

**SWEETWATER COUNTY EVENTS COMPLEX**

**Meeting of the Board of Trustees**

**June 25, 2019**

AGENDA:

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approvals of May 28, 2019 Meeting Board Minutes
5. Financial Report
6. Approval of Checks:
  - 1st Bank Checks: 56765 – 56806
  - 1st Bank Direct Deposits: 5419 – 5489
  - Commerce Bank Checks: 1228 – 1229
  - Commerce Bank Direct Deposits: 23517 – 23567
7. Public Comment
8. Presentations
9. Listing of July 2019 Events
10. Correspondence
11. Old Business
  - Capital projects update
    - Exhibit Hall Breakout Rooms (complete)
    - Exhibit Hall Roof Project
    - Water Project
    - Small Hall Updates
  - 2019 NHSFR Update
  - 2019 Fair Update
    - 4-H
  - Horse Racing
  - Motocross Track
12. New Business
  - Tiffin Rally Recap
  - White Mountain Campground
  - Tax Anticipation Loan
13. Closing Comments
  - Staff: Executive Director
  - Board: Open Forum for Board Comments
  - Commissioner Comments
- 14. Executive Session**
15. Adjournment

\*Next Board Meeting is July 23, 2019\*

**Sweetwater County Events Complex  
Meeting of the Board of Trustees  
June 25, 2019**

**Call to Order:**

Chairperson Hartford called the meeting to order.

**Roll Call:**

Present: Faith Harris, Paul Zancanella, Bob Spicer, Janet Hartford, Kaye Goicolea, Roger Torgersen

Absent: Rob Zotti and Donald Pallesen

Also present: Kandi Pendleton, Erika Koshar, Lena Warren, Tamara Musgrove, Drew Dunn, Shae Lux

**Approval of Agenda:**

Trustee Torgersen moved to approve the agenda. The motion was seconded by Trustee Zancanella. Motion passed unanimously.

**Approval of Minutes**

Trustee Spicer moved to approve the May 28, 2019, board minutes as presented. The motion was seconded by Trustee Zancanella and passed unanimously.

**Financial Report:**

<b>Cash Balance, June 1, 2019</b>	<b>\$1,141,594</b>
Add Receipts	\$395,774
Less Expenditures	\$422,786
<b>Cash Balance, June 25, 2019</b>	<b><u>\$1,114,582</u></b>

Trustee Harris moved to approve the financial report. The motion was seconded by Trustee Torgersen and passed unanimously.

**Approval of Checks:**

Motion to approve-

1st Bank Checks: 56765-56806  
1st Bank Direct Deposits: 5419 – 5489  
Commerce Bank Checks: 1228 - 1229  
Commerce Bank Direct Deposits: 23517 - 23567

Trustee Harris moved to approve all checks as presented. Motion seconded by Trustee Torgersen. Motion passed unanimously.

**Public Comment:**

None.

**Presentations:**

None.

**Listing of Events:**

Erika Koshar reviewed the July 2019 events.

**Correspondence:**

None.

**Old Business:**

*Capital projects update –*

*Exhibit Hall Breakout Rooms (complete):* Larry Lloyd noted that the breakout rooms are complete except for one room's carpet. They turned out wonderfully! A great addition to available meeting space.

*Exhibit Hall Roof Project:* The Roofers have been here and they have completed the first section, from the edge of the building to the original seam. They have gone to work on other projects while our events are going on.

*Water Project:* Larry noted that the water project is moving along. We have not yet dropped the pump down the casing. We are competing with other jobs in the area, so we are currently in waiting to finish summer events. The new overhead loader is installed and will be ready to move forward once the wells are all switched.

*Small Hall:* We've added the heating and cooling system, including duct work within the beams. It's a huge improvement for the building and those who use it.

Trustee Spicer noted that during the Commissioner meeting Doc Wendling noted that he felt lost with the list of capital projects and our progress. Kandi Pendleton noted that she sent the comparison of the 2018 and 2019 project lists to Sally Shoemaker to provide to the Board. Commissioner Lloyd also noted that he'd like to see SEC present to the Commission Board twice a year to discuss our projects and he will present during his updates to include our complete projects. We are on the right track moving forward.

*2019 NHSFR Update –* The rodeo is right around the corner. Staff has been working with the States to place campers as quickly as possible.

Kandi Pendleton presented the volunteer hours needed during the event Check In, inviting the Board to join us if they are available.

It was noted that we are not hosting a Governor's reception; however, we will present the sponsor award to the Fair Board on Wednesday, July 17<sup>th</sup>. Additionally, Board members are invited to join us to check in opening at noon on Thursday, July 11<sup>th</sup>.

Larry Lloyd asked Trustee Zancanella if there is anything that we need to look out for during check in. Zancanella noted that the Destination will be required on the Health Certification. The Emergency Management plan also includes any possibilities of an outbreak.

