

WYOMING BUSINESS COUNCIL BOARD OF DIRECTORS MEETING

December 8-9, 2016 · Cheyenne, Wyoming



— INCREASING —
WYOMING'S
— PROSPERITY —

Board of Directors Agenda

Cheyenne, Wyoming • Little America Hotel & Resort • December 8-9, 2016

THURSDAY, DECEMBER 8, 2016

(Times and order of agenda are tentative and subject to change without notice)

Thursday dress code is business attire.

- 8:15 a.m.** **Annual Board member group photo shoot** (meet at Little America front entrance)
- 8:30 a.m.** **Convene Public Meeting** – Little America Hotel and Resort, Wyoming Room, 2800 W. Lincolnway
- Welcoming remarks, Board Co-Chairman Jim Espy
 - Introduction of Board members
- 8:35 a.m.** **Action Item:** Consideration of approval of minutes from Sept. 7-8 Board meeting (Section A)
- 8:40 a.m.** **Strategic Reports and Discussion**
- Regional reports (regional directors)
 - Wyoming Main Street program (Matt Ashby, Wyoming Main Street Advisory Board)
 - Communications (Ron Gullberg, Communications Director)
 - Website redesign
 - “Real Wyoming” video series
 - Manufacturing sales tax exemptions (Ben Avery, Business Initiatives Director)
Pages: A-23 – A-28
 - Association of Wyoming Manufacturers (Rex Lewis)
 - Business development update (Lisa Johnson, Business Development Director)
 - Performance report (Tom Johnson, Chief Performance Officer)
 - CEO report (Shawn Reese, Chief Executive Officer)
- 10:15 a.m.** **Break**
- 10:30 a.m.** **Discussion with WBC Co-Chairman/Governor Matt Mead**
- 11 a.m.** **Resume Strategic Reports and Discussion**
- Noon** **Lunch Break**
- Provided for Board/staff on site
 - Guests may wish to enjoy one of the local restaurants

1:30 p.m. Community Grant and Loan Committee Reports (Section B)

- Megan Goetz, Chair
- Sandy Quinlan, Community Development Block Grant program manager, will present staff recommendations for the following applications:

CDBG Application Summary				
Applicant	Project	Project Type	Amount	
			Requested	Recommendation
1 Albany County	Community Facility	Big Brothers Big Sisters Community Mentoring Center Phase II	\$499,857	\$ 488,857
2 Fort Laramie	Public Infrastructure	Sewer/Water Lines Replacement/Sewer Lagoon Project	\$322,229	\$ 322,229
3 Deaver	Public Infrastructure	Potable Water Distribution System and Fired Hydrant/Fire Flow Upgrade	\$489,000	\$ 489,000
4 Rock Springs	Elimination Slum/Blight	Demolition of Downtown Buildings	\$500,000	\$ 500,000
5 Rawlins	Elimination Slum/Blight	Adaptive Reuse of Historic Guards' Quarters	\$500,000	\$ 500,000
6 Evansville	Public Infrastructure	Sidewalk Installation	\$356,000	\$ 356,000
7 Washakie County	Community Facility	County Library Ten Sleep Branch Expansion	\$136,117	\$ 136,117
TOTAL			\$2,803,203	\$2,792,203
Available CDBG Funds				\$2,792,629
Remaining CDBG funding if projects are funded				\$426

Introductions will be made and comments received on all projects before a motion is made or vote taken.

Action Items:

- Motion needed on each application
- Consideration of staff recommendations

2 p.m. Community Grant and Loan Committee Reports (Section B)

- Megan Goetz, Chair
- Julie Kozlowski, Community Development Director, will discuss the status of previously funded projects and present staff recommendations for the following Business Ready Community grant and loan program applications:

BRC Applications Received September 1, 2016				
Applicant	Project	Type	Request	Staff Recommendation
1. Laramie, City of	HiViz Phase II	Business Committed	\$ 3,000,000	\$ 3,000,000
2. Laramie, City of	Empress Redevelopment	Community Readiness	\$ 3,000,000	\$ 3,000,000
3a. Lincoln County	Glencoe Junction	Community Readiness - Grant	\$ 3,000,000	\$ -
3b. Lincoln County	Glencoe Junction	Community Readiness - Loan	\$ 1,250,000	\$ -
4. Old Pen Joint Powers Board	Guards' Quarters Renovation	Community Enhancement	\$ 500,000	\$ 500,000
Total Requests			\$ 10,750,000	\$ 6,500,000

Introductions will be made and comments received on all projects before a motion is made or vote taken.

Action Items:

- Motion needed on each application
- Consideration of staff recommendations

3:30 p.m. Break

3:40 p.m. Personnel, Budget and Audit Committee Report (Section C)

- Pete Illoway, Chair
- Diane Joyce, Chief Financial and Administrative Officer, will present current financials

Action Item: Consideration of acceptance of financial statements

- **Audit Report – Robert Dahill of McGee, Hearne and Paiz**

Action Item: Consideration of acceptance of report

- Chava Case, Human Resources Manager, will give a personnel update

4:15 p.m. Business Contract and Loan Committee Report (Section D)

- Kelly Lockhart, Chair
- Josh Keefe, Economic Development Finance Manager, will report on Challenge Loan reporting requirements

Action Item: Consideration of acceptance of report

4:20 p.m. Other Board Matters

- Recognition of outgoing staff members Dave Spencer and Linda Hollings
- Comments from outgoing Board member Lynne Michelena
- Comments from outgoing Co-Chairman Jim Espy
- Nominating Committee appointments
- Proposed meeting dates/locations for 2017
 - March 8-9 Casper (?)
 - May 17-18 Hulett (?)
 - Sept. 13-14 Alpine
 - Dec. 6-7 Cheyenne

4:45 p.m. Closing Remarks and Adjournment

FRIDAY, DECEMBER 9

(Times and agenda are tentative and subject to change without notice)

Friday dress code is business casual.

