

**RUSHMORE PLAZA CIVIC CENTER
BOARD OF DIRECTORS MEETING MINUTES
Tuesday, June 27, 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 and Dan Kline (via teleconference). Staff present include: Executive Director, Craig Baltzer; Deputy Director, Jayne Kraemer; Deputy Director, Tracy Heitsch; Director of Operations, Paul Sterling; and Administrative Assistant, Sandra Arnold. Liaisons present include: None. Others present include: Central States Fair Representative, Gary Brown, Public Works Engineer, Rod Johnson; FMG Engineering representatives, Jerry Foster and Kyle Hansen; Lester Hospitality representatives, Rocky Lester and Luke Lester; KOTA representative, Rachel Ryan. Midwest Marketing representative, Dawn Claymore 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

Brown wanted to extend Happy Fourth of July.

Claymore entered the meeting.

Minutes

Motion was made by Bailie and seconded by Kline **to approve the minutes of the June 13, 2017 meeting as presented**. Upon vote being taken, the motion carried unanimously.

Bill List

The 2017 Bill List for June 27 was audited.

A&B WELDING SUPPLY CO INC	64.00
ADAMS ISC	198.64
ALSCO INC	265.77
ARMSTRONG EXTINGUISHER SVC. INC.	1661.00
BARBIZON LIGHT OF THE ROCKIES INC	1106.11
CASH-WA DISTRIBUTING COMPANY	3020.24
CBH COOPERATIVE	179.20
CHRIS SUPPLY COMPANY INC	263.74
CITY OF RAPID CITY	1993.92
CLIMATE CONTROL SYSTEMS & SERVICE	4671.11
COCA-COLA OF THE BLACK HILLS	322.00
CONVERGINT TECHNOLOGIES LLC	929.71
CRESCENT ELECTRIC SUPPLY CO	69.62
DAKOTA BATTERY/ELECTRIC	661.00
DAKOTA SUPPLY GROUP	279.00
DIAMOND VOGEL PAINT CTR	226.53
DOOR SECURITY PRODUCTS INC	300.00
ECOLAB PEST ELIMINATION	363.15
FERGUSON ENTERPRISES INC	621.65
FOOD SERVICES OF AMERICA	1958.85
FRH FIELD SERVICE	957.59
G & R CONTROLS INC	5406.13
G&H DISTRIBUTING INC.	222.79
GOLDEN WEST TECHNOLOGIES INC	750.00
HEARTLAND PAPER CO	240.27
HILLYARD INC. / SIOUX FALLS	37.00
JENNER EQUIPMENT CO	341.93
JOAN'S PLANT SERVICE	350.00
JOHNSON BROTHERS OF SD	896.50

JOHNSON MACHINE INC.	86.71
KIEFFER SANITATION INC	4002.75
KNECHT HOME CENTER	14.10
KONE INC	4979.26
M G OIL CO	429.47
MIDWEST MARKETING	9506.97
NORTHWEST PIPE FITTINGS INC	728.20
ON YOUR TOES	322.24
PRESSURE SERVICE INC.	65.45
RAPID CITY JOURNAL - ADVERTISING	135.37
RUNNINGS SUPPLY INC	24.39
SAFEWAY INC	27.69
SERVALL UNIFORM/LINEN CO INC	135.68
SYSCO MONTANA INC	828.97
ULINE INC	244.83
US FOOD SERVICE	2212.49
VAST BUSINESS	2100.04
VERIZON WIRELESS	1866.37
VICTORIA'S GARDEN	46.95
WATERTREE INC	43.25
WESTERN COMMUNICATIONS INC	370.00
WW GRAINGER INC	218.20
Total	56,746.83

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 explained the Mayor will be doing his presentation on the Barnett Arena tomorrow, Wednesday, June 28 at 6:30pm in the City Council chambers. Baltzer hopes everyone will get a chance to see it and would welcome any feedback.

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 May 2017 YOY comparison through 2013, along with budget comparison, as sent to each Board Member. Board accepts as information.

Miscellaneous:

1) Parking Lot G

Heitsch stated the next step for parking lot G is to go out to bid for this project. The timeline would be to advertise the bid July 1st and 8th, open bids July 19, present bids at the Board meeting for consideration on July 25, and completion date of October 13th. Heitsch then asked for Foster to explain the process for fixing the lot. Foster showed a layout plan and explained. Short discussion followed. Motion was made by Bailie and seconded by Kline **to advertise for bids for Parking Lot G Maintenance Project.** Upon vote being taken, the motion carried unanimously.

Foster and Hansen left the meeting.

2) Capital Equipment

Heitsch handed out an updated prioritized needs list. Heitsch explained the Civic Center had been leasing a front end loader but have recently cancelled the lease. Sterling explained the need for a front

end loader. Sterling feels it would be financially better to buy than lease. Sterling stated he has been doing research and would like to get bid documents together then go out to bid. Heitsch explained another item that needs to be replaced are basketball hoops. Sterling explained further. Motion was made by Kline and seconded by Bailie **to go out to bid for both a Front End Loader and Basketball Hoops**. Upon vote being taken, the motion carried unanimously. Heitsch updated the Board on the walk-through metal detectors, stating we are still waiting to hear back on the grant application. Heitsch stated that security cameras and storage upgrade may have to wait due to cash flow as the price is much higher than anticipated for the project.

3) Lester Hospitality Lease Agreement

Baltzer introduced Luke Lester and Rocky Lester then stated the City Attorney was unable to attend today as he had something come up. Baltzer stated the lease has been with the City Attorney for a while now for analysis and to come up with an appropriate amendment. Baltzer feels there is a couple of items that may need discussion but the rest of the legal parts to the amendment seem fine. L. Lester thanked Baltzer and the team for looking at this topic and feels the relationship is great. L. Lester explained the importance of the ground lease extension for them in regards to loaning money for remodeling and upgrading the look of the hotel. R. Lester discussed further items and history of their commitment to the hotel and to Rapid City. Bailie feels this item needs to be continued to the next meeting so the other Board members can weigh in and have time to get a few other questions answered.

L. Lester and R. Lester left the meeting.

4) Executive Session

Motion was made by Bailie and seconded by Kline **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.

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

There being no further business, motion was made by Kline and seconded by Bailie **to adjourn the meeting**. Upon vote being taken, the motion carried unanimously. The meeting adjourned at 9:35 a.m.

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

Sandra Arnold, Administrative Assistant

Date