Trustee Zancanella inquired about motorized vehicles. Pendleton noted that Sweetwater County has been receiving calls to license their out of state vehicles. Unfortunately, all legal vehicles are allowed on public roadways, which our main internal roads are. They cannot be in stalls or campgrounds.

*2019 Fair Update* – Kandi Pendleton provided the Fair packets to the Board. The VIP tickets are scanned for admission and the buckle club. We are not hosting the Fair Cookie Contest, so we will change it up in the future.

There are about 25 spaces left in the Pilot Butte Campground, but we know it will fill up.

4-H – There were issues in the East Arena with electricity last year. We are currently updating the electrical system to add 20 AMP plugs from the ceiling and on the walls. As long as the participants are not splitting off the plugs, the issue should be alleviated.

Trustee Hartford inquired as to any upgrades to the sound system. Kandi & Drew noted that we use a portable sound system during the pig show. We are looking into the possibility of adding additional speakers, but not for this year.

*Horse Racing* – Wyoming Horse Racing must have 17 live horse races during the year in order to participate in the simulcast/off track betting. The money coming into the Community has been substantial, however, the monies are not returned to the Events Complex. Each year, it is difficult to prepare for and a mess to clean up. We'd like to see a portion of the monies sent to the County & Cities to return to the Complex.

This year, a bill was signed to remove a portion of the horse racing revenues to allocate monies to the State Fair and State Predator Control. We would like to set up a funding mechanism to automatically allocate funds to us, as the facility, to provide upgrades and items needed at the Grandstands. It is good for us, good for the community and everyone involved.

It is not possible for one facility to host all needed 17 race dates. We plan to work with the Eugene Joyce with Wyoming Horse Racing and the County Commission to get this plan accomplished.

*Motocross Track* – We continue to look at moving the motocross track to the South Side of the Grandstands parking lot. We've met with a professional track builder to look at the topography and provide a visual of a new track.

The discussions begin because with the current track being in the middle of our property, it is difficult to host other events at the same time. Moving it would make it more accessible to the participants. In the future, we'd like to rent the track to a professional organization, similar to how we run the Stockcar Track.

Commissioner Lloyd inquired if we had heard any negative responses to the announcement. Kandi Pendleton noted that during our meeting with the local Club was completely positive and walked through the area with us.

Trustee Hartford inquired if we had heard anything from the Drag Racing group. Pendleton noted that she has not received any information thus far.

**New Business:**

*Tiffin Rally Re-Cap* – Larry Lloyd noted that it was a huge success on our end. We've received a number of compliments on our grounds, thanks to Tamara.

Lena Warren presented the background of how we discovered the Tiffin Rally. Additionally, she presented the following notes:

- 38 states represented
- 325 coached
- 700 people
- 450 hotel nights with vendors
- 15 display coaches with 5 drivable units.
- Usually hope to sell 10 coaches & they sold 28 units.
- 620 EXTRA nights before & after the rally event

Approximate economic impact, \$418,400 based on the Wyoming State Tourism number

Kelly Moore sent a remarkable positive note and will provide a letter of recommendation if needed. Dave Bretz, the on-site Rally vendor, noted that we have the cleanest and friendliest facility.

Larry Lloyd noted that we will receive dividends on this event's success, over and over.

*White Mountain Campground* – Larry Lloyd provided a background of how the White Mountain Campground was developed. There was a combination of funds provided to SEC and installed by our staff. The current Mayor noted that we need a current MOU for the campground, requesting 50% of ground receipts on all events.

We are now faced with a challenge. When we recruit events, we typically negotiate rates based on the RV part, not meeting rooms and other buildings. For example, for Tiffin, we donated the meeting spaces, but received the rental for the campgrounds.

We are utilizing the campground for the NHSFR (as it was developed for); however, for any other event, similar to the Tiffin Rally, we will no longer utilize the White Mountain Campground. Barricades will remain to the area, outside of NHSFR, and electricity shut off.

Based on this situation, we are ready to forgo the 2024-2025 NHSFR contract, noting that we will not have the required RV spaces for the event.

Additionally, Larry noted that the Rock Springs golf course has overbuilt approximately 5 holes onto the Sweetwater County Events Complex property.

We will go in front of the Council to present the economic impact created by the White Mountain Campground and put the ball back in their court.

Commissioner Lloyd noted that the campground rentals should not be something the City risks to lose the NHSFR & their impact on our community.

*Tax Anticipation Loan* – We've requested loan information from 4 banks and we will present paperwork for the official loan soon.

**Closing Comments**

*Executive Director:* Director Lloyd noted that we have amazing staff to put on these events. Kandi & Shae put on a incredible barrel race in May.

*Board Members:* Trustee Harris noted that this organization has the amazing ability to follow through with our projects.

*Commissioner Lloyd:* Commending the staff for the incredible work they do on the events. Excited for the next RV rally.

**Adjournment:**

Trustee Torgersen moved to adjourn the meeting and Trustee Harris seconded. Motion passed unanimously.

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Janet Hartford, Chairman

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Roger Torgersen, Secretary