

**RUSHMORE PLAZA CIVIC CENTER
BOARD OF DIRECTORS MEETING MINUTES
Tuesday, December 11, 2018**

Chair of the Board, Donna Winkler called the meeting to order at 8:18 a.m. with the following Board members present: Dan Kline and Jennifer Landguth. Staff present include: Executive Director, Craig Baltzer; Deputy Director, Jayne Kraemer; Deputy Director, Tracy Heitsch; Director of Corporate Sales and Marketing, Priscilla Dominguez; and Administrative Assistant, Sandra Arnold. Liaisons present include: City Council, Chad Lewis. Others present include: City Attorney, Joel Landeen; Assistant City Attorney, Jess Rogers; and Black Hills Energy representatives, Mark Lemery, Bret Jones, and Jim Keck. Rapid City Journal representative, Samuel Blackstone; KOTA representative, Stewart Huntington entered later in the meeting.

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

General Public Comment

None

Minutes

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

Bill List

The 2018 Bill List for December 11 was audited.

ALSCO INC	1477.61
BEST BUY BUSINESS ADVANTAGE ACCOUNT	62.97
BLACK HILLS DOOR SYSTEMS	140.31
BORDER STATES ELECTRIC SUPPLY	795.50
CASH-WA DISTRIBUTING COMPANY	6027.45
CBH COOPERATIVE	134.40
CHEXCEL	25.00
CHRIS SUPPLY COMPANY INC	18.75
CITY OF RAPID CITY	140.00
COCA-COLA OF THE BLACK HILLS	6615.15
CONVERGINT TECHNOLOGIES LLC	410.00
DAKOTA POINT BREWING, LLC	278.00
DAKOTA SUPPLY GROUP	112.36
DENNIS SUPPLY	124.18
DERKSEN FLOORS INC	2500.00
DIAMOND VOGEL PAINT CTR	34.39
E & J SPECIALTIES INC	70.00
EVERGREEN OFFICE PRODUCTS INC	4.92
FISHER BEVERAGE COMPANY INC	14066.09
FOOD SERVICES OF AMERICA	16074.58
G & R CONTROLS INC	317.20
GRIMM'S PUMP SERVICE INC	99.20
HAY CAMP BREWING CO	240.00
HEARTLAND PAPER CO	1132.30
HOWARD JOHNSON EXPRESS INN AND SUITES	117.00
J & K MARKETING	110.00
JENNER EQUIPMENT CO	197.26
JERRY'S CAKES SHAKES & BAKE	54.00
JOHNSON BROTHERS OF SD	2339.20
KNECHT HOME CENTER	177.04
LOWE'S	227.97
M G OIL CO	708.49
MENARDS	7.50

MIKE WOLFORTH PHOTOGRAPHY	125.00
MONEY HANDLING MACHINES INC	740.00
OKOBOJI WINES	135.50
QUALITY BRANDS OF THE BLACK HILLS	14881.15
RAPID BROADCASTING COMPANY	900.00
RAPID CITY JOURNAL - ADVERTISING	173.85
RAPID ROOTER	85.00
SAFEWAY INC	149.88
SAM'S CLUB	1502.13
SEQUENT ENERGY MANAGEMENT LP	3139.02
SERVALL UNIFORM/LINEN CO INC	105.81
SOUTHERN GLAZER'S OF SD	789.40
SUMMIT SIGNS & SUPPLY INC	232.00
SYSCO MONTANA INC	2348.11
ULINE INC	802.08
UNITED PARCEL SERVICE INC	41.18
US FOOD SERVICE	4761.23
WALMART COMMUNITY	539.90
WESTERN STATIONERS	4.10
ZYMURCRACY BEER COMPANY	320.00
Total	86,614.16

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

Huntington entered the meeting.

Executive Director's Update

Baltzer gave a brief update on the progress of the design phase of the new building.

Miscellaneous:

1) Black Hills Energy Renewable Resources Program

Jones introduced himself, Lemery, and Keck. Keck handed out a presentation packet. Jones stated Black Hills Energy had visited with Civic Center staff previously regarding this type of program to see if there would be any interest. Jones stated they have also met with other potential clients to decide whether to pursue a renewable program. Jones began going through the presentation packet giving a background, discussing details of the renewable subscription, advantages of the subscription, and what the next steps would be. Jones stated Black Hills Energy will be filing a proposed tariff this Friday with SD Public Utilities Commission. They are hopeful approval from the regulators could be obtained by mid-2019 with an operation date of the new wind facility by fall of 2020. Black Hills Energy respectfully requests the Civic Center's favorable consideration towards executing a non-binding term sheet indicating the Civic Center's interest in subscribing to the program. Discussion followed. Staff would like to investigate Ice Arena and Energy Plant numbers and continue the discussion with the Board. Jones stated the term sheet could be done at any time. Board thanked Jones, Lemery, and Keck for presenting the information today.

Blackstone entered the meeting.

2) Naming Rights RFP

Baltzer reminded the Board of the discussions regarding this topic and the Civic Center staff was looking to move forward. Dominguez stated after doing research and having some potential clients interested, moving forward with an RFP would be the best course of action. If for any reason, this does not generate the expected results speaking with a national company for sales assistance could still happen. Going to RFP now can save money on change orders, signage, etc. Dominguez explained the RFP document and what it entailed. Dominguez would like to send out the RFP on Monday, December 17, 2018, with the first site visit on January 25, with proposals submitted by mid-February. Motion was made by Landguth and seconded by Kline **to move forward with sending out the Naming Rights RFP as presented.** Upon vote being taken, the motion carried unanimously.

Rogers left the meeting.

3) Executive Session

Motion was made by Kline and seconded by Landguth **to go into executive session to consult with legal counsel regarding contractual matters pursuant to SDCL 1-25-2(3)**. Upon vote being taken, the motion carried unanimously.

Motion was made by Kline 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 Kline and seconded by Landguth **to adjourn the meeting**. Upon vote being taken, the motion carried unanimously. The meeting adjourned at 9:37 a.m.

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

Sandra Arnold, Administrative Assistant

Date