

MEETING MINUTES
KBJ ECONOMIC DEVELOPMENT JOINT POWERS BOARD
BOMBER MOUNTAIN CIVIC CENTER - BUFFALO, WY
February 10, 2021 @ 8:00 A.M.

Members present:

Rick Myers, Chair
Bill Novotny, Commissioner Chair
Shann Edwards, Secretary
Zac Smith, Vice Chair
Mark Smith
Staff Present: Claudia Todd

Members absent:

Crosby Taylor, Mayor Kaycee
Shane Schrader, Mayor Buffalo
Josh Keegan

Guests: Scott Madsen-Buffalo City Council, Logan Williamson – Buffalo Bulletin, Marilyn Connolly – Johnson County Homeland Security, Emergency Management

- I. **CALL TO ORDER AND INSTRUCTIONS:** Chair Myers called the meeting to order at 8:05 A.M. and welcomed the guests.
- II. **REVIEW/ACCEPT MEETING MINUTES:**
January 13, 2020 meeting minutes (Recorded by Shann Edwards) were presented. Zac moved to approve the meeting minutes. Novotny seconded. No discussion. Motion carried.
- III. **NEW BUSINESS:**
 - a. **MOU between County and KBJ.** Marilyn Connolly with Johnson County Homeland Security, Emergency Management refreshed the board regarding the 2015 MOU for Bomber Mountain Civic Center to be a County shelter facility. The board was apprised to expect a new MOU and wanted our opinion about proposed language changes, such as, changing it from shelter facility to a facility for emergency use. The board welcomed the County to make the necessary changes and present the new MOU to the board for review.
- IV. **FINANCIALS:**
 - a. **Treasurer's report on financial status.** Chair Myers presented an overview of the January financial statements. As of January 31, 2021, income is \$1,429.49 and cash on hand is \$152,979.62 of which \$133,564.63 are operating funds. Novotny motioned to approve the January 31, 2021 financial report as presented. Mark seconded. No discussion. Motion carried.
 - b. **2020-2021 Budget and 1% Funding Request.** Myers presented the budget that will be used for the 1% funding request. Our cost saving areas going forward are utilities and real estate taxes. Those cost savings have been shifted to cover our marketing efforts. Myers stated our 1% request is reduced by 25% compared to last year. It costs about \$70,000 a year to cover the expenses of Bomber Mountain Civic Center. Edwards motioned to move forward with the 1% application and budget as presented. Zac seconded. No discussion. Motion carried. The 1% application is due February 21, 2021.
- V. **Staff Report:** A written staff report including events, building status, and marketing updates was reviewed with the board by Claudia. Claudia requested approval to hire a part time assistant. The board agreed that the vacant position should be filled. Claudia reviewed the status of the marketing initiative

"All of Johnson County". The board suggested putting the project's goals, strategies, and purpose in written form so we can better track the numerous collaborations and outcomes.

VI. **PUBLIC COMMENT:**

- a. **No public comment**

VII. **OTHER BUSINESS:**

- a. **Next Regular Meeting Date March 10, 2021 at 8:00 A.M.**

AJOURN: Meeting adjourned at 9:20 A.M.

Contact Information: KBJ Economic Development (307) 620-1123; Claudia@jocofirst.com


Rick Myers, Chair


Date

Attested by: Board Member

Date