

SWEETWATER COUNTY EVENTS COMPLEX

Meeting of the Board of Trustees

November 19, 2019

AGENDA:

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approvals of September 24, 2019 Meeting Board Minutes
5. Financial Report
6. Approval of Checks:
 - 1st Bank Checks: 57028 – 57094
 - 1st Bank Direct Deposits: 5658 – 5764
 - Commerce Bank Checks: 1310 – 1320
 - Commerce Bank Direct Deposits: 24101 – 24208
7. Public Comment
8. Presentations
9. Listing of November 2019 Events
 - Fair Board Meeting schedule
10. Correspondence
11. Old Business
 - Specific Purpose Tax Discussion
 - Indoor Arena
 - Event Recruitment
 - Equipment Leases
12. New Business
 - Staff Travel & Training
 - Surplus Property
 - Application for Deposit of Public Funds: Commerce Bank of Wyoming, First Bank Division of Glacier Bank, and RSNB Bank of Rock Springs
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 December 17, 2019

**Sweetwater County Events Complex
Meeting of the Board of Trustees
November 19, 2019**

Call to Order:

Vice-Chairperson Harris called the meeting to order.

Roll Call:

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

Absent: Rob Zotti and Donald Palleson

Also present: Larry Lloyd, Kandi Pendleton, Robert Perry, Lena Warren, Tamara Musgrove,
Drew Dunn and Erika Koshar

Approval of Agenda:

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

Approval of Minutes

Trustee Torgersen moved to approve the September 24, 2019, board minutes as presented. The
motion was seconded by Trustee Goicolea and passed unanimously.

Financial Report:

Cash Balance, November 1, 2019	\$187,140
Add Receipts	\$11,746
Less Expenditures	\$133,133
 Cash Balance, November 19, 2019	 <u>\$65,756</u>

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

Approval of Checks:

Motion to approve-

1st Bank Checks: 57028 - 57094
1st Bank Direct Deposits: 5658 – 5764
Commerce Bank Checks: 1310 - 1320
Commerce Bank Direct Deposits: 24101 - 24208

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 December 2019 events. Reminder to the Board that the December meeting will be held the 3rd week of the month.

Correspondence:

None.

Old Business:

Specific Purpose Tax – A video rendition of the Exhibit Hall entrance remodel was presented, noting the front will be extended out towards the parking lot approximately 27 feet. The layout was reviewed, showing a separate entrance to the Pronghorn room, a new lobby, coat check/ticket room, entrance restroom and additional space in the back of the Hall. The idea is to increase our ability to break up the hall into different areas for large groups. In our research indicates that the larger groups require the ability to break out into smaller sections.

Director Lloyd noted that he is unsure that the sixth penny tax will pass in our community as the total request grows. He would like to begin search for additional funding mechanisms available inside this County or State. Our events are running out of space and would greatly benefit from the remodels.

Commissioner Lloyd agreed that the current total of \$160M in projects will not pass in our community. If it does not pass, the specific purpose tax cannot be introduced for 2 years. He sees the added value of the Events Complex to our community. He additionally appreciated the Complex revising our total request for capital improvements after discussing our initial project with the Commission.

Director Lloyd noted that our aging building has reached its breaking point for capacity. Our future ability to serve this community depends on renovating this building.

Trustee Hartford inquired as to the final request to the County. Director Lloyd noted that the Exhibit Hall renovation, Water metering system and Indoor Arena reskinning encompass the final proposed projects.

Trustee Zancanella noted his disappointment regarding the removal of the additional Indoor Arena.

Event Recruitment – Lena Warren presented that we have officially signed the agreement to host the Newmar RV Rally in August of 2020 with a cap of 500 rigs. Staff met with members of the group during their rally this fall and received great feedback as excitement for our area grows.

Shae Lux presented that the World Series Team Roping qualifier has moved to Rock Springs from Jackson next year.

A Barrel Race Futurity will be held in August 2020 is a Million Dollar race. The event will take place 3 days after our Fair. A great new event that will utilize every stall on the property.

Airstream currently has a proposal from us and we will follow up with them at IAFE this year.

Equipment Leases – Drew Dunn noted that we received a new Skid Steer (replacing the 2007 version), a new Backhoe Loader (replacing the 2007 unit) and today we received our new grounds tractor. Currently we are in process to procure new vehicles, but will take a few months to finalize.

Motocross Track – Director Lloyd noted that we are in process of moving the current motocross track to relocate the events from the center of the property. The design work is complete and the track builder is ready to get started. From our prospective, however, we are looking for someone to take over the track operation and maintain the quality of the track. Our next step is to create an ad in our local paper and on the radio. Additionally, we will host workshop with the local participants to explain the movement details.

New Business:

Staff Travel & Training –

SEC staff are busy attending a variety of trainings and events this season. We travel to the following:

- Syracuse – Lena, Tamara & Kandi for the Newmar Rally to sign the contracts.
- Portland – Lena, Kandi & Erika went to a training for Saffire, our website and ticketing systems.
- San Antonio – Kandi & Drew heading to IAFE at the end of November to book 2020 Fair entertainment and meet with the Airstream crew.
- North Carolina - Dirt School – Shae and 2 maintenance crew will attend the business and learning part of the class.

Surplus – Staff presented a current list of items available to surplus. (see attached list). Trustee Harris approved the equipment list to surplus as presented. Torgersen seconded. Motion passed unanimously.

Application for Deposit of Public Funds – Robert Perry noted that our banks are required by law to renew their applications as a public depository for SEC. Trustee Spicer moved to accept the applications from Commerce Bank, First Bank and RSNB Bank. Trustee Zancanella seconded. Motion passed unanimously.

Closing Comments

Executive Director: None.

Board Members:

Trustee Spicer – Inquired if we had any additional conversations with the City of Rock Springs. Kandi Pendleton noted that while we didn't have to pay the additional bill of \$60k for Fair security, the City of Rock Springs did not pay the sponsorship fee.

Commissioner Lloyd: Thanked Lena Warren for her presentation of all the events sponsored by Sweetwater County. It was well received and appreciated.

Adjournment:

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

Janet Hartford, Chairman

Roger Torgersen, Secretary