Downtown Business Improvement District Board Regular Meeting
City of Rapid City, South Dakota
512 Main St., Ste. 980
Destination Rapid City
Conference Room
Tuesday, Jan. 19, 2016, 4 p.m.

1. CALL TO ORDER

President Sandy Schwan called the meeting to order at 4:01 p.m.

2. ROLL CALL AND DETERMINATION OF QUORUM

Members Present: President Sandy Schwan, Vice President Clancy Kingsbury, Secretary Erik Braun, Jerry Schmidt, Diane Alberts, Justin Henricksen, Bob Fuchs and Larry Blote.

Guests present: Pauline Sumption, Rapid City Finance Officer, Wade Nyberg, Rapid City Assistant Attorney, Dan Sentfner, Destination Rapid City and Karlee Moore, Downtown BID Board administrative secretary.

3. ADOPTION OF AGENDA

Schmidt moved to adopt the agenda. Second by Braun. Motion carried.

4. APPROVE MINUTES FROM DEC. 10, 2015 MEETING

Schmidt moved to approve the Dec. 10, 2015 minutes. Second by Alberts. Motion carried.

5. TREE GRATE CONTRACT DISCUSSION – CHRIS WEHRLE, WYSS ASSOCIATES

Wehrle attended the meeting to discuss the current tree grate contract. Wehrle discussed the potential of billing the BID Board hourly, not to exceed $11,500. Wyss Associates will create a plan for each tree. Kingsbury motioned to accept the offer. Second by Schmidt. Motion carried.

In a prior meeting, Parks and Recreation agreed to replace the trees that were dying.

6. CBD EXPANSION UPDATE

Sentfner reported that the public meetings presented by P.U.M.A. were very well attended. The public is very interested in this project. P.U.M.A. will be back in Feb. and April and will host more public meetings. The plan will go to council in June. No roadblocks have been presented thus far.

7. MAIN STREET SQUARE FINANCIAL REPORT

Destination Rapid City and Main Street Square have merged into Main Street Square's 501c-3 status. The Main Street Square financial audit will be out late spring, available to the BID Board as soon as it is finalized. The company will still use classifications to monitor financial accounts. The merge will save the company money on payroll, an audit, insurance, and more. A full combined company financial report for DRC/MSS will be provided at the April meeting.
8. **BID FUND FINANCIAL REPORT**

Sumption reported that the contract with Skyline has been closed. She also reported that she wrote a check, transferring BID funds, to Main Street Square for $176,868.37. With that money, the tree grate project can go to bid, using approximately $100,000, which can be used to complete the Main St. phase of the project. Sumption reported that 28 accounts are still unpaid on the BID assessment, totaling approximately $13,300.

9. **ADJOURNMENT**

Scmidt moved to adjourn, second by Blote. The meeting was adjourned at 4:45 p.m.

Respectfully submitted by Karlee Moore, Administrative Secretary

Signed ____________

Erik Braun, Business Improvement District Board Secretary