MINUTES FOR THE RAPID CITY REGIONAL AIRPORT BOARD OF DIRECTORS
Rapid City, South Dakota
Tuesday November 14, 2017

ROLL CALL AND DETERMINATION OF QUORUM
MEMBERS PRESENT: Shawn Gab, President; William Eldridge, Vice President; Michelle Thomson, Secretary; Ron Johnsen, Member; and Darren Haar, Member

OTHERS PRESENT: Patrick Dame, Airport Executive Director; Matt Whitelock, Airport Deputy Director; Wade Nyberg, City Attorney; Linda Rydstrom, Westjet; Miranda Maleki, Westjet; Rod Senn, KLJ; Anna Raue, Mt Rushmore Memories; Brook Stromer, Stromer’s Storage; Brad Bilka; Cortney Slaign, Paige Schwitters, and Matt Hammer, Lawrence and Schiller; and Lindsey Martin, Airport Administration

ADOPTION OF AGENDA
Motion to approve agenda with an amendment to move item 11 to prior to General Public Comment made by Eldridge, second by Haar, motion carried.

APPROVE MINUTES
Motion to approve items 1 and 2 made by Johnsen, second by Eldridge, motion carried.
1) AP111417-01 October 10, 2017
2) AP111417-02 October 13, 2017
11) AP111417-18 Marketing Update – Lawrence and Schiller provided an update on the Peak 2017 marketing campaign.

GENERAL PUBLIC COMMENT
No Items Presented

FINANCIAL ITEMS REQUIRING BOARD ACTION
3) AP111417-03 Bill List – Dame highlighted items greater than $5,000.00. Motion to approve bill list as presented made by Eldridge, second by Thomson, motion carried.
4) AP111417-04 2018 Rates and Charges – Motion to approve rates and charges with the removal of the Agricultural Leases section because they are set by RFP, made by Eldridge, second by Johnsen, motion carried.

ITEMS REQUIRING BOARD ACTION
5) AP111417-05 Change Order #1F Airport Road Shoulder Repair – Motion to approve change order in the amount not to exceed of $3,684.00 made by Thomson, second by Johnsen, motion carried.
6) AP111417-06 Change Order #1 General Aviation Apron Reconstruction and Commercial Service Apron Rehabilitation – Motion to approve change order in the amount not to exceed $2,776.69 made by Eldridge, second by Thomson, motion carried.
7) AP111417-07 Changer Order #3F Old Terminal Apron Reconstruction and Commercial Apron Rehabilitation and Expansion - Motion to approve change order in the deduction amount of $43,013.75 made by Johnsen, second by Eldridge, motion carried.
8) AP111417-08 Concourse Café and Lounge Conceptual Design Approval – Motion to approve conceptual design as presented made by Thomson, second by Haar, motion carried.
9) AP111417-09 Resolution of Intent to Enter into a Non-Commercial Hangar Lease agreement with Kail Mantle – Motion to approve resolution as presented made by Eldridge, second by Johnsen, motion carried.
10) AP111417-10 Pasture Lease Agreements RFP Results and Resolutions of Intent – Eldridge stated the approved uses of the land and ability to sublease should be addressed within the lease agreement. Motion to approve resolution items a through g as presented made by Eldridge, second by Thomson, motion carried.
   a) AP111417-11 Resolution of Intent to Enter into an Pasture Lease Agreement with Robert or Sharon Edgar – Pasture Area A
   b) AP111417-12 Resolution of Intent to Enter into an Pasture Lease Agreement with Robert or Sharon Edgar – Pasture Area B
   c) AP111417-13 Resolution of Intent to Enter into an Pasture Lease Agreement with Robert or Sharon Edgar – Pasture Area C
   d) AP111417-14 Resolution of Intent to Enter into an Pasture Lease Agreement with Brook Stromer – Pasture Area D
   e) AP111417-15 Resolution of Intent to Enter into an Pasture Lease Agreement with Dean Klapperich – Pasture Area E
   f) AP111417-16 Resolution of Intent to Enter into an Pasture Lease Agreement with Travis Bechen – Pasture Area F
   g) AP111417-17 Resolution of Intent to Enter into an Pasture Lease Agreement with Robert or Sharon Edgar – Pasture Area H

DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS AND STAFF
11) AP111417-18 Marketing Update – Item taken prior General Public Comment
12) AP111417-19 Director’s Report – Dame reviewed the 2nd quarter performance report provided by Mead & Hunt. Dame also is working with Mead & Hunt on the application for a SCASD grant. The grant is to support a new commercial destination, potentially westbound. To support the grant, the airport staff has raised $100,000 in local fund pledges and plan to request $700,000 from the SDDOT. American Airlines has offered a letter of support for a direct flight to Phoenix. It is anticipated the grant application will be completed next week. Dame had a phone meeting with the FAA and DENR to discuss environmental challenges facing undeveloped airport land.

OTHER BUSINESS
13) Motion to enter into Executive Session at 11:23 am for the purposes permitted by SDCL 1-25-2, Subpart 1, 3 and 4 made by Eldridge, second by Johnsen, motion carried. Motion to come out of Executive Session at 11:42 am with no action taken during executive session made by Eldridge, second by Johnsen, motion carried.
14) Direction to Staff by Board members
   a) Add an agenda item to the December meeting to review the terminal remodel plans
   b) Provide recommendation for necessity for two Board meetings a month
   c) Find way for the Board to establish policies such as the AED review and travel/meeting compensation

ADJOURNMENT
At 11:42 am, Eldridge made a motion to adjourn, second by Thomson, motion carried.

Respectfully submitted,

Michelle Thomson
Secretary