MINUTES FOR THE RAPID CITY REGIONAL AIRPORT BOARD OF DIRECTORS
Rapid City, South Dakota
Tuesday January 26, 2016

ROLL CALL AND DETERMINATION OF QUORUM
MEMBERS PRESENT: Dick McConnell, President; Shawn Gab, Secretary; Lisa Modrick, Member; and William Eldridge, Member

MEMBERS ABSENT: Todd Ossenfort, Vice President

OTHERS PRESENT: Patrick Dame, Airport Executive Director; Toni Broom, Airport Finance and Administration; Pete Girtz, Airport Operations and Security; Doug Curry, Airport Facilities and Maintenance; Jerry Wright, Council Liaison; Rod Senn, KLJ; Rob Corrin, Westjet; Tim Peiper, Overland West-Hertz; and Lindsey Martin, Airport Administration

ADOPTION OF AGENDA
Motion to approve agenda as presented made by Eldridge, second by Modrick, motion carried.

APPROVE MINUTES
1) AP012616-01 December 22, 2015 – Motion to approve minutes as presented made by Eldridge, second by Modrick, motion carried.

GENERAL PUBLIC COMMENT
No Items Presented

FINANCIAL ITEMS REQUIRING BOARD ACTION
2) AP012616-02 Bill List – Broom highlighted items greater than $5,000.00. Motion to approve bill list as presented made by Modrick, second by Gab, motion carried. Broom gave a trip report for the AAAE Finance and Administration Conference.

ITEMS REQUIRING BOARD ACTION
3) AP012616-03 Change Order 1 – Heavy Duty, Hi-Speed Plow – Motion to approve change order in an amount not to exceed $3,000.00, for a total cost of $340,524.00 and an extended delivery date of June 20, 2016 made by Eldridge, second by Gab, motion carried.
4) AP012616-04 Change Order 1 Final – Apron Expansion (Phase 2) – Midfield Apron Pavement – Motion to approve final change order in an amount not to exceed $7,804.15 for a total contract amount of $1,418,454.45 made by Modrick, second by Eldridge, motion carried.
5) AP012616-05 Change Order 1 Final – Runway 14-32 and Runway 5-23 PAPI Replacement – Motion to approve final change order in an amount not to exceed $1,489.16 for a total contract amount of $239,010.11 made by Eldridge, second by Modrick, motion carried.
6) AP012616-06 Resolution 2016-01 Writing Off Uncollectable Accounts Receivable – Motion to approve resolution as presented made by Gab, second by Modrick, motion carried.
7) AP012616-07 Resolution 2016-02 Declaring Property Surplus – Motion to approve resolution as presented made by Eldridge, second by Modrick, motion carried.

Motion to approve items 8-12 as presented made by Eldridge, second by Modrick, motion carried.
8) AP012616-08 Resolution 2016-03 Resolution of Intent to Enter into Non-Commercial Hangar Lease Agreement with Don Shinabarger.
9) AP012616-09 Resolution 2016-04 Resolution of Intent to Enter into Non-Commercial Hangar Lease Agreement with Timothy Stuen.
10) AP012616-10 Resolution 2016-05 Resolution of Intent to Enter into Non-Commercial Hangar Lease Agreement with Wayne Hartman.

11) AP012616-11 Resolution 2016-06 Resolution of Intent to Enter into Non-Commercial Hangar Lease Agreement with Mike Shoener.

12) AP012616-12 Resolution 2016-07 Resolution of Intent to Enter into Non-Commercial Hangar Lease Agreement with Jon Glassford.

13) AP012616-13 Air Service Development RFP Results and Recommendation – Motion to authorize staff to enter into negotiations for an agreement with Mead & Hunt to provide air service development for the next two years made by Modrick, second by Eldridge, motion carried.

14) AP012616-14 Ratification of Executive Director’s Signature on a Letter of Understanding with SP Plus Corporation aka Standard Parking – Motion to ratify Executive Director’s signature on the letter of understanding as presented made by Gab, second by Modrick, motion carried.

15) AP012616-15 Airport Board Letter of Support for Executive Director’s application for the At-Large position of the AAAE Board of Directors – Motion to support the application of the Executive Director for the At-Large position of the AAAE Board of Directors made by Modrick, second by Eldridge, motion carried.

16) AP012616-16 RFP for Marketing Services – Motion to authorize staff to develop a request for proposal for marketing services made by Modrick, second by Gab, motion carried.

DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS AND STAFF

17) AP012616-17 KLJ Project Status Memos – Dame reviewed current project statuses.

18) Director’s Report - Dame reported on items to include the airport lagoon not being high on the city priority list of projects as it is a huge investment with little return. The need for sewer service will be addressed in the utility master plan. A private line is a potential and may be eligible for federal funding. Recent snow events have gone well. Dame attended the South Dakota Tourism Conference. The South Dakota legislative sessions are off and running. Dame expressed concern about the South Dakota Air, Rail and Transit not talking about the future of the aviation trust fund. A meeting has been scheduled with Senator Thune in Washington DC in February to discuss the FAA Reauthorization bill. It was requested a Board member also attend if possible. The airport director from Sioux Falls with also be present with a Board member. Dame is also watching what the House has proposed for General Aviation before signing any letters opposing legislation. The work in the T-Hangars is complete and five of the eight have been rented.

OTHER BUSINESS

19) Executive Session for the purposes permitted by SDCL 1-25-2, Subpart 1, 3 and 4
   No Items Presented

20) Direction to Staff
   No Items Presented

ADJOURNMENT

At 10:30 am Eldridge made a motion to adjourn, second by Modrick, motion carried.

Respectfully submitted,

Todd Ossenfort
Vice President