

PERSONNEL, BUDGET, AND AUDIT COMMITTEE



AGENDA ITEMS

September 14, 2017

Personnel:

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Financial:

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PERSONNEL REPORT

September 14, 2017

Farewells:

Barb Major, Accounting Technician
Corrie Graham, Accounting Technician
Leah Bruscino, Northwest Regional/Field Operations Director
Paul Howard, License and Permit Program Manager
Pat Robbins, South Central Regional Director
Lisa Johnson, Business Development Director

Recruitment Update:

Posted:

Business Development Director

Interview Phase:

Business Development Director

Under Evaluation:

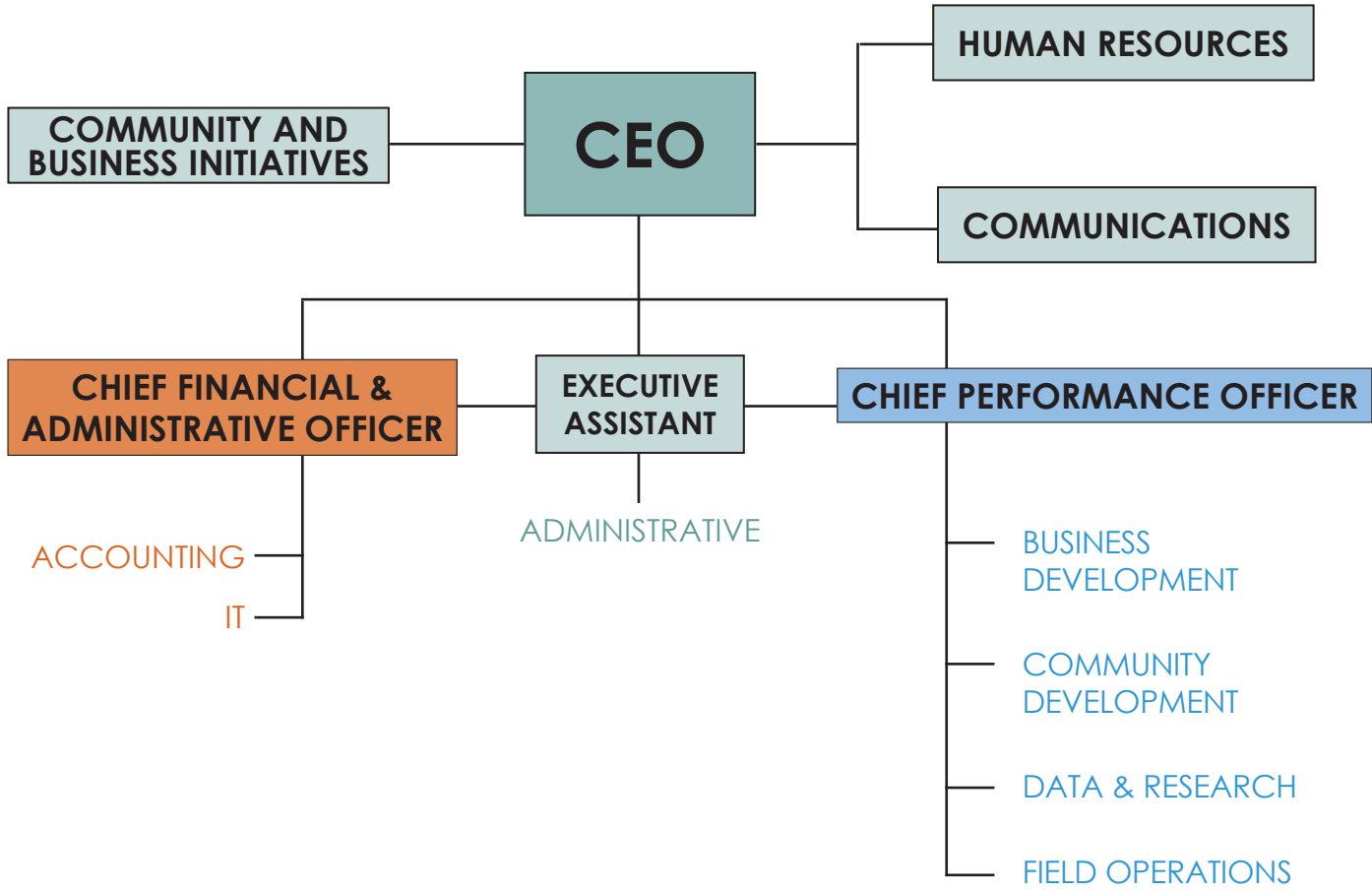
License & Permit Program Manager – Paul Howard, retired July 2017

