

**MINUTES
RAPID CITY REGIONAL AIRPORT BOARD
MONDAY, APRIL 12, 2004, 9:00 AM
AIRPORT CONFERENCE ROOM**

MEMBERS PRESENT: Jerry Mitchell, President; Bert Corwin, Vice President; Craig Uhre, Secretary; Jerry Shoener, Jerry Brown

OTHERS PRESENT: Jerry Mitchell, Interim Airport Executive Director; Ken Simmons, Airport Operations Officer; Alan Hanks, Airport Board Liaison; Jason Green, City Attorney; Rodd Senn, Kadrmas, Lee & Jackson, Dick McConnell, Alliance of Architects and Engineers, Captain Rearick, ARFF; Allen Belcher, Bob Baker, Peter Jensen, TSA, Jim Anderson, Hospitality Systems, Inc.; Ryan Junek, Thrifty; Mona Reilling, Discovery Tours; Jim Olson, Attorney; and Wanda Peacock, Administrative Assistant

Jerry Mitchell, President; called the regular meeting of the Airport Board to order at 9:00 A.M.

AGENDA REVIEW AND APPROVAL

The following additions/changes were made to the agenda:

- Defer Item 5-e. Fightertown Lease

It was moved by Mr. Corwin and seconded by Mr. Shoener to approve the Agenda of the April 12, 2004, Airport Board meeting as amended. Motion carried.

APPROVAL OF MINUTES

It was moved by Mr. Shoener and seconded by Mr. Corwin to approve the Minutes of the March 8, 2004 Regular Airport Board Meeting as presented. Motion carried.

It was moved by Mr. Corwin and seconded by Mr. Uhre to approve the Minutes of the March 10, 2004 Special Airport Board Meeting as presented. Motion carried.

It was moved by Mr. Brown and seconded by Mr. Uhre to approve the Minutes of the March 26, 2004 Special Airport Board Meeting as presented. Motion carried.

APPROVAL OF BILL LIST

It was moved by Mr. Brown and seconded by Mr. Uhre to approve the Operations and Capital Improvements Bill List as presented. Motion carried.

ALLIANCE OF ARCHITECTS & ENGINEERS, WORK ORDER #5 AIRPORT TERMINAL REROOF – PFC-03-14

Alliance of Architects & Engineers provided cost estimates for a 10 year and 20 year roof warranty for the Airport Terminal. The roof is 17 years old. The estimated probable project costs are \$450,000.00 for a 10 year re-roof and \$565,000.00 for a 20 year re-roof warranty. The re-roof is 100% PFC funded.

It was moved by Mr. Corwin and seconded by Mr. Uhre to execute the agreement with Alliance of Architects & Engineers, Work Order #5 Airport Terminal Re-roof – PFC-03-14 in the amount of \$55,800.00 as recommended. Motion carried.

KADRMAS LEE & JACKSON, AIP 3-46-0048-30, 2004 – AWARD OF CONTRACT

Bids were opened on March 12, 2004 for the above contract. Three bids were received for the project: Quinn Construction, Inc. of Rapid City, SD in the amount of \$1,517,929.50; Simon Contractors of Rapid City, SD in the amount of \$1,553,341.75; and Hills Materials of Rapid City, SD in the amount of \$2,614,415.45.

It was moved by Mr. Uhre and seconded by Mr. Shoener to approve the Award of Contract for AIP 3-46-0048-30, 2004 to Quinn Construction, Inc. of Rapid City, SD in the amount of \$1,517,929.50 as recommended by Airport Staff. Motion carried.

DBE GOAL SETTING CONSULTATION – PERMISSION TO ADVERTISE

It was moved by Mr. Corwin and seconded by Mr. Brown to authorize airport staff Permission to Advertise – Notice of Proposed Disadvantage Business Enterprise Goal for Federally-Assisted Projects for Federal Fiscal year 2005 as presented. Motion carried.

