

THE MONUMENT

MINUTES FOR THE MONUMENT BOARD OF DIRECTORS Rapid City, South Dakota Tuesday, March 26, 2024

ROLL CALL AND DETERMINATION OF QUORUM

Jason Lambert, Vice-Chair, called the meeting to order at 8:19 a.m.

MEMBERS PRESENT: Jason Lambert, Vice-Chair; and via tele-conference Stuart Wevik, Member; Charity Doyle, Member, Patri Acevedo-Fuentes, Member.

MEMBERS ABSENT: Tim Johnson, Chair.

OTHERS PRESENT: Craig Baltzer, Executive Director; Tracy Heitsch, Deputy Director/Finance; Jayne Kraemer, Deputy Director/Events; Becky Bone, Accounting; Rory Hammerbeck, Engineering Manager; Chris Catlette, Energy Plant Manager; Priscilla Dominguez, Director of Corp Sales and Marketing; and via teleconference: Greg Strommen, City Councilman; Jordan Bauer, Rapid City Area Schools.

ADOPTION OF AGENDA

Motion to approve agenda was made by Doyle, and second by Acevedo-Fuentes motion carried.

APPROVE MINUTES

1) March 12, 2024 - Motion to approve minutes as presented made by Acevedo-Fuentes, second by Doyle, motion carried.

GENERAL PUBLIC COMMENT - None

FINANCIAL ITEMS REQUIRING BOARD ACTION

- 2) Bill List – Heitsch highlighted items greater than \$5,000.
- 3) Motion to approve bill list as presented made by Doyle, second by Wevik, motion carried.

| VENDOR NAME | DESCRIPTION | AMOUNT |
|-----------------------------------|------------------------------|-------------|
| A&B BUSINESS SOLUTION | LEASE/PURCHASES | \$1,777.84 |
| A&B WELDING SUPPLY CO | JANITORIAL/CHEMICAL | \$13.02 |
| ACES AND EIGHTS BOOSTER CLUB | CLUB COMMISSION | \$1,907.66 |
| ALL METAL MANUFACTURING INC | RPR STRUCTURES | \$103.50 |
| ALSCO INC | OTHER RENTALS – LINENS | \$6,386.49 |
| AMAZON CAPITAL SERVICES | OFFICE SUPPLIES | \$1,222.55 |
| ATHLETICA/SPORT SYSTEMS UNLIMITED | RPR STRUCTURES | \$374.55 |
| BETHEL ASSMEBLY OF GOD | CLUB COMMISSION | \$1,248.78 |
| BORDER STATES ELECTRIC | RPR ELECTRICAL | \$113.75 |
| BRENT PETERSON | OTHER PRO SERVICE – DAMAGE | \$5,620.30 |
| CASH-WA DISTRIB | RESALE – F&B | \$19,675.63 |
| CBH COOPERATIVE | GAS/OIL/FUEL | \$483.20 |
| CENTRAL BASEBALL ASSOC INC | CLUB COMMISSION | \$1,774.77 |
| CENTURY GLASS INC | RPR STRUCTURES | \$362.04 |
| CITY OF Rapid City | WATER METER/WASTE | \$11,085.22 |
| COCA-COLA OF BH | RESALE – F&B | \$34,485.25 |
| CONSOLIDATED ELECTRICAL DISTRIB | RPR ELECTRICAL | \$1,199.98 |
| CRESENT ELECTRIC SUPPLY | RPR ELECTRICAL | \$700.92 |
| CULLIGAN OF THE BH | OTHER RENTALS | \$135.00 |
| DAKOTA BATTERY/ELECTRIC | RPR ELECTRICAL | \$19.99 |
| DAKOTA WASH PROS LLC | OTHER PRO SVC – WINDOWS 2023 | \$4,647.00 |
| EASTMAN SOUND & MUSIC | DUES | \$55.00 |
| ECOLAB INSTITUTIONAL INC | LEASES/PURCHASES RENTALS | \$426.58 |
| ELLSWORTH AFTB TOP III | CLUB COMMISSION | \$2,838.76 |
| FERGUSON ENTERPRISES INC | RPR WATER/SEWER | \$411.78 |