9 a.m. Tour of Cheyenne Economic Development Sites

Note: Tour is expected to end about noon.



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DRAFT

Board of Directors Meeting Worland, Wyoming – Sept. 8, 2016

BOARD MEMBERS PRESENT

Ron Harvey, Mike Easley, Aaron Sopko, Lynne Michelena, Kelly Lockhart, Cactus Covello, Jim Espy, Megan Goetz, Mike Wandler, Pete Illoway, Jay Anderson, Mike Sullivan, and Allen Hoopes

BOARD MEMBERS ABSENT

Greg Hill and Tom Scott

WBC STAFF PRESENT

Shawn Reese, Julie Kozlowski, Sandy Quinlan, Diane Joyce, Thomas Johnson, Ron Gullberg, Grant Gering, Tom Dixon, Lisa Johnson, Ben Avery, Josh Keefe, Ben Peterson, Kimberlie Rightmer, Dave Spencer, Leah Bruscino, Pat Robbins, Elaina Zempel, and Roger Bower

CALL TO ORDER/WELCOME/INTRODUCTIONS

Jim Espy convened the meeting at 8:32 p.m. Ron Harvey introduced Niobrara County Commissioner Richard Ladwig and Washakie County Commissioner Aaron Anderson. Commissioner Anderson talked about the museum facilities, medical center renovations, outdoor amenities and rock climbing in Washakie County. He talked about state investments in Worland like the community center and the Fairview Business Park. Anderson mentioned the Ten Sleep library expansion and its mission to give kids somewhere to go after school.

Board members introduced themselves.

MINUTES

Minutes from the May 26, 2016 board meeting were presented for approval.

Motion: Moved by Pete Illoway and seconded by Kelly Lockhart. Unanimous approval. Motion passed.

CEO REPORT

CEO Shawn Reese talked about the 20-year strategic plan requested by Gov. Matt Mead. He offered statistics showing Wyoming is the least diversified state in the union, including D.C. and territories. He called Washakie County among the top tier in Wyoming in terms of diversification. Wyoming has created 16 different plans since 1962. Wyoming's GDP is 15 percent government activity. Thirty-five percent of the private sector is mineral-based. Espy said the governor wants to reconvene in three weeks.

Reese said the Business Council received the federal STEP grant for export assistance. He also explained a toolkit for housing is being created. He talked about the third global tech summit in Jackson and the relationships built from it. He said the Business Council is honing in on the advanced industries it will focus on. He said the Business Council is looking for value-added opportunities. Reese said the University of Wyoming is doing comparative tax analysis between Wyoming and other western states. He called the Power Company of Wyoming's Chokecherry-Sierra Madre and TransWest wind and transmission projects a tremendous opportunity. Reese said the Legislative Service Office is evaluating the Business Ready Communities program, and he added that their recommendations should come sometime in the fall.

REGIONAL REPORTS

Northwest

Regional Director Leah Bruscano provided updates from the Northwest Region including:

- The Hot Springs Red Rocks Business Park was sold earlier this year to the Wyoming Dinosaur Center.
- The Greybull town administrator said of 15 lots in their business park, 11 have been sold. The town is planning an additional 21 lots.
- Innovention, a nine-month intensive course for inventors who want to start a business, is about to start. The inventor of the Illumibowl will kick off that course with a speech. Participants will also get space in Powell Makerspace.
- A drones, UAVs and remote-piloted aircraft conference was recently held at Northwest College. Wyoming can be a good place to develop and test the technology. The conference talked about what policy needs to be in place to encourage industry.
- Downtown Thermopolis is holding OktoberFest.
- Worland is the newest Main Street community in the Northwest Region.
- Thermopolis is holding a brownfield conference about how to turn those spaces into new projects.
- The Washakie leadership institute is in its seventh year.

Northeast

Regional Director Dave Spencer said commodities are down, which is hurting the local economy. However, local officials are committed to not losing what they have and to staying ahead of the curve. To that end, Sheridan, Johnson and Campbell counties have created the NEW Growth Alliance.

Spencer said he's been working with the university to add value, recruit industry. Several prospects have visited the Powder River Basin. Carbon nanotubes, fuel, other uses may be opportunities.

He said Sheridan has sold \$1.4 million in property, including business parks the Business Council has supported. That money is being reinvested in the community.

The region is in better position than it was in the '80s and '90s, during the last bust, Spencer said.

The ITC broke ground earlier this year. Companies will use the facility to test new uses for carbon. That piqued XPrize's interest. About 45 companies have applied to that contest. The winner gets \$10 million.

West Central

Regional Director Roger Bower discussed a research pharmacologist who works with 3M. Bower put her in touch with Bill Gern at UW. The Small Business Development Center then helped her put together a business plan and helped her get into a lab in Jackson.

He said last-mile broadband is his personal project. Worland is one of just a few gigabit cities. That was an \$8 million project for the local internet service provider.

South Central

Regional Director Pat Robbins said the Chokecherry project would be huge, drawing rail, suppliers and vendors. Robbins is working to help create a local leaders program. Retail is coming to Sweetwater County.

She talked about the importance of having a workforce ready for the trona industry.

Pete Illoway said Laramie County Community College is doing work with Sinclair Refinery. He thought it could tie in with Sweetwater County's work.

East Central

Regional Director Kim Rightmer said Converse County has suffered, but is moving forward. McGinley Orthopedics tripled its anticipated number of jobs. Many of the hires have come from the minerals industry.