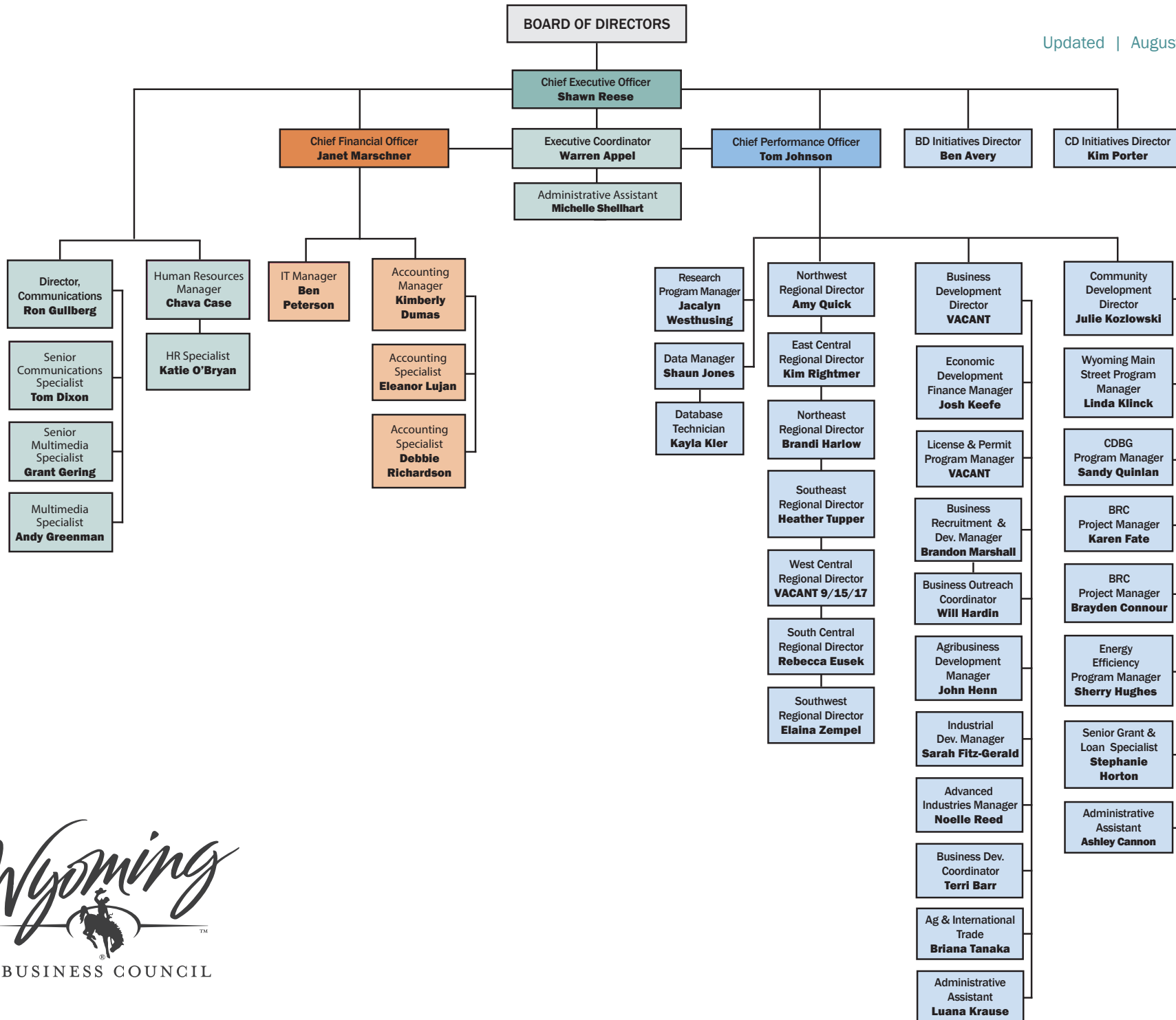
West Central Regional Director – Roger Bower, retirement September 2017