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| FISHER BEVERAGE CO INC | RESALE – F&B | \$3,154.00 |
| FOUR WINDS INTERACTIVE LLC | OTHER PRO SERVICE | \$100.32 |
| G&R CONTROLS INC | OTHER PRO SERVICE | \$1,375.00 |
| G&H DISTRIBUTION INC | MISC SUPPLY/MATERIAL | \$12.60 |
| GOLDEN WEST TECHNOLOGIES INC | OTHER PRO SERVICES | \$160.00 |
| GRIMM'S PUMP SERVICE INC | GAS/OIL/FUEL/RPR EQUIP | \$2,724.61 |
| HAGEN GLASS CO | RPR STRUCTURES | \$2,853.81 |
| HERITAGE MAINTENANCE PRODUCTS | RPR EQUIPMENT | \$443.93 |
| I SCREEM LLC | RESALE – F&B | \$2,900.00 |
| JERRY'S CAKES SHAKES & BAKE | RESALE – F&B | \$37.50 |
| JOHNSON BROTHERS OF SD | RESALE – F&B | \$2,001.21 |
| JOHNSON CONTROLS FIRE PROTECT LP | RPR STRUCTURE | \$2,168.68 |
| JOHNSTONE SUPPLY | JANITORIAL/CHEMICAL | \$1,318.11 |
| KNECHT HOME CENTER | RPR EQUIPMENT | \$45.02 |
| LEIGHTON FAMILY FARMS | RESALE – F&B | \$1,600.00 |
| LIBERTY CHRYSLER CENTER LLC | RPR ROLLING STOCK | \$128.00 |
| MASTERS CUSTOM DESIGN | CLOTHING/FOOD | \$781.38 |
| MATHESON TRI-GAS INC | JANITORIAL/CHEMICAL | \$128.53 |
| MEADE MUSIC BOOSTERS | CLUB COMMISSION | \$3,158.42 |
| MENARDS | RPR STRUCTURES | \$1,672.99 |
| MIDWEST MECHANICAL RAPID INC | BUILDING/STRUCTURES | \$6,950.00 |
| MIKE WOLFORTH PHOTOGRAPHY | OTHER PRO SERVICE | \$125.00 |
| MOUNTAIN STATES SECURITY | OTHER PRO SERVICE | \$319.59 |
| NORTH CENTRAL SUPPLY INC | MISC SUPPLY/MATERIAL | \$169.00 |
| NORTHWEST PIPE FITTING INC | RPR EQUIPMENT | \$86.31 |
| ODIN GATE GUARDS | OTHER PRO SERVICES | \$2,279.75 |
| PACIOLAN LLC | OTHER PRO SERVICES | \$1,723.29 |
| PIZZA RANCH RAPID CITY | RESALE – CONCESSIONS | \$284.35 |
| PURCHASE POWER/PITNEY BOWES | OFFICE SUPPLIES – POSTAGE | \$208.99 |
| QUALITY BRANDS OF THE BH | RESALE – F&B | \$7,413.15 |
| RAPID CITY GIRLS LJR OLYMPIC AM SOFTBALL | CLUB COMMISSION | \$960.29 |
| RAPID CITY JOURNAL – AD | PUBLISHING – BOD MINUTES | \$271.32 |
| RAPID CITY SHRINE CLUB | CLUB COMMISSION | \$1,283.95 |
| RAPID ROOTER | RPR WATER/SEWER | \$300.00 |
| RED CLOUD INDIAN SCHOOL INC | CLUB COMMISSION | \$420.14 |
| RUNNINGS SUPPLY INC | MIC SUPPLY/MATERIAL | \$32.52 |
| SAFEWAY INC | RESALE – F&B | \$399.51 |
| SAM'S CLUB | MISC SUPPLY – RESALE F&B | \$362.06 |
| SD UNITED | CLUB COMMISSION | \$4,735.34 |
| SERVALL UNIFORM/LINEN CO INC | OTHER PRO SERVICES | \$214.69 |
| SIGN EXPRESS | EVENT PROMO | \$1,440.00 |
| SIMPSON'S PRINTING | MISC SUPPLY/MATERIAL | \$1,354.00 |
| SIZZLE SOFTBALL BLACK HILLS SILENCERS | CLUB COMMISSION | \$1,462.26 |
| SO IT GROWS PLANT CARE | CLUB COMMISSION | \$350.00 |
| SOUTH DAKOTA ELITE | CLUB COMMISSION | \$679.32 |
| SOUTH DAKOTA POOL AND DART CORP | OTHER PRO SERVICES | \$22,000.00 |
| SDSM&T | CLUB COMMISSION | \$1,916.95 |
| SOUTHERN GLAZER'S OF SD | RESALE – F&B | \$1,884.80 |
| STATE OF SD | MINOR TOOLS | \$1,344.50 |
| SYSCO MONTANA INC | RESALE – F&B | \$5,258.58 |
| TIRES TIRES TIRES | RPR ROLLING STOCK | \$16.45 |
| TK ELEVATOR CORP | OTHER PRO SERVICES | \$3,527.43 |
| US FOODS | JANITORIAL/CHEMICAL/RESALE FOOD | \$47,987.42 |
| VENUE COALITION | DUES – ANNUAL | \$45,000.00 |
| VERIZON WIRELESS | TELEPHONE | \$2,183.53 |
| WALL MEAT PROCESSING | RESALE – F&B | \$345.88 |
| WATERTREE INC | JANITORIAL/CHEMICAL | \$122.60 |
| WESTERN COMMUNICATIONS INC | MISC SUPPLY/MATERIAL RADIO | \$461.29 |
| WESTERN STATIONERS | OFFICE SUPPLIES | \$84.95 |
| WESTMINSTER PRESBYTERIAN CHURCH | CLUB COMMISSION | \$571.76 |
| WW GRAINGER INC | MISC SUPPLY/MATERIAL | \$408.02 |
| TOTAL | | \$305,421.83 |

