



## **Cheyenne Downtown Development Authority**

**(307) 433-9730 • [www.downtowncheyenne.com](http://www.downtowncheyenne.com) • 2101 O'Neil Ave., Room 202, Cheyenne, WY 82001**

### **SPECIAL BOARD MEETING MINUTES**

Friday, August 7th, 2026

Council Chambers

2101 O'Neil Ave, Cheyenne, WY 82001

[YouTube Video Link](#)

#### **I. CALL TO ORDER**

Meeting called to order at 10:00 a.m.

#### **II. ROLL CALL**

**Members Present:** Dave Teubner (President); Wendy Volk (Vice President); Brian Bau (Secretary); Janelle Rose; Lorrell Bellotti; Candice Wisdom; Bria Hammock; Barbara Sandick; Jeff White (Council Appointee) **On Zoom:** Stan Hartzheim (Treasurer)

**Members Absent:** None

**Staff Present:** Sophia Maes, DDA Executive Director; Miya Debusk, DDA Communications & Engagement Coordinator

**Members of the Public Present:** Misty Peterson, Wellness Collective; Glenn Garrett; Amy Surdam; Charles Bloom, Planning & Development Director; Jim Walter, Visit Cheyenne President & CEO; Jason Sanchez, Community Recreation & Events Director; Sam Payne, Community Recreation & Events Deputy Director; Pete Laybourn, Councilman **On Zoom:** Patti Riesland; Erin Fagan, Planning & Development Department

#### **III. NEW BUSINESS**

Teubner called the meeting to order.

##### **A. Cost-Benefit Analysis Task Force Recommendation - Discussion (00:35)**

Teubner asked Maes to read the press release into the record. Teubner explained that public comment would be limited to three minutes and emphasized the importance of hearing from constituents before Board discussion and action.

Maes read the press release into the record as the staff report.

Teubner provided comments in support of the Cost-Benefit Task Force's recommendation to transition the DDA to the City of Cheyenne's Community Recreation & Events (CRE) Department. He discussed the challenges the DDA has faced over the past 25 years, including changes in leadership, difficulty maintaining consistent strategic direction, and limited organizational capacity. He noted the DDA's recent accomplishments, including progress on the 15th Street Experience and Reed Avenue



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projects, event sponsorships, redevelopment and façade improvement grants, and the sidewalk improvement program.

Teubner discussed the public feedback received during the transition process, including concerns about losing private-sector influence through integration with the City. He expressed support for CRE based on its focus on execution and its existing responsibilities related to Clean and Safe, the parking garage, Fridays on the Plaza, and infrastructure-related initiatives. Teubner also expressed appreciation for Maes and her leadership.

Surdam, a downtown property owner and former DDA director, expressed support for the transition. She shared that she had initially been hesitant about bringing the DDA under the City but believes placing it within CRE will provide greater organizational stability. She emphasized the importance of long-term strategic planning for downtown, particularly infrastructure, and commended the Board for its responsible management and use of DDA funds.

Charles Bloom, City of Cheyenne Planning & Development Director, expressed support for the transition and noted the resources available through CRE. He discussed the importance of the DDA's ability to respond quickly and stated that integrating the organization with CRE will allow it to do so more effectively. Bloom commended the Board and Cost-Benefit Task Force for their work on the transition.

Jim Walter, President and CEO of Visit Cheyenne, expressed support for the transition. He discussed the Tourism Master Plan approved in 2021 and the importance of downtown within that plan. Walter explained that Visit Cheyenne supported the DDA during a period of transition but recognized the challenges it faced. He expressed confidence in CRE's ability to execute projects and stated that Visit Cheyenne fully supports transitioning the DDA to CRE. Teubner thanked Walter and Visit Cheyenne for supporting the DDA during a critical period.

Volk moved to approve the Cost-Benefit Task Force's recommendation. Maes clarified the motion language. Volk moved to approve the recommendation. White seconded. Motion passed.

Hartzheim expressed strong support for the recommendation and addressed concerns about the inclusion of "Events" in the CRE name, noting that the department's work extends beyond events and that the DDA supports downtown events through its budget. Volk echoed Hartzheim's comments and expressed appreciation for the Board and members of the public who supported the transition. Bau commented on the continuity the transition provides for the DDA, its staff, and the Board, and acknowledged Teubner's efforts in advancing the transition.

Teubner noted that the Board evaluated a variety of options and emphasized the importance of maintaining a strong connection to downtown. He expressed appreciation for those who advocated for keeping the DDA downtown and discussed opportunities for conducting meetings in different settings while continuing to meet public meeting requirements.



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White welcomed Hammock and Sandick to the Board and expressed support for the recommendation. He shared that he had initially been reluctant to continue housing the DDA within the City but now sees the need for the transition and the stability it provides. White expressed confidence in the Board, staff, and CRE leadership and stated his support for the recommendation. Teubner agreed and expressed enthusiasm for the potential of increased public-private partnerships and collaboration.

Sanchez, Director of Community Recreation and Events, expressed appreciation for the Board and public comments and emphasized that the transition will require collaboration across the team. He stated that the partnership is intended to be a collaborative effort with a shared goal of supporting the success of downtown Cheyenne. Sanchez acknowledged that the transition would add responsibilities and that it will take time to demonstrate its effectiveness. He also noted that Maes was selected to serve as dual Deputy Director and that Sam Payne will continue serving as the second Deputy Director.

Teubner thanked Sanchez and emphasized that the transition will require active participation from the Board. He stated that he will recommend an organizational structure that includes committees to support the Board's work and noted that the Board has been involved in background work, largely in partnership with LEADS. Teubner encouraged Board members to remain engaged and committed to their roles and thanked the Board for its service.

### **B. FY2027 City-DDA MOU (Amended) (34:10)**

Volk moved to approve the amended Memorandum of Understanding. Hartzheim seconded. Motion passed.

Teubner asked about the date of the next Board meeting. Maes stated the next meeting is scheduled for September 17, as the August meeting was cancelled. White asked about the meeting location, and Maes stated the meeting will be held at Western Vista, 1920 Thomas Avenue. Teubner expressed appreciation to Western Vista for hosting the Board and noted that the setting provides a more discussion-oriented environment and supports the Board's goal of maintaining a private-sector feel.

## **IV. ADJOURNMENT**

Meeting adjourned at 10:36 a.m.