Lusk is working to renovate downtown following last year's flood. The new recovery manager will work on economic development and housing.

She talked about the creation of a quilting destination in Lusk.

Southwest

Regional Director Elaina Zempel said the project to improve internet connection in Kemmerer and Diamondville is underway. She said there is a prospect looking to expand.

PERSONNEL, BUDGET AND AUDIT REPORT

CFAO Diane Joyce said year to date expenditures are about \$37.7 million. That is higher than last year, but most of that variance comes from grant activity. Personnel is lower than last year, primarily because of budget restrictions. Data services are lower because of decreases in costs and one-time expenses last year. Professional service expenditures are comparable.

Motion to accept Financial report made by Covello, seconded by Lockhart. Unanimous. Motion approved.

Reese said the Business Council cut another 4.8 percent of its budget, mostly from BRC in addition to what came out of legislative session, the budget was cut more than 22 percent.

Seven unfilled positions have gone back to state general fund. Several people are expected to retire in the next few years.

Reese highlighted some organizational changes – namely, merging Business and Industry Division and Agribusiness Division into Business Development. Lisa Johnson heads that new division. Julie Kozlowski heads the Community Development Division, which includes the State Energy Office. Two new leadership positions – Initiative directors - will be champions of the strategic plan. Interviews will be held to hire industrial development manager and advanced industries manager. Espy offered the executive subcommittee's support of the new reorganization plan.

COMMUNITY GRANT AND LOAN COMMITTEE

Committee Chair Megan Goetz asked Julie Kozlowski, Business Ready Community (BRC) Program Manager, to address the BRC grants.

Kozlowski discussed two projects previously approved but not yet started.

- \$1.5 million grant to Fremont County for a road project previously approved as a Business Committed project (with the Cameco Corporation). Staff recommended changing the project to Community Readiness, as there may be job creation potential in the future, but the road is still essential. Fremont County has committed many resources.
- \$766,665 grant to the Jackson Hole Sustainability Joint Powers Board for a compressed natural gas project. The JPB requests the ability to do a new request for proposals, to select a new site and new timeline which the project proponents provided. Staff recommends extending the deadline to Dec. 31, 2017, changing the station's ownership to the town of Jackson, revising the budget and changing the project location.

Motion: Illoway moved and Lockhart seconded approval of the staff recommendation on the Fremont County Cameco project. Motion passed.

Motion: Hoopes moved and Easley seconded approval of the staff recommendation on the Jackson Hole Compressed Natural Gas project. Motion passed.

BUSINESS READY COMMUNITIES (BRC) PROGRAM

Kozlowski said \$38.7 million is still available to the program for this budget cycle (about \$4 million per quarter based on the allocation plan). Two projects were withdrawn. Three are presented today for consideration.

Applicant	Project	Amount Requested	Amount Recommended
Old Pen JPB	Adaptive Reuse of Historic Guards Quarters	\$1,208,413	\$ 0
Lander, City of	Lander visitor and Chamber Business Complex	\$466,210 Grant \$313,710 Loan	\$466,210 Grant \$194,316 Loan
Niobrara County	Community Development Plan	\$50,000	\$44,035

Old Pen Joint Powers Board – Historic Guards Quarters

The Old Pen JPB requests \$1,208,413 for the renovation of the historic guards quarters at the Frontier Prison in Rawlins. The space will be leased to the Carbon County Visitors Council and another potential business. Public restrooms will also be constructed. Lease payments will go to operations, maintenance and future projects.

Staff does not recommend funding, as staff does not feel the project is Community Readiness; staff encourages the community to pursue this as a Community Enhancement project. Pat Robbins, South Central Regional Director, disagrees with the recommendation. She believes tourism is a target market for Carbon County, and the Old Pen is a primary asset. About 14,000 people visit the building every year. The JPB wishes to expand that infrastructure to expand the tourism base. She believes it is a Community Readiness project.

Board members discussed the project, rule requirements and rule waivers, Community Enhancement versus Community Readiness grants, setting a precedent for future request, space lease options, waiting until December meeting to consider the grant with CDBG funds, bonding or 6th penny tax assessment to fund the project and income received from the project. Community representatives spoke in favor of the project.

Motion: Lockhart moved the project be resubmitted as a Community Enhancement and be considered again at the December meeting. Illoway seconded. Motion passed.

City of Lander – Lander Visitor and Chamber Business Complex

Lander requests a \$466,210 grant and \$313,710 loan to build a new 3,400 square-foot visitor and chamber business complex. Some in the community wanted assurance that the current chamber building will be left where it is, as it used to be the railroad depot and has sentimental and historic value. The town is willing to accommodate that request and has selected a site for the new building versus demolishing the current structure and rebuilding on the site. Staff recommends a \$466,210 grant and a \$194,316 loan due to limited funding. This leaves a funding gap. Community representatives spoke in favor of the project.

Motion: Illoway moved to recommend the project to SLIB as suggested by staff. Wandler seconded. Motion passed.

Niobrara County – Community Development Plan

Niobrara County requests a \$50,000 planning grant for a housing and community development plan, which will be a flood recovery blueprint. Covello called the flood a catastrophic event and said he supports project. Illoway asked what happens if EDA does not support the project (which provides the project match). Kozlowski said the project wouldn't move forward, but she expects the project to be approved.

Motion: Hoopes moved to forward the project to SLIB as recommended by staff. Covello seconded. Motion passed.

OTHER BUSINESS

Kevin Kershnik, from Riverton IDEA, thanked the board for the Honor Farm project. The developer has brought retailers out, and he expects something by fall 2017. Allen Moore, president of IDEA Inc., talked about the history of IDEA and how grants have been used for infrastructure in the community. He reviewed a number of projects that have been completed and paid off.

