

**MINUTES
RAPID CITY REGIONAL AIRPORT BOARD
MONDAY, APRIL 11, 2005, 9:00 AM
AIRPORT CONFERENCE ROOM**

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

OTHERS PRESENT: Mason Short, Airport Executive Director; Ken Simmons, Airport Operations Officer; Jason Green, City Attorney; Rod Senn, Kadrmas, Lee & Jackson; Lt. Chilson, ARFF; Dick McConnell, Brian Vulcan, Alliance of Architects & Engineers; Andy Kuipers, Avis; Ryan Junek, Thrifty; Mike Beason, CAP; Jim Anderson, Hospitality Systems, Inc.; Pete Jensen, TSA Security; Anita Kammerer, National/Alamo; Rob Varilek, Minda Engesser, Budget;

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

AGENDA REVIEW AND APPROVAL

It was moved by Jerry Brown and seconded Jerry Mitchell to approve the Agenda of the April 11, 2005, Regular Airport Board meeting as amended. Motion carried.

APPROVAL OF MINUTES

It was moved by Craig Uhre and seconded by Jerry Mitchell to approve the Minutes of the March 14, 2005 Regular Airport Board Meeting as presented. Motion carried.

CORRECTION TO JANUARY 10, 2005 MINUTES

It was moved by Jerry Mitchell and seconded by Jerry Shoener to approve the correction to the Minutes of January 10, 2005: Change Order No. 1 – Dalsin, Inc. in the increase amount from \$3,180.00 to \$3,190.00 (a typographical error), as presented. Motion carried.

APPROVAL OF BILL LIST

It was moved by Craig Uhre and seconded by Jerry Brown to approve the Operations and Capital Improvements Bill List as presented pending explanation of Wells Fargo charges. Motion carried.

RFQ – MASTER PLAN CONSULTANT – AUTHORIZATION FOR ADVERTISEMENT

It was moved by Jerry Brown and seconded by Craig Uhre to continue the Request for Qualifications for Airport Master Planning Services and the Development of an Airport Master Plan Update to the May 9, 2005 Airport Board meeting. Motion carried.

ELECTION OF OFFICERS FOR BOARD OF DIRECTORS FOR MAY 2005 TO MAY 2006

Nominations were opened for May 2005-May 2006 Election of Officers for Board of Directors.

Jerry Mitchell nominated the slate of Craig Uhre, President, Jerry Shoener, Vice-President; Jerry Brown, Secretary.

It was moved by Jerry Mitchell and seconded by Craig Uhre that nominations cease and to elect the slate of officers nominated. Motion carried.

CONSULTANT SELECTION 2005-2010

Statements of Qualifications (SOQ) were received and opened on March 1, 2005 for Airport Consultant 2005-2010. Three SOQ's were received.

It was moved by Jerry Brown and seconded by Jerry Mitchell to negotiate contracts for 2005-2010 CIP Professional Services as recommended by the selection committee. Motion carried.

AGREEMENT TO PROVIDE PUBLICITY AND MEDIA RELATIONS SERVICES – RAPID CITY AIR SERVICE TASK FORCE & TDG COMMUNICATIONS, INC.

It was moved by Jerry Shoener and seconded by Craig Uhre to approve the Agreement to Provide Publicity & Media Relations Services – Rapid City Air Service Task Force & TDG Communications, Inc. as presented. Motion carried.

CONCESSIONS TRANSFER AGREEMENT FROM ROVAR, LLC TO 5-STAR RENTALS

Mason Short informed the Airport Board of a request received from Rob Varilek of Rovar, LLC d/b/a/ Budget Rebt-A-Car, to transfer concessions agreement to 5-Star Rentals.

It was moved by Jerry Brown and seconded by Jerry Mitchell to authorize the Concessions Transfer Agreement from Rovar, LLC to 5-Star Rentals as requested. Motion carried.

AUTHORIZATION FOR ADVERTISEMENT – RENTAL CAR FACILITY

It was moved by Craig Uhre and seconded by Jerry Mitchell to authorize Airport Staff to Advertise for Bids – Rental Car Parking Lot Expansion at Rapid City Regional Airport. Motion carried.

AMENDMENT #3, SMARTE CARTE AGREEMENT

It was moved by Jerry Mitchell and seconded by Jerry Shoener to approve Amendment #3, Smarte Carte Agreement to March 31, 2006 as presented. Motion carried.

CIVIL AIR PATROL LEASE

It was moved by Mr. Brown and seconded by Mr. Mitchell to approve the Lease Old Terminal – Civil Air Patrol for one year. Motion carried.

FLEET TECH, LLC LEASE AND PUBLIC HEARING

Wallace Collver from Fleet Tech was present and described the type of operations to be performed at the Old Terminal.

It was moved by Craig Uhre and seconded by Jerry Brown to declare Public Hearing – Fleet Tech LLC Lease Agreement Open. Motion carried.

It was moved by Craig Uhre and seconded by Jerry Mitchell to close the Public Hearing. Motion carried.

It was moved by Jerry Shoener and seconded by Craig Uhre to approve the Intent to Lease Old Terminal – Fleet Tech, LLC with changes as recommend by staff. Motion carried.

SKYCAP & TERMINAL SERVICES RFP

Bids were received on March 18, 2005 for SkyCap & Terminal Services RFP. There were two bidders.

It was moved by Jerry Shoener and seconded by Jerry Brown to continue the SkyCap Services to the May 9, 2005 Airport Board Meeting. Motion carried.

ACI/NA JUMP START CONFERENCE, JUNE 12-15, 2005 – CALGARY, AB

It was moved by Jerry Mitchell and seconded by Craig Uhre to approve the Request for Travel for the Airport Executive Director to attend the ACI/NA Jump Start Conference on June 12-15, 2005 in Calgary, AB in the approximate amount of \$1,869.00 as presented. Motion carried.

AMENDMENT # 5 – PROFESSIONAL SERVICES AGREEMENT/KLJ

It was moved by Jerry Mitchell and seconded by Craig Uhre to approve AIP No. 3-46-0048-30-2004, Amendment No. 5 to Agreement for Professional Services Agreement, Kadrmas, Lee & Jackson, Inc. in the decreased amount of \$12,755.27 for a (total?) contract amount of \$258,284.90 as presented. Motion carried.

PERMISSION TO ADVERTISE – FFY 2006 DBE GOAL SETTING MEETING

It was moved by Jerry Mitchell and seconded by Jerry Brown to authorize Permission to Advertise – FFY 2006 DBE Goal Setting Meeting on May 20, 2005 at 9:00 a.m. at Rapid City Regional Airport as presented. Motion carried.

PROJECT UPDATE

Ken Simmons, Airport Operations Officer briefed the Airport Board on the status of Airport projects.

EXECUTIVE SESSION

It was moved by Jerry Brown and seconded by Craig Uhre to go into Executive Session at 10:24 am to discuss a contractual item. Motion carried.

It was moved by Jerry Shoener and seconded by Jerry Mitchell to come out of Executive Session at 10:54 a.m. and resume Regular Session. Motion carried.

SPECIAL MEETINGS

Special Airport Board meetings were scheduled for April 25 at 9:00 a.m. and April 27, 2005 at 1:30 p.m. to be held in the Airport Conference Room.

ADJOURNMENT

It was moved by Jerry Brown and seconded by Jerry Mitchell to adjourn the Regular Meeting of April 11, 2005, at 11:14 am. Motion carried.

Respectfully Submitted,

Craig Uhre for
Secretary

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