

MINUTES FOR THE MONUMENT BOARD OF DIRECTORS

# THE MONUMENT

Rapid City, South Dakota  
 Tuesday, April 23, 2024

**ROLL CALL AND DETERMINATION OF QUORUM**

Jason Lambert, Vice-Chair, called the meeting to order at 8:15 a.m.

MEMBERS PRESENT: Jason Lambert, Vice-Chair; Charity Doyle, Member; and Stuart Wevik, Member.  
 Via: teleconference: Tim Johnson, Chair.

MEMBERS ABSENT: Patri Acevedo Fuentes, Member.

OTHERS PRESENT: Craig Baltzer, Executive Director; Tracy Heitsch, Deputy Director/Finance; Jayne Kraemer, Deputy Director/Events; Justin Williams, City Attorney, Becky Bone, Accounting Clerk; Brook Kaufman, Visit Rapid City; Chris Catlette, Energy Plant Manger; Rory Hammerbeck, Engineering Manager; Paul Sterling, Director of Operations; and via teleconference: Todd Hunt, Sr. Vice President, Venue Coalition; Greg Strommen, City Councilman; Nicole Swigart, Rapid City Area Schools; and Jordan Bauer, Rapid City Area Schools.

**ADOPTION OF AGENDA**

Motion to approve agenda was made by Doyle, and second by Wevik, motion carried.

**APPROVE MINUTES**

1) April 9, 2024 Motion to approve minutes as presented made by Doyle, second by Wevik, motion carried.

**GENERAL PUBLIC COMMENT - NONE**

NOTE – Venue Coalition Report – Todd Hunt, Sr. Vice President presented. Discussion followed.

- Venue Coalition is a live entertainment consulting company which partners with 150 arenas nationwide and lobbies our secondary market size to agents and artists. Hunt provided an industry update.
- Post pandemic industry challenge
  - Ticket price increases: national average pricing in 2022 \$86.00 vs. 2023 \$94.32. 2024 projecting > \$100. Increases the challenge for the Rapid City market as customer’s household disposable income is more limited and thus may have difficulty supporting these prices.
  - International touring increased dramatically in 2023. Artist are touring internationally in all genres post COVID so we are competing with venues across the world. Creates additional challenges in securing larger concerts into the market.
- Venue Coalition continues to work with Live Nation and AEG, the two largest concert promoters in the world, to book acts in the Rapid City market.
- The Monument ticket sales are comparable to other performing markets. Booking Stapleton, Jelly Roll and Breaking Benjamin helps promote this venue to other artists.
- Hunt stated that Baltzer, Kraemer, and the marketing team understand the market well and know when an act will perform well, while having the experience to know what will help promote the market to continue to book major acts.
- Discussion followed.

**FINANCIAL ITEMS REQUIRING BOARD ACTION**

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

VENDOR	DESCRIPTION	AMOUNT
A&B BUSINESS SOLLUTIONS INC	LEASE/PURCHASES	\$1,724.45
A&B WELDING CO INC	MISC SUPPLY/MATERIAL	\$283.48