BUSINESS CONTRACT AND LOAN COMMITTEE

Ben Avery described Energy Office programs. He presented the Wyoming Energy Conservation Improvement Program (WYECIP) report.

Motion: Illoway moved and Hoopes seconded to accept the WYECIP report. Vote was unanimous. Covello abstained. Motion passed.

Josh Keefe described the status of the Challenge Loan financials.

Motion: Covello moved and Illoway seconded to accept the Challenge Loan report. The vote was unanimous. Motion passed.

Keefe described the Economic Development Large Project program, its requirements, and its process. CEO Reese said that, unlike the BRC program, where money can't be loaned to private companies, the Wyoming Constitution was amended in the 1980s to allow loans for companies. The loans are known as Amendment 4 loans. Challenge loans were the next generation of these sorts of loans, and the economic development large loans are the newest iteration. The Legislature discontinued industrial development bonds, and the large loan is what took its place. Avery said repayment of any funds loaned through this program would go back to the large loan account.

Keefe recommended keeping \$4 million in the Challenge Loan account based on historical demand. The evaluation process used by staff includes a third-party projection of assessed valuation based on direct increases, not indirect or induced increases. That analysis is what staff used to recommend loan amounts. Lockhart said he was happy to see three applicants, and called all three great businesses.

Reese said SLIB will look at the recommendations as the next step in the approval process. Final approval is through the governor.

STANDARD ALCOHOL

Keefe said Standard Alcohol combines natural gas and CO2 to create a fuel additive for regional refineries. The Denver-based company has invested \$9M in its company to date.

Robert Mulverhill, company chairman, introduced his team. Standard has worked with the Business Council over the last four or five months. He was thankful for the \$17 million recommendation. He called the product a hyper-low carbon resource used in fuel additives. The company chose Wyoming because infrastructure and rail was there and ready. There is space for expansion. Standard wants to break ground in the first quarter of 2017. The company has worked with the UW School of Energy Resources and has an extensive intellectual property portfolio. Mulverhill said they can take \$2 natural gas and make a \$10 or \$12 liquid. It's a complement to corn ethanol.

Standard uses a World War I era technology, but fracking has made this a viable business. Mulverhill said the product is not being made in commercial quantity, and rather than sign long-term contracts, he wants many clients. He wants two more plants, and he says the demand is there. Mulverhill said the relationship with UW will help the company continue research. The total project cost is estimated at \$76M. Staff recommendation for the project was a loan up to \$17,440,000 with other conditions spelled out in staff report.

ATLAS CARBON

Keefe said Atlas Carbon has been in Gillette a couple years producing 16 million tons of activated carbon annually. Frank Levy and Mike Jones introduced themselves as representatives of Atlas. Activated carbon absorbs mercury and filters water. The Business Council asked them to prove the technology works. Keefe said they've done that and are now approaching the Business Council again for help with production. Levy thanked Keefe for his work reviewing the project. He said Atlas is a startup with proven technology. He called the company Wyoming-focused and a value-added opportunity for Powder River Basin Coal. He said 80 percent of the money spent on construction will be spent in Wyoming on contractors and the like. He said an international Fortune 500 company is involved with Atlas Carbon.

He added that Atlas is the only company adding value to PRB coal. Levy said the market demand is higher in the East, but there is enough business in the West. The total project cost is estimated at \$25M. Staff recommendation was a loan up to \$6,530,000 with other conditions spelled out in staff report.

CODY LABS

Keefe said Cody Labs makes medicines and employs 117 people. The Cody Labs manufacturer emphasized wanting to become as much or more of a manufacturer than a laboratory. The company was founded in 2000 and later purchased by Lannett. The expansion of the current operation would increase the number of full-time equivalent employees by 18. Bernhard Opitz, President of Cody Laboratories, Inc., stated that he was appreciative of the staff recommendation, but was unsure if the Lannett Board of Directors would accept the recommendation. The total project cost is estimated at \$45M. Staff recommendation was a loan up to \$9,865,000 with other conditions spelled out in staff report.

Motion: Wandler moved to place all three projects on a consent agenda, and Sullivan seconded. Unanimous approval with Easley abstaining. Motion passed. Illoway then moved and Hoopes seconded to forward the staff's recommendations to SLIB. Unanimous approval with Easley abstaining. Motion passed.

CONTRACTS

Contracts with Small Business Development Center in the amount of \$1,527,566 for two years, Procurement Technical Assistance Center, \$267,774 for two years, and Wyoming Women's Business Center, \$308,272 for two years, were presented by Tom Johnson. These partners and programs make money for the taxpayer, he explained.

Motion: Sullivan moved and Covello seconded to approve the contracts in the amounts recommended by staff. Unanimous approval. Motion passed.

RULE REDUCTION

Reese said this is part of the governor's initiative to both reduce and eliminate rules. Rules presented for repeal included the following:

- Community Development Block Grant rules;
- Community Facilities Program rules;
- Seed Capital;
- Wyoming Housing Infrastructure; and
- Wyoming Main Street loan rules

Reese explained the rule repeal is consistent with the governor's initiative to reduce rules by 1/3.

Motion: Illoway moved, Wandler seconded to approve the repeal of the rules as presented. Unanimous approval. Motion passed

OTHER BUSINESS/ADJOURNMENT

The Dec. 8-9 board meeting in Cheyenne was announced. There being no other business, the meeting adjourned.

