMMENT

No Items Presented

FINANCIAL ITEMS REQUIRING BOARD ACTION

- 3) AP060920-03 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.

PUBLIC HEARING

Public hearing opened for the non-commercial hangar lease and use agreement with Jayme Scherr
No comments received
Public hearing closed

CONSENT ITEMS

Motion to approve consent items 4-6 made by Pettigrew, second by Gab, roll call for motion unanimous, motion carried.

- 4) AP060920-04 Authorize Executive Director to sign the grant application and further authorize the Executive Director and Assistant City Attorney to complete and sign all other documents related to the grant application and subsequent agreements from the FAA and SDDOT for the 2020-053 Entitlement Grant
- 5) AP060920-05 Authorize Executive Director to sign the grant application and further authorize the Executive Director and Assistant City Attorney to complete and sign all other documents related to

the grant application and subsequent agreements from the FAA and SDDOT for the 2020-055 Supplemental Grant

- 6) AP060920-06 Approve Non-Commercial Hangar Lease and Use Agreement with Jayme Scherr for 4001 Holsworth Hangar Lane Unit# 7
- 7) AP060920-07 Approve Westjet Hangar Demolition Request for 4150 Schinzel Hangar Lane – Motion to approve the Westjet Air Center Hangar Demolition Request on the condition of all lease requirements being met and the properties known as 2 and 3 being returned to the Lessor in its original condition and character, revegetated, and to the satisfaction of the Lessor made by Gab, second by Thomson, roll call for motion: members in favor Haar, Pettigrew, Gab, Thomson, Gustafson abstained, motion carried.

ITEMS REQUIRING BOARD ACTION

- 8) AP060920-08 Approve award of total bid for Passenger Boarding Bridges, Project 19-5263 to AERO BridgeWorks, Inc. of Marietta GA, in the base bid amount of \$1,482,500.00 with an add alternate for a third bridge of \$820,500.00 for a total bid award of \$2,303,000.00 – Motion to approve item as presented made by Pettigrew, second by Thomson, roll call for motion unanimous, motion carried.

DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS AND STAFF

- 9) AP060920-09 Cost Center Analysis Report – Broom reviewed the revenue and expenses by cost center for the Airport Enterprise fund for fiscal years 2018 and 2019.
- 10) Director's Report – Senn provided an update on ongoing KLJ Airport projects.
 - a) AP060920-10 Draft Leasing Policy – Dame highlighted items in the draft general aviation leasing policy. The policy is available at www.rapairport.com, and comments may be submitted through Friday June 19, 2020. The final policy will be presented to the Board on Tuesday June 23, 2020.

ADJOURNMENT

At 10:19 am, Thomson made a motion to adjourn, second by Pettigrew, motion carried.

Respectfully submitted,

Shawn Gab
Board Secretary