

Laramie County Economic Development Joint Powers Board

Board of Directors

May 25, 2021- 7:30 a.m. – ZOOM Meeting

Board Members in Attendance

Dr. JJ Chen
Scott Cowley
Dema Jo Gilbert
Sharon Fain
Kim Withers

Others in Attendance

Brittany Ashby, Align
Kristie Wilson, Align
Betsey Hale - LEADS
Gunnar Malm, Laramie County
Kevin Marquardt, Board Applicant
Mark Rinne, City of Cheyenne
Trey Rinne, Board Applicant
Lori Schoene, ANB
Wendy Volk, CRAFT

Board Members Not in Attendance

Mike Williams

The regular meeting of the Cheyenne Laramie County Economic Development Joint Powers Board was convened at 7:32 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 May 25, 2021, was presented for adoption with the amendments removing Draft Budget from Old Business and adding the LEADS 2021-22 Request to New Business.

A Gilbert/Fain motion was made and seconded to adopt the May 25, 2021, meeting agenda as presented with amendments. The motion passed unanimously.

The Laramie County Economic Development Joint Powers Board May 25, 2021, consent agenda was presented for adoption.

A Cowley/Gilbert motion was made and seconded to adopt the May 25, 2021, consent agenda to include the April 27, 2021, meeting minutes and the April 2021 vouchers totaling \$20,551.16. The motion carries.

Old Business

Update on Revolving Loan Fund

Kim asked for discussion on how to market the fund to the community. Matt believes flyers and get in front of the bankers face-to-face and talk about what this fund is about so that the reboot is successful. Matt will take the lead on contacting the banking community. Kim will work with the credit unions. Brittany was invited to make a presentation to the LEADS Board to inform and facilitate. Kim encourages everyone to start sharing the information. Brittany and Betsey updated the board the LEADS funding is anticipated in the next few weeks. Brittany confirmed the bank account has been set up and is ready to go.

ACTION: RLF Marketing Plan: Kim - Credit Unions; Matt – Banks; Brittany – Cheyenne LEADS. For immediate release.

Discussion on Board appointments

Trey Rinne was in attendance and introduced himself to the Board. Trey is on the agenda to be approved with the City on the June 28, 2021, meeting. Kevin Marquardt will have approval with the County at their next meeting.

CRAFT 2020-21 Request

At the April 27, 2021 Joint Powers Board meeting, Wendy Volk presented the CRAFT requests for \$75,000 for July 1, 2021 through June 30, 2022. Board needs to vote. No further discussion.

On a Crowley/Fain motion, the CRAFT request for \$75,000 contract was moved and seconded to approve. Motion carried.

WCBEA 2021-22 Request

At the April 27, 2021 Joint Powers Board meeting, Nick Colsch presented the WCBEA request for \$65,000 of \$16,250 per quarter for July 1, 2021 through June 30, 2022 using a power point presentation to present their funding request. Board needs to vote. No further discussion.

On a Crowley/Fain motion, the WCBEA request for \$65,000 of \$16,250 per quarter contract was moved and seconded to approve. Motion carried.

Review Audit RFP

Brittany reported that Align is still working on Audit RFP but wanted to talk through the draft. Brittany discussed the tight turn-around time. RFPs will be reviewed by Scott Cowley and Sharon Fain.

ACTION: Sharon & Scott will review RFPs

Board Orientation

Board Orientation needs to be scheduled. Kristie will get with Kevin and Trey to schedule. Kim suggested an earlier time in July for Board orientation.

ACTION: Kristie to schedule dates in early July

Meeting in person was discussed for future JPB meetings for 2021-22: Sharon suggests a hybrid-type meeting since she will be on the road. Matt would like a hybrid as well and highlights the advantages of face-to-face meetings. Brittany asks for preference on where before we go exploring venues. Participants provided several good suggestions that Align will research further. If any other venue comes to mind, please email Brittany.

ACTION: Align will check into the venues.

New Business

DDA 2021-22 Request

DDA Director, Amber Ash was not in attendance today. Betsey and Wendy endorsed and is in support for the Downtown Development Authority's request for funding of \$20,000 for July 1, 2021, with and expected date of completion of October 1, 2022.

ACTION: put on June's Meeting Agenda for final discussion and Board vote. Brittany will follow up with Amber and Dominick.

Cheyenne LEADS 2021-22 Request

Betsey Hale presented the Cheyenne LEADS request for the annual funding of \$50,000. Further details are provided on the Grant Application.

ACTION: put on June's Meeting Agenda for final discussion and Board vote.

Partner Updates

City of Cheyenne

Dr. Rinne reported on City Council Meeting last night.

CRAFT

Wendy reported that there will be a press release coming out this week about the runway.

Laramie County

Gunnar Malm reported on the 6th Penny Process concentrating on infrastructure and public safety. Waiting for City Council approval for 6th penny ballot construction.

LEADS

Betsey used her presentation as her partner update. The JPB was provided an electronic copy of the Economic Impact study conducted by UW.

Action Items Review

ACTION: RLF Marketing Plan: Kim - Credit Unions; Matt – Banks; Brittany – Cheyenne LEADS. For immediate release.

ACTION: Review RFP applications for Audit -Sharon & Scott

ACTION: Board Orientation schedule in early July - Kristie

ACTION: Research venues for hybrid board meetings going forward - Brittany

ACTION: DDA request for Board Vote in June. Brittany to follow up with Amber and Dominick

ACTION: LEADS request for Board Vote in June.

Having no further business, the meeting adjourned at 8:10 am. The next regular Laramie County Economic Development Joint Powers Board meeting will be held Tuesday, June 22, 2021 at 7:30 a.m.

Note to the Board: July normally does not have a scheduled board meeting.