Respectfully Submitted:

Tom Dixon, Recorder

Date

Pete Illoway, Secretary/Treasurer

Date



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WELCOME TO CHEYENNE

Capital city targets downtown renewal, watches tech flourish, nurtures industrial sector

Underlying a tumultuous 2016 for Cheyenne and Wyoming were storylines of recent economic development efforts bearing fruit and new enthusiasm for the city's heart.

Major technology sector recruits like Microsoft and the National Center for Atmospheric Research continue to garner national headlines. Locally, a cadre of diverse entrepreneurs are showing their faith in downtown

by opening an array of businesses from restaurants and bars to tech schools and colocation studios.

A sluggish state economy and competition for business recruitment and tourism dollars from Colorado remain stiff challenges for the Magic City of the Plains, but private and public investment in economic diversification and local infrastructure are proving their worth.

Think Small, Think Local

For the first time in recent memory, many organizations with different objectives now agree on the importance of enlivening downtown.

The Cheyenne Downtown Development Authority, Cheyenne LEADS, the Greater Cheyenne Chamber of Commerce, the Cheyenne City Council, the Laramie

County Commission and more have thrown their support behind the Downtown Core Plan.

The plan calls for lighting, cleaning and building up the downtown during the next two to three years.

Cheyenne voters this spring will consider \$2.35 million in sixth-penny funds for downtown renovations, including alley upgrades and more lights.

Meanwhile, a temporary 2,400 square-foot ice rink will be installed at the Cheyenne Depot Plaza this winter, and design work is underway for a permanent summer spray park at the same location.

This fall, local business and government leaders formed the Building Revitalization Coalition to address abandoned and decrepit buildings downtown. Enforcement of the nuisance code will be part of the initiative.

The city is also expected to bid out for wayfinding signs in the coming months.

Ongoing projects include adding new murals, building on a successful initial food truck rally at the depot plaza, conducting a downtown parking study and adding art to Capitol Avenue.

Another new initiative is the bike-sharing program called ReRide, which launched this spring. The bright yellow bicycles can be found at nearly a dozen spots across the downtown area and near Frontier Park, offering visitors and locals a different way to see the city.

The public interest in downtown is helping spark buy-in by small business owners, too. A developer with a history of renovating historic hotels in Colorado and historic residences in Hawaii purchased the Plains Hotel, downtown's 105-year-old crown jewel, last winter. The 16th Street Mercantile opened inside the hotel shortly after.

Summer saw the opening of award-winning Tasty Bones BBQ and Bakery, followed in rapid succession by the Himalayan Café by a Nepali immigrant and her husband, the Accomplice Brewing Company in the historic depot, a family arcade called Flippers and a new Mexican restaurant.

It wasn't just the service sector blooming in Cheyenne. The Cheyenne DDA/Main Street and Wyoming Main Street, a program of the Wyoming Business Council, provided \$25,000 to start a one-year pilot program that provides 2,000 square-feet of shared working space for local artists.

Not far away, the owners of the Majestic and Paramount buildings finished major

renovations, including opening a coworking space.

The Second Floor at the Paramount jumped feet first into a nationwide trend of shared office spaces for entrepreneurs. The facility provides conference rooms, a kitchen and other amenities to small business owners.

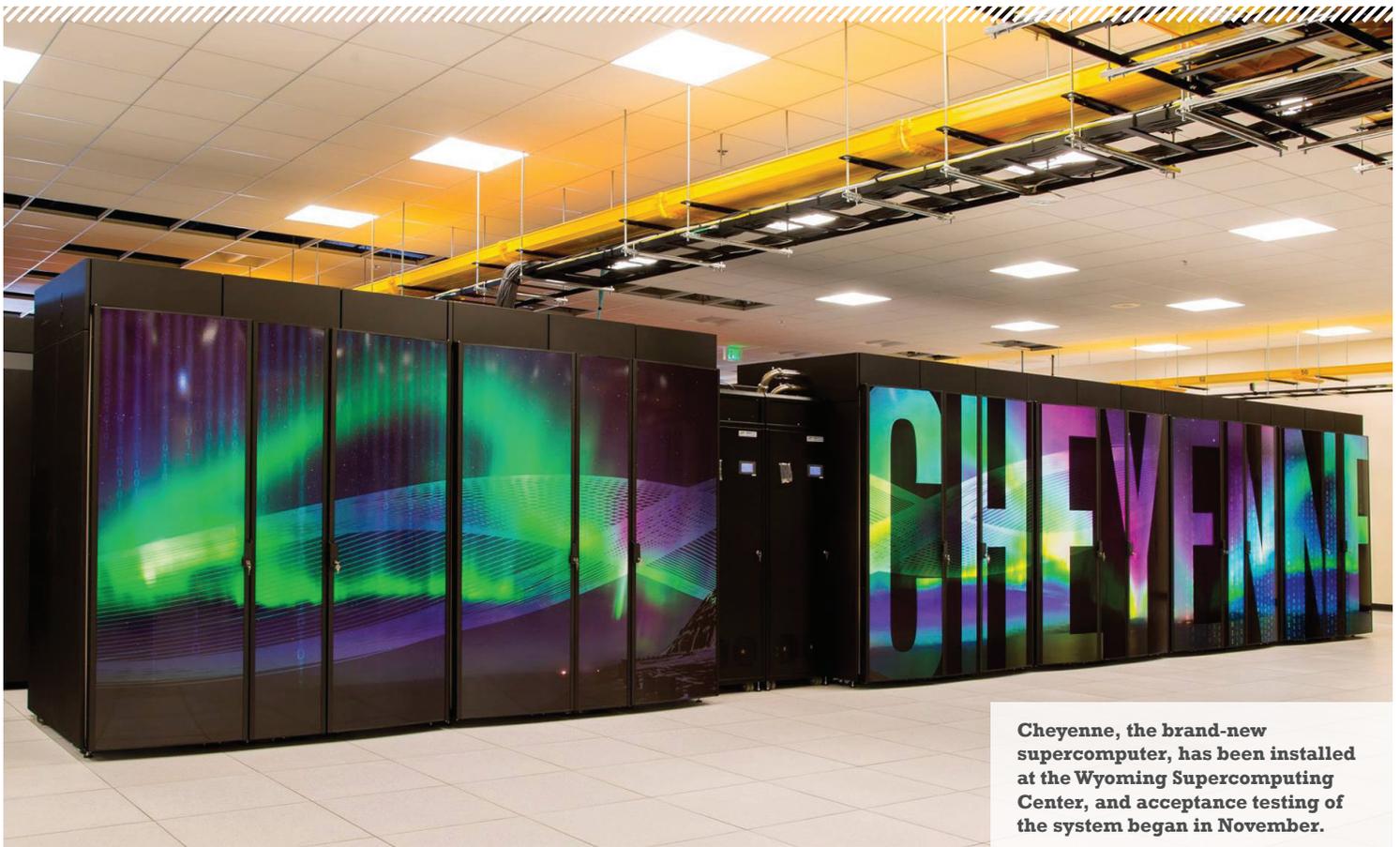
The business boasts 14 clients.

