

CCPLB MEETING MINUTES: January 14, 2021

ATTENDEES

MEMBERS PRESENT: Don Hamm, Robert Quintana, Darin Edmonds, Troy Allee, Laura Chapman- Quorum Present

MEMBERS ATTENDING VIA ZOOM: Charlene Camblin, Heidi Gross

MEMBERS ABSENT:

LEGAL COUNSEL: Frank Stevens

STAFF: Jeff Esposito, ReNae Keuck, Janell Paris, Adam Schuff, Pam Altenberg, Mikenzie Oches, Heather Kuhrt

GUESTS: Nathan McLeland *City Council Liaison (via Zoom)*, Gregory Hasman *Gillette News Record (via Zoom)*

1. CALL TO ORDER

Campbell County Public Land Board Meeting was held on January 14, 2021 at CAM-PLEX. The meeting began at 6:30 PM. Meeting was presided over by Chairman Don Hamm.

2. APPROVAL OF CCPLB AGENDA

A. To approve the January 14, 2021 agenda as presented

Mr. Hamm presented items to amend the agenda prior to tonight's meeting.

#6. Construction Report/Update. Mr. Larson is recovering from knee surgery. The Board requested Mr. Larson to present a written report to Mr. Esposito and then Mr. Esposito will forward the report to the Board Members.

#7. Board Process. Letter C. 307 Horse Racing – Lease Discussion. 307 Horse Racing Representatives will not be present. Letter C. will be replaced with Street of Outlaws - Letter of support. Governance Committee. Due to Mr. Pownall's resignation, The Board will appoint a new person to this committee. A motion was made to approve the agenda as amended.

Moved: Mr. Quintana

Second: Mr. Edmonds

Vote: Motion passed unanimously

3. APPROVAL OF MINUTES

A. December 10, 2020 CCPLB Board Meeting Minutes

Motion: To approve December 10, 2020 Board Meeting minutes as presented

Moved: Mr. Quintana

Second: Mr. Edmonds

Vote: Motion passed unanimously

4. CONSENT AGENDA; APPROVAL OF WARRANTS

The Warrants for the January 14, 2021 meeting were reviewed.

- January 2021 Accounts Payable Voucher Numbers 50380 – 50388 in the amount of \$415,840.62
- January 2021 Manual Purchase Order Numbers 10603 - 10621 in the amount of \$488,764.74.
- January 2021 Payroll Warrants in the amount of \$194,598.23 for the period of 11/28/2020 – 12/26/2020.

DISCUSSION:

Motion: To approve the warrants as presented

Moved: Ms. Camblin

Second: Ms. Chapman

Vote: Motion passed unanimously

5. CITIZEN INPUT

DISCUSSION: None

6. CONSTRUCTION REPORT/UPDATE

Monthly construction update from Trevor Larson, *Van Ewing Construction*:

DISCUSSION: Mr. Larson is recovering from knee surgery. The Board requested Mr. Larson provide a written report to Executive Director Mr. Esposito. Mr. Esposito will then forward the updated report to Board Members.

BOARD PROCESS

A. FY 2020-2021 Budget Meetings

- CCPLB/Staff Planning Meeting (Last year's meeting was 2/5/2020).

Discussion: The Board scheduled this year's CCPLB/Staff Planning Meeting for February 4, 2021.

Starting time is scheduled for 5 p.m. and will be held at the Energy Hall Conference Room.

- CCPLB/Managers Budget Meeting – (Last year's meeting was 3/19/2020)

Discussion: The Board scheduled this year's CCPLB/Manager Budget Meeting for March 18, 2021.

Starting time is scheduled for 5 p.m. and will be held in the Energy Hall Conference Room.

- Annual Board Meeting – There was no retreat scheduled in 2020.

Discussion: The Board decided to wait to schedule this meeting until after the previous 2 meetings are complete.

B. General Manager Employment Contract – Discussion and Direction

Discussion: A discussion was held on a one-year contract versus a multi-year contract for Executive Director Mr. Esposito and the consensus of the Board was to direct legal counsel to draft a multi-year contract and bring it back to the Board for review at the February Board Meeting.

Motion: To direct Mr. Stevens to draft a 3-year contract with appropriate out clauses for the Board and Mr. Esposito which will be reviewed and negotiated by the board at the February 11, 2021 Board Meeting.

Moved: Mr. Quintana

Second: Mr. Edmonds

Vote: 6 Board Members voted in favor of this motion. Chairman Hamm voted against this motion.

Motion passed.

C. Street of Outlaws – Letter of Support

Discussion: Mr. Hamm reported Commissioner Bell has requested the Public Land Board to write a letter of support for the Street of Outlaws which outlines their efforts to bring their organization to Gillette. Mr. Esposito explained Keith Howard, Sales Manager, has drafted a letter of support which was presented to the Land Board for review at tonight's meeting. The Board is in support of the letter.

Motion: to authorize Mr. Hamm to sign the Letter of Support – Street of Outlaws.

Moved: Mr. Quintana

Second: Mr. Edmonds

Vote: Motion passed unanimously

D. Governance Committee – Appoint Member

Discussion: Mr. Hamm reported due to Mr. Pownall's resignation the Board needs to appoint a new member to the Governance Committee. Mr. Hamm recommended Mr. Edmonds with Mr. Edmonds accepting. Mr. Hamm welcomed Mr. Edmonds as the new member to the Governance Committee.

