

RESOLUTION # _____

**“RESOLUTION APPOINTING A MEMBER TO THE CHEYENNE AREA
CONVENTION & VISITORS BUREAU BOARD OF DIRECTORS”**

BE IT RESOLVED by the governing body of Laramie County, Wyoming,
_____ shall be and is hereby appointed as a member of the Cheyenne Area
Convention & Visitors Bureau Board of Directors to perform the duties of said Board according
to law for a three-year term expiring June 30, 2025.

PRESENTED, READ AND ADOPTED this _____ day of June, 2022.

BOARD OF LARAMIE COUNTY COMMISSIONERS

Chairman

ATTEST:

Debra Lee, Laramie County Clerk

REVIEWED AND APPROVED AS TO FORM:

Laramie County Attorney's Office

OATH OF APPOINTMENT

THE UNDERSIGNED does solemnly swear (or affirm) to honor and sustain the
constitution of the United States, the constitution of the State of Wyoming, and to faithfully,
honestly and impartially discharge all duties as a member of the Cheyenne Area Convention &
Visitors Bureau Board of Directors.

CHEYENNE AREA CONVENTION & VISITORS
BUREAU BOARD OF DIRECTORS

Signature

Date

Signature

Date

Andrea Allen
784 Cliffs Road
Cheyenne, WY 82007
April 13, 2022

Tess R Smith
County Commission &
Human Resources Assistant
310 W 19th Street Suite 320
Cheyenne, WY 82001

To Who it May Concern,

Please find attached an updated copy of my resume. I would like to be reappointed to the Visit Cheyenne Board of Directors if possible.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrea Allen".

Andrea Allen

Enclosure

Personal Profile

I have been a volunteer for Cheyenne Frontier Days since February of 2001. I work as an Engineering Manager for Project Development at the Wyoming Department of Transportation. I graduated from the University of Wyoming with a Bachelor of Science Degree in Civil Engineering. I currently hold my Professional Engineers license in the State of Wyoming.

Education

Worland High School, Worland, Wyoming 1986 - 1990

Norwest Community College 1991 - 1992

University of Wyoming 1990-1991, 1992 – 1994

Volunteer Experience

10 years old to 18 years old, 4-H Member

12 years old to 18 years old, Job's Daughters

2009-2013 Boys Scouts of America, Cub Scout Pack 102

-Served as Cubmaster twice and a Den Leader every year

2009-2014, 2016-Present 4-H Leader and Cloverbud Leader

-Currently Co-Leader of the Hillsdale Tiptoppers 4H Club

2013-2014 Secretary of the Carpenter School Community Organization

2017-2019 President of the Carpenter School Community Organization

2012-2014 Vice Chairman of the Cheyenne Metropolitan Planning Organization

Technical Committee

2015-2019 Chairman of the Cheyenne Metropolitan Planning Organization Technical Committee

2001-2017 Cheyenne Frontier Days Indian Committee

-Served as a Lead Assistant and as chairman of the Vendor, Indians, and Social subcommittees, Volunteer of the Year in 2002

2014-2017 Chairman of the Indian Committee for Cheyenne Frontier Days

2018-2021 Board Member for the Old West Museum

2021-Present Board Member Cheyenne Frontier Days, Inc.

2018-Present Board Member Visit Cheyenne

2019-Present Secretary for Board of Laramie County Fire District #4

Work Experience

Civil Engineer for Crank Company, Kemmerer, Wyoming, 1995 - 1997

Civil Engineer for Bohannon Huston, Las Cruces, New Mexico, 1997 - 1998

Civil Engineer for URS, Tucson, Arizona, 1999-2000

Civil Engineer for Sear Brown, Fort Collins, Colorado, 2000-2001

Engineer I, Engineer II, Project Engineer, Principal Engineer and presently Engineering Manager I for Wyoming Department of Transportation, Cheyenne, Wyoming 2001-Present