

Cheyenne-Laramie County Economic Development Joint Powers Board

Board of Directors Meeting Minutes

May 28, 2024- 7:30 a.m.

Hybrid Meeting – Zoom & Cheyenne Regional Airport Board Room
4020 Airport Pkwy W Cheyenne, WY 82001

Board Members in Attendance

Shari Bremer, Secretary/Treasurer – In Person

Dr. JJ Chen – In Person

Dave Keiter – In Person

Kevin Marquardt – Zoom

Josh Morris – In Person

Trey Rinne, Vice Chair – In Person

Mike Williams, Chair – In Person

Matt Ashby – Avery Associates

Chris Brennan, WRA&B Counsel – Zoom

Charles Bloom, City & DDA – In Person

Dominic Bravo, Visit Cheyenne – In Person

Betsey Hale, LEADS - Zoom

Linda Heath, Laramie County – Zoom

Abigale Lashbrook – Wyoming DEQ

Cindi Martinez – Wyoming DEQ

Renee Smith, City of Cheyenne – In Person

Amber Trevizio, Visit Cheyenne – In Person

Wendy Volk – CRAFT - Zoom

Others in Attendance

Brittany Ashby, Align – In Person

Kristie Wilson, Align – In Person

Zach Valerio, Align – In Person

The regular meeting of the Cheyenne-Laramie County Economic Development Joint Powers Board began at 7:30 a.m. with all seven board members present. Mike Williams, Chair, presiding.

Action Items

The Cheyenne-Laramie County Economic Development Joint Powers Board meeting agenda for May 28, 2024, was presented for adoption.

A Rinne/Chen motion was made and seconded to adopt the May 28, 2024, meeting agenda. The motion passed as amended unanimously.

The Cheyenne-Laramie County Economic Development Joint Powers Board, May 28, 2024, consent agenda was presented for adoption.

A Rinne/Chen motion was made and seconded to adopt the May 28, 2024, consent agenda; April 23, 2024, meeting minutes; April 30, 2024, financials; and the May 2024 vouchers totaling \$3,192.42. The motion passed unanimously.

Partner and Grantee Updates

City of Cheyenne

Councilman Rinne was not in attendance. No City Council update.

Renee Smith gave an update regarding the submission to the State Shooting Complex proposing that Cheyenne be the location for the new Wyoming Shooting Complex. If the proposal is successful, oral presentations and site visits will follow.

Laramie County

Commissioner Linda Heath reported for the County.

CRAFT

Wendy Volk gave a funding update on CRAFT and positive trends. Still no anticipation of requesting funding from JPB for FYE2025

DDA

Charles Bloom gave a report for the DDA.

LEADS

Betsey Hale gave a report for Cheyenne LEADS.

Visit Cheyenne

Domenic Bravo gave a report for Visit Cheyenne.

SBDC

Kenny Overby gave a report for the Wyoming Small Business Development Center Network.

Guest Speaker

Matt Ashby from Ayres Associates, along with Cindi Martinez and Abigale Lashbrook from the DEQ, explained and discussed the Brownfields Redevelopment Opportunities.

New Business

Align FY 24/25 Contract Renewal

No changes in the contract for FY 25.

WRAB FY 24/25 Contract Renewal

No changes in the contract for FY 25.

Lenhart Mason Letter of Engagement

Brittany informed the Board that Lenhart Mason was scheduled to perform the CPA Review again for FYE2024 and that an RFP would be released in January of 2025 for other agencies to submit proposals for the upcoming years.

Preliminary proposed budget overview

A rough draft of the proposed budget was discussed and will be discussed in greater detail during the regularly scheduled budget hearing on Tuesday, June 25, 2024.

Old Business

Visit Cheyenne Request for Funding FY 2024/25-BOARD VOTE

Amber Trevizio and Dominic Bravo presented a funding request for FY 2024/25 in the amount of \$50,000 to help with the cost of organizing several community events.

BOARD VOTE:

A Morris/Chen motion was made to approve funding for Visit Cheyenne in the amount of \$50,000. The motion passed unanimously with no discussion.

DDA Capital Improvement Grant Program Funding Request for FY 2024/25 – BOARD VOTE

Charles Bloom presented a funding request of \$20,000 to support the DDA's Capital Improvement Grant Program.

BOARD VOTE:

A Chen/Bremer motion was made to approve \$20,000 in funding for the DDA Capital Improvement Grant Program. The motion passed unanimously with no discussion.

Marketing Update

Website is complete and can be found at www.clcedjpb.org and the social media platforms of FB, IG, LinkedIn are now up and running. Content is being gathered and half plan social media strategy is being put into effect with Molly at Prairie Sage Creative. Staff has asked the Board to like, comment and share often. Zack commented on the YouTube video work he’s been doing for the JPB.

Adjourn

Having no further business, the meeting adjourned at 8:46 a.m. The next regular Cheyenne-Laramie County Economic Development Joint Powers Board meeting will be held on Zoom and in person at the Cheyenne Regional Airport Boardroom on Tuesday, June 25, 2024, at 7:30 a.m.

Minutes Submitted by:

Kristie Wilson

Minutes Signed by Chair after Board approval:

Signature by Sec/Treas of Minutes Publication:

Mike Williams, Chair
6/25/2024

Shari Bremer, Secretary/Treasurer
6/25/2024