A. Executive Director Report.

a. Mr. Esposito advised the Board of several land leases which are currently in place on CAM-PLEX Property. Each lease is a 5-year contract with automatic renewal. Mr. Esposito requested Mr. Stevens to review all current leases as they have not been reviewed for changes since leases were established. Mr. Hamm directed Mr. Stevens to review all leases and report back to the Board later. Mr. Esposito advised the Board of an issue with a current Lessee, Gillette Stock Car Racing Association, and requested guidance from the Board in moving forward to find resolution. The Board directed Mr. Stevens to draft a letter to Gillette Stock Car Racing Association as well as the Directors and Officer, to address issues regarding the Ground Lease.

b. Mr. Esposito recognized and thanked CCPRD for the support in awarding CAM-PLEX a grant for \$142,000 which was the entire amount requested.

Events – Janell

Director of Sales and Marketing, Janell Paris, reported "In efforts to maintain budget responsibility, this year's Mid-Winter Meeting will be attended via Zoom by Jason Gearhart, Mikenzie Ochs, Heather Kuhrt, Janell Paris, Jeff Esposito". Ms. Paris stated CAM-PLEX has done everything that is normally done to support the Mid-Winter Meeting such as sponsor a banquet. Janell has spoken to the Rodeo Association and made them aware of CAM-PLEX's plan. Jessica Howard was able to secure a Spring Theater Season. A typical season is over the period of 9 months. Due to COVID this year's season was compromised. Jessica has worked with the Deputy School Superintendent to find a way to have shows and allow the schools to participate. 200 kids from each school will attend at a time. All kids, school staff and CAM-PLEX will observe social distancing as well as wear masks. Each show is curriculum approved. Shows approved are: Fly Dance Company, Mystic India, Recycled Percussion, Acrobats Cirque du Soleil, Peter Pan by Deluxe Puppets, Buckets and Boards and Letters Out Loud. Letters Out Loud is geared towards Jr. High Students. This show talks about how letters can change the world, for example: The Gettysburg Address, Dr. Martin Luther King, etc. This is

a program that English Teachers will work with Jr. High Students in writing letters and then they will attend the performance. There is an evening public performance scheduled as well.

Meetings are taking place to schedule the 2021-2022 school year's performances. Magic Camp is still scheduled. Performing Arts Camp - Ms. Paris and Ms. Howard are currently working with McGowen Arts Academy from Nebraska. This Company provides Performing Arts Camps and classes. Ms. Paris has requested this company come up with a proposal for the cost of summer camp. Workshops for singing, dancing, and acting will be offered as well as focus on playwriting, the technical side of running a theater, public speaking, and scene creation. Weekly classes are being targeted so more kids can attend due to summer schedules. Ms. Paris will report back to the Board as soon as she receives a quote.

Mr. Howard has ordered the wrestling mats and the mats will be here well before the tournaments are scheduled. Mr. Howard will keep the sports court in place in efforts to schedule future events as well as be available for practices.

Heather Kuhrt met with Fur Kids Foundation 2020 regarding their past event and is bringing their event to CAM-PLEX again in 2021.

Mikenzie Ochs has scheduled 8 weddings for June 2021, as well as working with the Fire Department on scheduling upcoming events.

Operations-Will Hastreiter

Director of Operations, Will Hastreiter, was absent. Jason Gearhart spoke to the Board about upcoming events. Marvin Garrett has cancelled due to COVID. The Gillette College Rodeo is scheduled for March 18, 19, 20, and 21, 2021. Sheridan will compete in this event as well. Dennis Tryon World Series Team Roping lost his sanction for the Gillette Area. The event scheduled for March 28, 2021 has been cancelled and these dates are now open and available for other events to be scheduled.

Finance – ReNae Keuck

Director of Finance, ReNae Keuck, reported the budget process has been started. Managers have received all worksheets and are working on the first round of planning for next year. CAM-PLEX will attend the County Management meeting to get direction for the upcoming budget season. Tyler – 1 year history has been imported into the train database. The go live date for Tyler is still scheduled for April 1, 2021 for CAM-PLEX. The County is hoping to go live on July 1, 2021.

9. MATTERS FOR NOTING

A. Correspondence:

None

A. Board Calendar:

i. Upcoming Board Meetings:

- a. February 11, 2021 6:30 PM (Workshop begins at 6 PM)
- b. March 11, 2021 at 6:30 PM (Quarterly Commissioners Meeting @ 6 p.m.)

ii. Other Meetings/Events:

- a. CCPLB/Staff Planning Meeting – February 4, 2021 – 5 p.m. @ Energy Hall Conference Room
- b. CCPLB/Managers Budget Meeting – March 18, 2021 – 5 p.m. @ Energy Hall Conference Room
- c. City/County Budget Review – April 15, 2021 – 6:30 p.m. @ GAMB – Cottonwood Room

11. ADJOURNMENT

Meeting adjourned at 7:42 PM.

MINUTES PREPARED BY

Pam Altenberg, January 22, 2021

MINUTES APPROVED BY

SECRETARY:

[Campbell County Public Land Board]

(Signature & Date)

Charlene Camblin 2/4/2021