

Downtown Business Improvement District Board Regular Meeting  
City of Rapid City, South Dakota  
512 Main St., Ste. 980  
Destination Rapid City Conference Room  
Tuesday, May 21, 2019 7:30am

1. Call to order

President Erik Braun called the meeting to order at 7:35 a.m.

2. Roll call and determination of a quorum

Members Present: President Erik Braun, Secretary Nick Patton, Jerry Schmidt, Todd Hollan, John Machecek, and Chance Whelchel.

Guests Present: Maja Cromwell, Downtown BID Board Administration Secretary and Wyatt Engal, SD Mines Sports Coach.

3. Adoption of the Agenda

Schmidt motioned to adopt the agenda. Second by Patton. Motion carried.

4. Public Comments

Wyatt Engal – Sports coach from SD Mines. There to answer any questions on their application.

5. BID Board Financial Report

Reflects change to include Downtown Ambassador Program in budget. No action taken.

6. Grant Application Review – Review of applications

6 applications do not meet funding requirements for codified law 9-55-3.

- a. Trinity Eco Prayer Park – requesting funds for improvements to park
  - i. Park is on private property and therefore does not comply.
- b. Big Brothers and Sisters – requesting funds to repair building
  - i. Building is on private property and therefore does not comply.
- c. Racing Mag Pie – requesting funds for a wrap on a vehicle
  - i. Vehicle is not downtown centered; request is not for a downtown event – does not comply.
- d. Public Broadcasting – requesting funds to hire an outreach coordinator
  - i. Request does not comply as funds are not to be used for ongoing employment.
- e. Hay Camp – requesting funds for a downtown, solar car charging port
  - i. Request is for building on private property and therefore does not comply.
- f. Segways –
  - i. Request is a business asset and therefore does not comply.

Braun suggests sending these 6 applications a letter notifying them they will not continue in application process and thanking them for their time.

Schmidt motioned to approve. Second by Whelchel. Motion carried.

Discussion of letter head for BID Board and where it can be located. Wade and Maja will look to see if city or DRC have such letter head.

Applications to be considered at July review – no action to be taken. Can fund up to 6 grants totally \$90,000.

Will allow following applicants one to two weeks to revise and submit documents and letters.

- Native POP – Requesting funds for Native POP event – July 20  
Request for additional information/Letter of explanation:
  - o Request detailed budget
- Prairie Edge – has paired with the historic group to redesign signage
  - o Application is in good shape. No need to request additional documentation or letter of explanation.
- City of Rapid City Parks and Recreations Department – requesting replacement of Christmas lights

Request for additional information/Letter of explanation:

- o A clear and exact dollar amount and what their match is.
- o A partnered business and letters of support from downtown businesses.
- o A more in-depth explanation of what funds will be allocated for.
- o Request includes lighting in Haley Park which is out of the BID District, request will need to be revised and Haley Park removed.
- o Request states that they are asking for funds through 2022
  - Will have to re-apply every year.
- o Will need to outline where their matching funds are coming from.
- Veterans Banners – requesting funds for veteran’s banner program

Request for additional information/Letter of explanation:

- o A clear and exact dollar amount and what their match is.
- o A partnered business and letters of support from downtown businesses.
- o A more in-depth explanation of what funds will be allocated for.
  - Request cannot be for an ongoing cost; request will need to define 1-year plan.

Hollan inquired if a business sponsored the applicant, once applicant is awarded funds would they (the applicant) be able to give funds back to the business.

Discussion seemed most were okay with this but in the event, this happens a board member should abstain from that vote.

- Alex Johnson & SD Mines – requesting funds for Esports Tournament.

Request for additional information/Letter of explanation:

- A clear and exact dollar amount and what their match is.
- A partnered business and letters of support from downtown businesses.
- A more in-depth explanation of what funds will be allocated for.
- An estimated attendance, public/private.
- Mapped out more clearly where event takes place
- Clarify location of event
- Request states that they are asking for funds through 2022
  - Will have to re-apply every year.
- Will need to outline where their matching funds are coming from.

Although Engal was present it was expressed a written response would be best. Engal did add that event is comprised of 5 teams, each with a computer. There will be a viewing area for the public. May also be an area on campus where the general public can participate.

Engal asked if matching funds could be in time or resources. Braun stated that it could be proposed but amount would have to quantify and be a fair and provable cost.

Nyberg stated this could be okay as BID Board decides the rules of the application. Macecheck voices concern over who's best interest is being served. Events are more donations but if it brings 1,000 visitors to downtown that is a service to the district. Whelchel reviewed application guidelines, the application fits but the general public does need to be invited.

- Fork Real – requesting funds for furniture for sidewalk café.  
After discussion it is decided that Fork Reals applications do not comply with the codified law 9-55-3 as the funds would be for a business asset and the events described in the application are in the parking lot not the sidewalk café

Braun requests motion. Todd motions to put the Fork Real application into the non-viable category. Second by Macecheck.

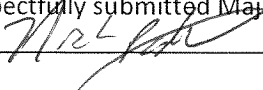
Discussion of how to hold applicants accountable and what additional documents will be required after approval. Discussion of requesting applicants to sign an agreement that schedules timelines and necessary documents such as, submit receipts for reimbursement or invoice for up-front costs. Macecheck pointed out that if there is no match it does not comply with the application guidelines and therefore not a viable applicant. Wade will supply a Vision Fund agreement letter to serve as a template.

Nyberg advised that if BID Board so wished to establish a facade program, it is feasible, although could be difficult. Building would need to provide upkeep to improvements.

#### 7. Adjournment

Braun made a motion to adjourn. Second by Whelchel. The meeting was adjourned at 8:31 a.m.

Respectfully submitted Maja Cromwell, Downtown BID Board Administrative Secretary Signed




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Nick Patton, Business Improvement District Board Secretary