

**RUSHMORE PLAZA CIVIC CENTER
BOARD OF DIRECTORS MEETING MINUTES
Tuesday, March 13, 2018**

Chair of the Board, Donna Winkler called the meeting to order at 8:15 a.m. with the following Board members present: Gary Brown and Dan Kline (via teleconference). Staff present include: Executive Director, Craig Baltzer; Deputy Director, Jayne Kraemer; Deputy Director, Tracy Heitsch; and Administrative Assistant, Sandra Arnold. Liaisons present include: VRC, Julie Jensen. Others present include: Energy Plant Manager, Gunar Dzintars; Mayor Steve Allender; and Rapid City Journal, Sam Blackstone. Vice-Chair, Jennifer Landguth and KOTA representative entered later in the meeting.

After review of the meeting agenda motion was made by Brown and seconded by Kline **to approve the agenda as presented.** Upon vote being taken, the motion carried unanimously.

General Public Comment

None

Minutes

Motion was made by Brown and seconded by Kline **to approve the minutes of February 27, 2018, meeting as presented.** Upon vote being taken, the motion carried unanimously.

Landguth entered the meeting.

Bill List

The 2018 Bill List for March 13 was audited.

28 LRS SURE BET ASSOCIATION	165.69
ALSCO INC	1274.51
AMERICAN LEGION POST 303	982.96
AMICK SOUND INC	108.90
ARCTIC GLACIER U.S.A. INC	1383.03
BATTERIES PLUS BULBS	161.10
BEST BUY BUSINESS ADVANTAGE ACCOUNT	699.99
BIG D OIL COMPANY	639.92
BLACK HILLS INDUSTRIES INC	134.00
BORDER STATES ELECTRIC SUPPLY	756.64
BUTLER MACHINERY CO.	53.60
CARBONHOUSE	600.00
CASH-WA DISTRIBUTING COMPANY	7810.86
CBH COOPERATIVE	200.90
CHEXCEL	25.00
CITY OF RAPID CITY	15.20
CLIMATE CONTROL SYSTEMS & SERVICE	2622.00
COCA-COLA OF THE BLACK HILLS	16732.25
CRUM ELECTRIC	204.01
DAKOTA BATTERY/ELECTRIC	51.86
E & J SPECIALTIES INC	11.50
ECOLAB INSTITUTIONAL INC	569.02
FISHER BEVERAGE COMPANY INC	9949.40
FOOD SERVICES OF AMERICA	24677.50
FOUR WINDS INTERACTIVE LLC	565.32
GOLDEN WEST TECHNOLOGIES INC	250.00
GREAT WESTERN TIRE INC.	163.28
HARVEYS LOCK SHOP INC	76.18
HEARTLAND PAPER CO	843.03
IATSE LOCAL 731	220.00
JOAN'S PLANT SERVICE	350.00
JOE MENELY	134.18
JOHNSON BROTHERS OF SD	7921.18
JOHNSON MACHINE INC.	42.62
KNECHT HOME CENTER	213.27

KONE INC	2845.13
KT CONNECTIONS INC	1518.00
LIFT SOLUTIONS INC	722.12
LOWE'S	590.66
MAVERICKS	223.69
MENARDS	54.92
MIDWEST MARKETING	7955.00
MIKE WOLFORTH PHOTOGRAPHY	125.00
MOUNTAIN STATES SECURITY INC	221.25
NODUS TECHNOLOGIES	350.00
NORTH CENTRAL SUPPLY INC	545.00
NORTHWEST PIPE FITTINGS INC	271.34
PATRIOT YOUTH FOOTBALL & CHEER	171.29
PIZZA RANCH RAPID CITY	176.93
PRIMA SCHOOL OF DANCING	186.75
QUALITY BRANDS OF THE BLACK HILLS	37053.61
R & R SPECIALITIES INC	823.85
RAPID CITY CHRISTIAN EDUCATION ASSOCIATION INC	1416.06
RAPID CITY JOURNAL - ADVERTISING	627.45
RAPID CITY SHRINE CLUB	269.20
RAPID CITY TERROR SOFTBALL	308.25
RAPID ROOTER	105.00
RED WING SHOE STORE	390.97
SAFEWAY INC	124.29
SAM'S CLUB	867.06
SERVALL UNIFORM/LINEN CO INC	135.68
SIMPSON'S PRINTING	1609.00
SOUTH CANYON LUTHERAN	347.66
SOUTH DAKOTA POOL AND DART CORP	19000.00
SOUTH DAKOTA SCHOOL OF MINES & TECHNOLOGY	7986.74
SOUTHERN GLAZER'S OF SD	1118.21
ST THERESE THE LITTLE FLOWER CHURCH	1049.92
STAN HOUSTON EQUIP CO INC	448.20
STANLEY CONVERGENT SECURITY SOLUTIONS	962.54
SUMMIT SIGNS & SUPPLY INC	293.00
SYSCO MONTANA INC	535.35
ULINE INC	550.29
US FOOD SERVICE	1904.46
WALMART COMMUNITY	170.03
WATERTREE INC	129.55
WESTERN COMMUNICATIONS INC	2382.60
WESTERN STATIONERS	177.04
Total	177,351.99

