

**RUSHMORE PLAZA CIVIC CENTER
BOARD OF DIRECTORS MEETING MINUTES
FEBRUARY 9, 2021**

Chair of the Board, Brad Estes, called the meeting to order at 8:15 a.m. with the following Board members present: Gary Brown, Tim Johnson, and via tele-conference: Charity Doyle, and Jason Lambert. Staff present include: Executive Director, Craig Baltzer; Deputy Director/Finance, Tracy Heitsch; Deputy Director/Events, Jayne Kraemer; Accounting Clerk, Pat Koerlin; Director of Operations, Paul Sterling; and Stage/Production Manager, David Owen. Others present include Rodeo Rapid City, Steve and Kim Sutton; and via tele-conference include: RC Journal, Kent Bush; City Council, Ritchie Nordstrom; City Council, Greg Strommen,; and Assistant City Attorney, Jess Rogers

After review of the meeting agenda, motion was made by Johnson and seconded Brown **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 Johnson **to approve the minutes of the January 26, 2021, meeting as presented.** Upon vote being taken, the motion carried unanimously.

Bill List

The 2021 Bill List for February 9, 2021, was audited.

ACE HARDWARE-EAST	39.86
ACE HARDWARE-WEST	9.59
ALSCO INC	848.19
AMAZON CAPITAL SERVICES	24.89
ATHLETICA/SPORT SYSTEMS UNLIMITED	3997.00
BATTERIES PLUS BULBS	118.00
BLACK HILLS ORTHOPEDIC & SPINE CENTER PC	60.00
BLACK HILLS TENT & AWNING	296.81
BORDER STATES ELECTRIC SUPPLY	2224.39
CASH-WA DISTRIBUTING COMPANY	13274.86
CBH COOPERATIVE	194.60
CDW GOVERNMENT INC	1086.24
CERTIFIED LABORATORIES INC	300.00
CHRIS SUPPLY COMPANY INC	34.51
CLIMATE CONTROL SYSTEMS & SERVICE	285.16
COCA-COLA OF THE BLACK HILLS	20269.65
CONTRACTOR'S SUPPLY INC	216.00
CROSSROADS WESLEYAN CHURCH	1481.75
CRUM ELECTRIC	355.50
DAKOTA BATTERY/ELECTRIC	184.03
DAKOTA SUPPLY GROUP	229.79
ECOLAB INSTITUTIONAL INC	1813.03
EVENTBOOKING.COM LLC	30750.00
FASTENAL COMPANY	98.23
FISHER BEVERAGE COMPANY INC	6015.65
GREAT WESTERN TIRE INC.	28.00
HAY CAMP BREWING CO	456.00
HERITAGE MAINTENANCE PRODUCTS	116.51
HILLYARD INC. / SIOUX FALLS	349.34
JENNER EQUIPMENT CO	14.34
JOHNSON BROTHERS OF SD	6944.91
LICENSED BEVERAGE DEALERS OF SD	450.00
LIGHTING MAINTENANCE CO	54.71
MENARDS	574.53

MONOPRICE	230.00
NORTH CENTRAL SUPPLY INC	45.00
O'CONNOR COMPANY	264.10
QUALITY BRANDS OF THE BLACK HILLS	25913.66
RAPID CITY SHRINE CLUB	798.22
RAPID ROOTER	2320.00
RED WING SHOE STORE	203.99
SAM'S CLUB	617.16
SOUTHERN GLAZER'S OF SD	1851.40
STAN HOUSTON EQUIP CO INC	379.00
SYSCO MONTANA INC	5521.05
TIMOTHY MARKOVETZ	1343.31
ULINE INC	1690.99
US FOODS	35910.27
US FOODS INC	16702.41
WALMART COMMUNITY	154.15
WESTERN STATIONERS	252.73
ZYMURCRACY BEER COMPANY	952.00
	Total 188,345.51

Motion was made by Johnson and seconded by Brown 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

Kraemer began by saying that things are feeling a little bit like normal. Hockey will kick off this week with games on Wednesday, Friday and Saturday. The Rush will be on the road for two weeks, then back the 1st week of March. The BH Sports Show and Outdoor Expo are moving in tomorrow with the event February 12-14. There are many vendors from the BHSS&R that are rolling over into the Sports Show, and some will also be returning for future events. The weekend of February 20-21 will be a youth basketball tournament, and the following week we are hosting the State HS Combined Wrestling Tournament. Due to the pandemic, State A will be taking place in the Ice Arena, with State B in the Barnett Arena. The Coors West River Singles Pool Tournament is being held in the Cowboy Bar the weekend of February 26-27, then we move into March.

