

**Minutes
Board of Directors
Fort Pierre Development Corporation
Tuesday, December 22, 2015
Log Cabin
11:30 a.m.**

Call to Order at 11:45 a.m. – President Dana Iversen

Board Members Present:

- Larry Cronin
- Chris Maxwell
- Terry Campbell
- Shane Clarambeau
- Joel Catlin
- Dana Iversen

Board Members Absent:

- Steve Hayes - excused
- Gerad Johnson - unexcused
- Dawn Gordon – excused

Others Present:

- Mayor Gloria Hanson
- Roxanne Heezen
- Dave Bonde
- Sunny Hannum

Approval of November 24, 2015 Minutes

Joel made a motion and Chris seconded it for approval of the minutes. Motion carried by a voice vote.

Approval of November 30, 2015 Financials:

Dave reviewed the financial report provided by the bookkeeper. He pointed out the JKB item on the first page which reflects the \$30,511.56 payback still owed to FPDC. He has been in touch with the court which assured him that she has been paying monthly and they would be cutting a check for the amount received in November and December.

Jennifer will be doing a yearend financial report after the first of the year. The Revolving Loan Fund amount is \$81,000. Mike Peterson will be applying for an extension of \$15,000 to his current loan by January 18. Dana, Dave and Gloria will meet Tuesday, December 29th, at 3 p.m. regarding the loan extension.

Chris made a motion to approve the financials and Joel seconded it. Motion carried by voice vote.

Approval of Agenda:

Dave asked that #4 “Business Retreat Goals” be added to Old Business. Larry made a motion to approve the agenda and Chris seconded the motion. Motion carried by voice vote.

Special Reports:

Tourism & Promotion Council Report – Chris Maxwell

Chris will be presenting a first list of priorities to the FPT&PC at their monthly meeting January 6, 2016. In that report, he will also identify partners and a larger vision for the future of Fort Pierre. Priorities will include clean up, internal and overall marketing, history, familiarization tours, economic development partnerships (resources).

Dave asked what consensus Chris had gotten from his contacts. Chris replied that people had some of the same concerns as the 1st Impression Tours such as beautification, signage, wayfaring, and City enforcement of ordinances. He said it remains to get the community “buy in” and put the plans into action.

Mayor Hanson’s Report:

Gloria said the City had been looking at street and infrastructure projects now the budget is finalized.

- Neighborhood Park - \$10,000 grant had been received for this project but a site had not yet been selected. The playground equipment had been ordered on sale and Avera will contribute to the project.
- Grant for Deadwood Avenue – This grant application for resurfacing with (?) had been turned down this year because Fort Pierre got a grant last year but they were encouraged to reapply
- Department of Health Active Transportation Grant – Fort Pierre has been the only city to receive this grant this year to have SDSU architecture students come to work with the community to create more walking and biking trails. A focal point for this project is completion of the trail from Teton Island to Downtown Fort Pierre.
- Fort Pierre Comprehensive Plan – The City has compiled the demographics and history for this plan but are asking for assistance from the Municipal League to provide someone to facilitate a public meeting to discuss business growth, housing, land use etc. With the help of a survey, she hopes to complete this project with two meetings.
- Bi-Centennial Celebration – Preparation will be ongoing for the Planning Committee which met December 1st for the first time to brain storm. The next meeting will be January 7th at 1 p.m. She has been in touch with someone in Rapid City which makes collectors guns to memorialize the event and with Lance Nixon to write a Centennial Book from which a brochure can be made. She hopes the event can be combined with the Dakota Western Heritage Festival in September 2017 to coordinate events and a historic parade.

Stanley County Fairgrounds – Joel Catlin

Gloria said that two City Council members had met with two County Commissioners. The County representatives requested more time for their Board to consider proposals.

Dana said the Fairground events are all lined up for the year but they needed someone to manage the Fairgrounds. The events pay for themselves but the maintenance improvements do not. The County Commissioners will make a decision on December 29th.

Dave said the issue is: “Are the County Commissioners willing to release control to a “lessee.” Gloria said that was the original plan.

Roxanne raised the question of whether volunteer labor and cost of improvements had been offset by money received from events. She said there needed to be better records kept for each event to show income and expenses. Dave said the maintenance plan should be included in the 2016 budget.

Fort Pierre Recreation Association – Todd Bernhard – no report (Chris was excused from the meeting at this time.)

New Business:

1. **Annual Meeting** – Dave

Dave reported the Annual Meeting will be held January 28, 2016 from 5:30 to 8:30 p.m. at the Casey Tibbs Center. McClelland’s Restaurant will be the caterer. He has invited John Duffy to be the speaker because he is an expert on Fort Pierre history and Fort Pierre is in the process of building their “branding” for tourism marketing purposes.