Motion was made by Landguth and seconded by Brown and carried to **authorize the Finance Officer to issue warrants or treasurers checks, drawn on proper funds, in payment thereof.**

Executive Director's Update

Baltzer stated he would give his time to the Mayor.

KOTA representative entered during miscellaneous item 1.

Miscellaneous:

1) Arena Update – Mayor Allender

Mayor wanted to give an informal update to the Board and answer any questions anyone might have. Mayor explained he just completed his 37th presentation to date, with a total attendance of 1,458 people. He is getting very positive feedback. Mayor stated petitions are being circulated by the group Citizens for Liberty and they even had a booth at the home show this last weekend. The group was handing out propaganda that has misinformation about the bonding and interest so the Mayor reached out to the bonding agent to ensure his numbers are accurate. The interest rate is only getting better. Mayor stated that back in 2016 when the Resolution Task Force was assembled, he asked for many groups to hang tight on the sidelines. Now that the City Council

has voted and the item will probably go to a public vote, he is considering asking those groups to mobilize. The signatures need to be turned in by March 20 or before, then Finance will verify them and communicate the results to City Council. Mayor stated he knows of one to two groups forming to promote the need for a new arena. Mayor explained he has met with the architects and will have drawings of location, seating, etc. of the new arena. Short discussion followed. Mayor stated he will be doing more presentations and will book as many presentations as the community will allow.

Kline and Jensen left during miscellaneous item 2.
Mayor left the meeting

2) Budget 2019

Heitsch recapped the last meeting regarding the proposed 2019 Budget. Heitsch discussed the consolidated revenues and expenses spreadsheet highlighting a few items. Heitsch went over the capital outlay items for 2018 explaining some of the items will be discussed further at upcoming meetings. Some items include point-of-sale equipment, LED project, and finishing up the walk-through metal detectors. Heitsch moved onto the 2019 budget for capital outlay with the biggest amount being elevators and the escalator (excluding the Theatre and Ice Arena). Short discussion followed. Budget submittal to the City is due this Thursday, March 15. Motion was made by Brown and seconded by Landguth **to approve the 2019 budget as presented.** Upon vote being taken, the motion carried unanimously.

3) Director of Corporate Sales and Marketing Job Description

Baltzer explained with this position being vacant we have decided to relook at the department and have decided to change things around and create a position to oversee the whole department then hire a sales manager. Baltzer handed out a copy of the job description then explained. Baltzer stated there is an inside candidate for this position therefore, he will discuss with City Human Resources on how to proceed. Baltzer explained he does need approval from the Board for the changes to the job description. Motion was made by Landguth and seconded by Brown **to approve the Director of Corporate Sales and Marketing job description as presented.** Upon vote being taken, the motion carried unanimously.

4) Transportation Natural Gas Bid

Dzintars explained this item goes to bid every year for the contract period of June 1 through May 31. Dzintars stated the first step is to advertise for bids then open bids in April. Motion was made by Brown and seconded **to approve staff to go out to bid for Transportation Natural Gas.** Upon vote being taken, the motion carried unanimously.

Blackstone left the meeting.

5) Executive Session

Motion was made by Brown and seconded by Landguth **to go into executive session for the purposes permitted by SDCL 1-25-2 (1), (3), and (4).** Upon vote being taken, the motion carried unanimously.

Motion was made by Brown and seconded by Landguth **to come out of executive session.** Upon vote being taken, the motion carried unanimously.

There being no further business, motion was made by Landguth and seconded by Brown **to adjourn the meeting.** Upon vote being taken, the motion carried unanimously. The meeting adjourned at 10:30 a.m.

I certify a true and accurate accounting of the minutes of the meeting.

Sandra Arnold, Administrative Assistant

Date