

Campbell County Public Land Board (CCPLB)
Meeting Minutes
October 11, 2018

Members	Staff
Present: Kevin Couch, Don Hamm, Charlene Camblin, Skyler Pownall, Troy Allee, Nathan McLeland Absent: Mary Silvernell	Present: Jeff Esposito, Greg Rook, Kathy Ashton
Legal Counsel	Guests
Present: Frank Stevens	Present: Jonathan Gallardo representing the <i>News-Record</i> ; Doug Camblin-Citizen

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
1.	Call to Order/Attendance	The CCPLB meeting was called to order at 6:30 PM MDT on October 11, 2018, by Chair Kevin Couch.		
2.	Approval of CCPLB Agenda	The October 11, 2018 agenda was reviewed and revised. Under Board Process Item A change to “Energy Hall & Heritage Center Renovation CMAR discussion” and move remaining items down.	Mrs. Camblin made a motion to approve the revised October 11, 2018 agenda. Mr. McLeland seconded the motion, and it passed unanimously.	
3.	Approval of Minutes	The September 13, 2018 CCPLB meeting minutes were reviewed.	Mr. Allee made a motion to approve the September 13, 2018 meeting minutes as presented. Mrs. Camblin seconded the motion, and it passed unanimously.	
4.	Consent Agenda	A. Approval of Warrants: The Warrants for the October 11, 2018 meeting were reviewed. - October 2018 Accounts Payable Voucher Numbers 48009-48097 (General Fund/Special Events) in the amount of \$149,051.10. - October 2018 Manual Purchase Order Numbers 10011-10031 in the amount of \$182,568.59. - October 2018 Payroll Warrants in the amount of \$147,622.16 for the period of 8/26/2018-9/22/2018.	A. Mr. Hamm made a motion to approve the October 11, 2018 Warrants. Mrs. Camblin seconded. Mr. Pownall abstained. The motion passed.	
5.	Citizen Input	Doug Camblin acknowledged the staff in doing a great job bringing a sellout show tonight-Cirque Zuma Zuma. He also congratulated the Board and CAM-PLEX staff on coming together and making CAM-PLEX a regional center again.		

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6.	Board Process	<p>A. The Board had a discussion regarding Arete Design Group seeking a CMAR for the Energy Hall and Heritage Center renovation project for a lump sum of \$4,800.00 including reimbursables. Mr. Esposito supports hiring a CMAR as a valuable and effective service, even if the grant does not get approved. The County provides a representative for all County projects and would also serve as our representation. The Board discussed more of the benefits of having a CMAR such as there being a much more collaborative approach bringing them in on the front end, cost reduction on items that may bring a project in over budget and staying within the budget. Typically, general contractors take the CMAR role. Because the request has been made early enough in the year, Mr. Esposito thought the \$4,800 funds could be found within the budget if a CMAR is approved.</p> <p>At the October 2, 2018, design meeting with Board members, management, and Arete Design Group, Mr. Buckingham informed the group there will be no additional charge as discussed at last month's meeting and Arete will honor the original Agreement.</p> <p>B. The Board briefly discussed the updated CCPLB Policies made by the Governance Committee at the last meeting.</p> <p>C. The Board discussed adding the following verbiage to CCPLB policies. The Governance Committee discussed implementing the following: "CCPLB will not do business with any individual, organization, or business that does not support all-natural resource industries, including, but not limited to coal, oil, gas, uranium, agriculture, and forestry." After much discussion the Governance Committee withdrew their recommendation. The Board chose rather than have a written policy, let CAM-PLEX management evaluate the situation and make decisions accordingly.</p>	<p>A. Mrs. Camblin made a motion to approve Arete Design Group to amend their current Agreement to include writing an RFP to solicit CMAR services for the Energy Hall and Heritage Center Renovation project for the lump sum of \$4,800.00 including reimbursables. Mr. Hamm seconded the motion, and it passed unanimously.</p> <p>B. Mr. Pownall made a motion to approve the updated CCPLB Policies as presented by the Governance Committee. Mrs. Camblin seconded the motion, and it passed unanimously.</p>	
		<p>D. Follow up items from previous meeting.</p> <p style="padding-left: 20px;">i. None.</p>		

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		<p>E. There were no contracting or purchasing decisions.</p>		
7.	<p>Operations Report/Update</p>	<p>A. GM Jeff Esposito discussed the following items:</p> <ul style="list-style-type: none"> i. CAM-PLEX Event Data for September 2018 was included in the Board packet. ii. Mr. Esposito gave the General Manager's report and added a couple of notes: <ul style="list-style-type: none"> • Art In Education (AIE) performance of Cirque Zuma Zuma is the first show to make money in 14 years. An additional show for students was added to this event. • Mark Paxton's artist reception is this evening and is fabulous. • Affordable crafts have been coming in for the AIE shows at an affordable rate. • Highlights for the 18-19 Season: more family shows, more school participation & residencies. • First time campsites reservations for an event to be booked on-line (PGI). • Almost 12,000 "likes" on Facebook. • Recently booked for 2022: Heartland Mountain Regional RV Rally • Secured \$25,000 sponsorship from Energy Station for Rock of Ages. • Working to revive Winter Western with a full rodeo. • A cirque Christmas show was added because the ice show had routing issues, but staff is still working on an ice show. • Mr. Hamm noted the NWBR finals are this weekend with over 400 horses entered. B3 and EP looked very good and the Board recognized the progress. • Temperature sensors in EP were added. If temp drops it will display an alert on the custodial phone and they will check out the situation. Nice feature for patrons. • Website has been working well. 		

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		<p>iii. Summer 2018 RV Financial Summary Report</p> <ul style="list-style-type: none"> • Revenue & expenses were reported on for the Newmar RV Rally, Monaco International RV Rally, FMCA International RV Rally, and Wyoming Horse Racing. These events typically make revenue for CAM-PLEX. 		
8.	Matters for Noting Board Meeting	<p>A. Major Correspondence</p> <p>i. None</p> <p>B. Board Calendar:</p> <p>ia. The November 8, 2018 CCPLB meeting is scheduled at 6:30 p.m. MDT, with the pre-meeting workshop at 6:00 PM MDT.</p> <p>i.b. The December 13, 2018 CCPLB meeting is scheduled at 6:30 p.m. MDT, with the quarterly meeting with the Commissioners at 6:00 PM MDT.</p> <p>ii.a. The Annual Board Planning Meeting is still to be determined. Mr. Couch & Mr. Esposito will review last year's meeting to see if it is needed.</p>		<p>Bii.a. Mr. Couch & mr. Esposito will determine if an Annual Board Planning Meeting will be scheduled.</p>
9.	Adjournment	CCPLB meeting was adjourned at 7:09 p.m. MDT.		

Respectfully submitted,

Charlene Camblin, Secretary