



CCPLB MEETING MINUTES:

11/14/2024

MEMBERS PRESENT: Chuck Land, Laura Chapman, Larry Mills, Brian Norstegaard, Jannalee Black, Jerry Means, and Jake Boller.

MEMBERS ABSENT: None

LEGAL COUNSEL & BOARD LIASONS PRESENT: J. David Horning - *Horning, Horning & McGrath*, Kelley McCreery- *County Commissioners Liaison*, Heidi Gross- *City of Gillette Liaison*

STAFF: Aaron Lyles, Benny Leonard, ReNae Keuck, Mary Hipsag, Danni Chapman, Adam Schuff and Doug Griffis.

GUESTS: Mr. Chapman, Jack Greer, Mike Walker Jonathan Gallardo, Matt Kaufaman, Legal Counsel for 307 Horse Racing.

1. CALL TO ORDER

Campbell County Public Land Board meeting was held on 11/14/2024 at the CAM-PLEX. The meeting was called to order by Chairman Land at 6:30PM.

2. APPROVAL OF CCPLB AGENDA

Motion: To approve agenda.

Moved: Laura Chapman; Second: Brian Norstegaard Discussion: None

Vote: Passed Unanimously

3. CONSENT AGENDA; APPROVAL OF WARRANTS

Motion: To approve the consent agenda

Moved: Jake Boller Second: Jannalee Black, Discussion: Laura Chapman abstained noting absence at prior meeting.

Vote: Passed Unanimously

4. CITIZEN INPUT

None

5. STAFF REPORTS

5.1 Executive Director's Report Enclosed

Items of special emphasis included FLSA Exemption Test changes and minimum exempt wage considerations were discussed. Culture change process was highlighted with a focus on transitioning from the "me O.S. to the you O.S." where future systemic management functions don't have to go through single decision makers to ensure operational standards vs published standard policies to govern basic system functions. An overview of Box Office sales was given. Update on open projects, including new ground signage, and fleet equipment.

5.2 Facilities & Operations- Mr. Leonard presented on needed maintenance on WY center HVAC repairs. Overhead cast plumbing lines have been replaced.

5.3 Events- Mary Hipsag reported 36 event days, 222 booked days and two ag, four private, two consumer, two sporting, one election and eight CCSD events and the NADAC national trials. Winter movie series is underway. First large sports tournament of season will be WYBA event.

Data was presented by staff as to what events require the closure of Wrangler Road annually as this closure impacts space available for parking and egress that places a greater demand for access to the infield. The board reaffirmed direction to staff that regardless of if the event producer pays for the infield, that the infield should not be used for saddle horses to be penned out as an alternative to putting the horse in a paid stall. The issue of if the board intended to disallow penning out in the infield, even if the space is rented by the event producer. The board confirmed that it wanted to follow the boards prior direction and not allow penning out in the infield. The intention was to direct horses to stalls. If the event producer wanted to rent the infield for additional value to their patrons for more parking space, space to tie horses to trailers for saddling not on asphalt, etc. – that those uses were appropriate. Expressly it was the avoidance of stall rental by allowing penning out in any other area than Wrangler Arena. The boards final direction to staff was to still hold the line on directing the stalling of all horses to horse stalls – making Cam-Plex a no Penning-Out/Tie Out Facility except for the Wrangler Arena. The cost of Wrangler Arena for penning out would be the fee charged to the event producer for penning out in Wrangler Arena area. If an event producer wants access to the infield for any reason, they are to pay the infield rate as established by the Board. Staff noted that more signage and enforcement of no parking areas would be required. The board directed staff to construct a gate South of MSP that would prevent vehicles from going too far down Wrangler Road with no option to turn-around when Wrangler Road livestock crossing was closed.

6.5 Budget Amendments: Wyoming Center Door Replacement, East Heaters and Fund

Establishment. Laura Chapman moved to allocate the current undesignated fund balance of approximately \$2.3 million dollars to establish three separate funds by the names and allocation percentages identified as the Wage Security Fund – 20%, the Cam-Plex Maintenance Fund at 50% and Cam-Event Fund at 30%. The Wage Security Fund would exist to fund expenses related to intra-year wages and benefits of employees that may arise due to uncertain funding, or budget impacts within a fiscal year not anticipated in the budget process such as raises, benefit changes, etc. The Maintenance Fund will exist to fund maintenance needs of Cam-Plex as identified by the Board. The Cam-Event Fund would exist to provide a funding source for events at Cam-Plex, with a focus on self-produced events that with greater risk that in turn may produce greater revenue in contrast to standard rental events. The Wage Security Fund would be funded in the future through any undesignated funds generated The Cam-Event Fund will be replenished by the proceeds of events produced from the fund with net proceeds of Cam-Events being placed within the fund annually with the intent to continually expand Cam-Plex’s revenue producing capacity through self-produced events.

Moved: Laura Chapman, Second: Discussion: It was discussed that expenditures of the fund must be accounted for within the standard budgeting process and only expended with the approval of the Board through the annual budgeting process or board approved budget amendments.

Vote: Passed Unanimously

It was moved by Laura Chapman to amend the 24/25 Fiscal Year Budget by increasing the Operating Building Maintenance Expense line by \$57,180 to fund the repair expense of the approved East Pavilion Heater Replacement. These funds would be drawn from the newly created Cam-Plex Maintenance Fund.

Moved: Laura Chapman, Second: Brian Norstegaard Discussion: It was discussed that expenditures of the fund must be accounted for within the standard budgeting process and only

Laura Chapman moved to approve the amendments to the 307 Horse Racing Contract with the Amendments identified in Exhibit G and to have legal counsel work with staff to draft the amendments for circulation to the board for review.

Moved: Laura Chapman, Second: Larry Mills, Discussion: None

Vote: Passed unanimously

6.8 Annual Election of Officers

Chairman Land moved to nominate Laura Chapman as Chair. Second by Jannalee Black. No other nominations. Vote Unanimous.

Laura Chapman nominated Jannalee Black as Vice Chair. Second by Jerry Means. No other nominations. Vote: Unanimous.

Laura Chapman nominated Larry Mills as Secretary. Second by Jerry Means. No other nominations. Vote: 6 in favor. Mr. Mills against.

Jake Boller nominated Brian Norstegaard as Treasurer. Second by Laura Chapman. Vote: Unanimous.

7. MATTERS FOR NOTING

None Presented

8. EXECUTIVE SESSION

Motion: To enter executive session pursuant to 16-4-405 (a)(ii) and (ix) on matters concerning personnel and to consider or receive information classified as confidential by law at 8:58PM.

Moved: Jerry Means, Second: Laura Chapman, Discussion: None

Vote: Passed unanimously

Resumed regular session at 9:50PM PM; No action taken

10. OTHER BUSINESS- None

11. BOARD CALENDAR

Upcoming Board Meetings:

- December 12, 2024– CCPLB Meeting/Regular at 6:30 PM
- December 12, 2024 – QTRLY Commissioners Meeting @6:00 PM

Other Meetings of Interest:

- Annual Employee Appreciation Gathering 12/21/2024

12. ADJOURNMENT


Seeing no other business, meeting adjourned at 9:55 PM

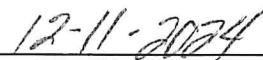
Minutes Prepared By: Aaron Lyles

Date: 12/2/2024

Minutes Approved By:

**Campbell County
Public Land board**


Larry Mills, CCPLB Secretary



Date