Positions Filled:

Northwest Regional Director – Amy Quick, July 2017
South Central Regional Director – Rebecca Eusek, July 2017
Accounting Specialist – Debbie Richardson, August 2017

Organization Structure Discussion









Financial Update

BUDGET SUMMARY - ALL FUNDS (BFY 17/18 appropriation)

FY 2017 - year to date for the period:		07/01/16 - 06/30/2017			OPTIMUM >>> 100%	
PROGRAM BUDGET SUMMARY	BUDGETED	EXPENDED	ENCUMBERED	BALANCE	% EXPENDED & ENCUMBERED /BUDGETED	
General Funds						
Business Development	4,220,185	3,458,872	550,541	210,771	95%	
Regional Offices	1,043,061	937,812	7,027	98,222	91%	
Community Development	639,096	451,438	5,056	182,602	71%	
Business Ready Communities	32,331,174	2,436,439	19,353,910	10,540,826	67%	
Main Street	400,609	277,886	112,729	9,994	98%	
Executive & Board of Directors	382,504	313,133	2,081	67,290	82%	
Performance & Planning	601,691	519,458	60,133	22,100	96%	
Communications & Marketing	460,956	410,141	8,222	42,593	91%	
Human Resources	224,951	200,138	766	24,048	89%	
Finance & Administration	1,056,009	909,592	55,853	90,564	91%	
	\$41,360,236	\$9,914,908	\$20,156,318	\$11,289,010	73%	
Federal Funds						
CDBG Program	3,289,256	228,932	2,595,786	464,538	86%	
State Energy Repurposed ARRA funds	460,708	86,704	130,171	243,834	47%	
State Energy Conservation Program	268,100	181,845	79,390	6,865	97%	
State Trade and Export Program (STEP)	158,400	51,941	28,544	77,915	51%	
	\$4,176,464	\$549,422	\$2,938,991	\$793,152	87%	
Primary Agency Funds (See Terms on back for descriptions)						
Economic Loan Development (fund 039)	6,683,206	1,747,524	30,588	4,905,095	27%	Cash Balance: 13,367,198
Wyoming Business Council (fund 085)	50,639	22,563	100	27,976	45%	Year-to-date Receipts: 24,472
Rural Rehabilitation (fund 499)	40,804	20,414	-	20,390	50%	Year-to-date Receipts: 98,229
	\$6,774,649	\$1,790,500	\$30,688	\$4,953,461	28%	
TOTAL	\$52,311,349	\$12,397,059	\$23,125,997	\$17,035,623	67%	

FY2017 BALANCES

Loans Receivable	Net Balance
Balances as of 6/30/17	
Economic Disaster loans	1,457,031
Challenge loans	247
Bridge loans	470,786
Mainstreet loans	33,326
Amendment IV loans	120,383
Natural Gas Infrastructure loans	240,214
BRC loans	12,256,114
ARRA SEP loans	1,014,085
Unallocated allowance	(107,492)
TOTAL	\$15,484,695