ACE HARDWARE – WEST	MISC SUPPLY/MATERIAL	\$73.38
ALSCO INC	LINEN RENTALS, JANITORIAL	\$2,142.49
AMAZON CAPITAL SERVICES	MISC SUPPLY / MATERIAL	\$386.66
BH CHEMICAL AND JANITORAIL CO INC	JANITORIAL/CHEMICAL	\$5,782.10
BH METAL FABRICAROTRS INC	RPR STREET / CURB / WALK	\$150.00
BOCA SYSTEMS INC	OFFICE SUPPLIES	\$11,008.68
BORDER STATES ELECTRIC SUPPLY	RPR ELECTRICAL	\$280.25
BSA TROOP 2020	CLUB COMMISSIONS	\$222.29
BUTLER MACHINERY CO	RPR ROLLING STOCK	\$180.10
CAPITAL ONE NA	RESALE – CONCESSIONS	\$26.70
CARBONHOUSE	OTHER PRO SERVICES	\$600.00
CASH-WA DISTRIBUTING	RESALE CONCESSIONS	\$7,553.60
CBH COOPERATIVE	GAS / OIL / FUEL – CBH	\$513.60
CHRIS SUPPLY CO INC	RPR ELECTRICAL	\$34.53
CITY OF RAPID CITY	WATER	\$8,063.65
CLIMATE CONTROL SYSTEMS & SERV	OTHER PRO SERVICES	\$182.99
COCA-COLA OF THE BLACK HILLS	RESALE - CONCESSIONS	\$37,233.50
CONSOLIDATED ELECTRICAL DISTRIB	RPR ELECTRICAL	\$930.00
CONVERGINT TECHNOLOGIES	RPR STRUCTURES	\$292.90
CRESCENT ELECTRIC SUPPLY CO	RPR ELECTRICAL	\$987.90
CRUSH SOFTBALL	CLUB COMMISSIONS	\$3,904.66
DAKOTA FLUID POWER	RPR EQUIPMENT	\$1,578.93
DLT SOLUTIONS LLC	SUBSCRIPTIONS	\$844.78
EASTMAN SOUND & MUSIC	SUBSCRIPTIONS	\$55.00
ECOLAB INSTITUIONAL INC	LEASE / PURCHASES	\$426.58
FISHER BEVERAGE CO INC	RESALE – CONCESSIONS	\$3,594.00
FOUR WINDS INTERACTIVE	OTHER PRO SERVICES	\$100.32
G&R CONTROLS INC	RPR EQUIPMENT	\$456.74
GOLDEN WEST TECHNOLOGIES	OTHER PRO SERVICES	\$160.00
GRIMM'S PUMP SERVICE INC	RPR EQUIPMENT	\$264.80
HAY CAMP BREWING CO	RESALE – CONCESSIONS	\$48.00
HILLS SEPTIC SERVICE	OTHER PRO SERVICES	\$314.00
J.M. KINGSBURY FAMILY	RESALE – CONCESSIONS	\$535.00
JENNER EQUIPMENT CO	RPR ROLLING STOCK	\$574.44
KIEFFER SANITATION INC	OTHER PRO SERVICES	\$4,612.80
KNECHT HOME CENTER	MISC SUPPLY / MATERIAL	\$246.99
LAST MILE BREWERY	RESALE – CONCESSIONS	\$250.00
MATHESON TRI-GAS INC	OTHER RENTALS	\$136.57
MENARDS	MISC SUPPLY / MATERIAL	\$209.02
MOUNTAIN STATES SECURITY INC	OTHER PRO SERVICESQ	\$182.63
OPEN HEART UNITED METHODIST	CLUB COMMISSIONS	\$1,023.22
OVERHEAD DOOR OF RAPID CITY	RPR STRUCTURES	\$956.57
PACIFIC STEEL & RECYCLING INC	RPR STREET / CURB / WALK-GATE	\$131.71
PARKHUB INC	SUBSCRIPTIONS	\$7.70
QUALITY BRANDS OF THE BH	RESALE – CONCESSIONS	\$3,283.95
RAPID CITY JOURNAL	PUBLISHING – BOD MINUTES	\$444.29
RUSHMORE EQUIPMENT LLC	MACHINERY RENTAL	\$1,050.00
SAFEWAY INC	RESALE – CONCESSIONS	\$13.98
SERVALL UNIFORM / LINEN CO	OTHER PRO SERVICES	\$139.09
SIMPSON'S PRINTING	OTHER PRO SERVICES	\$385.00
SDSM&T	CLUB COMMISSIONS	\$703.88
SOUTHERN GLAZER'S OF SD	RESALE – CONCESSIONS	\$428.00
STATE OF SOUTH DAKOTA	MISC SUPPLY / MATERIAL	\$395.00
SUMMIT SIGNS & SUPPLY INC	RPR STRUCTURES	\$33.00
SYSCO MONTANA INC	RESALE – CONCESSIONS	\$4,636.75
THEATRICAL MEDIA SERVICES	MISC SUPPLY / MATERIAL	\$513.32
TK ELEVATOR CORPORATION	OTHER PRO SERVICES	\$321.10
US FOODS	RESALE –CONCESSIONS	\$22,220.42
VICTORIA'S GARDEN	MISC SUPPLY / MATERIAL	\$50.00
WATERTREE INC	JANITORIAL / CHEMICAL	\$95.80
WESTERN COMMUNICATIONS INC	MISC SUPPLY / MATERIAL	\$1,237.34
WESTERN STATES FIRE PROTECTION	OTHER PRO SERVICES	\$4,016.98
WESTMINSTER PRESBYTERIAN CHU	CLUB COMMISSIONS	\$286.29

WHISLER BEARING COMPANY	RPR EQUIPMENT	\$7,024.38
WOODLAND REPUBLIC BREW&BLEND	RESALE – CONCESSIONS	\$260.00
WW GRAINGER INC	CLOTHING / FOOD	\$25.54
ZYMURCRACY BEER COMPANY	RESALE – CONCESSIONS	\$488.00
<b>TOTAL</b>		<b>\$149,555.28</b>

- 3) **Capital Update – Heitsch presented. Discussion followed.**
- 60’ Articulating Lift – Sterling has been looking 18 months for used quality lift without success.
  - JLG and Genie Manufacturers have a 12-month inventory waitlist.
  - Forklifts of MN has the best price \$118,069 including \$4000 trade-in value for the in-operable lift.
  - Delivery expected the end of third quarter.