Brown asked if we had troubles this year with the escalator or elevator during the Stock Show. Kraemer replied that we never had to shut down either this year. She mentioned that many vendors missed Lucy Weisgram, who passed away in 2020. She manned the escalator for many years during the BHSS&R working as a part time employee for us and is truly missed.

Executive Director's Update

Baltzer wanted to give a review on the BHSS&R. Due to difficulties in our part time staff returning and/or hiring, we were short staffed in many areas. Our management staff, CSF employees & Sutton employees stepped up in providing help where needed. All Civic Center staff deserve a huge thank you for the many hours worked above and beyond the call. At times the bar lines were longer than we would have liked, and cleaning was not up to our normal standards, but with the larger crowds than anticipated, Baltzer was very pleased with the outcome. Baltzer was pleased with the new marketing campaign with the Civic Center working together with CSF and Suttons on the combined schedule. This was the only show going on in the country and our numbers show it. Our records indicate there were 31 different states purchasing rodeo tickets for the 2nd Saturday. In the past we found that number to be between 12-14 states average. Baltzer said it is obvious we need to move forward on planning for next year. He will be drafting a meeting request with the Mayor right away.

Miscellaneous

- 1) Capital Budget Update – Heitsch provided an update on the capital budget as approved at the last Board of Director's meeting. We are working diligently on ways to save money wherever possible. She projected on screen the updated Capital Budget and pointed out the final price column is where we are at right now. We are still looking for the best deals and seeking options. We will purchase slightly used items whenever we can. We have five items that we would like to

declare as surplus: 2004 Ford Sport Track, 1999 Ford Pickup, 2014 Gator, JLZ Scissor Lift, and a Boom Lift. These items will offset some of our pricing as we are looking to trade and upgrade. They will need to be declared surplus to trade, or go on the city auction. Motion to **approve to declare surplus the following: 2004 Ford Sport Track, 1999 Ford Pickup, 2014 Gator, JLZ Scissor Lift, and a Boom Lift was made by Brown and seconded by Johnson.** Upon vote being taken, the motion carried unanimously. Heitsch said that state law requires that any item we purchase on state contract must be approved via motion and recorded in the official minutes of the residing body. We are in the process of purchasing from the state contract a 2021 single cab long box pickup, State Contract #17339 from Liberty Superstores. The base price is \$29,365. We have added a couple things and will be trading the Sport Track and F250, so the net pricing will be \$24,810.46. Motion to **approve to move forward with the purchase of a 2021 single cab long box Ram 3500 pickup from Liberty Superstores on State Contract #17339 was made by Johnson and seconded by Brown.** Upon vote being taken, the motion carried unanimously.

- 2) RC Historic Preservation Group – Ritchie Nordstrom is with the RC Historic Preservation Group and wanted to reiterate that the Historic Preservation Commission is a different entity. He mentioned that his group has an agreement with the civic center on six signs that are being stored at the civic center Adams Street property at this time. They are looking for a place to restore them into working order and where to install these historic signs for permanent display. Baltzer said he is glad to hear there is activity on the signs and wanted to mention that the Adam Street property is not in good condition for storage. The civic center is also working on designs for what to do with the property in the future. It will be either storage and/or VIP parking for the new arena. Nordstrom said they are still interested in getting the historic signs displayed in some fashion and looking to raise money for the preservation committee. Brown asked if there had been any discussion with the Journey Museum, where Baltzer replied that yes there had been some preliminary discussion. RC flood exhibits are taking a higher priority for The Journey at this time. The Commission has assigned the RC Historic Preservation Group, who own the signs, to find resources to work on the project.

There being no further business, motion was made by Brown 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.

Pat Koerlin, Accounting Clerk

Date