

Cheyenne-Laramie County Economic Development Joint Powers Board

Board of Directors Meeting Minutes

August 26, 2025 - 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 – In Person
Josh Morris, Vice-Chair - In Person
Trey Rinne, Chair –In Person
Mike Williams – In Person

Tonya Hacker, LCCC – In Person
Lindsey Stutheit, LCCC Business Studio – In Person
Sophia Maes, DDA – In Person
Courtney, Discover Cheyenne In Person
Mark Michaud – Michaud Aviation – In Person
Kaley Holyfield, WBC – In Person
Tim Bradshaw, Cheyenne Airport - Zoom
Bailey Wheeler - Zoom
Renee Smith, City of Cheyenne - Zoom
Matt Sackett, LSO - Zoom
Cashmere Balland - Zoom

Others in Attendance

Aaron Roybal, Align – In Person
Kristie Wilson, Align – In Person
Chris Brennan, Counsel – Zoom

The regular meeting of the Cheyenne-Laramie County Economic Development Joint Powers Board began at 7:32 a.m., with a quorum of all seven board members present in person. Trey Rinne, Chair, presided.

Action Items

The Cheyenne-Laramie County Economic Development Joint Powers Board meeting agenda for August 26, 2025, was presented for adoption.

A Williams/Chen motion was made and seconded to adopt the August 26, 2025, meeting agenda with the amendment. The motion passed as amended unanimously.

The Cheyenne-Laramie County Economic Development Joint Powers Board, August 26, 2025, consent agenda was presented for adoption.

A Bremer/Marquardt motion was made and seconded to adopt June, 24, 2025, consent agenda, June 24, 2025, meeting minutes, June and July, 2025, financials, July 2025, vouchers totaling \$31,086.15 and the August 2025 vouchers totaling \$4,403.40. The motion passed unanimously.

Guest Speakers & Grantee Update

None

Partner Updates

City of Cheyenne

Councilman Rinne gave his report for the City.

Laramie County

Commissioner Malm gave his report for the County.

LEADS

Trey Rinne gave a report on behalf of the LEADS Board.

Airport & CRAFT

Tim Bradshaw gave a brief update on the Airport and operations in general, and an update on CRAFT.

DDA

Sophia Maes gave an update for the DDA.

Visit Cheyenne

Amber Trevizo gave the report for Visit Cheyenne.

Wyoming Business Council

Report given by Kayley Holyfield.

LCCC

Tonya & Lindsey gave a report for LCCC Business Studio.

Discover Cheyenne – Water Towers

Courtney Johnson gave an update on the Water Tower Project.

New Business

Michaud Aviation, LLC FY25/26 Grant Funding Request

Mark Michaud presented a grant funding request of \$75,000 (for specific automation equipment) to expand their aerospace production line and begin building parts for Sikorsky, which are for Blackhawk Helicopters. This funding request has been brought to the Board at the recommendation of the Town of Pine Bluffs, Wyoming, in Laramie County. The Board will vote on this grant at the September 23, 2025, meeting.

Application Report

Kristie gave a brief report on the applications and inquiries for grant funding that came in during July.

Accounting Services Update

Kristie reported to the Board that Schreiner, Weskamp & Schmerge's current contract as JPB bookkeepers expires June 2026 and will not be renewed for FY26-27. The Board called for an RFP to be sent out for a replacement firm within the next few months.

HoW Buckle Ceremony

The Board is considered a sponsor for Hell on Wheels. The Board had a short discussion of who would attend the Buckle Ceremony on September 5, 2025. Photo opportunity for the JPB social media content.

Marketing Collateral

Aaron Roybal presented drafts of the revolving loan rack card.

Old Business

Slate of Officers – BOARD VOTE

A draft of the slate of officers was presented to the Board at the June meeting. The vote to approve the officers needed to take place at this board meeting.

A Marquardt/Keiter motion was made and seconded to approve the slate, provided it is corrected for the year 2025/26. The motion passed.

Committee Assignments

This agenda item was tabled until the September 23, 2025, meeting.

Adjourn

Having no further business, the meeting adjourned at 8:49 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, September 23, 2025, at 7:30 a.m.

Minutes Submitted by:

Kristie Wilson

Minutes Signed by Chair after Board approval:

Signed by:

Trey Rinne

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Trey Rinne, Chair

9/23/2025

Signature by Sec/Treas of Minutes Publication:

Signed by:

Shari Bremer

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Shari Bremer, Secretary/Treasurer

9/23/2025