

**RUSHMORE PLAZA CIVIC CENTER  
BOARD OF DIRECTORS MEETING MINUTES  
OCTOBER 13, 2020**

Chair of the Board, Gary Brown, called the meeting to order at 8:15 a.m. with the following Board members present: Brad Estes, Tim Johnson and via tele-conference, Mike Diedrich. Staff present included: Executive Director, Craig Baltzer; Deputy Director/Finance, Tracy Heitsch; Deputy Director/Events, Jayne Kraemer; and Accounting Clerk, Pat Koerlin.. Others present include City Council Representative: Greg Strommen; Mortenson Construction: David Richardson; and via tele-conference: RC Journal, Kent Bush; and Assistant City Attorney, Jess Rogers.

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

**General Public Comment**

None

**Minutes**

Motion was made by Estes and seconded by Johnson **to approve the minutes of the September 22, 2020, meeting as presented.** Upon vote being taken, the motion carried unanimously.

**Bill List**

The 2020 Bill List for October 13, 2020, was audited.

ALSCO INC	3445.38
AMAZON CAPITAL SERVICES	104.47
APPETIZE TECHNOLOGIES INC	3914.76
BELLE JOLI WINERY	672.00
BLACK HILLS CHEMICAL AND JANITORIAL CO INC	38.97
BORDER STATES ELECTRIC SUPPLY	82.57
CASH-WA DISTRIBUTING COMPANY	8045.99
CASK & CORK	688.75
CBH COOPERATIVE	89.60
CHRIS SUPPLY COMPANY INC	18.32
CITY OF RAPID CITY	227.78
COCA-COLA OF THE BLACK HILLS	5670.60
DAKOTA BATTERY/ELECTRIC	6.26
DAKOTA SUPPLY GROUP	499.53
DIAMOND VOGEL PAINT CTR	60.44
DIMOCK DAIRY INC	207.94
ECOLAB INSTITUTIONAL INC	294.95
ELLSWORTH AFB AFRICAN AMERICAN HERITAGE	372.41
FAT BOYS INC	616.80
FLOYD'S TRUCK CENTER	63.62
FULL COMPASS SYSTEMS LTD	1838.58
G & R CONTROLS INC	880.00
GODFREY BRAKE SERVICE & SUPPLY INC	60.54
GOLDEN WEST TECHNOLOGIES INC	2434.33
GUSTAVE A LARSON COMPANY	148.83
HILLYARD INC. / SIOUX FALLS	1029.44
INTERNATIONAL ASSOCIATION OF VENUE MANAGERS	495.00
JERRY'S CAKES SHAKES & BAKE	47.50
JOHNSON BROTHERS OF SD	401.00
KATOM RESTAURANT SUPPLY	101.09
KNECHT HOME CENTER	87.22
KONE INC	4734.21
M G OIL CO	462.05
MAIN STREET SQUARE INC	500.00
MENARDS	350.69

NORTH CENTRAL SUPPLY INC	151.00
NORTHERN TRUCK EQUIPMENT CORP	151.31
PARTS TOWN LLC	400.74
PITNEY BOWES	352.92
PRAIRIE AUTO PARTS	216.44
PURCHASE POWER/PITNEY BOWES	420.99
RAPID CITY JOURNAL - ADVERTISING	340.43
RED WING SHOE STORE	220.99
REPUBLIC NATIONAL DISTRIBUTING COMPANY	1445.53
SAFEWAY INC	199.97
SAM'S CLUB	278.79
STURDEVANT'S AUTO PARTS	762.83
SUPERIOR CLEANING EQUIPMENT INC	12067.00
SYSCO MONTANA INC	7215.60
TIME EQUIP. RENTAL & SALES INC.	212.00
ULINE INC	514.91
US FOODS	11461.22
US FOODS INC	4892.10
WALMART COMMUNITY	115.45
WATERTREE INC	69.00
WESTERN STATIONERS	60.62
	Total 80,241.46

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

#### **Event Update**

Jayne Kraemer said that over the past three weeks since we last met, we have hosted a number of events. The Cosmic Clash Wrestling Tournament brought in about 1,500 wrestlers over a three day period. The Catholic Social Services luncheon was down in number with about 200 in attendance. With help from VRC we were able to host the Hillsdale College Leadership Conference over a two day period with 350 people in attendance, and the BH Wedding Market, which had 40 vendor booths. Kraemer stated over the past 10 days we had the Philadelphia Church of God and the United Church of God church services, meals, and breakout meetings with 500-600 people in each group.

