

**RUSHMORE PLAZA CIVIC CENTER  
BOARD OF DIRECTORS MEETING MINUTES  
Tuesday, February 28, 2017**

Chair of the Board, Donna Winkler called the meeting to order at 8:17 a.m. with the following Board members present: Jeff Bailie and Daniel Kline. Staff present include: Executive Director, Craig Baltzer; Deputy Director, Jayne Kraemer; Deputy Director, Tracy Heitsch; and Administrative Assistant, Sandra Arnold. Liaisons present include: None. Others present include: Central States Fair Representative, Gary Brown and Public Works Representative, Rod Johnson. Rapid City Journal representative, Sam Blackstone entered later in the meeting.

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

General Public Comment

None

Minutes

Motion was made by Bailie and seconded by Winkler **to approve the minutes of the January 24, 2017 meeting as presented.** Upon vote being taken, the motion carried unanimously. Motion was made by Bailie and seconded by Kline **to approve the minutes of the February 14, 2017 meeting as presented.** Upon voted being taken, the motion carried unanimously.

Bill List

The 2017 Bill List for February 28 was audited.

28TH CCS UAC GROUP	878.63
28TH CONTRACTING SQUADRON UAC	742.89
ACE HARDWARE-WEST	324.09
ADAMS ISC	159.60
ALSCO INC	2853.96
AMERICAN LEGION POST 303	1575.12
BAKER TIMBER PRODUCTS INC	183.18
BARBIZON LIGHT OF THE ROCKIES INC	446.15
BEST BUY BUSINESS ADVANTAGE ACCOUNT	346.89
BLACK HILLS BADLANDS & LAKES	313.00
BLACK HILLS INDUSTRIES INC	399.00
BORDER STATES ELECTRIC SUPPLY	322.56
CARQUEST AUTO PARTS	106.62
CASH-WA DISTRIBUTING COMPANY	3495.14
CBH COOPERATIVE	179.20
CHAMBERLIN ARCHITECTS	695.00
CITY OF RAPID CITY	2123.12
COCA-COLA OF THE BLACK HILLS	4654.65
CONVERGINT TECHNOLOGIES LLC	778.06
CRESCENT ELECTRIC SUPPLY CO	33.66
CULLIGAN OF THE BLACK HILLS	240.00
DAKOTA BATTERY/ELECTRIC	168.63
DENNIS SUPPLY	2359.24
DEPOT MUSIC	295.00
E & J SPECIALTIES INC	58.50
EASTMAN SOUND & MUSIC	55.00
ECOLAB EQUIPMENT CARE	143.54
ECOLAB PEST ELIMINATION	363.15
FASTENAL COMPANY	88.92

FISHER BEVERAGE COMPANY INC	26362.00
FOOD SERVICES OF AMERICA	28444.90
GOLDEN WEST TECHNOLOGIES INC	1046.00
HAUFF MID-AMERICA SPORTS INC	57.80
HEARTLAND PAPER CO	2143.68
HOBART SALES & SERVICE	284.60
JERRY'S CAKES SHAKES & BAKE	135.00
JOAN'S PLANT SERVICE	350.00
JOHNSON BROTHERS OF SD	2702.30
JOHNSON MACHINE INC.	52.82
KIEFFER SANITATION INC	3867.09
KNECHT HOME CENTER	98.79
KONE INC	1658.02
LAURA PETERS	50.00
LICENSED BEVERAGE DEALERS OF SD	100.00
M G OIL CO	2804.26
MATHESON TRI-GAS INC	55.80
MCKIE FORD INC	55.55
MIDWEST MARKETING	13996.50
MT STATES SECURITY	314.82
NCR CORPORATION	17158.54
NORTHWEST PIPE FITTINGS INC	3357.50
OVERHEAD DOOR CO. OF RC	147.00
PITNEY BOWES	359.43
QUALITY BRANDS OF THE BLACK HILLS	18765.09
RAPID CITY AREA CHAMBER OF COMMERCE	350.00
RAPID CITY AREA SCHOOL DIST 51-4	74.13
RAPID CITY CHRISTIAN EDUCATION ASSOC INC	789.10
RAPID CITY JOURNAL - ADVERTISING	1003.35
RAPID CITY MARAUDERS	1127.44
RAPID CITY SHRINE CLUB	1214.25
RAPID ROOTER	210.00
RC CURE	446.24
RCS CONSTRUCTION INC.	135293.96
REPUBLIC NATIONAL DISTRIBUTING COMPANY	9133.38
RUNNINGS SUPPLY INC	105.94
SAFEWAY INC	124.75
SAM'S CLUB	711.08
SEQUENT ENERGY MANAGEMENT LP	15438.96
SERVALL UNIFORM/LINEN CO INC	130.46
SOUTH DAKOTA SCHOOL OF MINES & TECHNOLOGY	2334.95
SOUTHERN GLAZER'S OF SD	376.30
SPARTAN STORES LLC	15.96
SPECTRA TICKETING & FAN ENGAGEMENT	215.00
STEVE BURGAD	1680.00
SYSCO MONTANA INC	4333.77
TEAM WICKED SOFTBALL	2323.63
THYSSENKRUPP ELEVATOR CORP	317.30
TRACY HEITSCH	95.89
US DEPARTMENT OF AGRICULTURE-FOREST SVC	1496.45
US FOOD SERVICE	1107.35
VAST BUSINESS	2350.10
VERIZON WIRELESS	1844.11
WATERTREE INC	103.40
WESTERN STATIONERS	130.42
WHISLER BEARING COMPANY	10.14
YESCO	1056.19
Total	334,693.99

