

Laramie County Economic Development Joint Powers Board

Board of Directors – October 26, 2021- 7:30 a.m.

Hybrid Meeting – Zoom & Jonah Bank, Conf Room, 205 Storey Blvd, Cheyenne WY 82001

Board Members in Attendance

Dr. JJ Chen -Zoom
Sharon Fain – in person
Kevin Marquardt – Zoom
Matt Pope - Zoom
Trey Rinne – in person
Mike Williams – in person

Board Members not in Attendance

Kim Withers

Others in Attendance

Brittany Ashby, Align – in person
Kristie Wilson, Align – in person
Gay Woodhouse – in person
Hayley Chenchar, DDA – in person
Gunnar Malm, Laramie County – in person
Mark Rinne, City of Cheyenne – in person

The regular meeting of the Cheyenne Laramie County Economic Development Joint Powers Board was assembled at 7:32 am, in person and via Zoom, with Mike Williams, Chair presiding. Roll call was conducted.

Action Items

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

A Rinne/Fain motion was made and seconded to adopt the October 26, 2021, meeting agenda as presented. The motion passed unanimously.

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

A Fain/Rinne motion was made and seconded to adopt the October 26, 2021, consent agenda to include the September 28, 2021, meeting minutes, September 2021 financials and the October vouchers totaling \$55,514.75

Old Business

Revolving Loan Fund Update

Brittany updated the Board on the revolving loan fund marketing materials. The materials were passed around and emailed out. Brittany noted that we have no Joint Powers Board logo which is why there isn't one on the materials.

Review Original Joint Powers Agreement

Gay provided a draft copy of the changes she is recommending for the update. She will work with Commissioner Malm and the City to finalize an update on this document. Commissioner Malm said they received the marked-up agreement and will be reviewing this next week with the Commission. Gay and Gunnar will have a zoom call after the Commission reviews.

CPA Review Process

Brittany reported that the letter of engagement with Lenhart, Mason & Associates to perform the 2020/21 fiscal year CPA Review was signed and sent. Review process will start soon with a draft date of November 30, 2021, and a final document from the firm delivered by December 10, 2021, leaving time for the JPB to submit to the Department of Audit by the deadline of December 31, 2021.

New Business

No new business was discussed

Partner Updates

City of Cheyenne

Dr. Mark Rinne gave an update on the City. There was a change to zoning regulations regarding setbacks. They are working on the small annexation on Gray Hill & Panorama Drive. Another big project is the waterline that by-passes Crystal Reservoir since the dam needs to be rehabbed soon. The Cit Council approved the human services agreement with United Way; the contract for Firefighters; as well as the restaurant & liquor license Capitol City Cinemas.

CRAFT

Wendy Volk gave an update and recap of the Years 1 through 4 of total funds requested versus total funds spent of the Joint Powers Board with spreadsheet handouts. The Ballot Proposition Number 14 will be voted on next week by Laramie County residents. The Airport has its own marketing budget so none of this money is used for marketing/PR. Brittany spoke with Tim about the airport working on an EDA grant. Wendy is working on that with him as well.

DDA

Haylee Chenchar gave an update on DDA district numbers.

Laramie County

Commissioner Gunnar Malm gave an update for the County.

LEADS

Betsey gave LEADS updates on business retention and expansion. She will send the board the marketing dashboard to show information on LEADS touchpoint matrix on

Action Items Review

ACTION: Brittany & Committee will create a plan to push out marketing material to lenders

ACTION: Agenda item on County meeting Nov 16th to announce RLF

ACTION: Add Visit Cheyenne to JPB agenda

Having no further business, the meeting adjourned at 8:16 am. The next regular Cheyenne - Laramie County Economic Development Joint Powers Board meeting will be held on Zoom and in person at a venue to be determined at the Jonah Bank North Branch, on Tuesday, November 23, 2021, at 7:30 a.m.