

MINUTES FOR THE RAPID CITY REGIONAL AIRPORT BOARD OF DIRECTORS
Rapid City, South Dakota
Tuesday April 13, 2021

ROLL CALL AND DETERMINATION OF QUORUM

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

MEMBERS ABSENT: Michelle Thomson, 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; Carla Cushman, Assistant City Attorney; Lance Lehmann, City Council Liaison; Rod Senn, Mead & Hunt; Aaron Patton, Westjet; and Terry Olson

OTHERS PRESENT BY PHONE: Nick Stroot, City Human Resources Director; Linda Frankl, ADK; Matt Nisbet, KLJ; Charlie Baker, KLJ; Dr. Robert Allen; Les Mittleider; BR Ipad; A C; and Westjet

ADOPTION OF AGENDA

Motion to remove items 3, 5 and 6 from Consent Items for further discussion and remove the public hearing completely made by Gab, second by Dale, motion carried.

APPROVE MINUTES

- 1) AP041321-01 March 9, 2021 – Motion to approve minutes as presented made by Gab, second by Dale, motion carried.

GENERAL PUBLIC COMMENT

No Items Presented

PRESENTATION

Market Based Compensation Study Results by Linda Frankl of ADK Consulting Executive Search – Haar requested the formation of a compensation committee with two Board Members, Rod Pettigrew and Dustin Dale, to work with Brandy Christensen in Human Resources to formulate and implement a plan to work the recommendations into the 2022 budget. Motion to accept the presentation as presented made by Pettigrew, second by Gab, motion carried.

FINANCIAL ITEMS REQUIRING BOARD ACTION

- 2) AP041321-02 Bill List – Broom highlighted items greater than \$5,000.00. Motion to approve bill list as presented made by Gab, second by Dale, motion carried.

PUBLIC HEARING – Item Removed

Airline Use and Lease Agreement with Open Trip dba Boutique Air

CONSENT ITEMS

- 3) Motion to table AP041321-03 Approve Airline Use and Lease Agreement with Open Trip dba Boutique Air made by Dale, second by Pettigrew, motion carried.

The following items were removed from Consent for further discussion:

- 5) AP041321-05 Approve Assignment of Lease Agreement from Paula Hyde, as PR for the Estate of Marvin Hyde to Terry and Connie Olson for 3925 Holsworth Hangar Lane

- 6) AP041321-06 Approve Addendum #1 Airport Private Hangar Area Ground Lease Agreement with Coca-Cola Bottling Company High Country extending the lease term to April 30, 2031

Motion to approve items 4, and 7-13 made by Gab, second by Pettigrew, motion carried.

- 4) AP041321-04 Approve Resolution of Intent to Enter into a Non-Commercial Lease and Use Agreement with Trifly, LLC
- 7) AP041321-07 Approve Amendment #1 to Mead & Hunt Task Order 2021-4 to Add Design & Grant Closeout Services in the amount of \$228,549.14, for a revised task order amount of \$263,549.14
- 8) AP041321-08 Approve Award of Bid for 2021 Pavement Marking Project, Project No. 21-5305 to Hi-Lite Airfield Services, LLC in the amount of \$269,467.30 with add Alternate No. 1 for \$12,000.00, for a total contract cost of \$281,467.30
- 9) AP041321-09 Authorize Purchase Authority for Security Related Items from Convergent Technologies in an amount not to exceed \$26,262.02
- 10) AP041321-10 Authorize Staff to Bid for RTR Road and GA Access Road Construction
- 11) AP041321-11 Approve Resolution 2021-04 Declaring Property Surplus and Authorize Staff to do all acts necessary to dispose of property according to State law
- 12) AP041321-12 Approve Resolution 2021-05 Declaring Property Surplus and Authorize Staff to donate the property per South Dakota Codified Law 6-5-5
- 13) AP041321-13 Authorize the Executive Director to approve and execute future Addendum(s) with Lawrence & Schiller for the Phoenix marketing up to the \$32,447.00 remaining in the grant; and further authorize the Executive Director to approve and execute an agreement for the New Parking System marketing campaign in an amount not to exceed \$13,000

Terry Olson requested consideration for a 10-year lease term on item 5) AP041321-05 Assignment of Lease Agreement from Paula Hyde, as PR for the Estate of Marvin Hyde to Terry and Connie Olson for 3925 Holsworth Hangar Lane. The Board denied this request based on the airport's current leasing policy. Motion to approve the assignment as presented made by Pettigrew, second by Dale, motion carried.

Motion to approve item 6) AP041321-06 Addendum #1 Airport Private Hangar Area Ground Lease Agreement with Coca-Cola Bottling Company High Country extending the lease term to April 30, 2031 made by Dale, second by Gab, motion carried.

ITEMS REQUIRING BOARD ACTION

No Items Presented

DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS AND STAFF

- 14) Director's Report – Dame commended staff on getting the terminal and runways ready for the busy summer season. He stated he has recently attended several meetings with airlines. The work on the road replacements and sewer project design continues. The City council approved the changes to the airport ordinances; further discussion on the expansion of the Board members will take place at the upcoming working session.

ADJOURNMENT

Haar adjourned the meeting at 10:13 am.

Respectfully submitted,

Shawn Gab
Board Secretary