



CCPLB MEETING MINUTES:

October 9th, 2025

MEMBERS PRESENT: Laura Chapman, Janalee Black, Brian Norstegaard, Jerry Means, Jake Boller, Terry Leu, Rocky Marquiss

MEMBERS ABSENT: Heidi Gross – *City of Gillette Liaison*

LEGAL COUNSEL & BOARD LIASONS PRESENT: J. David Horning - *Horning, Horning & McGrath*

STAFF: Aaron Lyles, Wendy Balo, Aaron Beyerl, Adam Schuff, Vickie Balo, Abby Hasquet, Spencer Pierce, Ethan Sanders, Doug Griffs

GUESTS: Dagan Kahl (Blessed Performance LLC)

1. CALL TO ORDER

The Campbell County Public Land Board meeting was held on October 9th, 2025, at the CAM-PLEX. The meeting was called to order by Board Chair Chapman at 6:30 PM.

2. APPROVAL OF CCPLB AGENDA (Attachment "A")

Motion: To approve the agenda.

Moved: Jerry Means; **Second:** Brian Norstegaard; **Discussion:** None

Vote: Passed Unanimously

3. CONSENT AGENDA; APPROVAL OF WARRANTS (Attachment "B")

Motion: To approve the consent agenda.

Moved: Jake Boller; **Second:** Brian Norstegaard; **Discussion:** None

Vote: Passed Unanimously

4. CITIZEN INPUT

Mr. Dagen Kahl with Blessed Performance addressed the board, reporting that their recent event went very well despite the rainy weather and that the overall feedback was good. He was excited to share that a world record was set during last weekend's event for highest horsepower achieved from a V8 Duramax. The video documenting the record already has 1.2 million views across their social media platforms. Planning for next year's event is already underway, with focus on potential improvements and new additions to make it an even better event.

5. STAFF REPORTS

5.1 Executive Director's Report – Director Lyles highlighted key points from his written report, including fiscal year-end updates and financial performance. He noted that Cam-Plex has continued to strengthen its revenue position despite not receiving seventy-five thousand dollars (\$75,000.00) in planned revenue from 307 Horse Racing by the end of the fiscal year. Even so, all revenue goals were met or exceeded – with the exception of Wrangler Arena, which fell short by only two hundred fifty dollars (\$250.00). The facility maintenance priorities continue to be addressed strategically; projects classified as important but not urgent getting moved down the list. While these efforts have advanced key objectives, they have also placed additional demands on our staff. Mr. Lyles reported that protestors at a recent event were very assertive regarding their preferred location. The board authorized Attorney Horning to meet with the City Attorney to draft a written policy outlining protestor location and behavior guidelines on Cam-Plex property. This policy will allow city law enforcement officers to assist with the enforcement of the

policy while ensuring the right to protest is maintained. The Buck & Ball producers made a request for additional stage space at the mezzanine level with installation needing to be completed by December 17, 2025. Given the tight timeline, this project is not feasible for the current year but may be considered for next year's budget. Mr. Lyles also reviewed accounts with delinquent receivable balances. Multiple attempts have been made to collect payment for the Hay Lease; the board authorized Attorney Horning to have his office issue a formal letter requesting payment. Cam-Plex budgets one thousand dollars (\$1,000.00) annually for bad debt expense; as of now, accounts receivable over 120 days total twenty-one thousand ninety-seven dollars and twenty cents (\$21,097.20). Cyclone Drilling has vacated the campground as of early October, and the water lines will be blown out shortly. The request for proposal (RFP) was submitted to the National High School Finals Rodeo (NHSFR), consistent with existing contract terms. Staff continue to work with the Arena Football producer on sponsorship options that the producer has been offering. The movie series has returned to Cam-Plex, this year also featuring a multi-movie event showing all three of *The Santa Claus* films on Sunday, December 21st. Ticket prices are set at three dollars (\$3) for youth and seven dollars (\$7) for adults. Mr. Lyles reviewed the upcoming budget season process for our new board members and noted the additional meetings in February and March. The annual staff appreciation event is tentatively planned for December 8 or 9; Board members are encouraged to softly hold the date. He also reported on one operational oversight: an hourly rider arrived to use the barn, but the roping equipment was not set up as needed. The issue was quickly resolved, and the rider was not charged. Additional training was implemented. Finally, Mr. Lyles reminded all board members that Public Officer Training is mandatory for all public officials; dates for the in-person sessions are forthcoming.