- 4) **Capital Update – Heitsch presented. Discussion followed.**
- **Old Chamber Space/Ice Arena Club**
 - **\$100,000 funds initially allotted for front office space renovation but will now be used to meet health department required upgrades and resolve service issues to the Ice Arena Club space.**
 - **Upgrades will include: floor plan refresh, concession stand upgrade, furnishings refresh, and required MEP upgrades.**
 - **Team is working towards a final price tag for the remodel. Completion date will be mid-September for hockey season.**
 - **Complex Wide - 60' Lift Replacement**
 - **Initial price of \$90,000 has now increased to \$115,000 to find a quality, used machine.**
 - **Hammerbeck added currently looking to negotiate with a company for trade value options to reduce the price.**
 - **Current budget is being reviewed to accommodate this increase.**
 - **Summit Arena - Damper issue resolution and installation of dock heat at overhead doors.**
 - **Upgrading from the standard size to a larger size damper will increase energy savings; per Johnson Control and Tessier's the replacement cost will be recouped within a couple of years.**
 - **Ops team will research the disposal options for the current dampers and will report back to the board.**
 - **Dock heat overhead door is required due to being used by several events and currently unable to warm this space which is a common issue with arenas.**
 - **Summit Concourse Level - SE Corner – curtain design resolution.**
 - **Solution for our 'triangle of light' issue in the SE Corner of the seating bowl – allowing for a show to go completely black, which is a show requirement. Cost \$14,000.**
 - **Current curtain design for a complete 'dark house' is not functional or safe to install.**

Motion to approve request of \$14,000 to solve the "show blackout" curtain issue was made by Acevedo-Fuentes and second by Doyle, motion carried.

- 5) **Transportation Natural Gas Bid and Presentation – Chris Catlette, Energy Plant Manager**
- **Request permission to advertise for Transportation Natural Gas bids**
 - **Catlette gave a presentation on the history and operations of the Energy Plant (see attached presentation)**
 - **Bid Schedule Plan**
 - **Advertise to accept public bids for the next two weeks**
 - **Public bid opening on 4-17-24 at 10 am**
 - **Low bid will be brought to Board meeting on 4-23-24 for Board consideration.**

Motion to approve request to advertise for bids for Transportation Natural Gas made by Doyle, second by Acevedo-Fuentes, motion carried.

