

RUSHMORE PLAZA CIVIC CENTER
BOARD OF DIRECTORS MEETING MINUTES
Tuesday, September 25, 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. Staff present include: Executive Director, Craig Baltzer; Deputy Director, Jayne Kraemer; Deputy Director, Tracy Heitsch; Accounting & Administration Manager, Jarrett Breuninger; and Administrative Assistant, Sandra Arnold. Liaisons present include: VRC, Julie Jensen; City Council, Chad Lewis; and RCAS, Jordan Bauer and Jared Vasquez. Others present include: Assistant City Attorney, Jess Rogers and Public Works Engineer, Rod Johnson. Board members Mike Diedrich and Jennifer Landguth 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 the September 11, 2018 meeting as presented.** Upon vote being taken, the motion carried unanimously.

Bill List

The 2018 Bill List for September 25 was audited.

A & B BUSINESS EQUIPMENT INC	995.79
ACE HARDWARE-WEST	7.00
ADAMS ISC	999.92
ALSCO INC	1382.58
ASHLEY HUNTER	201.25
BHE INDUSTRIES INC	1430.00
BLACK HILLS DOOR SYSTEMS	357.14
BORDER STATES ELECTRIC SUPPLY	193.16
CARBONHOUSE	600.00
CARQUEST AUTO PARTS	6.20
CASH-WA DISTRIBUTING COMPANY	2475.07
CBH COOPERATIVE	82.60
CHRIS SUPPLY COMPANY INC	14.97
CITY OF RAPID CITY	10666.94
COCA-COLA OF THE BLACK HILLS	1671.00
CRESCENT ELECTRIC SUPPLY CO	151.04
DAKOTA BATTERY/ELECTRIC	250.08
DENNIS SUPPLY	4371.66
DIAMOND VOGEL PAINT CTR	247.90
EASTMAN SOUND & MUSIC	55.00
GOLDEN WEST TECHNOLOGIES INC	250.00
HILLYARD INC. / SIOUX FALLS	1598.30
JOAN'S PLANT SERVICE	350.00
JOHNSON BROTHERS OF SD	2529.61
KIEFFER SANITATION INC	1953.83
KNECHT HOME CENTER	137.78
KONE INC	4363.68
KT CONNECTIONS INC	1135.00
LONE PINE KOMBUCHA LLC	1150.00
M G OIL CO	628.40
MAS PRODUCTION RESOURCES LLC	800.00
MATHESON TRI-GAS INC	76.26

MENARDS	235.44
MIDWEST MARKETING	4344.00
MOUNTAIN STATES SECURITY INC	191.75
MUTH ELECTRIC INC.	95998.50
PRAIRIE AUTO PARTS	5.38
PRAIRIE BERRY WINERY	777.00
PRESSURE SERVICE INC.	345.44
PROMOTION REHABILITATION	60.00
PROVANTAGE LLC	482.99
QUALITY BRANDS OF THE BLACK HILLS	5962.00
R & R SPECIALITIES INC	169.00
RAPID BROADCASTING COMPANY	890.00
RAPID CITY AREA CHAMBER OF COMMERCE	30.00
REPUBLIC NATIONAL DISTRIBUTING COMPANY	1921.00
RUNNINGS SUPPLY INC	91.08
SAFEWAY INC	141.46
SALESFORCE.COM INC	93.60
SERVALL UNIFORM/LINEN CO INC	67.84
SOUTHERN GLAZER'S OF SD	656.60
STATE OF SOUTH DAKOTA	318.50
SYSCO MONTANA INC	1648.41
US FOOD SERVICE	4142.71
VAST BUSINESS	2712.43
WATERTREE INC	208.70
WESTERN COMMUNICATIONS INC	366.01
WESTERN STATIONERS	158.87
Total	163,150.87

