

SWEETWATER COUNTY EVENTS COMPLEX

Meeting of the Board of Trustees

May 28, 2019

AGENDA:

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approvals of April 23, 2019 Meeting Board Minutes
5. Financial Report
6. Approval of Checks:
 - 1st Bank Checks: 56734 – 56764
 - 1st Bank Direct Deposits: 5367 – 5418
 - Commerce Bank Checks: 1218 – 1219
 - Commerce Bank Direct Deposits: 23419 – 23466
7. Public Comment
8. Presentations
9. Listing of June 2019 Events
10. Correspondence
11. Old Business
 - Capital projects update
 - Renovated Small Building – New Shop
 - Exhibit Hall Breakout Rooms
 - Exhibit Hall Roof Project
 - Water Project
 - 2019 NHSFR Update
 - 2019 Fair Update
 - SEC Foundation Update
 - Fiscal Year 2019-20 Budget
 - Horse Racing
12. New Business
 - Motocross Track
13. Closing Comments
 - Staff: Executive Director
 - Board: Open Forum for Board Comments
 - Commissioner Comments
14. Executive Session, if needed.
15. Adjournment

Next Board Meeting is June 25, 2019

**Sweetwater County Events Complex
Meeting of the Board of Trustees
May 28, 2019**

Call to Order:

Chairperson Hartford called the meeting to order.

Roll Call:

Present: Faith Harris, Paul Zancanella, Bob Spicer, Janet Hartford, Rob Zotti

Absent: Kaye Goicolea, Roger Torgersen and Donald Pallesen

Also present: Kandi Pendleton, Erika Koshar, Lena Warren, Tamara Musgrove, Drew Dunn and
Commissioner Roy Lloyd

Approval of Agenda:

Adding a New Business to add a nomination for the SEC Foundation

Trustee Harris moved to approve the agenda. The motion was seconded by Trustee Spicer. Motion passed unanimously.

Approval of Minutes

Trustee Zotti moved to approve the April 23, 2019, board minutes as presented. The motion was seconded by Trustee Harris and passed unanimously.

Financial Report:

Cash Balance, May 1, 2019	\$188,739
Add Receipts	\$1,404,308
Less Expenditures	\$226,742
Cash Balance, May 28, 2019	<u>\$1,376,307</u>

Trustee Spicer inquired as to the large influx in receipts. Pendleton noted that we received the large budget payment from Sweetwater County.

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

Approval of Checks:

Motion to approve-

1st Bank Checks: 56734 – 56764

1st Bank Direct Deposits: 5365 – 5418

Commerce Bank Checks: 1218 – 1219

Commerce Bank Direct Deposits: 23419 – 23466

Trustee Zotti moved to approve all checks as presented. Motion seconded by Trustee Harris.

Motion passed unanimously.

Public Comment:

Kandi Pendleton noted that Tim Robinson contacted her today with numbers for engineering and will share with the board once she receives them.

Presentations:

None.

Listing of Events:

Erika Koshar reviewed the June 2019 events.

Correspondence:

- Thank you note from the Green River FFA for our donation to the 2019 FFA banquet.
- Thank you note from Southwestern Wyoming Equine Action Team for our sponsorship of the 2019 SWEAT show.
- Letter from Wyoming Rodeo Ministry regarding our denial of their 2019 NHSFR Trade Show booth.

Old Business:

Capital projects update –

Renovated Small Building – New Shop: The new shop is completely finished. It is a really nice building and working well for our staff.

Exhibit Hall Breakout Rooms: New rooms are well underway and will be complete by June 15th. We still need to complete the electrical/lights and wainscoting.

Exhibit Hall Roof Project: Our progress has stalled because of the weather. We are still attempting to complete the first half of the project before our event filled summer season.

Water Project: All materials are on the property. Our contracted workers are ready to begin once the pump arrives from Texas. The trenching is ready and the poly pipe has started going in and it is all coming together. The weather has made it a muddy mess.

Kandi updated the budget numbers of \$1.53M noting that we added to the capital investment made by Sweetwater County.

2019 NHSFR Update – Kandi Pendleton noted that we are receiving campground reservations every day from State High School Rodeo Associations. She explained the new process for reserving campsites. We are working with trade show vendors and the show is almost filled.

Stalls are being installed now on the back side of the property. We are still waiting on 90 stalls from Nebraska, but we can continue putting them up while we wait.

We've met with Emergency Management to review our policies and procedures for 2019.

Wyoming Rodeo Ministry – Erika Koshar discussed the booth denial. We are not getting into arguments on facebook, even though there is a lot of misinformation being shared. SEC and NHSRA agreed to deny the booth based on previous year complaints from other vendors and patrons.

Volunteer program is up and running. We are about 60% full. There are the most spaces available in Horse check in and overnight.

Pendleton explained the RV rentals and horse leasing programs for 2019, noting we utilize facebook groups to match up needs.

Sponsors have all returned, almost all program ads have returned, and a lot of equipment and rental companies have donated items for the summer season. We are progressing quite well.

2019 Fair Update – Marketing materials are being finalized. Lena presented at the May Chamber meeting. We had a Crazy 8 admission sale online. It was a great way to kick off the summer selling season. There will be two more online sales this summer.

Other updates:

- The campground is currently about 80% full with reservations.
- Buckle club admission is changing a little bit, hopefully for the better.
- Secondary entertainment is booked and scheduled for the week.

SEC Foundation Update – The Foundation invested in a CD to earn some interest while we are in event planning mode.

Horse Racing – Trustee Zancanella noted that the Pari Mutual commission is not in charge of advertising the events, but for regulations. The Pari Mutual monies were utilized by the State, rather than going back to the facility.

Pendleton noted that 1.9% of the gross handle is taxed for the County and Cities – this year is projected to be \$1.2M. There is just no mechanism to return that money to the facility, rather than to the municipality & state general funds. She noted that Larry Lloyd has been in discussions with Eugene Joyce to possibly change the funding policy. We have committed to racing in 2019, but the discussions will continue for 2020.

It was additionally noted that Wyoming Downs does not have a large marketing budget. We struggle with even getting our local community to participate, even when SEC advertises online.

Trustee Zancanella noted that if Wyoming Horse Racing is going to continue, they should help with the funding for projects at the grandstands.

New Business:

Motocross Track – Kandi & Drew met with the Rock Springs Motocross Club. Our current track is in the center of our property, the drainage has had ongoing issues and the water system needs to

be renovated. An idea was thrown out to move the track to the undeveloped area to the South side of the Grandstands parking lot (18 acres). The Club was nothing but positive about the idea. We've reached out to a track design company to create a rendering and idea of how we can move forward. In 2019, we were unable to participate with a large event due to horse racing (and the location of the track), with this movement we can utilize amenities.

SEC Foundation Nomination –

Trustee Harris nominated Charles Barnum. Motion to the Sweetwater Event Complex Foundation Board. The motion was seconded by Trustee Zancanella. Motion passed unanimously.

Closing Comments

Executive Director: None.

Board Members: None.

Commissioner Lloyd: Discussed the replacement for Commissioner – June 8th they meet & will provide the list of names shortly after. The Commission will then have 20 days to make a decision.

Adjournment:

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

Janet Hartford, Chairman

Roger Torgersen, Secretary