

Burleigh County  
Missouri Valley Complex Committee  
Minutes from Meeting Held  
February 18, 2026  
12:00 Noon

Item 1. Call the Meeting to Order.

In the absence of Chair LaCoe, Vice Chair S Neu called the meeting to order.

Item 2. Roll Call

Members Present: Martineson, Gwrylow, Klipfel, Hilsendeger, Peters, Peters, Neu  
Commissioner Munson, Commissioner Jeske

Members Absent: Horning, Olson, LaCoe

Guests: Sam Arndorfer – Jr/HS Rodero Club, Caleb Benesh – President Bismarck Motorcross Club.

Item 3. Approval of January 21, 2026, MVCC Minutes.

The minutes of January 21, 2026, were presented for approval. Motion by Hilsendeger, seconded by Peters to approve the minutes as presented.

Motion was approved.

Item 4. Public Comment

Vice Chair Neu opened the public comment opportunity to any Burleigh County resident who wished to address the committee. With no one appearing, the public comment was closed.

Item 5. Approval of Agenda.

Three items were added for discussion and action to the agenda. 1, Sam Arndorfer, President of the Jr High /High School Club to brief the committee on activity of the club and To seek use agreement of the rodeo grounds for 2026 Rodeo Events. 2. Review a request from Great Benjamin Carnival Company to use the complex for a public event on April 9-12, 2026, and 3, Committee Member Gwrylow proposed letter to County Commission seeking clarity of what the County Commission expects and wants from the Complex Committee.

By consensus the items were added to the agenda and the agenda was approved.

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Item 6. Commissioner Munson Breifing.

Sam Arndorfer, Director, Central Dakota Rodeo Club addressed the committee on behalf of the club with an update on club activities and request to host two 2026 rodeo events at the complex. This request was made to the MVCC due to recent changes in facility management between the County and the Bismarck Park District.

Mr. Arndorfer, requested to host the Sr High Rodeo at the complex on May 29 and 30, 2026 and the Jr High Rodeo on August 8 and 9, 2026. In the past the club worked with The Park District for contract development, logistics and arena preparation and now would seek the same with the County including continuing the rental rate of \$600 per event for a total of \$1200. The needs would include possible spraying for weeks by the County and use of water, electricity and overnighting of animals and some contestants. All operations of the event including preparation would be the responsibility of the club. Mr. Arndorfer also briefed the committee of ongoing operations of the grounds and repairs provided by club members and supporters. One additional item explained was watering the arena in dry conditions and that the club provides the large watering truck and water separated from county water supply.

One additional item discussed was the equipment, panels, bleachers and arena tillers that shared, club and county ownership needed an updated inventory and identification to be current on ownership as operations and oversite changes. ,

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# Meeting Minutes: March 17, 2026

## Call to Order

Item 1. Call the Meeting to Order.

In the absence of Chair LaCoe, Vice Chair S. Neu called the meeting to order.

## Roll Call

Item 2. Roll Call

Members Present: Martineson, Gawrylow, Klipfel, Hilsendeger, Peters, Peters, Neu

Commissioner Munson, Commissioner Jeske

Members Absent: Horning, Olson

Guests: Sam Arndorfer – Jr/HS Rodeo Club, Caleb Benesh – President Bismarck Motorcross Club

## Approval of Minutes

Item 3. Approval of January 21, 2026, MVCC Minutes.

The minutes of January 21, 2026, were presented for approval. Motion by Hilsendeger, seconded by Peters to approve the minutes as presented.

Motion was approved.

## Public Comment

Item 4. Public Comment

Vice Chair Neu opened the public comment opportunity to any Burleigh County resident who wished to address the committee. With no one appearing, the public comment was closed.

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## Approval of Agenda

Item 5. Approval of Agenda.

Three items were added for discussion and action to the agenda:

1. Sam Arndorfer, President of the Jr High/High School Club, to brief the committee on activity of the club and to seek use agreement of the rodeo grounds for 2026 Rodeo Events.
2. Review a request from Great Benjamin Carnival company to use the complex for an event on April 9-12, 2026.
3. Committee Member Gwrylow proposed a letter to County Commission seeking clarity of what the County Commission expects and wants from the Complex Committee.

By consensus, the items were added to the agenda and the agenda was approved.

## Commissioner Munson Briefing

Item 6. Commissioner Munson Briefing.

Sam Arndorfer, Director, Central Dakota Rodeo Club, addressed the committee on behalf of the club with an update on club activities and a request to host two 2026 rodeo events at the complex. This request was made to the MVCC due to recent changes in facility management between the County and the Bismarck Park District.