Think New

One of The Second Floor's clients is Array, School of Technology and Design. Founder Eric Trowbridge is a Cheyenne native who spent nearly a decade working for Apple. He had to go out of state for school but wanted the next generation of coders and programmers to have the option of staying in Wyoming.

Some of the dozen students in the inaugural class came from the energy field with hopes of starting new careers. Trowbridge told the Wyoming Tribune Eagle students at similar schools around the country can expect to land \$75,000 entry-level jobs within six months of graduation.





Cheyenne, the brand-new supercomputer, has been installed at the Wyoming Supercomputing Center, and acceptance testing of the system began in November.

Elsewhere in Cheyenne, technology stalwarts like Microsoft and NCAR have also made big impacts this year.

Last winter, NCAR announced it was building a new supercomputer at its North Range Business Park site. Nicknamed “Cheyenne,” the new machine is expected to be among the 30 most powerful computers in the world. Once it becomes operational in 2017, Cheyenne will be capable of making 5.34 quadrillion calculations per second, which will help researchers from around the country study everything from air pollution and climate change to solar disturbances.

Since NCAR opened in 2012 with the help of a \$4.5 million Business Committed grant from

the Business Council, the original supercomputer, “Yellowstone,” has been used by 2,200 scientists from 300 universities. University of Wyoming researchers also have dedicated access to the system.

NCAR’s neighbor, Microsoft, made headlines this fall when it committed to buying 273 megawatts of wind energy, the largest such purchase in the company’s history. More than 20 percent of that energy, enough to power 21,000 homes, will come from local wind farms Happy Jack and Silver Sage. All told, Microsoft will be able to power its Cheyenne data center entirely with wind.

Another Cheyenne data center, Green House Data, is close to outgrowing its facility and may soon need to expand. The Business

Council provided \$3.75 million in Managed Data Center Cost Reduction grants since 2010. In return, the company invested \$32.5 million to build a 10,000 square-foot facility that was later expanded into a 35,000 square-foot building.

Green House Data recently announced its space is three-fourths full.

Think Big

The tech industry wasn’t the only business sector to see big gains this year. Firearms accessories manufacturer Magpul Industries tripled its job commitments and now employs 270 workers. Fewer than 10 of those employees live outside Laramie County, according to company officials.

The Business Council enticed Magpul with an \$8.3 million grant for Cheyenne LEADS to purchase a 185,000 square-foot warehouse in the Cheyenne Business Parkway shared by Sierra Trading Post. Magpul provided a \$450,000 match.

Sierra Trading Post moved its operations to a new warehouse this year, expanding its footprint by 350,000 square feet. The move is expected to create 330 jobs. It also means Magpul is free to expand into the rest of its warehouse and add more jobs.

The near future is full of exciting developments for Laramie County. Cheyenne Regional Airport expects to break ground on its new terminal

