

MINUTES FOR THE RAPID CITY REGIONAL AIRPORT BOARD OF DIRECTORS
Rapid City, South Dakota
9:00 a.m., Tuesday March 8, 2022

ROLL CALL AND DETERMINATION OF QUORUM

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

ADOPTION OF AGENDA

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

OTHERS PRESENT: Patrick Dame, Airport Executive Director; Toni Broom, Airport Finance & Administration; Chris Deitz, Airport Operations & Security; Megan Johnson, Airport Marketing and Air Service Development; Tod Love, Airport Operations Manager; Carla Cushman, Deputy City Attorney; Laura Armstrong, City Council Liaison; Rod Senn, Mead & Hunt; Aaron Patton, Westjet; Nathan Thompson, Rapid City Journal; John Lausser, commuter; Deborah Hayes, Elite/Delta commuter; Jeff Larson, Frontier commuter; Michael Rath, Netjets commuter; Karl Jungclaus, Delta commuter; Josh Scott, Delta commuter; Bijan Malaki, Westjet; Linda Rydstrom, Westjet; Dannika Fifi, Flash Parking; Kyrie Bussler, Lawrence and Schiller; Brian Gebhart, Lawrence and Schiller; Dave Provencher, Mead & Hunt; Mary Shaffer, Mead & Hunt; Tom Schauer, Mead & Hunt and Alan Poulton, Flash Parking.

APPROVE MINUTES

Motion to approve minutes from February 8, 2022 and February 23, 2022 made by Thomson, second by Dale, motion carried.

- 1) AP030822-01 February 8, 2022
- 2) AP030822-02 February 23, 2022

GENERAL PUBLIC COMMENT

John Lausser, Karl Jungclaus and Deborah Hayes expressed concern regarding commuter parking policy changes.

FINANCIAL ITEMS REQUIRING BOARD ACTION

3) AP030822-03 Bill List – Broom highlighted items greater than \$5,000.00. Motion to approve bill list as presented made by Thomson, second by Haar, motion carried.

PUBLIC HEARING - none

DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS AND STAFF

4) Discussion with Flash Parking

Dannika Fifi and Alan Poulton joined the meeting via zoom to address functionality of the airport parking system. Flash has committed to providing a fully functioning system and will provide an update at the next board meeting.

CONSENT ITEMS

Motion to approve items 5, 6, 8, 9 and 10 presented by Dale, second by Thomson, motion carried.

5) AP030822-04 Approve Change Order #5F for Pavement Maintenance Project No. 20-5296 for a reduction of \$14,118.90 with a total project cost of \$923,606.10; and authorize final payment to Quinn Construction in the amount of \$21,448.70.

- 6) AP030822-05 Approve Avis/Budget Request to install Washer/Dryer in Exclusive Detail Bay in the Car Wash Quick Turnaround (QTA) Facility.
- 7) AP030822-06 Approve Mead & Hunt Task Order No. 2022-2 for the Terminal Expansion and Renovation, Project No. 19-5271, Architectural and Engineering Services, in an amount not to exceed \$6,797,397.00 Tom Schauer of Mead and Hunt outlined a scalable construction plan with four segments to allow action as funding becomes available. The Bipartisan Infrastructure Legislation (BIL) will provide funding for airport terminal projects at a 95%/5% split for federal and local funding match. It is expected that projects funded under this legislation will be based on PFC eligibility. The BIL grant for terminals is based on a competitive process. If RAP is not successful in receiving the terminal grant from BIL, the additional BIL entitlement funds will be used for the project. Reserve funding will be used to begin the project.
Motion to approve items 7 and 11 presented by Haar, second by Thomson, motion carried.
- 8) AP030822-07 Approve Mead & Hunt Task Order No. 2022-3 for the Multi-Purpose Building, Project No. 21-5304, CA/CO Services, in an amount not to exceed \$51,868.44.
- 9) AP030822-10 Approve Mead & Hunt Task Order No. 2022-5 for the Terminal Construction Remote Parking Apron Expansion, Project No. 22-5313, Design/Bid Services, in an amount not to exceed \$97,496.50.
- 10) AP030822-08 Authorize Staff to Apply for and Accept if Awarded a Small Community Air Service Development (SCASD) Grant in the total amount of \$1,525,000
- 11) AP030822-09 Authorize Staff to Apply for and Accept if Awarded a Bipartisan Infrastructure Legislation (BIL) Terminal Grant in the amount of \$6,797,397.00

ITEMS REQUIRING BOARD ACTION

- 12) AP030822-11 2022 Marketing Presentation and Approve 2022 Peak Season Campaign Strategy Proposal in the amount of \$64,176.00. Kyrie Bussler of Lawrence and Schiller provided a recap of 2021 marketing efforts and an overview of the 2022 Peak Campaign Strategy. Motion to approve the 2022 Peak Campaign Strategy Proposal in the amount of \$64,176.00 to Lawrence and Schiller made by Thomson, second by Haar, motion carried.
- 13) AP030822-12 Executive Airport Director Salary Adjustment Motion to approve the Executive Airport Director Salary Adjustment from Step 78 on the City's compensation scale to Step 83 for an annual salary of \$172,550.12, effective March 13, 2022, made by Haar, second by Thomson, motion carried.

ADJOURNMENT

Pettigrew adjourned the meeting at 10:26 AM

Respectfully submitted,

Shawn Gab
Board Secretary