

MEETING MINUTES
KBJ ECONOMIC DEVELOPMENT JOINT POWERS BOARD
BOMBER MOUNTAIN CIVIC CENTER - BUFFALO, WY
October 14, 2020 @ 8:00 A.M.

Members present:

Rick Myers, Chair
Bill Novotny
Shann Edwards, Secretary
Zac Smith, Vice Chair
Shane Schrader, Mayor
Josh Keegan
Staff Present: Claudia Todd

Members absent:

Crosby Taylor
Rich Griffith

Guests: Kami Kennedy, Buffalo High School/FBLA; Jill Smith, JCTA & Big Horn Real Estate Associates; Stephen Dow, Buffalo Bulletin; Scott Madsen, Buffalo City Council; Meseret Tegenu, Buffalo Chamber of Commerce.

- I. **CALL TO ORDER AND INSTRUCTIONS:** Chair Myers called the meeting to order at 8:00 A.M. and welcomed the guests.
- II. **REVIEW/ACCEPT MEETING MINUTES:**
September 9, 2020 meeting minutes (Recorded by Claudia Todd) were presented. Smith moved to approve the meeting minutes and Novotny seconded. No discussion. Motion carried.
- III. **FINANCIALS:**
Treasurer's report on financial status – Chair Myers reviewed the September 2020 financials. As of June 30, 2020, the cash on hand is \$156,186.66 of which \$136,524.68 are operating funds. Deferred revenue is \$120,065.77. The September 2020 Profit & Loss statement reflects \$16,811.55 net income. Smith motioned to approve the September 2020 financial report as presented. Novotny seconded. No discussion. Motion carried.
- IV. **PUBLIC COMMENT PERIOD:**
Kami Kennedy, representing Buffalo High School's Future Business Leaders of America (FBLA), addressed the board regarding their annual haunted house and the request to use the civic center. She was also seeking a better understanding of the function of BMCC and how the high school students can continue to be a part of it. Annually, over the past 5 years, FBLA has used primarily the old locker rooms, upstairs and part of the basement to host their haunted house fundraiser. Kennedy stated that 400-500 people have attended the event each year and that this is an important annual fundraiser for the group. Claudia Todd, BMCC manager, was not allowing FBLA to hold the event in the building this year, citing safety issues and concerns by the JOCO Board and City of Buffalo Fire Chief, previous damage to areas used, additional clean up required by building staff after the event, and being unable to obtain required paperwork or a deposit. After a lengthy discussion, the board agreed that FBLA is welcome to bring a proposal back to the board addressing COVID-19 exposure concerns and solutions to previous issues. Claudia provided Kami a copy of the rental agreement and the board agreed, with an accepted proposal, to rent the first floor for \$500 for 2 weeks plus a deposit as long as life safety issues are addressed and approved by Gomer Gammon, City of Buffalo Fire Chief.

V. **Staff Report:** A written staff report including events, building status, and marketing updates was reviewed with the board by Claudia. Beau Fowler with Thought Lab has expressed an interest in renting additional space in the basement. Claudia is working jointly with JCTA on a CARES Act grant for approximately \$62K. Wyoming Best, strategic planning process spearheaded by JCTA is kicking off with a survey of tourism professionals and others. A 5-year strategic plan for tourism and marketing for Johnson County will be developed. Additionally, the group working on events in Buffalo has officially organized under the name Buffalo Events, Inc.

VI. **NEW BUSINESS:**

- a. **Mountain Meadow Wool end of lease options.** MMW lease ends June 30, 2021. MMW has been renting the facility since 2007. They currently pay \$4,455.78 per month. Chair Myers would like to explore 3 options with the Hostetler's. They could purchase the building, pay rent that is more in line with the market, or find a different facility to suit their needs.

VII. **OTHER BUSINESS:**

- a. **Facility Strategy** – To reduce overhead and decrease the cost of utilities, the current strategy presented is to reduce the heat in the 1949 and 1909 additions of BMCC. Claudia and Chair Myers are working with Powder River Heating for technical support in this area.
- b. **Next Regular Meeting Date** November 11, 2020 at 8:00 A.M.

AJOURN: Meeting adjourned at 9:15 A.M.

Contact Information: KBJ Economic Development (307) 620-1260 Info@jocofirst.com


Rick Myers, Chair

11/18/20

Date

Attested by: Board Member

Date