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

Liaison Reports

Julie Jensen – Visit Rapid City: Jensen stated VRC hired Samantha Linhart as their new Director of Sports and Event Sales. Jensen stated the Black Hills Pow Wow will be held at the Civic Center in a week; working on lots of advertising and sponsorships for this year. VRC is still working with Northland Hockey and Rocky Mountain Wrestling on dates for June 2019. Another group VRC is working with is World Archery Olympics, they are hoping to use Mt. Rushmore as a backdrop for their event. Efforts continue for the “Embrace the Base” campaign. VRC is also looking at petitioning for vision funds for a Military Appreciation Display located on the northwest corner of Omaha Street and Mt. Rushmore Road. This initiative will build on the existing momentum to improve Downtown Rapid City, while also representing and honoring our active duty military, veterans, and their families. Rapid City is pursuing acquiring a large aircraft for this park as well as other smaller displays representing Ellsworth Air Force Base and the Army National Guard.

Diedrich entered the meeting.

Landguth entered the meeting.

Chad Lewis – Council Liaison: Lewis stated the budget was passed at the last Council meeting. Baltzer stated the interdepartmental charges for the Civic Center had jumped for the 2019 budget, along with the re-implementation of PILT. Baltzer stated he spoke with the Mayor and Finance staff and they stated the formulas used for other departments don't work very well for the Civic Center so they are going to evaluate the formula for future calculations.

Jordan Bauer/Jared Vasquez - School Liaison: Vasquez thanked everyone for their partnerships on the regional, state, and local events held at the Civic Center and throughout the City. Upcoming wrestling invitational is growing therefore, he is very excited about the new arena.

Financial Information

Heitsch discussed the working financial papers as of and ending in the month of August 2018 YOY comparison through 2014, along with budget comparison, as sent to each Board Member. Heitsch explained the supplemental appropriation for the Rushmore Hall Project Phase 1 will be reflected in the financials beginning next month. Board accepts as information.

Executive Director's Update

Baltzer gave an update on how the IATSE contract implementation is going; recruiting and training are moving forward and everyone seems positive. Broadway Play individual shows are going on sale; Baltzer feels good about the lineup. Jerry Seinfeld went on sale last Friday and tickets are selling well. Other shows in the Theatre are Gary Allan, Mannheim Steamroller, Moscow Ballet, and Oak Ridge Boys Christmas Show. Baltzer gave an update on the new arena "page turn" meeting and what the next steps in the process will be in the coming months. Short discussion followed regarding the community engagement committees.

Miscellaneous:

1) Rushmore Hall Change Orders

Heitsch stated Rushmore Hall has been very busy since Phase I was completed but there have been some challenges with the lighting system. An expert has been commissioned to analyze and stay until all is fixed. Heitsch stated there are two change orders to be approved; Muth Electric for a reduction of \$5,430 and Haggerty's Audio Visual for an increase of \$13,085.19. Heitsch detailed the Muth Electric change order. Motion was made by Kline and seconded by Landguth **to approve the change order for an overall reduction of \$5,430 for Muth Electric.** Upon vote being taken, the motion carried unanimously. Heitsch detailed the Haggerty's Audio Visual change order. Motion was made by Diedrich and seconded by Brown **to approve the overall increase of \$13,085.19 for Haggerty's Audio Visual.** Upon vote being taken, the motion carried unanimously.

2) Point-of-Sale Contract Amendment

Breuninger stated with the collaboration of all the entities, the Appetize Contract has been finalized. Rogers explained the payment terms needed to be restructured as, per the City Attorney, the City cannot enter into multi-year leases without certain appropriation language that was not available in this contract. The hardware and implementation service was not changed but the service contract will be an annual payment. With this change, there was a price increase in the annual license fees but after discussion regarding the potential of adding items for the new arena, Appetize has included a \$9,000 discount for future equipment. Breuninger stated implementation should be done by end of October, but no later than the middle of November. Short discussion followed. Motion was made by Landguth and seconded by Diedrich **to approve the Appetize contract amendment changes.** Upon vote being taken, the motion carried unanimously.

There being no further business, motion was made by Diedrich and seconded by Kline **to adjourn the meeting.** Upon vote being taken, the motion carried unanimously. The meeting adjourned at 9:46 a.m.

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

Sandra Arnold, Administrative Assistant

Date