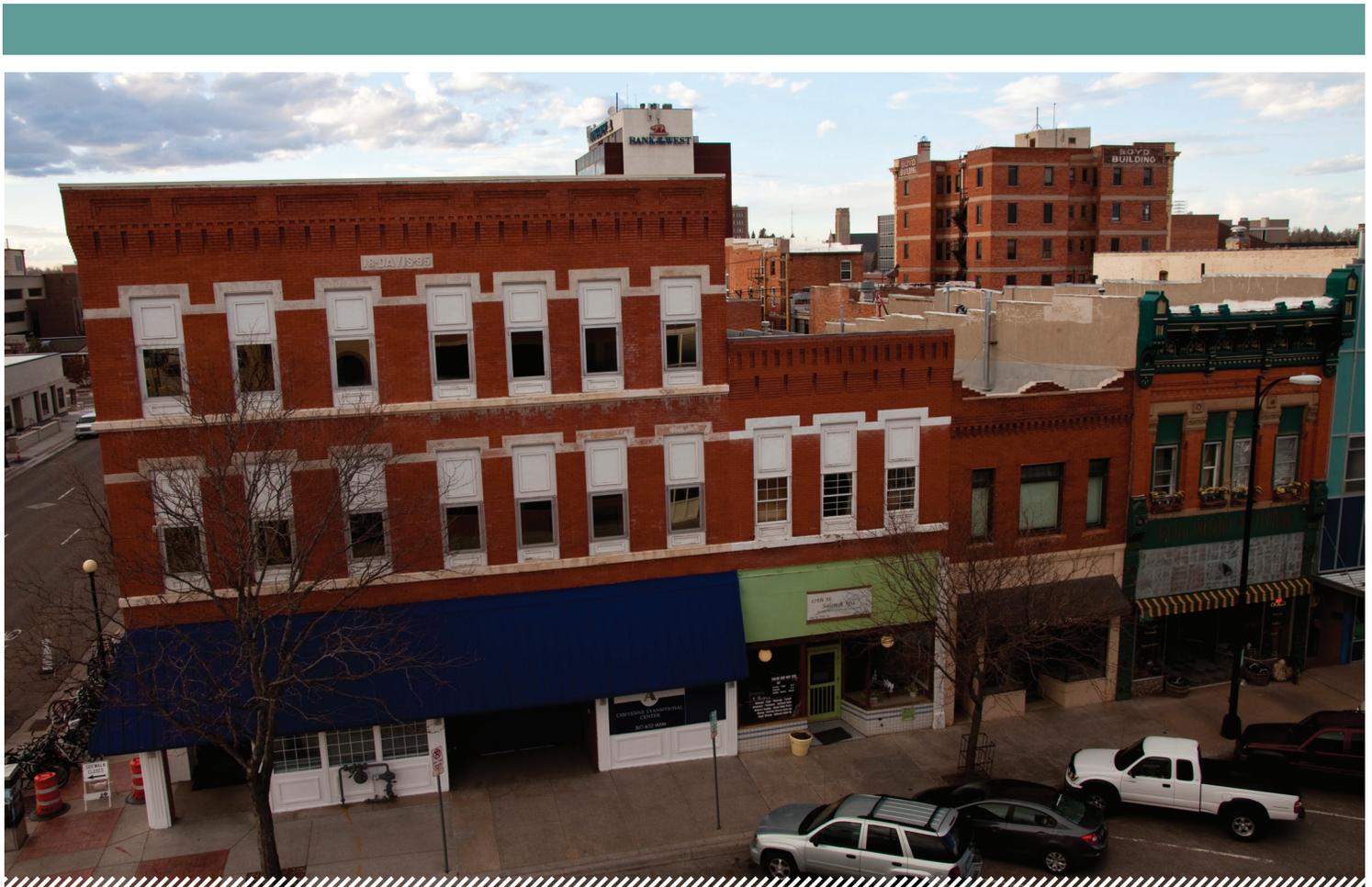
in April 2017. The Business Council provided a \$3 million grant to build the 28,700 square-foot facility, new parking lot, aircraft parking apron and road system. There will also be nine new lots available for business, industrial and retail development.

A thriving local airport is vital for the recruitment of new companies.

Elsewhere in Laramie County, Wyoming Malting Company and Pine Bluffs Distilling expects to be open for business next year. The value-added agriculture company plans to produce about 600,000 pounds of malts per year. Wyoming's 18 breweries use about 936,000 pounds. There are only 31 malting companies nationally.

The Business Council provided a \$2.86 million grant toward the project. The money leveraged about \$700,000 in private investment. The business plans to employ 10 people and Cheyenne LEADS will recapture about \$1.3 million from the project.

Like every community in Wyoming, Cheyenne will face economic strains to its school systems and government services. However, investment by both private and public entities have ensured the city is well-prepared to face the downward trend and continue to create a place where workers and families can thrive.



CHEYENNE BY THE NUMBERS

80 PERCENT
of the **1,688** business park acres in Laramie County are occupied. The Business Council awarded **\$15.89 million** toward those projects.

79 PERCENT
of the **58,500** square feet of business-ready spec buildings in Laramie County are occupied. The Business Council awarded **\$4.5 million** toward that space.

56 Laramie County businesses benefit from Business Council awards.

27 Made in Wyoming members

2 Summer farmers markets

1 Winter farmers market



Wyoming Premium Heifer Program

Of the **659** head certified in the Wyoming Premium Heifer Program, there were two producers from Laramie County that had **190** head in the program.



Wyoming Verified Program

One Laramie County producer enrolled **180** head of the **9760** in the program.

\$60,000

1 Cheyenne company received two Trade Show Incentive grants and generated \$60,000 in total sales at the events.

\$15,000

1 exhibitor from Cheyenne participating in the Wyoming at the Mart showroom at Denver mart with approximately \$15,000 in sales, and 1 part-time hire, this fiscal year.

\$4,700

16 Cheyenne companies were represented at the Wyoming Mercantile during the Wyoming State Fair resulting in approximately \$4,700 in sales (for the Cheyenne companies)

COMMUNITY PROFILE

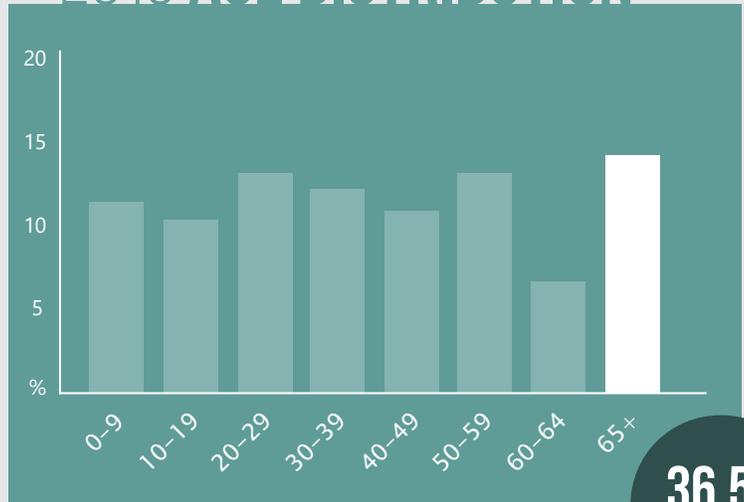
63,275

Total population of the city of Cheyenne.

