



**AMOCO REUSE AGREEMENT  
JOINT POWERS BOARD**

2435 King Blvd, Suite 249  
Casper, WY 82604  
(307) 472-5591



[renee@arajpb-casper.org](mailto:renee@arajpb-casper.org)

**AMOCO REUSE AGREEMENT JOINT POWERS BOARD**

**MEETING MINUTES**

6:00 p.m. Wednesday, July 8, 2020

2435 King Blvd, ~~Big Horn Conference Room~~, Casper, WY 82604

**Due to COVID-19 the meeting was held in the Big Room Conference Room and by teleconference**

Present: Bob Chynoweth, Ben Schrader, Terry Lane, Jim Belcher, Brook Kaufman, and Rob Hurless

Absent: Reed Merschat, Bob Hopkins, and Doug Follick

Others Present: Matt Reams (Three Crowns) and Executive Director Renee Hahn

With a quorum in attendance, the meeting was called to order at 6:01 p.m. by Chairman Chynoweth. All attendees were asked to participate in the Pledge of Allegiance to the Flag.

**1. FY2020 -2021 Budget**

**PUBLIC HEARING**

Chairman Chynoweth opened the public hearing at 6:03 to consider the FY20-21 Budget, as published in the Casper Star-Tribune on July 6, 2020. Mr. Lane presented the following information:

**Properties Operations and Maintenance Budget**

REVENUES	\$2,502,780
EXPENSES	\$2,502,780

**Building/Facilities Fund Budget**

REVENUES	\$ 700,000
EXPENSES	\$ 700,000

**Economic Development Fund Budget**

REVENUES	\$2,416,200
EXPENSES	\$2,416,200

Chairman Chynoweth asked three times if there was anyone in attendance that would like to speak in favor or against the proposed budget. Since no one spoke in favor or against the budget, Mr. Chynoweth continued and closed the public hearing at 6:09 p.m.

A motion was made by Mr. Schrader and seconded by Mr. Belcher to approve the budget. There being no further discussion, the Board proceeded to vote. The motion carried with all members in attendance voting aye. (Copies on file.)

Please see 2020-2021 Budget for an itemization of the Three Crowns Expenditures.

## **2. Minutes from June 10 2020 and June 26 2020 Regular Meeting**

A motion was made by Mr. Lane and seconded by Mr. Schrader to approve the Minutes of the June 10, 2020 Meeting. There being no further discussion, the Board proceeded to vote. The motion carried with all members in attendance voting to accept the Minutes as presented.

(Copy of Minutes on file.)

A motion was made by Ms. Kaufman and seconded by Mr. Hurless to approve the Minutes of the June 26, 2020 Meeting. There being no further discussion, the Board proceeded to vote.

The motion carried with all members in attendance voting to accept the Minutes as presented. (Copy of Minutes on file.)

## **3. Approval of July 8, 2020 Treasurer's Report**

Details of investment accounts, the checking account and the various vouchers listed on the Treasurer's Report as of July 8, 2020 were presented by Mr. Lane.

A motion was made by Mr. Belcher and seconded by Mr. Hurless to approve the Treasurer's Report of July 8, 2020, containing the financial report of the investment funds, checking account and interest accrued, as well as the authorization for payment of all vouchers listed on the report. There being no further discussion, the Board proceeded to vote. The motion carried with all members in attendance voting to accept the report. Mr. Lane then explained the investments.

The June 2020 monthly financial statement draft by Lenhart Mason was presented by Mr. Lane. He inquired if any of the Board had questions. No questions were asked.

- **Investment/Financial Committee**

Mr. Lane discussed the securities that will be maturing in August 2020 and November 2020. He informed the Board that these securities will automatically be reinvested.

## **4. Committee Reports**

- **Architectural Review**

No Report.

- **PRC**

Ms. Hahn shared that BP will be installing slats in the fencing around Site C.

