

Laramie County Economic Development Joint Powers Board

Board of Directors - Minutes – January 24, 2023- 7:30 a.m.

Hybrid Meeting – Zoom & Jonah Bank, 2nd Fl Conf Room, 205 Storey Blvd, Cheyenne WY 82001

Board Members in Attendance

Shari Bremer – In Person
Dr. JJ Chen – In Person
Sharon Fain – Zoom
Kevin Marquardt – Zoom
Josh Morris – In Person
Trey Rinne – In Person
Mike Williams -- In Person

Others in Attendance

Brittany Ashby, Align – Zoom
Kristie Wilson, Align – In Person
Gay Woodhouse – Counsel – In Person
Tim Bradshaw – Airport – In Person
Hayley Chenchar, DDA – In Person
Betsey Hale - Zoom
Linda Heath, Laramie Cty Commissioner – Zoom
Joni Kumor – Lenhart Mason - Zoom

The regular meeting of the Cheyenne Laramie County Economic Development Joint Powers Board assembled with all Board members present at 7:32 a.m., in person and via Zoom, with Mike Williams, board chair presiding. Roll call was conducted.

Action Items

The Laramie County Economic Development Joint Powers Board meeting agenda for January 24, 2023, was presented for adoption.

A Josh Morris/Trey Rinne motion was made and seconded to adopt the January 24, 2023, meeting agenda with the request for addition of “Economic Development Meeting Topics” by Brittany Ashby to the agenda under New Business. The motion passed unanimously.

The Laramie County Economic Development Joint Powers Board January 24, 2023, consent agenda was presented for adoption.

A Josh Morris/Trey Rinne motion was made and seconded to adopt the January 24, 2023, consent agenda; November 22, 2022, meeting minutes; November 30 and December 31, 2022, financials; the December 2022 vouchers totaling \$20,050.92; and the January 2023 vouchers totaling \$16,900.24. The motion passed unanimously.

CPA Review Presentation

Joni Kumor with Lenhart Mason & Associates, LLC presented the financials for FYE June 30, 2022, to the Board. The goal of the CPA review is to determine that no material misstatement was made in the financials. There were no questions by the Board.

New Business

Align and WRAB Contracts

Both the Align and WRAB contracts are scheduled to be reviewed by the Board for renewal every January and February. Brittany Ashby explained about increasing the contract amount or receiving an extension approval until June considering the scope of work-load increase projected with the new Board goals. Mike Williams suggested having the current contracts extended to coincide with the fiscal budget year instead of being reviewed and renewed in January and February. New agreements can then be discussed with Align and WRAB for the new fiscal year.

A Josh Morris/Shari Bremer motion was made to extend the Align contract through the end of FY2023 in the amount of \$15,000. This motion was passed unanimously.

A Trey Rinne/JJ Chen motion was made to extend the WRAB contract through end of FY2023. This motion was passed unanimously.

Economic Development Topics

During the January 23, 2023, planning meeting, a request to add topics to the board meetings that are specific to the JPB helping solve issues in the community. February will be the first meeting to discuss topic. The consensus for the February topic is State Economic Development - Pathways Project. Brittany stated Heather Tupper would be willing to be the speaker. Brittany emailed the report on 1/23/23 with page 94 containing the summary. Other topics can be discussed for upcoming meetings via email or at board meetings. An email to the economic development partners for topics that are a priority will be sent and then scheduled for a board meeting to be presented. A question that should be asked with each: "what opportunity is there for the JPB to play a role in this topic?"

Haylee Chenchar with the DDA suggested there may be a gap in supporting downtown development with if this would be a potential topic and stated the Mayor would be reaching out. JJ Chen strongly suggests the JPB to be proactive and reach out to the Mayor first. Mike will discuss with City liaison to the JPB, Councilman Rinne, and work with him to discuss with the Mayor.

Old Business

Cheyenne Children's Museum Funding Request FY 22/23

Caroline Veit, President of the CMC Board, summarized CCM's December request for funds towards capital with an anticipated 80% completion that will be done by August 2023.

A Josh Morris/JJ Chen motion to approve \$50,000 in grant funding was made. Discussion followed.

Discussion and questions about funds not being able to be drawn until a certain percentage of the project was completed. Caroline Veit explained that previous contract was specific to sidewalks, trees, and other specific items but those were able to be paid with different funding. CCM asked for the contract wording to be less specific to cover items that wouldn't be paid with other funding. Mike Williams asks counsel if the contract could be worded that JPB fund would be available at 80% of completion. Counsel agrees. Comment from JJ Chen that this type of project is an example of the new goals the JPB wants to meet with community marketing.

An amended motion by Josh Morris/JJ Chen to approve the \$50,000 funding request with the condition that the funds would be available after 80% of completion. This amended motion carried unanimously.

Partner Updates

City of Cheyenne

Dr. Rinne was not in attendance.

Laramie County

Commissioner Linda Heath reported on recent Laramie County activities. Highlights:

Archer Complex:

- Sewer project is underway.
- Recreational activity ideas in pipeline to increase interest and usage of the facility.
- Possible demolition of buildings to make new construction & storage addition.
- RC park will be building new track in the Spring.
- Butterfly garden will be installed around the area – gazebo.
- Addition of a 2nd building the size of indoor arena
- Parking

Other Projects

- RFP work on road projects funded with 6th penny ballot.
- \$5 million set aside for construction equipment from ARPA funds.
- WCCA will host congressional staff the first week of August 2023.
 - Agenda items: irrigation issues, range management, rec opportunities, AFB issues.
 - Gunnar Malm is the chair.
- JPB volunteers to Commissioners what the JPB can do to be involved.

LEADS

Report was given by Betsey thru Brittany.

DDA/Visit Cheyenne

Haylee Chenchar gave an update and report on DDA projects. Highlights:

- Change in leadership will happen within 37 days.
- Trying wrap up as many programs as possible.
- Finishing up downtown app being transferred to Visit Cheyenne.
- Archiving first time in the history of the DDA.
- Visit Cheyenne is working at session.

Airport

Tim Bradshaw gave highlights:

- Runways shut down April thru September 2023.
- Developing property at airport to increase jobs.
- Controversy with liquor license – 9 full commercial retail liquor licenses granted by Legislature. Pushback from the rest of the state not local.

Align

Brittany Ashby gave a brief explanation of Wyoming Academy

- Similar to Leadership Wyoming.
- Deadline to apply Wyoming Academy Class of 2024 is February 28, 2023.
- Tuition \$1,000 plus lodging and travel.
- Interested JPB Board members contact Mike Williams by January 31, 2023, to determine if cost is within the budget.

Having no further business, the meeting adjourned at 8:37 a.m. The next regular Cheyenne-Laramie County Economic Development Joint Powers Board meeting will be held on Zoom and in-person at a venue yet to be determined on Tuesday, February 28, 2023, at 7:30 a.m.

ACTION ITEMS:

- JPB Members - anyone interested in Wyoming Academy reach out to Mike by January 31, 2023.
- Mike – reach out to Mayor through Board liaison Councilman Rinne for creating a proactive plan regarding relationship with DDA.
- Mike – send email to economic development partners requesting topics for JPB meetings.
- Gay – draft contracts for Align & WRAB & Cheyenne Children’s Museum.
- Brittany – arrange WBC Pathway Project.
- Kristie – arrange blue peak or Airport conference room for February 2023 JPB meeting.