

**MINUTES FOR THE RAPID CITY REGIONAL AIRPORT BOARD OF DIRECTORS**  
**Rapid City, South Dakota**  
**Tuesday January 25, 2022**

**ROLL CALL AND DETERMINATION OF QUORUM**

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

MEMBERS ABSENT: Michelle Thomson, Member

OTHERS PRESENT: Patrick Dame, Airport Executive Director (By Phone); Toni Broom, Airport Finance & Administration; Chris Deitz, Airport Operations & Security; Megan Johnson, Airport Marketing and Air Service Development; Wade Kreun, Airport Maintenance Manager; Lindsey Martin, Airport Administration; Carla Cushman, Deputy City Attorney; Darla Drew, City Council; Rod Senn, Mead & Hunt; and Rob Corrin, Westjet

**ADOPTION OF AGENDA**

Gab requested items 5 and 10 be removed from the consent items. Motion to approve the agenda as amended made by Gab, second by Dale, motion carried.

**APPROVE MINUTES**

1) AP012522-01 December 21, 2021 – 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) AP012522-02 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.

**PUBLIC HEARING**

Motion to open the public hear for the Hangar Lease and Use Agreement with David Laughlin and Hangar Lease and Use Agreement with Jayme Scherr made by Haar, second by Gab, motion carried.

No Comments received, hearing closed.

**CONSENT ITEMS**

Motion to remove item 12 from consent items and approve items 3-4, 6-9 and 11 made by Haar, second by Dale, motion carried.

- 3) AP012522-03 Approve Hangar Lease and Use Agreements with:
  - a) AP012522-03a David Laughlin Unit# 2
  - b) AP012522-03b Jayme Scherr Unit# 7
- 4) AP012522-04 Approve Resolutions of Intent to Enter into a Hangar Lease and Use Agreements with:
  - a) AP012522-04a Resolution 2022-01 Aaron Christiansen
  - b) AP012522-04b Resolution 2022-02 Fly Boyz LLC
- 6) AP012522-06 Approve Airport Monthly Parking Terms & Conditions
- 7) AP012522-07 Acknowledge the DBE Goal Report for 2021
- 8) AP012522-08 Approve Addendum #1 Mead & Hunt Air Service Consulting Services Agreement to extend the term to January 31, 2024

- 9) AP012522-09 Approve General Aviation Operator Permits for the period of January 1 – December 31, 2022 for: **Business Name:** Joseph & Michelle Carlin **Aeronautical Type** Other: Sublease of Space **Type of Permittee:** Sub-Lessee
- 11) AP012522-11 Authorize Staff to Advertise for Bids, Issue RFP and Purchase Equipment as follows:
- | <b>Equipment:</b>                         | <b>Funding Source:</b> | <b>Estimated Amount:</b> |
|---|------------------------|--------------------------|
| Purchase Blade/Mini Loader                | Airport Capital Funds  | \$120,000                |
| Purchase Tractor (Replace #17)            | Airport Capital Funds  | \$75,000                 |
| Purchase Tool Kat                         | Airport Capital Funds  | \$80,000                 |
| <b>Bid:</b> Exit Plaza                    | Airport Capital Funds  | \$1,310,856              |
| <b>RFP:</b> Restaurant/Vending Concession |                        |                          |
| Marketing Agency                          |                        |                          |
| Agriculture Leases – 9 Parcels            |                        |                          |

Motion to approve items 5 and 10, made by Haar, second by Dale, motion carried.

- 5) AP012522-05 Approve Resolution 2022-03 Resolution of Intent to Enter into a Commercial Lease and Use Agreement with RAP 3960 LLC in place of Dark Horse Aviation Fund I, LLP
- 10) AP012522-10 Approve General Aviation Operator Permit for the period of January 26 – December 31, 2022 for:
- | <b>Business Name:</b> | <b>Aeronautical Type</b>  | <b>Type of Permittee:</b> |
|-----------------------|---------------------------|---------------------------|
| RAP 3960 LLC          | Aircraft Storage Operator | Lessee                    |

- 12) Motion to continue Lease and Use Agreement with Federal Express Corporation made by Haar, second by Gab, motion carried.

**ITEMS REQUIRING BOARD ACTION**

No Items Presented

**DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS AND STAFF**

- 13) Director’s Report – No Items Presented

**ADJOURNMENT**

Pettigrew adjourned the meeting at 9:15 am.

Respectfully submitted,

Shawn Gab  
Board Secretary