Vice-Chair of the Board, Gary Brown, called the meeting to order at 8:16 a.m. with the following Board members present: Donna Winkler and Brad Estes. Staff present include: Executive Director, Craig Baltzer; Deputy Director, Tracy Heitsch; Director of Sales and Marketing, Priscilla Dominguez; Accounting Clerk, Pat Koerlin; and Administrative Assistant, Sandra Arnold. Liaisons present include: City Council, Chad Lewis. Others present include: Assistant City Attorney, Jess Rogers; Energy Plant Manager, Gunar Dzintars; Energy Plant Lead Operator, Chris Catlette; and Central States Fair representatives, Silvia Christen and Dan Warren.

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

General Public Comment
Christen stated they are working on the Fair line-up, PRCA Xtreme Broncs event, and the new event of Women’s Breakaway Roping. CSF Board Retreat is this week in Deadwood.

Minutes
Motion was made by Winkler and seconded by Estes to approve the minutes of the April 23, 2019, meeting as presented. Upon vote being taken, the motion carried unanimously.

Bill List
The 2019 Bill List for May 14 was audited.
Motion was made by Estes and seconded by Winkler 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 thanked the Board for helping implement the trespassing policy; the policy was utilized last week. Baltzer feels this policy will help prevent unnecessary incidents with our clients and keep everyone safe.

Baltzer stated that the last construction meeting was progressive. Discussions included add alternate list and detailing costs. Other items included the south concourse being widened, locker room and catering room size adjustments, and rearranging of some storage rooms. The DAS room location is also being determined.

Baltzer will be at the Public Works committee meeting today to discuss the parking plan, then the council meeting on Monday. The parking plan consists of reviewing the facility as a whole: utilizing the facility lots, high school lots, and downtown. Baltzer is working with City Transit, possibly using a larger plan for a park-n-ride system, and perhaps instigating our own transit utilizing the promenade.

Miscellaneous

1. Transportation Natural Gas Bid
Dzintars asked Catlette to speak about the bid. Catlette recapped the process. Received two bids from Rainbow Gas and Sequence Energy. Rainbow Gas was the low bid. Catlette recommended to accept the low bid from Rainbow Gas. Motion was made by Estes and seconded by Winkler to move forward with the lowest bid by Rainbow Gas for the Transportation Natural Gas. Upon vote being taken, the motion carried unanimously.

2. Advertising Strategist Position
Dominguez handed out the job description for Advertising Strategist. The position will be advertised at Grade 16. Dominguez is asking for approval of the job description as presented.
Motion was made by Winkler and seconded by Estes to approve the Advertising Strategist job description as presented. Upon vote being taken, the motion carried unanimously.

3. Barnett Arena Elevator Modifications
Heitsch handed out a proposed agreement from Kone regarding the modification of the elevator in the Barnett Arena. Heitsch explained the issues surrounding the elevator. The elevator will not look much different but some of the changes will include: control system, power unit, fixtures, door operation, travel cable, pit ladder, and shut off valves. Total price for the labor and parts is $76,872. Heitsch stated the project will take a couple of weeks and is slated to be done in July. Motion was made by Estes and seconded by Winkler to approve the Barnett Arena elevator modernization agreement as presented. Upon vote being taken, the motion carried unanimously.

There being no further business, motion was made by Winkler and seconded by Estes to adjourn the meeting. Upon vote being taken, the motion carried unanimously. The meeting adjourned at 8:47 a.m.

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

______________________________________________
Sandra Arnold, Administrative Assistant

______________________________________________
Date