Governor's Office Funds = \$3,771,040
Petroleum Violation Escrows



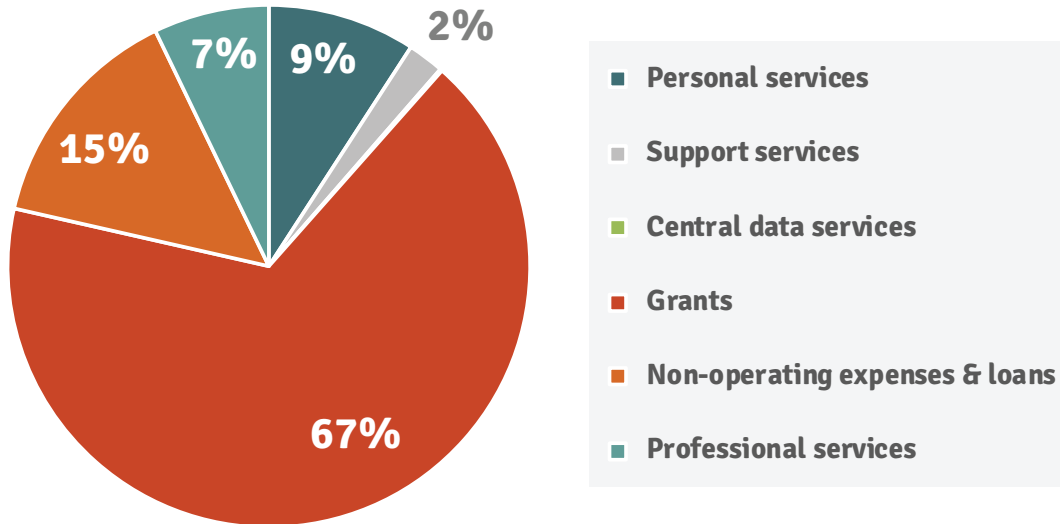
Business Ready Community program **\$4.44 million** in projects approved but not encumbered, and **\$25.64 million** available funds.



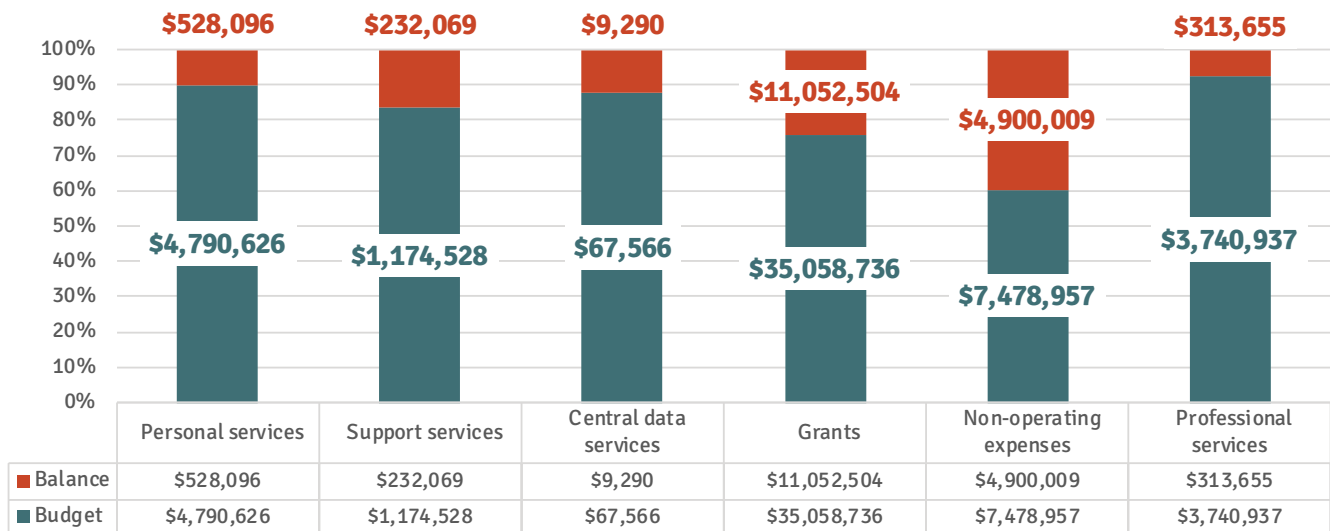
Janet Marschner
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BUDGETED EXPENDITURES BY FUNDING SOURCE



LINE ITEM EXPENDITURE SUMMARY



TERMS

General Fund - Appropriated by the Wyoming Legislature on a biennium budget

Federal Fund - Department of Energy, Housing and Urban Development, Commerce Funds

Budgeted - Year one of two in the biennium budget

Expended - Funds have been spent

Encumbered - Funds are committed for a specific purpose

Agency Funds - Special revenue funds that carry forward year to year

- 039 Challenge Loan - Economic Development Loans
- 085 Shared with Tourism - selling Wyoming First Program and Tourism sales
- 499 Rural Rehab - Farm Home Administration Funding for rural development
- BRC - Fully obligated



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