

Laramie County Economic Development Joint Powers Board

Board of Directors

January 26, 2021- 7:30 a.m. – ZOOM Meeting

Board Members in Attendance

Dr JJ Chen
Scott Cowley
Dema Jo Gilbert
Sharon Fain
Matt Pope
Mike Williams
Kim Withers

Others in Attendance

Brittany Ashby, Align
Kristie Wilson, Align
Betsey Hale, Cheyenne LEADS
Gunnar Malm
Abby Hagerman, BDO – Audit Presenter
Chris Brown, WAGAN
Christi Anderson, WAGAN

The regular meeting of the Cheyenne Laramie County Economic Development Joint Powers Board was convened at 7:31 am, via Zoom, with Kim Withers, Chair, presiding. Roll call was conducted.

Action Items

The Laramie County Economic Development Joint Powers Board meeting agenda for January 26, 2021 was presented for adoption.

A Cowley/Pope motion was made and seconded to adopt the January 26, 2021 meeting agenda as presented. The motion passed unanimously.

The Laramie County Economic Development Joint Powers Board January 26, 2021 consent agenda was presented for adoption.

A Pope/Chen motion was made and seconded to adopt the January 26, 2021, consent agenda to include the January 26, 2021, meeting minutes and the December vouchers totaling \$18,553.95 and the January vouchers totaling \$2,500.50. The motion passed unanimously.

Old Business

Kim Withers turned the floor over for the Financial Year 19/20 Audit that was presented by Abby Hagerman, BDO.

On a Fain/Pope motion the audit was accepted as presented and passed unanimously.

Update on Resource Link off the City/County's website was presented by Brittany Ashby. She has reached to the County to have the link available on both the city and county.

New Business

Approval of updated Bylaws. Kim Withers reminded that two update items were up for change on the By-laws. One a cosmetic change and the other to add the mission statement taken directly off the City website.

On a Williams/Fain motion, the Bylaws were unanimously accepted.

Bank Account Signatories and the change from WAGAN to Align was discussed.

A motion was made to pass a resolution to add official officers: Kim Withers (Chair), Scott Cowley (Vice Chair), Mike Williams (Secretary/Treasurer) and Brittany Ashby with Align to all various accounts.

Brittany with Align is designated to act as liaison for the Board to transfer funds. The motion passed unanimously.

Reports and Discussion

Kim Withers took right-of-the-chair to add "LEADS report to come before the Revolving Loan Fund discussion on the agenda."

- A. CRAFT – There was nothing to report. Align will work on getting a more consistent written report.
- B. Transition to Align – Brittany Ashby reports all signature cards were signed and everything has been switched over with banks and accountants.
- C. LEADS – Betsy Hale reported the Board adopted August of 2020 implementation plan and establishment of a Revolving Loan Fund. Their finance/budget committee has recommended that Cheyenne LEADS contribute \$400,000 of their reserves to the Joint Economic Powers Board. This tool will help leverage economic development administration and USDA loan fund dollars once application can be made for those. Excited about an opportunity for partnership for economic development.
- D. Revolving Loan Fund - Kim reports that Revolving Loan Fund has not been utilized in the past 7 or 8 years. Matt Pope agreed and provided more historical information and feels Cheyenne LEADS deal would be a great partnership and to fill in gaps. Chris Brown added the last three major times that Revolving Loan Fund was utilized: Ice Rink loan paid back they put back money into it; the expansion of the campground at RV park on the county property; and funds utilized for the shooting sports complex. Discussion was had about learning more on how to utilize this tool. Gaye suggests that parameters be discussed with the gentleman from Lincoln County and EDA. Kim suggested a committee be arranged and Brittany will set up a meeting.

Partner Updates

No City Report.

Gunnar Malm reports that County COVID numbers continue to decline and the vaccine roll-out is progressing as well as can be expected with only 900 doses per week given to the county. County business will have the first meeting with partners with Pine Bluffs, Albin, Burns and Cheyenne regarding the 6th Penny Ballot Process. Looking to hold election in November.

Betsy Hale provided a Cheyenne LEADS update. Since the fall four new prospects three are in 2021. Working 20 active prospects that are predominately manufacturing or technology companies that they are working with. LEADS had the second reading with the City of the Bison Business Park amendment to the plan, zoning, annexation, and preliminary plat with a goal to have new Bison Business Park fully entitled by February 8, 2021. Additionally, Derek Jared was selected as the new director of business attractions. Be on the lookout for the announcement and press release.

Amber Ash provided a Downtown Development Authority update reporting that the DDA strategic action plan draft was sent out to board and economic development partners for review. This draft will set the direction of DDA's primary focus for 2021 and carry into the next few years. DDA is currently looking for data collection and admin specialist. DDA is getting ready for summer and release of Re-Ride Bikes and ordering parts for those. They also have ordered replacement banner arms on 17th Street at \$240 per banner arm.

There being no further business, the meeting adjourned at 8:25 am. The next regular Laramie County Economic Development Joint Powers Board meeting will be held Tuesday, February 23, 2021 at 7:30 a.m.