Mr. Arndorfer requested to host the Sr High Rodeo at the complex on May 29 and 30, 2026, and the Jr High Rodeo on August 8 and 9, 2026. In the past, the club worked with the Park District for contract development, logistics, and arena preparation and now would seek the same with the County, including continuing the rental rate of \$600 per event for a total of \$1200. The needs would include possible spraying of weeds by the County and use of water, electricity, and overnighting of animals and some contestants. All operations of the event including preparation, would be the responsibility of the club. Mr. Arndorfer also briefed the committee on ongoing operations of the grounds and repairs provided by club members and supporters. One additional item explained was watering the arena in dry conditions, and that the club provides the large watering truck and water separated from the county water supply.

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One additional item discussed was the equipment, panels, bleachers, and arena tillers that shared, club, and county ownership needed an updated inventory and identification to be current on ownership as operations and oversight changes. It was suggested that the inventory be completed and, as the contract is being developed, a review is completed of the event and actual cost to the County for use of the facility. Part of the review should also include the time and resources the organization is required to provide or voluntarily provides. This would assist in setting fees in the future as well as developing an understanding of roles and responsibilities.

With no additional discussion a motion was made by Gawrylow, seconded by Klipfel, to approve a Missouri Valley Complex Arena Rental and Use Contract, developed by Burleigh County with the Central Dakota Rodeo club to host the High School Rodeo May 29 and 30 and the Jr High Rodeo on August 8 and 9, 2026 at a rate of \$600.00 per event.

Motion was approved.

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1. Call the Meeting to Order

Chair LaCoe called the meeting to order.

2 Roll Call.

Members present: LaCoe, Horning, Kralicek, Peters, Hilzendeger, Martineson, Neu, Gawrylow, Klipfel, Olson

Absent: Commissioner Munson, Commissioner Jeske

Meeting opened with quorum.

3. Approval of Minutes.

The minutes of the December 11, 2025, meeting were presented for approval. Motion was made by Horning, seconded by Martineson, that the minutes be approved as presented. Motion was approved.

4. Public Comment.

Chair LaCoe opened the opportunity for Public Comment by Burleigh County residents relative to the Missouri Valley Complex. No one appeared to comment. Chair LaCoe closed the public comment.

Chair LaCoe asked for any changes or additions to the agenda. There were no Additions or changes to the agenda. Committee member Horning asked to address the recent presentation and complex report made to the County Commission by Chair LaCoe.

M Horning on behalf of the committee thanked Chair LaCoe for the recent program report and presentation made to the County Commission and for the work it took to gather the information and develop the report. Horning went on to express concern for lack of respect and interest in the report by the commission and what the committee had accomplished to date.

It was also felt questions exist as to what the county's expectations of the committee are, what the committee should be doing, what the committee wants the committee, or what the county would like to see developed.

Comments added to the discussion were that there may be a feeling that the Committee is looking for direction from the commission, and the commission is waiting for a plan and project needs resulting in a lack of understanding. Therefore, no mutual

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focus, an agreed to direction or plan, or a mutual understanding. Without an agreed direction nothing will get done. It was discussed that a question should be presented to the County Commission to determine what direction do we jointly move the complex development forward.

Chair thanked the committee for the comments and the support of the information provided to the commission

5. 2026 Missouri Valley Complex Committee Appointments and Adoption of 2026 Meeting Schedule.

Chair LaCoe provided a review of the 2026 stakeholder appointments and changes to the committee. All stakeholders fulfilled their appointments with all staying the same with exception of Ag and Equestrian appointment. Alan Heim is replaced by Steve Neu as the representative. In addition, as information there would be a pending change to the Park District representation with Kevin Klipfel's upcoming retirement. Chair LaCoe also reviewed the three County Commission appointments, Gawrylow, Martineson, and LaCoe and terms.

Chair LaCoe provided an overview of the meeting schedule and dates, meeting day to continue as 3rd Wednesday of the month and location staying in the Tom Baker Room.

Motion by Neu, seconded by Horning that the 2026 committee appointments be accepted and the meeting schedule be approved. Motion was approved.

6. Year End Missouri Valley complex fund Balance Report.

Auditor Mark Splonskowski provided the committee with a preliminary fund balance for the Missouri Valley Complex Fund. Mark indicated the report was preliminary and that a final will be available as yearend is closed.

Clarification was requested on the fund itself and the operating budget that was included in the report which had been merged in recent budgets. One other question was on the expenses to date on the zoning and plating contract with Swenson Hagen and if they are included in the report. It was reported that the expenses were not and would be researched. Mark also reported that a special assessment billing would be charged to the account in 2026.