**Motion to approve purchase of 60’ Articulating Lift for \$118,069 including trade via Sourcewell Contract #020923-SKJ, made by Doyle, second by Wevik, motion carried.**

- Facility Wide – City IT Request – internet network switches for \$24,725.40
- This project replaces 18% of the oldest outdated switches in our network, dating back to 2011.

**Motion to approve the facility wide IT network switch upgrade project for \$24,725.40 made by Wevik, second by Doyle, motion approved.**

- 4) **Transportation Natural Gas Bid – Catlette presented. Discussion followed.**
- Public bid opening was held on 4-17-24. Sequent Energy was the low bid at -\$0.032. Rainbow Gas at -\$0.31 was the other bid received.

**Motion to approve contracting with Sequent Energy as the low bidder was made by Doyle, second by Wevik, motion carried.**

#### **ITEMS NOT REQUIRING BOARD ACTION CONTINUED**

- 5) **Visit Rapid City – Kaufman presented. Discussion followed.**
- 2023 Tourism Visitation numbers are complete, showing hotel rates have increased and visitation was flat while consumer spending was up.
  - Tim Johnson attended the Casper, WY conference promoting Rapid City as tourism destination while Domico is in FL promoting SD tourism.
  - Visitor Center opens May 6, 2024 - located in the historic building 613 Main St.
- 6) **RC Council – Strommen presented. Discussion followed.**
- City Council approved \$172M water reclamation upgrades.
  - Mayor is proposing a reallocation of the Vision Funds and will be having a public information meeting. Wevik looks forward to The Monument having an opportunity to be included in this discussion. Baltzer plans to attend public information meeting and represent The Monument.
- 7) **Rapid City Area Schools – Swigart presented. Discussion followed.**
- Evening of Excellence was hosted by The Monument. Another successful event included recognition of students, teachers and faculty.
  - Looking forward to 2024 Stevens and Central graduations. Feathering Ceremony will be hosted at Central HS on the same evening as the Stapleton concert.
  - Asbestos removal and demolition of South Middle School will begin soon.
  - Conversations continue regarding future bonds needed for elementary schools.

#### **DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS, AND STAFF**

- 8) **Executive Director’s Update – Baltzer presented. Discussion followed.**
- Hockey closed out with 3-wins. Final numbers represent a year of growth for hockey.
  - Arena football pre-season game this weekend. Reminding the board this is a new league with different rules. First game brought attention to needed arena adjustments.
  - City Council members have inquired about a separation crack in the Summit Arena on the 2nd level. Baltzer reassured the Board this is not structural or hazardous.

The area is less than ¼” gap. Hammerbeck added this crack will be filled and repaired.

9) **March Financial Summary – Heitsch presented. Discussion followed.**

**Revenues 32.63% Expenses 30.15% YTD**

- **BBB is slightly behind the 3% historical average.**
- **F&B revs are up 8.8% for the first 90 days of the year**
  - **Partially driven by pricing and increased product and labor cost.**
  - **Reflective of the increase in events.**
- **Increased cost of insurance, repairs and maintenance, including a security company that was brought on to help out when events are short staffed.**
- **Wages have increased as expected however additional volunteer groups will help offset the overhead costs.**
- **Increased trades department expenses. Repairs, maintenance, modernizations and small improvements to increase our efficiencies are driving up expenses.**
- **Decrease in PILT will continue to provide a savings.**
- **Reserves reflect a solid cash position. Intend to withdraw reserve funds to help fund large capital projects such as the completion of the Barnett Fieldhouse roof.**
- **April financials are on track.**
- **Continue work on Budget 2025 which will be presented at the May 14, 2024 board meeting.**

10) **Event Update – Kraemer discussed the calendar and highlighted events and plans for the next few weeks.**

- **Shen Yun**
- **Faith and Hope Breakfast**
- **LNI Annual Meeting**
- **Hydrology Conference**
- **Beyond the Dental Chair – Dakota Periodontal event also scheduled in October 2024**
- **Kountry Junkin’ - New event that moved to our building from the fairgrounds**
- **Day of Excellence**
- **Evening of Excellence**
- **Brantley Gilbert Concert**
- **Spring Market Place Pop-Up**
- **Marshals vs. IA Indoor Football**
- **Next week: dancing, circus and food show**
- **Upcoming 2024 graduations**

**ADJOURNMENT**

**Lambert adjourned the meeting at 9:17 a.m.**

**Motion to adjourn made by Doyle, second by Wevik, motion carried.**

**Respectfully submitted,**

**Becky Bone  
Accounting Clerk  
The Monument**