

## **Cheyenne-Laramie County Economic Development Joint Powers Board**

Board of Directors Meeting Minutes

September 24, 2024- 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  
Josh Morris, Vice-Chair - In Person  
Trey Rinne, Chair –In Person

Kristie Wilson, Align – In Person  
Zach Valerio, Align – In Person  
Chris Brennan, WRA&B Counsel –Zoom  
Amber Trevizo, Visit Cheyenne – In Person  
Kylie Dorr, DDA/City – In Person  
Stan Hartzheim, Guest - In Person  
Matt Haun, PBFG – In Person  
Commissioner Linda Heath, Laramie County – Zoom  
Renee Smith, City of Cheyenne – Zoom  
Shannon Rigali, Lenhart Mason - Zoom  
Michael Rudolph, Guest – In Person

### Board Members Absent

Mike Williams  
Kevin Marquardt

### Others in Attendance

Brittany Ashby, Align – In Person

The regular meeting of the Cheyenne-Laramie County Economic Development Joint Powers Board began at 7:31 a.m. with all seven board members present. Trey Rinne, Chair, presiding.

### Action Items

The Cheyenne-Laramie County Economic Development Joint Powers Board meeting agenda for September 24, 2024, was presented for adoption.

A Morris/Keiter motion was made and seconded to adopt the September 24, 2024, meeting agenda. The motion passed as amended unanimously.

The Cheyenne-Laramie County Economic Development Joint Powers Board, September 24, 2024, consent agenda was presented for adoption.

A Morris/Bremer motion was made and seconded to adopt the September 2024 consent agenda; August 27, 2024 meeting minutes; August 30, 2024, and the September 2024 vouchers totaling \$33,327.40. The motion passed unanimously.

### 2024 CPA Review Report

Shannon Rigali from Lenhart Mason addressed the Board regarding the FYE June 2024 CPA Review for the JPB.

A Chen/Bremer motion was made to accept the CPA Review review as presented by Shannon Rigali with Lenhart Mason. The motion passed unanimously.

### Guest Speaker

Brett Kahler, Executive Director of WEDA Wyoming Economic Development Association, spoke to the Board about his association and how the JPB can work together to achieve common goals.

### Partner and Grantee Updates

#### **City of Cheyenne**

Councilman Rinne was not in attendance at the meeting; however, he provided his update report to the Board via email.

## **Laramie County**

Commissioner Linda Heath reported for the County.

## **DDA**

Kylie Dorr gave an update report for the DDA.

## **LEADS**

Betsey Hale is back. She thanked the Board for their well wishes and gave a report for LEADS. Opportunity to have Goose come in for Breakthrough, Solotto – offer pool player meet-up to come and talk to the JPB.

## **Visit Cheyenne**

Amber Trevizo gave a report for Visit Cheyenne.

## **New Business**

None

## **Old Business**

### **Pine Bluffs Feed and Grain Request for Funding FY 2024/25**

Matt Haun presented his funding request for FY 2024/25 in the amount of \$75,000 to purchase land from the town of Pine Bluffs and develop a new elevator to increase grain storage space for the area's farmers. The Board will consider and vote on this request at the September 2024 meeting.

The intent is to use the grant to help secure the loan. The contract could be written to say that if the land is not closed on, the money would be given back to the JPB. It will be out for a closed bid. Borrow money or give grant money. Another month would not cause Matt a problem with timing. A suggestion of tabling the item for a month to review the business plan.

Chen/Bremer to postpone the vote on this grant request until the October 22, 2024 meeting. The motion passes unanimously.

### **Discussion Summary:**

- Dave inquired about alternative funding options available to Matt.
- Shari suggested considering the revolving loan fund but noted the challenge that such funding must be referred through a bank.
- Brittany proposed that Shari and Matt connect with their bank to explore this option.
- Betsey recommended including Rochelle from LEADS in the bank meeting, ensuring her involvement in the financial discussions to help coordinate and foster collaboration.
- Kristie and Brittany will work on obtaining the business plan.
- Trey expressed interest in understanding the timeline from the Town of Pine Bluffs for the process.
- Brittany will reach out to Kim Patterson to seek clarification on the time frame.
- Linda suggested that Dave Keiter join the meeting with the bank & LEADS, as his experience with NextGen would be valuable.

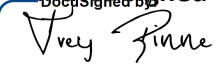
## **Adjourn**

Having no further business, the meeting adjourned at 8:43 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, October 22, 2024, at 7:30 a.m.

**Minutes Submitted by:**

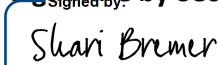
Kristie Wilson

**Minutes Signed by Chair after Board approval:**



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Trey Rinne, Chair  
10/22/2024

**Signature by Sec/Treas of Minutes Publication:**



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Shari Bremer, Secretary/Treasurer  
10/22/2024