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

Heitsch then distributed an updated spreadsheet regarding the DOJ projects expenditures and explained.

#### Executive Director's Update

Baltzer asked the Board for clarification regarding the Board meetings moving back to having additional items at the first meeting of the month. Board agreed. Baltzer expressed the month of March is extremely busy with events with major turnovers; the staff is very extended. Baltzer thanked the members who were able to come to the display board showcase in the Barnett Arena last Friday. Baltzer explained the hockey game on Friday evening was postponed to Monday due to a glycol line being punctured. It has been patched to get through the rest of the season and will be fully repaired once the season is over.

#### Liaison Reports

Julie Jensen – Convention & Visitors Bureau: Not present

Charity Doyle – Council Liaison: Not present.

Darren Paulson – School Liaison: Not present.

#### Financial Information

Heitsch discussed the working financial papers as of and ending in the month of January 2017 YOY comparison through 2013, along with budget comparison, as sent to each Board Member. Board accepts as information.

Heitsch passed out an updated prioritized needs list and discussed each of the prioritized items in each of the categories. This process of long range planning began back in 2011 and has removed about \$2 million worth of items off the list. Heitsch reminded the Board that any item that may be \$25,000 and over will have to go out for bid and will presented to the board if that arises. Bailie asked if the list is a collaborative effort regarding the prioritizing. Heitsch stated it is a collaborative effort, the senior management staff work together, as well as, the management staff working within their departments. Bailie asked Johnson about parking lot G status and cost. Johnson stated he believes the cost is in the ball park of \$500,000 but will be looking at the full details and will bring back more info next month.

Baltzer explained we are working on a grant with homeland security for walk-through metal detectors. This grant will allow other governmental entities to borrow them as needed, and could help with obtaining the grant funding. Many of our large agents/promoters are demanding higher security to include these type of walk-through metal detectors. Kline would like to see us move forward with the purchase of our part of the walk-through detectors since it is the desire of our promoters.

Heitsch asked how the Board feels about the staff moving forward on getting numbers for Rushmore Hall. Board agreed to look into estimates on Rushmore Hall. Bailie asked about the possibility of naming sponsorship of Rushmore Hall. Baltzer stated he thinks that is definitely a possibility and currently working on different type of sponsorship/partner packages throughout the facility.

Johnson left the meeting.

#### Miscellaneous:

##### 1) Executive Session

Winkler asked if there was a motion for executive session; hearing none, it was not held.

Winkler would like the Mayor to personally have a conversation with the Board regarding the future of the Barnett Arena. Board agreed and stated they feel like they have been left in the dark. Winkler believes the Department of Justice could use the Civic Center as an example if we don't have anything done in the Barnett Arena by the deadline of the agreement. Bailie stated it was a year ago the Task Force was seated and we need to know if they have a recommendation or decision for the Barnett Arena and if they

don't maybe we should start working on the bathrooms as the Board has a responsibility to see this through. Board members stated they want this item to be an agenda item at the next meeting.

There being no further business, motion was made by Bailie and seconded by Kline **to adjourn the meeting**. Upon vote being taken, the motion carried unanimously. The meeting adjourned at 9:30 a.m.

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

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Sandra Arnold, Administrative Assistant

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Date