An updated report will be provided in February.

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7. Update on ETA Policy and Planning Oversight of Missouri Valley Complex

S Neu provided a brief update that the City and the County were in discussion to finalize the new ETA agreement that included the county retaining the Missouri Valley Complex under county planning jurisdiction. First discussion has been held and the time for completion has not been established.

8. Update on Missouri Valley Complex Wetland Mitigation and 404 Permit Contract.

S Neu reported on conversation with Swenson Hagen and the mitigation plan development is currently on hold until the ETA agreement is completed and the conversation of requirements/conditions are held with the County Planning Department. The conversation includes roadways and detention requirements.

9. Discussion to set MVCC Plat Review, Site Planning and Facilities Planning Meeting.

A lengthy discussion was held on the development of a planning meeting of the Missouri Valley Complex Committee to include using county resources such as meeting rooms and engagement of county staff to assist in planning discussions and plan development.

A recent contact was made to the County Engineers office to utilize the County Shop conference room as a resource to committee planning with availability of mapping and space to meet had been denied. The discussion was held earlier in the meeting to engage other county staff such as administration, legal, planning department and finance was felt to be important to the plan development for the County Commission and should be made available to the committee. It was also felt that the Committee is a committee of the county and should be afforded access to all county resources when developing the project for the county.

The committee continued the conversation of access to county resources and staff to assist in developing the plat, and plan of action to include stakeholder needs was important to provide the commission with a plan of action as concepts are developed and presented to the commission. The committee also discussed public involvement in the plan development and generally felt that it is internal first to develop the concepts and then engage more public input. The Committee agreed that the discussion would be recorded as are other Committee meetings.

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After further discussion on plan development and on being shut out of County facilities and staff engagement the recommendation was made to make a formal request to the County Commission for access to county resources.

Motion by Horning, seconded by Gawrylow that the Missouri Valley Complex Committee make a formal request to the Burleigh County Commission to hold a Missouri Valley Complex Special Meeting for the purpose of planning development of the Missouri Valley Complex at the County Highway Department Building and have access to the available county resources including staff.

Roll Call Vote: Aye – Horning, Kralicek, Peters, Hilzendenger, Olson, Martineson, Gawrylow,  
Klipfel, LaCoe, Neu  
Nay – none

Motion was approved.

S Neu asked the invitees to include County Engineering, Planning, Finance, Administration, Legal and Commission Liaison.

Chair LaCoe will seek guidance from Commissioner Munson for placement on a February Commission meeting agenda.

#### 10. Election of Committee Chair and Vice Chair

Chair LaCoe provided a review for the election of a chair and vice chair for the Committee and opened up nominations.

Nomination by Horning that Kay LaCoe be elected as Chair. Seconded by Neu. Motion was made to close nominations and cast a unanimous ballot for Kay LaCoe for Chair.

Roll Call Vote: Aye – Horning, Kralicek, Peters, Hilzendenger, Olson, Martineson, Neu, Gawrylow, Klipfel,  
Nay - none.

Motion was approved.

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Nominations were opened for Vice Chair. T Peters nominated Steve Neu for Vice Chair. Seconded by Olson.

Motion was made to close the nominations and cast unanimous ballot for Steve Neu as Vice Chair.

Roll Call Vote: Aye – Horning, Kralicek, Peters, Hilzendeger, Olson, Laco, Martineson, Gawrylow, Klipfel

Nays – none

Motion was approved.

11. Discussion of Committee Secretary and Coordination.

Discussion was held on the duties of secretary and coordination for the committee and since the beginning of the committee these duties have been performed by Steve. Now with Steve's seat on the committee and as vice chair, secretary duties need to be adjusted.

Steve indicated that he would continue coordination if secretary responsibilities be assumed by another committee member.

Marie Horning volunteered to assume secretary duties as the coordination would remain with Steve.

Other Business

D Gawrylow offered the suggestion that the three county appointed members meet and as a subcommittee of the complex committee to discuss strategy and process to move forward the needs of the committee to with the county commission.

A motion by D Gawrylow that the county appointed reps meet as a subcommittee to develop the needs of the committee and strategies to move the needs to the county commission. Seconded by Klipfel

Roll Call Vote: Ayes – Horning, Kralicek, Peters, Olson, Hilzendeger, Laco, Martineson, Gawrylow, Klipfel, Neu

Nays - none.

With no other business the meeting was adjourned.

Next meeting Wednesday February 18, 2026 – 12:00 noon.