

MINUTES FOR THE RAPID CITY REGIONAL AIRPORT BOARD OF DIRECTORS
Rapid City, South Dakota
Tuesday June 8, 2021

ROLL CALL AND DETERMINATION OF QUORUM

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

MEMBERS ABSENT: Shawn Gab, Secretary; and 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; Lance Lehmann, City Council Liaison; Rod Senn, Mead & Hunt; Aaron Patton, Westjet; and Kent Penney, KLJ

OTHERS PRESENT BY PHONE: Carla Cushman, Assistant City Attorney; Charlie Baker, KLJ; Dr. Robert Allen; Nathan Thompson, Rapid City Journal; ODH; and two others not named

ADOPTION OF AGENDA

Motion to approve the agenda as presented made by Haar, second by Dale, motion carried.

APPROVE MINUTES

- 1) AP060821-01 May 11, 2021 – Motion to approve minutes as presented made by Dale, second by Haar, motion carried.

GENERAL PUBLIC COMMENT

No Items Presented

FINANCIAL ITEMS REQUIRING BOARD ACTION

- 2) AP060821-02 Bill List – Broom highlighted items greater than \$5,000.00. Motion to approve bill list as presented made by Haar, second by Dale, motion carried.
- 3) AP060821-03 Resolution Writing Off Uncollectable Accounts Receivable Accounts – Motion to approve resolution as presented made by Dale, second by Haar, motion carried.

CONSENT ITEMS

Motion to approve consent items 4-7 as presented made by Haar, second by Dale, motion carried.

- 4) AP060821-04 Approve Change Order #4 2020 Pavement Maintenance, Project No. 20-5296 with Quinn Construction, Inc. extending the completion date by 28 days to June 29, 2021
- 5) AP060821-05 Approve Addendum #1 to the Flash Parking LLC Agreement for an increase of \$650.00 monthly for an added cash box at one of the exit kiosks, for a total two year contract of \$223,560.00
- 6) AP060821-06 Approve Mead & Hunt Task Order 2021-6 General Aviation (GA) Apron Redevelopment Design in an amount not to exceed \$114,500.54

ITEMS REQUIRING BOARD ACTION

- 7) AP060821-07 Master Plan Direction – Motion to draft and complete the airport master plan/airport layout plan for the three gate expansion to the airline terminal to a total of ten gates and eleven aircraft parking places with the ultimate disposition of twelve gates by the end of the planning period; and construction of the runway to be east of the existing runway made by Haar, second by Dale, motion carried.

DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS AND STAFF

- 8) Director's Report – Dame stated hiring continues to be a challenge. The skycap program has started again with a staff of six. The exit lane project is near completion and is awaiting certification from TSA. The parking transition is still ongoing, the main fiber line cutover should be done today. The pavement maintenance project 28 day extension was approved on today's agenda.
- 9) Direction to Staff – Haar requested staff look into the option to send written off landing fee invoices to a collection agency. Dale requested an agenda item for July to review the continuation of Zoom meetings.

ADJOURNMENT

At 9:51 am Haar, made a motion to adjourn, second by Thomson, motion carried.

Respectfully submitted,

Shawn Gab
Board Secretary