

MINUTES FOR THE RAPID CITY REGIONAL AIRPORT BOARD OF DIRECTORS
Rapid City, South Dakota
Tuesday January 26, 2021

ROLL CALL AND DETERMINATION OF QUORUM

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

OTHERS PRESENT: Patrick Dame, Airport Executive Director; Toni Broom Airport Finance & Administration; Chris Deitz, Airport Operations; Wade Kreun, Facilities and Maintenance Manager; Lindsey Martin, Airport Administration; Rod Senn, Mead & Hunt; Kent Penney, KLJ; Matt Nisbet, KLJ; Miranda Maleki, Westjet; and Aaron Patton, Westjet

OTHERS PRESENT BY PHONE: Carla Cushman, Assistant City Attorney; Lance Lehmann, Council Liaison; Nathan Thompson, Rapid City Journal; Dr. Robert Allen; BR IPad; A C; and one other not named

ADOPTION OF AGENDA

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

APPROVE MINUTES

- 1) AP012621-01 December 22, 2020 – Motion to approve minutes as presented made by Gab, second by Dale, motion carried.

GENERAL PUBLIC COMMENT

No Items Presented

FINANCIAL ITEMS REQUIRING BOARD ACTION

- 2) AP012621-02 Bill List – Broom highlighted items greater than \$5,000.00. Motion to approve bill list as presented made by Thomson, second by Gab, motion carried.

PUBLIC HEARING

Motion to open the public hearing for the Commercial Lease and Use Agreement with GRCC Corporation made by Gab, second by Thomson, motion carried.

No comments received

Motion to close public hearing made by Gab, second by Thomson, motion carried.

CONSENT ITEMS

Dame requested the removal of item 8) Approve Change Order 5 from MAC Construction for Terminal Rehabilitation Phase II – Passenger Terminal Vertical Circulation Improvements, Project No. 18-5283, extending the warranty period on both escalators and new elevator in lieu of liquidated damages

Motion to approve items 3-7 and 9 made by Thomson, second by Gab, motion carried.

- 3) AP012621-03 Approve Commercial Lease and Use Agreement with GRCC Corporation
- 4) AP012621-04 Approve Addendum #4 Contract for Concessionaire Shuttle Services with Airport Express Shuttle, Inc. (Continued from December 22, 2020)
- 5) AP012621-05 Approve Assignment of Lease Agreement from Brad Ballard to Brant Ravenscroft for 4045 Hansen Hangar Lane
- 6) AP012621-06 Approve Lease Amendment #2 to the General Services Administration (GSA) Lease Agreement for 4550 Terminal Road, Suite C
- 7) AP012621-07 Authorize Executive Director to Serve as a Lobbyist on Behalf of the Airport

- 9) AP012621-09 Approve Master Agreement with Mead & Hunt for Engineering Professional Services for the next five years

Motion to continue item 8) AP012621-08 Approve Change Order 5 from MAC Construction for Terminal Rehabilitation Phase II – Passenger Terminal Vertical Circulation Improvements, Project No. 18-5283, extending the warranty period on both escalators and new elevator in lieu of liquidated damages made by Pettigrew, second by Thomson, motion carried.

ITEMS REQUIRING BOARD ACTION

- 10) AP012621-10 General Aviation Variance Request for GRCC Corporation for 3965 Cook Hangar Lane – Motion to approve variance request as presented made by Gab, second by Dale, motion carried.
- 11) AP012621-11 Request for Bid Authority for a Design/Build of a Mixed Use Hangar – Motion to authorize staff to advertise for proposals for the design/build of a new mixed use hangar made by Dale, second by Pettigrew, motion carried.
- 12) AP012621-12 Termination of Task Order 2019-8 with KLJ for the Terminal Rehabilitation Project Phase 3 Design and Bid Services – Motion to approve the termination of task order 2019-8 with KLJ for terminal rehabilitation project phase 3 design and build services and authorize staff to amend the grant to meet FAA requirements made by Dale, second by Pettigrew, motion carried.
- 13) Mead & Hunt Task Orders
- a) AP012621-13 2021-1 Miscellaneous Engineering & Planning Services – Motion to approve task order 2021-1 as presented in an amount not to exceed \$30,000.00 made by Thomson, second by Gab, motion carried.
 - b) AP012621-14 2021-2 Project No. 20-5296 Pavement Maintenance Project CA/CO Services – Motion to approve task order 2021-2 as presented in an amount not to exceed \$72,516.77 made by Gab, second by Thomson, motion carried.
 - c) AP012621-15 2021-3 Project No. 20-5296 Pavement Markings Design, Bid & CA/CO Services – Motion to approve task order 2021-3 as presented in an amount not to exceed \$64,321.83 made by Dale, second by Thomson, motion carried.
 - d) AP012621-16 2021-4 Project No. 18-5279 Sanitary Sewer System Improvements Predesign Services – Motion to approve task order 2021-4 as presented in an amount not to exceed \$35,000.00 made by Pettigrew, second by Gab, motion carried.

DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS AND STAFF

- 14) Presentation from KLJ on Master Plan Progress – Nisbet and Penney provided an update on the development concepts for the master plan. Next steps will include a review meeting with the FAA and SDDOT, finalization of the Master Plan chapters and ALP, focus group and advisory committee follow-up meetings, and public meetings.
- 15) Director's Report – Dame stated he is working with City Human Resources on the issue of low salaries of our airside maintenance staff as compared to other similar airports. He is looking at bringing a potential compensation study proposal to the Board in February. The new jet bridge installations will begin February 8, starting with gate 3, gate 5, and then gate 6. Boutique Air will begin daily service to Chadron, and then on to Denver, on February 15. A large scale camera replacement is in progress throughout the terminal. Staff has met with two parking companies on the installation of an automated system in the paid parking lot. Dame and Joel Landeen have met with an aviation attorney to consider having on retainer as an additional resource for aviation related legal issues. To date, three people have been hired, and another offer is pending for the landside maintenance department. Dame has been working on several legislative items that include a statewide air service program, funding for the RTR Road rehabilitation, and State funding for redevelopment of the GA area. He also reported that the funds previously removed from the Aviation Trust Fund are being returned as part of Governor Noem's budget proposal.

ADJOURNMENT

Haar adjourned the meeting at 10:48 am.

Respectfully submitted,

Shawn Gab
Board Secretary