5.2 Facilities & Operations – Mr. Beyerl reported that the Central Pavilion Heater installation is complete. Construction of the two gazebos is expected within the next two weeks. New bathroom counters have been ordered for the Central and East Pavilion breezeway bathrooms. Requests for Proposals (RFPs) are being prepared for upcoming projects including the Central Pavilion Painting, the Wyoming Center sliding glass doors, and the Barn 2 insulation. A contractor recently assessed the concrete areas around Morningside Park (MSP) to determine whether re-leveling and crack sealing would be viable alternatives to full concrete replacement. Recommendations and cost estimates are pending. Interviews are currently underway for the Assistant Director of Operations position.

5.3 Events – Director Lyles discussed the strategic plan for the Director of Events and Administration position. Matt Grant has assumed the role of Community Engagement Director. He reviewed the upcoming event schedule, noting that facility utilization remains high and that our staff teams are working diligently to meet the demands of a busy calendar. The *Dancing with the Gillette Stars* event represents one of the most technically demanding productions for our Tech team. Exciting events are planned throughout the late fall and winter seasons.

5.4 Finance – Mrs. Wendy Balo reviewed the quarterly investment report. Interest rates continue to decline, and as certificates of deposit mature, current rates are approximately 4%. To balance risk and return, investments are being diversified across both short-term and long-term CDs. Mrs. Balo is continuing to finalize year-end financial processes.

BOARD PROCESS

6.1 Wyoming CLASS Investment Option Follow-up

The board discussed investment options between Wyoming Government Investment Fund (WGIF) and Wyoming CLASS. Both currently offer similar rates, averaging approximately 4%. The board agreed to maintain the current investments with WGIF while keeping Wyoming CLASS under consideration for future diversification of funds.

6.2 Insurance Risk Mitigation Site Visit Outcomes

HUB International, Cam-Plex's insurance broker, coordinates and secures organizational insurance coverage policies. Recently, a third-party representative conducted an on-site inspection of Cam-Plex grounds. The insurance inspector was very impressed with the overall maintenance of the facilities, though a few minor issues were noted. Most findings related to fire safety. The five-year inspection was recently completed, and minor corrective actions such as a missing fire riser placard and some sprinkler head collars that have fallen out of ceiling tiles. Gasoline storage procedures will also be reviewed to determine whether all-metal containers will be required. Additional recommendations involved spacing of equipment in the commercial kitchens; the inspector noted appreciation for the mobility of wheeled equipment.

7. EXECUTIVE SESSION

Motion: To enter executive session pursuant to 16-4-405 on matters concerning personnel at 7:57 PM after taking a short break at 7:49 PM.

Moved: Jerry Means; **Second:** Jake Boller; **Discussion:** None

Vote: Passed Unanimously

Regular session resumed at 9:47pm.

8. OTHER

Motion: To approve the training related expenses for Director Lyles to attend IAVM credentialing courses, including both online and in person training to pursue the professional development goal outlined in the annual review of achieving the IAVM credential.

Moved By: Rocky Marquiss

Second: Jake Boller

Vote: Passed Unanimously

Motion: To approve a 3% merit increase resulting from the boards annual performance evaluation rating of 4.5 out of 5, Exceptional rating – 3%, which would be made effective for this fiscal year effective July 1, 2025 and based on a 3% increase over the current salary of \$150,235.50 for a new salary of \$154,742.57.

Moved By: Jannalee Black

Second: Terry Leu

Vote: Passed Unanimously

9. BOARD CALENDAR

Upcoming Board Meetings:

- November 13, 2025 @ 6:30 PM – CCPLB Regular Meeting - CAM-PLEX Office Board Room
note location change
- December 11, 2025 @ 6:00 PM – Commissioners Quarterly Meeting – Energy Hall Conference Room
- December 11, 2025 @ 6:30 PM - CCPLB Regular Meeting – Energy Hall Conference Room
- January 08, 2026 @ 6:30 PM – CCPLB Regular Meeting – Energy Hall Conference

12. ADJOURNMENT

Meeting adjourned at 9:59 PM.

Minutes Prepared By: Vickie Balo

Date: 10/24/2025

Minutes Approved By:
Campbell County
Public Land board



Jake Boller, CCPLB Secretary

11/25/25
Date