Dave is also contacted Craig Johnson of Redfield Economic Development to facilitate at the FPDC Annual Retreat in April. Craig has had experience with housing. Gloria would like to hold a public meeting that night.

2. **Election of Officers – Dave**

Because Terry Campbell and Steve Hayes are term limited and leaving the Board, Dave is seeking business people who are interested in serving on the Board. He has spoken to Shad Ludemann and Becki Scott. Dawn Gordon's position on the Board will be up for re-election. Retiring Board Members will be recognized at the Annual Meeting.

3. **2016 Budget – Dave**

Dave pointed out the change in the budget for City funding to \$58,900.00 which reflects a reduction due to the \$2,400 to be received from the Fort Pierre Tourism Council for clerical work. He said that legal fees may increase. The Executive Committee had asked about "cash carry over" from 2015 and Jennifer said there could be \$2,000 - \$4,000 that could be applied to legal fees or the Revolving Loan Fund. Larry moved and Joel Seconded to approve the budget as amended for 2015. Motion carried on a voice vote.

4. **1st Impressions Tours**

The Board was given the handout composite from the tour of Fort Pierre. Dave said the persons taking the tour had been very positive about the Sale Barn and its relevance to Fort Pierre. They also liked the Highway 14/34 stretch but commented on the lack of "green space" along the route. Signage was also an issue and the Fort Pierre sign on the South entrance to town was completely missed due to the distraction of the speeding sign.

Gloria said the idea is to have the Civic Pride Committee use the 1st Impressions feedback to begin a dialogue with residents and also present priorities to City Council.

Old Business:

1. **Update on Economic Development Projects:**

- **Teton Island** – Dave said Shane's Pharmacy is proceeding with his plans to move the pharmacy to a new location with a two story building for the pharmacy with the addition of a fast food franchise. A discussion followed on parking regulations. The construction will be on Lot 2-A in front of My Place.
- **Downtown** – The Emporium is expanding to take over the entire bank building and will do some remodeling in the process. They are needing to decide how to use the upstairs. Mike Peterson is requesting an extension to his Revolving Loan Fund loan.

2. **Update on Membership Renewals for 2016:**

Thirty two memberships have been received to date; 120 renewal letters/invoices were sent out on December 13. Scholarship donations have been received in the amount of \$950.00

3. **"Fix Up, Clean Up" Grant Update:**

Grant recipients Chateau Lounge, Bad River Furniture and Chase Auto have claimed their grant monies to date and Dr. Carda will wait until spring to do her roofing project. Brass Tac has not completed their project and requested funds. Larry voiced concern that the monies needed to be used in the calendar year in which they are granted. Dave clarified the funds come from the Revolving Loan Fund and do not impact the 2015 budget.

4. **Board Retreat Issues – Dave**

Dave reviewed the spreadsheet that had been revised throughout the year. He said goals were on track but some goals still need to be completed. The Habitat for Humanity house had been repaired and sold, and is now on the tax rolls.

Shane asked Gloria what her response had been on the Corps lots. Gloria said the response from Senator Rounds office was that lots have never been returned to a city but they would allow a city to use them for parks, public gardens etc. Dana requested that Gloria ask the Corps if they would sell the lots to a private developer.

Roxanne said she is in the process of checking how the tax offset is being redistributed by the Corps to the County and the City.

Other:

– **Legislative Welcome** – Dave

The City and FPDC will be hosting a table at the Welcome on January 13th. The Lieutenant Governor will be seated at their table. There may be a couple of extra seats for Board Members.

– **The FPDC Office Closures** – The office will be closed Thursday and Friday, December 24th and 25th and New Year’s Eve Day and New Year’s Day.

– **Fort Pierre’s New Web Site** – Sunny

Sunny reviewed the timeline of events leading to the New Web Site which Jon Sailer said will “go live” Monday, December 28th. She said the project began to move forward when Bpro dropped their design/setup fee of \$1,500 on September 9th. She, Kelley, and Roxanne had met with Jon at the Bpro office October 28th to brainstorm the project and view the “test web site.” Jon began moving the City files right away in November and the City and FPDC continued to communicate recommendations and changes.

Sunny requested that the Tourism Page “go live” right away in January for travelers planning their summer vacations. December 21st Jon let the City and FPDC offices know that he was 99% done in converting the site and was ready to launch it for the public December 28th. He will come over to the FPDC Office Tuesday, December 29th, to train Sunny and Kelly so they can manage the site.

Adjourn:

A motion was to adjourn at 1:00 p.m. by Joel and seconded by Larry. Motion carried by voice vote.

Secretary

President

Date