

**MINUTES FOR THE RAPID CITY REGIONAL AIRPORT BOARD OF DIRECTORS**  
**Rapid City, South Dakota**  
**Tuesday June 13, 2017**

**ROLL CALL AND DETERMINATION OF QUORUM**

MEMBERS PRESENT: Shawn Gab, President; Michelle Thomson, Secretary; Ron Johnsen, Member and Vance Crocker, Member

MEMBERS ABSENT: William Eldridge, Vice President

OTHERS PRESENT: Patrick Dame, Airport Executive Director; Matt Whitelock, Airport Deputy Director; Toni Broom, Airport Finance and Administration; Doug Curry, Airport Facilities and Maintenance; Wade Nyberg, City Attorney; Jerry Dale, Dale Aviation; Linda Rydstrom, Westjet; Miranda Maleki, Westjet; Brook Stromer, Stromer's Storage; Pete Jensen, TSA; Kirk Dickerson, Native Sun News; Dr. Bert Corwin; Anna Raue, Mount Rushmore Society; Sharon Russo, AirHost, Inc.; Dana Foreman, KLJ; Rod Senn, KLJ; Katrina Lim, KEVN BH Fox; Kathlene Thurman, Project Solutions; Greg Hansen, Project Solutions; and Lindsey Martin, Airport Administration

**ADOPTION OF AGENDA**

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

**APPROVE MINUTES**

- 1) AP061317-01 May 9, 2017 – Motion to approve minutes as presented made by Thomson, second by Johnson, motion carried.

**GENERAL PUBLIC COMMENT**

No Items Presented

**FINANCIAL ITEMS REQUIRING BOARD ACTION**

- 2) AP061317-02 Bill List – Broom highlighted items greater than \$5,000.00. Motion to approve bill list as presented made by Johnsen, second by Crocker, motion carried.

**PUBLIC HEARING**

Motion to open public hearing for the Non-Commercial Lease and Use Agreement with Joel Navickas LLC made by Johnsen, second by Thomson, motion carried.

No comments received

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

**ITEMS REQUIRING BOARD ACTION**

- 3) AP061317-03 Non-Commercial Lease and Use Agreement with Joel Navickas LLC – Motion to approve lease agreement as presented made by Crocker, second by Johnsen, motion carried.
- 4) AP061317-04 Hangar Design RFP Results – Motion to reject both proposals and recommend no further action made by Thomson, second by Johnsen, motion carried.
- 5) AP061317-05 Bid Authority for General Aviation Apron Reconstruction (North of Old Terminal Apron) – Motion to approve advertising authority made by Johnsen, second by Thomson, motion carried.
- 6) AP061317-06 Advertising Agreements – Motion to approve the advertising agreements with RC Economic Development Partnership and Black Diamond Media, Inc. as presented made by Thomson, second by Crocker, motion carried.

- 7) AP061317-07 Bid Award – Terminal Apron LED Lighting Project – Motion to approve awarding the project to Gen Pro Energy in the amount of \$64,306.00 made by Johnsen, second by Thomson, motion carried.
- 8) AP061317-08 Agricultural Lease Agreements RFP – Motion to approval issuing an RFP for the agricultural areas around the airport made by Crocker, second by Thomson, motion carried.
- 9) AP061317-09 Bid Authority for Glycol Recovery Vacuum Truck Procurement – Motion to authorize staff to bid for a glycol recovery vacuum truck made by Thomson, second by Johnsen, motion carried.
- 10) Airline Terminal Design Presentation and Alternative Selections – Motion to proceed with design on Alternative C as presented for an inline baggage system made by Johnsen, second by Thomson, motion carried.
- 11) AED Performance Evaluation Policy Review and Approval – Motion to approve as presented made by Johnsen, second by Thomson, motion carried.

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

- 12) AP061317-10 General Aviation Rates and Charges Analysis, Delta Airport Consultants, Inc – Report distributed to Board members for review purposes.
- 13) Director's Report – Dame reported the Charlotte, NC route start was a success, inbound flights are outperforming outbound, and he is hoping for additional flights next year; the June meeting with the airlines was good with the primary topics being rates and charges. The consultants and staff are now moving into the language portion of the airline lease agreement and are anticipating a final document by year-end. Dame had a good meeting with Lorin Carr from American Airlines. American will be installing new kiosks at the ticket counter. Appreciation was given to DGS and WFS on their flexibility while crack sealing took place on the ramp last month. Staff is working with the DENR and AET on storm water related items. The Airport triennial exercise will take place Saturday, June 17. A conference call is scheduled today with Senator Thune's staff and Commerce staff to discuss aviation related items and the reauthorization bill. At the next Board meeting an update will be provided on the marketing efforts with Lawrence and Schiller. There is one T-Hangar coming available in 60 days.

#### **OTHER BUSINESS**

- 14) Motion to enter into Executive Session at 10:34 am for the purposes permitted by SDCL 1-25-2, Subpart 1, 3 and 4 made by Johnsen, second by Thomson, motion carried.  
Motion to come out of Executive Session at 12:25 pm with no action take made by Thomson, second by Johnsen, motion carried.
- 15) Direction to Staff  
Motion to proceed as directed in Executive Session made by Johnsen, second by Thomson, motion carried.

#### **ADJOURNMENT**

At 12:26 pm, Johnsen made a motion to adjourn, second by Thomson, motion carried.

Respectfully submitted,

Michelle Thomson  
Secretary