

**RUSHMORE PLAZA CIVIC CENTER  
BOARD OF DIRECTORS MEETING MINUTES  
Tuesday, December 12, 2017**

Vice-Chair of the Board, Jennifer Landguth called the meeting to order at 8:20 a.m. with the following Board members present: Mike Diedrich, and Dan Kline. Staff present includes: Executive Director, Craig Baltzer; Deputy Director, Jayne Kraemer; Deputy Director, Tracy Heitsch; and Administrative Assistant, Sandra Arnold. Liaisons present include: City Council, Chad Lewis. Others present include: Central States Fair representative, Gary Brown; Community Development Director, Ken Young; and Human Resources Director, Nick Stroot.

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

General Public Comment

Brown asked about the Central Stated Fair contract; Baltzer stated he is meeting with Ron Jeffries this week.

Baltzer introduced two new department directors with the city; Young and Stroot. Young is the Community Development Director, started about two months ago. Young explained what he does and the different projects he is working on; downtown development, affordable housing, and other long-range opportunities. Young also started the "Coffee with Planners" for the public to meet with planners to hear what is going on in the city; the next one will be in February.

Stroot is the Human Resources Director, started about five weeks ago. Stroot explained he was with at the County for eight years and is excited to be with the City. Stroot stated his focus with the Civic Center is to help streamline the hiring process for temporary/part-time personnel, along with other things to help make staffing easier.

Board thanked both of them for coming. Young and Stroot left the meeting.

Minutes

Motion was made by Kline and seconded by Diedrich **to approve the minutes of the November 28, 2017, meeting as presented.** Upon vote being taken, the motion carried unanimously.

Bill List

The 2017 Bill List for December 12 was audited.

ACE HARDWARE-WEST	72.92
ALSCO INC	52.14
BLACK HILLS EMBROIDERY INC	111.92
BORDER STATES ELECTRIC SUPPLY	2610.99
CARQUEST AUTO PARTS	66.05
CASH-WA DISTRIBUTING COMPANY	2548.01
CHRIS SUPPLY COMPANY INC	396.18
COCA-COLA OF THE BLACK HILLS	13411.25
COMPLETE HVAC SERVICE & INSTALLATION	805.83
CONVERGINT TECHNOLOGIES LLC	95.66
CRUM ELECTRIC	451.60
DAKTRONICS INC.	17860.00
FERGUSON ENTERPRISES INC	2082.59
FISHER BEVERAGE COMPANY INC	2229.25
FOOD SERVICES OF AMERICA	39231.04
HILLYARD INC. / SIOUX FALLS	31.54
JERRY'S CAKES SHAKES & BAKE	90.00
JOLLY LANE GREENHOUSE	189.00
KNECHT HOME CENTER	120.12
LAKOTA NATION INVITATIONAL BASKETBALL TOURNAMENT	1500.00

LICENSED BEVERAGE DEALERS OF SD	900.00
LOWE'S	286.70
MATHESON TRI-GAS INC	65.10
MENARDS	277.85
MIKE WOLFORTH PHOTOGRAPHY	250.00
NORTHERN TRUCK EQUIPMENT CORP	174.80
PIZZA RANCH RAPID CITY	752.00
QUALITY BRANDS OF THE BLACK HILLS	12877.70
RAPID CITY AREA SCHOOL DIST 51-4	100.09
RAPID CITY JOURNAL - ADVERTISING	152.94
RAPID CITY SHRINE CLUB	234.75
REPUBLIC NATIONAL DISTRIBUTING COMPANY	1071.00
RUNNINGS SUPPLY INC	95.99
SAFEWAY INC	86.91
SAM'S CLUB	659.51
SERVALL UNIFORM/LINEN CO INC	135.68
SHI INTERNATIONAL CORP	5228.14
STURDEVANT'S AUTO PARTS	104.95
SYSCO MONTANA INC	665.12
THYSSENKRUPP ELEVATOR CORP	317.30
TIM ARCHER	53.24
ULINE INC	74.98
US FOOD SERVICE	4423.55
WALMART COMMUNITY	368.06
WARNE CHEMICAL & EQUIP.	414.19
WESTERN COMMUNICATIONS INC	25.00
WESTERN STATIONERS	380.00
WHISLER BEARING COMPANY	90.00
Total	114,221.64

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

Heitsch handed out a spreadsheet regarding the DOJ – ADA modification requirements completed to date then explained. The last project is the accessible pathways which will begin next Monday and should be finished by the end of the year. The total cost for the modification requirements will be a little less than \$1.5 million with the City helping with funds of \$1.385 million.

Executive Director's Update

Baltzer stated we are half-way through our Broadway series, just finished doing Wizard of Oz and things are going great. Remaining two shows are Rent and Cinderella. Baltzer is beginning to look at shows for next year's series.

Baltzer wanted to bring up the proposed new water and sewer rates and the effect it will have on the Civic Center. Heitsch handed out a spreadsheet showing the water and sewer rates and projections. Baltzer feels there may be a need to look at other options. Short discussion followed.

Baltzer gave an update on where the Mayor is on the future of the Barnett Arena. Short discussion followed.

Baltzer stated that Diedrich is being reappointed and Gary Brown has been selected by the Mayor to be appointed to the Civic Center Board. The appointments are being presented at Legal and Finance today, Tuesday, December 13, 2017, then at City Council meeting on Monday, December 18, 2017. The January 23, 2018 Board meeting will be the first meeting for changing of members.

Miscellaneous:

- 1) Executive Session – Permitted by SDCL 1-25-2 (1), (3), and (4)  
Motion was made by Kline and seconded by Diedrich **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 Diedrich and seconded by Kline **to come out of executive session**. Upon vote being taken, the motion carried unanimously.

There being no further business, a motion was made by Kline and seconded by Diedrich **to adjourn the meeting**. Upon vote being taken, the motion carried unanimously. The meeting adjourned at 9:40 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