KADRMAS LEE & JACKSON, AMENDMENT FOR CONSTRUCTION OBS – RWY 5/23 & TWY B REHAB

It was moved by Mr. Shoener and seconded by Mr. Uhre to approve the Kadrmas Lee & Jackson, AIP 3-46-0048-30-2004 Amendment #4 in the amount of \$152,493.00 for Construction Services – Rwy 5/23 & Twy B Rehab as presented. Motion carried.

INVITATION TO BID – TSA BUILDING

Sealed bids for the TSA Office Building Project on the site of Rapid City Regional Airport will be received by the City of Rapid City until 1:30 p.m. local time on May 6th, 2004.

It was moved by Mr. Corwin and seconded by Mr. Brown to approve the Invitation to Bid – TSA Building to be advertised on April 17 & 24, 2004 as presented and recommended. Motion carried.

KADRMAS LEE & JACKSON – PARKING LOT AGREEMENT

Ken Simmons, Airport Operations Officer discussed the Parking Lot Agreement & Scope of Services to expand the parking lot at Rapid City Regional Airport.

It was moved by Mr. Brown and seconded by Mr. Shoener to approve the Kadrmas Lee & Jackson – Parking Lot Agreement in the amount of \$33,329.10 as presented by Airport staff. Motion carried.

SECO CONSTRUCTION – CHANGE ORDER NO. 1 – TSA OFFICE & LOUNGE PROJECT

It was moved by Mr. Uhre and seconded by Mr. Brown to approve SECO construction, Change Order #1 – TSA Stairway & Lounge Project in the amount of \$6531.00 as presented.

ELECTION OF OFFICERS FOR BOARD OF DIRECTORS FOR MAY 2004 TO MAY 2005

Jerry Brown opened nominations for May 2004-May 2005 Election of Officer for Board of Directors and recommended Bert Corwin as President.

It was moved by Jerry Shoener and seconded by Mr. Brown that nominations cease. Motion carried.

Jerry Brown opened nominations for May 2004-May 2005 Election of Officer for Board of Directors and recommended Craig Uhre as Vice-President.

It was moved by Jerry Brown and seconded by Mr. Corwin that nominations cease. Motion carried.

Jerry Brown opened nominations for May 2004-May 2005 Election of Officer for Board of Directors and recommended Jerry Shoener as Secretary.

It was moved by Jerry Brown and seconded by Mr. Corwin that nominations cease. Motion carried.

DRAFT BUDGET APPROVAL

Jerry Mitchell, Interim Airport Executive Director and Ken Simmons, Airport Operations Officer briefed the Airport Board on the draft 2005 budget.

It was moved by Mr. Brown and seconded by Mr. Shoener to approve the Draft Budget 2005 as presented. Motion carried.

DISCUSSION FROM THE PRESIDENT

Jerry Mitchell, Interim Airport Executive Director announced that Mason Short has accepted the position of Airport Executive Director and will begin his duties on April 26, 2004.

Bert Corwin and the Airport Board thanked Jerry Mitchell for stepping up as Interim Manager and doing a fantastic job.

AIP PROJECT UPDATE

Ken Simmons, Airport Operations Officer briefed the Airport Board on the AIP Project Update.

EXECUTIVE SESSION

It was moved by Mr. Brown and seconded by Mr. Corwin to go into Executive Session at 9:50 AM to discuss a contract matter. Motion carried.

It was moved by Mr. Brown and seconded by Mr. Uhre to come out of Executive Session at 10:40 AM and to resume regular session. Motion carried.

It was moved by Mr. Brown and seconded by Mr. Shoener to authorize the Airport Board President to negotiate Scope of Services and Fee with Jim Olson of Wilson, Olson and Nash for legal services for the Airport Board. Motion carried.

ADJOURNMENT

It was moved by Mr. Brown and seconded by Mr. Uhre to adjourn the Regular Meeting of April 12, 2004 at 10:50 A.M. Motion carried.

Respectfully Submitted,

Craig Uhre
Secretary

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