In looking at our calendar over the next three weeks, we have the Colton Levi Derr Foundation Gala this coming weekend. Next week HomeSlice Media is renting our theatre for five days where they are doing a video shoot for one of the artists they represent. The State High School Cheer and Dance Competition is here next week. The event was moved from Stevens HS to RPCC due to our capability of spreading out with social distancing. We are happy to host this event. The Rush Fan Fest will be on Halloween to kick off the Hockey Season on December 11. Kraemer said we continue to have events cancel. Kraemer said that Disney on Ice, previously scheduled in our Ice Arena, has cancelled due to their need for social distancing and with that, not having enough seatable capacity to make the show viable for them. Baltzer is excited that we are picking up new events that we normally do not host. He also commented that national touring shows do not have a lot going on due to logistics in travel. We continue to work with local events which are our bread and butter.

Diedrich asked how we are handling social distancing questions that events might be asking for. Kraemer replied that there is a lot of planning and discussion. Some events choose to social distance, and other events feel it is too big of an issue to tackle. Kraemer said during the Catholic Social Services Banquet we helped them in making decisions such as having limited seating at tables and our staff served at the buffet lines. Baltzer said that the Civic Center protocols are discussed with each event to help figure out what their specific needs are for their banquets, trade shows, and theatre shows. This can be a very time consuming process.

Diedrich asked how our labor pool capacity is holding up. Baltzer said normally we would be geared up on our part time staff by now. As we get busier we will have to pull in more part time staff and he is concerned with the number of available workers. Kraemer feels in their department about 50% of our part time staff are able/willing to return to work. Baltzer commented that it is difficult to recruit when we are not offering a lot of hours at this time.

### **Executive Director's Update**

Baltzer said he will be doing an interview today in conjunction with Monument Health, at the KOTA studios. The interview will announce a naming contest for the new arena. "The Monument" refers to our entire complex and this contest will determine the name for the new arena. For historical purposes, the names of the Barnett Arena and LaCroix Hall will remain intact. Eventually names for the Fine Art Theatre and the Ice Arena will be determined as well.

The PRCA announced today that Sutton's Rodeo Rapid City has been nominated for the Best Large Indoor Rodeo of the year 2020. Being nominated is a huge honor as they are competing against Denver, Fort Worth, Houston, and San Antonio. Baltzer said he will be meeting next week with Suttons and Central States Fair to start working on details for the 2022 Stock Show and Rodeo encompassing the new arena.

Baltzer spoke about a Resolution up for City Council consideration tomorrow at the Legal and Finance Committee and potentially Monday at City Council. The resolution was recommended by the City Attorney as a means to consolidate the FFE procurement and approval process within the City. The resolution clarifies that all FFE purchases are budgeted within the overall \$130 million budget of the new arena, as approved by the voters and Council. Therefore, all FFE expenditures are required to follow the City's procurement process as outlined in City ordinance and state statutes, but every item will not be required to also be approved by the Council, as long as all procurement methods are followed

Baltzer said we continue to work on a plan to expand RPCC offices into the vacated Chamber area. He invited any Board members to take a minute to tour the area after the meeting.

### **Miscellaneous**

Dave Richardson with Mortenson Construction gave an update on the new arena. He stated they are on schedule and on budget coming up on a one year anniversary of the construction process. They have been extremely busy over the last several months with multiple milestones completed. The most significant is the first long roof truss was placed last weekend. This is a big accomplishment for the craft workers and the entire team. They have started the metal panel façade, and completed the underground work in preparation to bring in the new utility systems. They are in the final stages of completion of the loading dock with fencing and gates. Baltzer said the extension and widening of the loading dock was an add alternate and was necessary for lesser slope and needed parking. Richardson said they have completed the upper bowl precast and will continue with the roof structure. They are sitting extremely well with major components already in house. They are in a unique position where they can maintain the construction schedule and having a lot of local trade partners has been a huge success. Estes asked about the high winds expected of 60 mph. Richardson said they do have robust contingency safety plans what work around weather if necessary. There are wind calculators on the cranes in order to keep safety at the highest level. Richardson also gave accolades to his team for their efforts. Baltzer is impressed with their robust construction schedule.

There being no further business, motion was made by Estes and seconded by Johnson **to adjourn the meeting**. Upon vote being taken, the motion carried unanimously. The meeting adjourned at 9:02 a.m.

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

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Pat Koerlin, Accounting Clerk

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Date