- **Refined Properties**

Mr. Schrader informed the Board that last month discussion took place on the erosion in Salt Creek Heights in Phase 1, between Lot 18 and 19. He informed the Board that Refined Properties presented an estimate from Eastland Properties for \$5,600 to rectify the issue. The work will be performed by 71 Construction and completed by the next month.

The Western Opportunity Area (WOA) has completed the testing for the electro-magnetic survey and drilling. The findings will be presented in a report format which will be completed by next week.

Mr. Schrader reported that the SFA Feasibility Study is still currently on hold. All the participants who shared in the cost of the study received the final analysis from Flag Development.

He also informed the Board that Wyoming Otolaryngology is looking to expand. A price per square foot was presented to them by Refined Properties for future development.

Mr. Schrader updated the Board on the lot under contract in Salt Creek which has been delayed. The PUD is to allow above ground flammable storage tanks and is now awaiting current owners' signatures in the Salt Creek Business Center. Upon completion of gathering the signatures, the County is expected to review the PUD and determine whether it is allowable. The closing is now expected to occur in September.

Refined Properties has received an acceptable estimate on repairing the pathway. Mr. Belcher inquired on the cost of the estimate. Ms. Hahn informed him it was \$2,900 and would be presented to BP for payment.

- **Three Crowns**

Mr. Reams stated "The course is busy and they are following all Covid-19 restrictions." Three Crowns is now 100% staffed with an excellent team. The restaurant manager's position has been divided amongst two people. They now have an Executive Chief and a Kitchen Manager. He believes that this has already proven to be more efficient. The food sales have been impacted by Covid-19.

- **Executive Committee**

Mr. Chynoweth asked Ms. Hahn to review the upcoming meetings.

## **5. Interaction with City and County Representatives – Specific Issues and Concerns**

Ms. Kaufman shared that the County's Building Department continues to be busy. She also informed the Board that the County approved and passed their 2020-2021 Budget.

## **6. Other**

Mr. Chynoweth asked Ms. Hahn to inform the Board on the Status of the proposed change to ARAJPB's By-Laws. Ms. Hahn stated "The Attorney, Kyle Ridgeway has submitted the change creating a Third Amendment to the Reuse Agreement. The submittal will be presented to the City Council's Work Session on July 14<sup>th</sup>, and then move to the Council Meeting on the July 21<sup>st</sup>. If passed, then the County will be presented with the same document in their August Meeting." Mr. Belcher understood why the change is being requested but had concerns. He was worried that if this goes forward it could deter future applicants from applying to the Board. Mr. Schrader and Ms. Hahn agreed with his concerns, but were also worried about the current situation of four senior board members terms ending in December. The history the Board would lose from these individuals would be extreme. Mr. Schrader and Mr. Chynoweth assured Mr. Belcher that most board members will not apply for their third term or even stay the entire third term. This third term allows more time for the first term board members to feel comfortable with all the information there is to acquire.

## **7. Future Meetings/Agenda**

- Three Crowns Committee Meeting – July 16<sup>th</sup>, 7:30 am, 2435 King Blvd., Big Horn Conference Room.
- Regular Board meeting – August 12<sup>th</sup>, 6:00 pm at 2435 King Blvd., Big Horn Conference Room, or via teleconference.
- Three Crowns Committee Meeting – August 20<sup>th</sup>, 7:30 am, 2435 King Blvd., Big Horn Conference Room.

**Office Closures:**

July 13<sup>th</sup> – July 17<sup>th</sup>

**8. Public Comment**

There was no public comment.

**9. Good of the Order**

None.

**10. Adjournment**

There being no further action by the Board, a motion was made by Mr. Belcher and seconded by Ms. Kaufman to adjourn the meeting at 6:41 p.m. The motion carried with all members in attendance voting aye.

8/12/20  
Date

8/12/20  
Date

  
\_\_\_\_\_  
Board Officer

  
\_\_\_\_\_  
Presiding Officer