

## MINUTES

### CAMPBELL COUNTY PARKS AND RECREATION BOARD OF DIRECTOR'S MEETING Gillette, Wyoming

August 26, 2019 - 5:00 P.M.

MEMBERS PRESENT: Clay Cundy, Brian Edwards, Barb Pilon, Justin Merryman and Sam Araujo

MEMBERS ABSENT:

STAFF PRESENT: Rick Mansur, Heather Harvey, Kevin Geer, Adam Gibson and Dwayne Dillinger

GUESTS PRESENT: Paul Woessner – American Legion

- I. The Campbell County Parks and Recreation Department Board of Director's held its regular meeting on August 26, 2019 at 5:00 p.m. at the Campbell County Recreation Center. The meeting was called to order by Chairman Cundy. A quorum was present.
- II. Consent Agenda: ON A MOTION BY MR. MERRYMAN AND SECONDED BY MR. ARAUJO THE CONSENT AGENDA WAS APPROVED BY THE BOARD. THE AGENDA INCLUDED THE MINUTES FROM THE JULY 22, 2019 BOARD MEETING AND THE VOUCHER LIST TOTALING \$468,133.85.
- III. Items from Public:
  - A. Paul Woessner – Vietnam Memorial Wall
    - a. Paul discussed details regarding the traveling Vietnam Memorial Wall which will be displayed at Cam-Plex Park from September 9-13, 2020.
- IV. Old Business: There was no "Old Business."
- V. New Business:
  - A. Gillette Hockey Association Contract

MR. EDWARD MOVED TO APPROVE THE GILLETTE HOCKEY ASSOCIATION CONTRACT AS PRESENTED. MRS. PILON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

- B. Spirit Hall Ice Arena Concessions Contract

MR. MERRYMAN MOVED TO APPROVE THE SPIRIT HALL ICE ARENA CONCESSIONS CONTRACT TO HOME FIRE FOOD AS PRESENTED. MR. EDWARDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

C. 1% Funds WRPA Speaker

MRS. PILON MOVED TO APPROVE THE 1% FUND USE FOR THE WRPA SPEAKER. MR. MERRYMAN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

VI. Items from Staff:

A. Recreation Report:

- a. Gibson reported that Gillette Recreation Center visitation is up with an average of 919 patrons per day this year in comparison to 879 per day last year.
- b. Gibson reported that fall soccer is down 95 participants this year. There will be pictures available this year for those who would like to purchase them.
- c. Gibson reported that Co-ed Softball League is wrapping up this week on schedule. Adult Fall Volleyball registration is now underway.
- d. Gibson reported that Stephanie Stuber has accepted the Recreation Program Supervisor for Youth Programs. Matthew Blakesley has accepted the position of Recreation Program Supervisor. John Davis has accepted the position of Recreation Desk Supervisor and applications are now being accepted for the Recreation Desk Assistance I position.

B. Parks Report:

- a. Geer reported that Parks staff have been cleaning up tree debris and wood chips from the storm last night. Four trees received significant damage.
- b. Geer reported that Spirit Hall Ice Arena set up is underway and they will be building ice over the next week.
- c. Geer reported that the remaining Lasting Legacy playground equipment will be installed over the next couple of weeks. The final step will be the installation of the Pour-In-Place surface.
- d. Geer reported that the Tennis Court Project is finished. Due to the moisture received this spring, there are concerns regarding the seams as there are bubbles that appear as the temperature fluctuates. The company states that this will dissipate completely over time as the moisture escapes the material.

C. Bell Nob Report:

- a. Dillinger reported that a metal entrance gate was blown over during the storm. The greens received damage from the hail and there was also damage to several trees. He stated that the weather station detected winds of 78.5 mph.
- b. Dillinger reported that the course has been very busy with tournaments last month and there are several more tournaments planned for the upcoming month.
- c. Dillinger reported that most of the seasonal staff has left for the season.

VII. Items from Board: There were no "Items from Board."

VIII. Director's Report:

A. Director's Evaluation

- a. Mansur reported that the director evaluation will be conducted on September 9, 2019 at the Board Luncheon.

B. Bell Nob Lounge & Pro Shop Report

- a. Mansur presented the report to the Board for review.

C. Gillette College Soccer Field Ribbon Cutting – September 6, 2019 at 1:00 p.m.

- a. Chairman Cundy will speak at the ribbon cutting ceremony.

D. City of Gillette Water bill

- a. The water meter for the Recreation Center was changed out after excessive gallons were registering. There should be a credit adjustment on next month's bill.

E. Next Meeting: The next meeting will be held September 23, 2019 at the Wright Recreation Center.

IX. Adjournment: The Board, on a motion duly seconded, adjourned at 6:00 p.m.

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APPROVED SECRETARY

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APPROVED CHAIRMAN