

Minutes
Board of Directors
Fort Pierre Development Corporation
Tuesday, November 24, 2015
SD Municipal League Conference Room
11:30 a.m.

Call to Order at 11:30 – President Dana Iversen

Board Members Present:

- Steve Hayes
- Dana Iversen
- Gerad Johnson
- Shane Clarambeau
- Dawn Gordon
- Joel Catlin
- Larry Cronin
- Chris Maxwell

Members Absent:

- Terry Campbell - Excused

Others Present:

- Mayor Gloria Hanson
- Dave Bonde
- Todd Bernhard
- Sunny Hannum

Approval of October 27, 2015 Board Minutes:

Dave said that an addition needed to be made noting Gerad Johnson's excused absence. Joel made a motion to approve the minutes and Steve seconded the motion. The motion carried by voice vote.

Approval of September 30, 2015 Financials:

Dave reviewed the financials for the Board. He stated he needed to clarify Notes Receivable for Membership with Jennifer and that the Reconciliation showed a larger total for payments due to the amount of \$38,000 paid to Tourism which settled that account payable in full.

Dawn made a motion to approve the financials and Larry seconded the motion. Motion carried by voice vote.

Approval of Agenda:

A motion was made by Steve and seconded by Joel to approve the agenda. Motion carried by voice vote.

Special Reports:

Mayor Hanson's Report –

Gloria said that money had been set aside by Brad Lawrence for Christmas decorations. Dave asked if Downtown decorations were being done this year and Gloria said the City was in the process of decorating downtown and the Deadwood Avenue Triangle.

She said the Chateau Addition street work had been completed but now residents were concerned about people driving too fast! The City is in the process of drafting ordinances and zoning for RV parks and working on 2016 street projects such as drainage issues.

New council member, Mike Weisgram, was appointed to Ward III to replace Randy Seiler. She has received a letter of resignation from Gary Grittner for the Planning and Zoning Commission and is seeking individuals to serve on this committee. She said it was an excellent training ground for anyone aspiring to City Council.

Gloria said she had responded to the BID Board's request for a set of bylaws to be drafted by a lawyer by having Tiezen Law Office draft a first version of BID Board Bylaws. Marty Hallock had shown some of his excellent UAV photographed videos at the last BID Board monthly meeting. Plans are to use his videos at future trade shows and even the new web page.

Tourism & Promotion Council Report – Chris Maxwell

Chris said he is drafting a report for next month's meeting. After talking to 40+ individuals, he has found a lot of projects being planned. The key will be working together, pooling resources, and doing better marketing. He has Broz Engineering working on ideas for what a historic downtown should look like. He would like to talk to the members of the FPDC Board one on one to get their vision for Fort Pierre.

Stanley County Fairgrounds – Joel Catlin

Casey Cowan told him the Fairgrounds Board will have a proposal in December. Dennis Booth has reported that there will be 2 weeks for the horse races in 2016: the weekend of April 30 – May 1 and May 7 & 8.

Dawn asked what did it take to plan a big rodeo other than the 4th of July and Casey Tibbs Match of Champions and how far ahead do they have to be booked. Dana and Joel said the Fairgrounds is booked through 2016 except for a random weekend here and there. Dana added that a decision would be made by December 1st regarding who would be managing the Fairgrounds.

Fort Pierre Recreation Association – Todd Bernhard

Todd said they were winding down for the year. They had removed the comfort station from the ballfield and he asked for suggestions for a better solution for the port a potty that currently costs them \$1,000 a year. He said they were working on other upkeep such as fence work.

The group has some funds to apply to other ball fields in town and are working with the American Legion who plans to continue sponsoring youth ball teams. Shane asked if they planned to assist with the wrestling project. Todd said that the wrestling coach had visited with him about their project.

New Business:

1. Approval for Dave to attend the South Dakota Chamber & Economic Development Fall Conference December 11, 2015 in Pierre –

A motion was made by Larry and seconded by Joel for Dave to attend the SDCEDC Fall Conference. Motion carried by a voice vote.

2. GOED Executive Director's Overview – Dave

Dave said he and Chris had attended and that it had been very informative much like the one done by SD Tourism. The GOED staff had walked through their areas of expertise. He said that Fort Pierre is doing some things other towns aren't and vice versa.

Chris added that an area of interest to Fort Pierre is the Economic Development Partnership Program with key components:

- Providing additional funding for existing projects of up to \$50,000 a year (matching funds required)
- Providing training and staffing
- Refunding revolving loan funds

Dave said that projects would need to be legitimate and long term. They will be meeting with the local banks to discuss the projects.

Old Business:

1. **Law Suit Update** – Dave

FPDC will be using Rob Anderson as their attorney and he is waiting for a letter from Rob. He asked the Board members to be very discreet about information they receive from the office and keep documents confidential.

2. **IRS Update** – Dave

Dave said Jennifer is on top of the IRS complaint and he referred to the letter in the Board packet asking for the claim to be closed. He said the claim was a result of a previous employee not taking care of payroll tax filings. He said FPDC is now making timely payments to the IRS and referenced the line item in the General Ledger section of the Financials.

3. **Fix Up, Clean Up, Paint Up Grants Update** – Dave

Dave said Bad River Furniture has currently invested \$12 - \$15,000 for new windows, once again showing the incentive of the grants. Diamond D has redone their front since the summer wind damage to the original improved by his 2014 grant. Dr. Carda will wait to do her roof improvements until spring when weather improves.

He said that Mike Peterson at the Emporium wants to expand and remodel making use of the space previously occupied by Nu 2 U. He wants to keep a larger inventory in-house so he can expand his online sales.

4. **Christmas Tree Lighting Celebration** – Sunny

Sunny said that everything was done that could be done ahead of time i.e. wagons, chili/soup entries and awards, Dakota Radio Group, Plains Folk, Santa, and donations for products. She congratulated Dave and Terry on the tree they had selected.

She said she needed FPDC Board members to volunteer to set up tables Friday afternoon at 4 p.m. and help with the Chili Cook Off preparation. Gloria said the City Office would prepare the donation box and a sign. Dawn offered to assist with the Chili Cook Off setup. Chris Maxwell and Jared Johnson volunteered to help with table set up.

Other:

1. **Fort Pierre News Articles** – Sunny

Sunny asked the Board to send her ideas for articles.

2. **Membership Drive** – Dave

Dave said the office planned to send out invoices early in December followed up by calls on previous and prospective members by phone and in person. Dawn thought it was a good idea to set a goal of 10-15 percent increase in membership. Todd Bernhard suggested using ambassadors to obtain members. Dave said the Board members are the ambassadors. Gloria suggested a Facebook post about the membership drive: "Watch for Your Invoice."

Dave said that the economic development programs that he and Chris had been attending want proof of active, growing memberships.

3. **GrowSD Funding** – Dave

Dave said that the GrowSD partnership was proving to be a good one for Fort Pierre and that he would be looking into the grants available. He referenced the email from Lori Moen in the Board packet.

Chris asked if the 1st Impression Tour Results had been received yet. Dave said that it is scheduled to be sent to FPDC December 9 and will include the tours of Sisseton, Fort Pierre, and Webster.

4. **Upcoming Meetings** – Dave

- December 14th - Executive Board Meeting
- December 22nd - FPDC Board Meeting
- January 28, 2016 – FPDC Annual Meeting will replace the January Board Meeting
- January 12 – First Day of Legislative Session

Adjourn:

Chris made a motion to adjourn at 12:30 p.m. seconded by Joel. Motion carried by a voice vote.

Secretary

President

Date