

**RUSHMORE PLAZA CIVIC CENTER
BOARD OF DIRECTORS MEETING MINUTES
Tuesday, March 14, 2017**

Chair of the Board, Donna Winkler called the meeting to order at 8:15 a.m. with the following Board members present: Jeff Bailie, Mike Diedrich, Jennifer Landguth, and Dan Kline (via teleconference). Staff present include: Executive Director, Craig Baltzer; Deputy Director, Tracy Heitsch; Energy Plant Manager, Gunar Dzintars, and Administrative Assistant, Sandra Arnold. Others present include: Central States Fair Representative, Gary Brown; Public Works Representative, Rod Johnson. Deputy Director, Jayne Kraemer and City Attorney, Joel Landeen entered later in the meeting.

After review of the meeting agenda motion was made by Bailie and seconded by Diedrich **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 Kline **to approve the minutes of the February 28, 2017 meeting as presented**. Upon vote being taken, the motion carried unanimously.

Bill List

The 2017 Bill List for March 14 was audited.

ALSCO INC	2453.06
AMERICAN LEGION POST 303	191.25
ARCHITECTURE INCORPORATED	2850.00
ARMSTRONG EXTINGUISHER SVC. INC.	318.37
BAKER TIMBER PRODUCTS INC	34.56
BATTERIES PLUS BULBS	118.32
BEST BUY BUSINESS ADVANTAGE ACCOUNT	779.99
BLACK HILLS CHEMICAL CO INC	1012.99
CARBONHOUSE	600.00
CASH-WA DISTRIBUTING COMPANY	9206.80
CASK & CORK	622.00
CBH COOPERATIVE	291.20
CHEXCEL	25.00
CHRIS SUPPLY COMPANY INC	72.96
CITY OF RAPID CITY	6491.05
CLIMATE CONTROL SYSTEMS & SERVICE	1320.76
COCA-COLA OF THE BLACK HILLS	12227.40
CRESCENT ELECTRIC SUPPLY CO	349.86
DAVID WENTWORTH	21.26
EASTMAN SOUND & MUSIC	55.00
FASTENAL COMPANY	18.56
FISHER BEVERAGE COMPANY INC	2044.85
FOOD SERVICES OF AMERICA	24842.79
FOUR WINDS INTERACTIVE LLC	553.17
HEARTLAND PAPER CO	2414.53
HILLS TIRE & SUPPLY INC.	40.00
JENNER EQUIPMENT CO	302.78
JOAN'S PLANT SERVICE	350.00
JOHNSON MACHINE INC.	173.06
KNECHT HOME CENTER	102.60
KONE INC	7780.00
LIGHTING MAINTENANCE CO	115.71

MATHESON TRI-GAS INC	54.00
MENARDS	411.26
NORCON COMMUNICATIONS INC	306.54
NORTHWEST PIPE FITTINGS INC	252.89
PROUD PROFESSIONALS	1030.18
PROVANTAGE LLC	311.00
QUALITY BRANDS OF THE BLACK HILLS	10365.75
R & R SPECIALITIES INC	207.25
RAPID CITY AREA SCHOOL DIST 51-4	57.74
RAPID CITY JOURNAL - ADVERTISING	28.70
RAPID CITY MARAUDERS	385.73
RAPID CITY SHRINE CLUB	286.75
RC CURE	922.73
SAFEWAY INC	6.85
SAM'S CLUB	950.85
SERVALL UNIFORM/LINEN CO INC	130.46
SOUTH DAKOTA SCHOOL OF MINES & TECHNOLOGY	874.53
SPARTAN STORES LLC	33.45
STURDEVANT'S REFINISH SUPPLY CENTER	133.51
SYSCO MONTANA INC	2761.34
US DEPARTMENT OF AGRICULTURE-FOREST SVC	3075.08
US FOOD SERVICE	3961.00
VAST BROADBAND	5344.00
VENUE COALITION	12500.00
WALMART COMMUNITY	152.15
WESTERN COMMUNICATIONS INC	379.00
WESTERN STATIONERS	304.29
WHISLER BEARING COMPANY	45.66
Total	123,052.57

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

Executive Director's Update

Baltzer stated the facility has been rocking lately; last week was very busy along with a full Saturday. This week will be busy again with State AA Boys and Girls Basketball tournaments. Baltzer recognized Event Staff Supervisor, Amber Ogaard for saving a patrons life on Saturday evening. Fire Chief, Rod Seals told Baltzer that Ogaard reacted quickly and thoroughly. Landguth expressed the Jay Leno performance was great. Bailie asked if there was an update from the meeting with the Mayor last Friday. Baltzer stated the Mayor did present an outline for his approach to the Barnett Arena and that the Mayor feels the DOJ agreement is something that needs to be handled by the City and the Mayor. Baltzer also stated the Mayor will be here at the next Board meeting to discuss this topic.

Miscellaneous:

1) Transportation Natural Gas Bid

Heitsch handed out a draft of the bid documents and specifications and stated this is bid every year for contract period of June 1 through May 31. Dzintars explained the process of how the Energy Plant obtains the natural gas, the cost savings from buying wholesale instead of retail, and getting a better price via the bid process every year. Motion was made by Diedrich and seconded by Landguth **to approve staff to go out to bid for Transportation Natural Gas.** Upon vote being taken, the motion carried unanimously.

2) 2016 – A Year in Review Booklet

Heitsch handed out the 2016-A Year in Review booklet. Heitsch stated this was new and hoped to produce "A Year in Review" every year going forward as a vehicle to "tell our story". The booklets will be distributed to community stakeholders, city officials, and any interested public.

3) 2018 Budget Review

Heitsch handed out the proposed 2018 budget showing consolidated revenues and expenses, detailed revenues, detailed expenses, capital outlay, and Energy Plant. Heitsch presented a PowerPoint presentation. Heitsch began with explaining the internal process and a brief overview. Heitsch moved into detailing revenues, expenses, capital outlay, and then Energy Plant. Heitsch concluded with reasons why the Civic Center books events, along with a total number of attendees since the facility opened. Heitsch asked if there were any further questions; short discussion followed. Board accepts the 2018 proposed budget as information and will readdress at the next Board meeting.

Landeen entered during Budget Review.

Kline left during Budget Review.

Diedrich left during Budget Review.

4) Executive Session

Motion was made by Bailie and seconded by Landguth **to go into executive session for the purposes permitted by SDCL 1-25-2 (1), (3), and (4)**. Upon vote being taken, the motion carried unanimously.

Diedrich returned during Executive Session.

Landguth left during Executive Session.

Motion was made by Diedrich and seconded by Bailie **to come out of executive session**. Upon vote being taken, the motion carried unanimously.

There being no further business, motion was made by Bailie and seconded by Diedrich **to adjourn the meeting**. Upon vote being taken, the motion carried unanimously. The meeting adjourned at 11:20 a.m.

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

Sandra Arnold, Administrative Assistant

Date