ITEMS NOT REQUIRING BOARD ACTION CONTINUED

- 6) **Visit Rapid City – None**
- 7) **RC Council – Greg Strommen, City Councilmen**
- **Appreciation of The Monument staff for bringing great events to Rapid City.**
 - **Congratulated The Monument for successful basketball tournaments and recent events.**
- 8) **Rapid City Area Schools – Jordan Bauer, Activities Director.**
- **Thanked The Monument staff for the two recent state basketball tournaments.**
 - **Shout out to Hammerbeck and his team for working with the shock clock issues and how it was handled.**
 - **Shout out to the marketing team for the personalized videos for the participating students. Noting the staff goes above and above for our kids across the State. These were successful and seamless events.**

DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS, AND STAFF

- 9) **The Monument 2023 Year End presented by Priscilla Dominguez. (see attached presentation).**
- 10) **Executive Director's Update – Baltzer presented. Discussion followed.**
- **City continues to undergo negotiations with ASFME labor union. Gives an opportunity to look at current employment positions and how the wage study will affect employees. The end result will include adjustments to identify salaries not matching the position and will look at title changes to align with the current salary. City council review and finalization expected soon.**
 - **Ticketing RFP update**
 - **Several internal meetings to review the RFP's submitted.**
 - **Scheduled meeting with our internal RFP ticketing committee to finalize the selection.**
 - **Selection will then be brought to the Board for consideration.**
 - **Grants update – the staff continues to work on multiple potential grants including:**
 - **SD DANR Grant for asbestos removal from the Adams Street building. The application was accepted and the project has begun with an expected end of June 2024 completion date. Conversations for the use of the Adams Street property are ongoing.**
 - **Homeland Security Grant application has been submitted. If awarded, funds will be used for electronic door security devices. A presentation was given by Cody Patterson, Guest Services and Security Manager. Not awarded, as of now.**
 - **Federal EPA grant – City is applying for \$50M. \$4M being allotted for The Monument LED light conversion projects, campus wide.**
- 11) **February Financial summary – Heitsch presented. Discussion followed.**
- **BBB is steady and reflective of the final 2023 payment**
 - **Detail in revenues for stands, beer, and liquor sales are slightly skewed comparisons due to an internal programming error in the POS systems. Uncategorized items at time of sales defaulted to stand sales category. These items have been researched reporting correct totals, however, the allocations require adjustments. The allocated adjustments will be forthcoming.**
 - **Revenues are up slightly.**
 - **Capital expense items were previously approved in 2023 are now being paid out.**
 - **PILT expenses have decreased and will result in \$97,000 annual savings.**
 - **2024 PILT and Interdepartmental charges have not increased.**
 - **Large item expense challenges continue to be Salary and Wages and Merchandise for Resale.**
 - **Budget 2025 currently in process. Expect budget completion, presentation and board approval during the month of May 2024.**
- 12) **Event Update –Kraemer discussed the calendar and highlighted events and plans for the next few weeks.**
- **Prior event recap –**
 - **State A and State B Basketball tournaments**
 - **AAU State Wrestling**
 - **1736 wrestlers**
 - **5000 tickets scanned**
 - **Outgrown Ice Arena for this event**
 - **This will be an increasing event and here to stay**
 - **Need to look at the other weekend event space to accommodate this growing tournament**
 - **BH Home and Industries Show**
 - **3 - Rush Hockey games**
 - **SD State Student Council Convention was cancelled due to weather across the state – look forward to next year's return**
 - **Upcoming Events**
 - **3 – Rush Hockey Games**
 - **Mania ABBA Tribute concert**
 - **Lakota All Star games**
 - **National high school and college students**

- Hockey and Hops event
 - Mini-beer fest event before hockey game
- Rimrock Church Easter Service
- Kids Fair

ADJOURNMENT

Lambert adjourned the meeting at 9:34 a.m.

Motion to approve meeting adjournment made by Doyle, second by Acevedo-Fuentes, motion carried.

Respectfully submitted,

Becky Bone
Accounting Clerk
The Monument