49.69
MALE

50.31
FEMALE

2015 AGE DISTRIBUTION



36.56
MEDIAN AGE

HOW MANY EMPLOYEES DO BUSINESSES IN CHEYENNE HAVE?



1-4 Employees	56.86%
5-9 Employees	20.23%
10-19 Employees	11.79%
20-49 Employees	6.72%
50-99 Employees	2.29%
100+ Employees	2.13%

1-4
EMPLOYEES

TRANSPORTATION

Residents spend an average of 14 minutes commuting to work. Cheyenne is served by 4 airports within 50 miles. Interstates and rail can be accessed within the community.



14 MIN.
COMMUTE TRAVEL TIME

INCOME AND SPENDING

Workers in Cheyenne earn an average yearly household income of \$57,498. 48.08% of the households earn more than the national average each year. Household expenditures average \$55,230 per year. The majority of earnings get spent on shelter, transportation, food and beverages, health care and utilities.



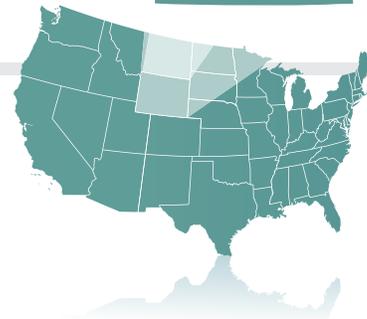
MEDIAN
HOUSEHOLD
INCOME

\$57,498

GDP GROWTH
2X

2016-2026 Strategic Framework for

INCREASING WYOMING'S PROSPERITY



VISION

- Wyoming's industries are strong, diverse and expanding.
- Small business is a big deal.
- Wyoming is the technology center of the High Plains.
- Communities have the highest quality of life.
- Wyoming knows no boundaries.

STRETCH GOAL

Wyoming will outpace the nation's GDP growth rate by a factor of two.

STRATEGIES

THINK BIG

Industrial Development

- Expand value-added opportunities for at least 3 resource bases
- Increase industrial readiness

THINK SMALL

Business Development

- Grow jobs and profitability of existing businesses with special attention to those that create the highest economic output

THINK NEW

Technology Development

- Grow technology to be the fourth largest economic sector

THINK LOCAL

Community Development

- Increase livability of communities

THINK GLOBAL

International Development

- Increase investment in Wyoming
- Increase international trade

TARGETS

- Increase jobs in advanced industries by 25%
- Increase average earnings per job by 10%

- Rank first in number of new business starts per 1,000 employees
- Increase five-year small business survival rate to 50%

- Double number of patents awarded
- Double SBIR grants awarded
- Achieve 1-gigabit-per-second internet service in 75% of municipalities

- Increase score on diversity index by 10%
- Increase total property and sales tax collections by 35%

- Double foreign direct investment in Wyoming
- Increase Wyoming exports by 50%

BUILDING BLOCKS

KEY INITIATIVES

LEADERSHIP/CIVIC DEVELOPMENT & THE ROLE OF PUBLIC POLICY

Wyoming communities leverage policies and partnerships in an efficient regulatory environment.

INFRASTRUCTURE DEVELOPMENT

Wyoming is connected and business ready.

WORKFORCE DEVELOPMENT

Wyoming's workforce is educated and ready for the future.

QUALITY OF LIFE

Wyoming's communities are destinations where people want to live and work.

ENTREPRENEUR DEVELOPMENT

Wyoming's entrepreneurs innovate, create, and compete in the global market.

EXISTING BUSINESS DEVELOPMENT

Wyoming businesses are growing and thriving.

NEW BUSINESS RECRUITMENT

Wyoming attracts world-class companies through its extensive networks.



BUSINESS COUNCIL

WHAT DRIVES US

We communicate and we are a team.

We are flexible, collaborative and get the work done.

We work in an environment of integrity, support and pride.

We make change happen and we are leaders.



Manufacturing and Other Tax Exemptions Reports

Wyoming Business Council Regional Project Assessment System (RPAS) Manufacturing sales tax incentive economic analysis

The RPAS model has been developed for Wyoming by Applied Economics, LLC of Phoenix, Arizona, www.aeconomics.com. The model identifies measurable effects associated with either a specific activity in a specific location or the value of economic and revenue impacts of existing businesses. The model has multipliers for 66 NAICS-based industry types based on Minnesota IMPLAN group data. It provides the value of additional output for job creation in addition to the direct jobs created and measures direct and indirect property and sales tax benefits to local and state revenues.

- Jobs, wages and output:
 - The tax exemption covers NAICS Sectors 31-33
 - In Wyoming, this represents over 12,000 jobs. The workforce has been growing.
 - The economic output from these direct wages is significant. The numbers below do not include indirect economic output of suppliers.

Year	Workforce	Average Wage	Total Direct Wages	Output from Employment Income
2010	11,665	\$ 44,777.00	\$ 522,320,000.00	\$ 5,562,869,804.00
2011	11,812	\$ 45,899.00	\$ 542,150,000.00	\$ 5,774,065,447.00
2012	11,949	\$ 47,078.00	\$ 562,535,000.00	\$ 5,991,172,011.00
2013	12,092	\$ 50,282.00	\$ 608,000,000.00	\$ 6,475,388,346.00
2014	12,346	\$ 52,519.00	\$ 648,399,574.00	\$ 6,905,656,324.00
2015	12,605	\$ 54,856.00	\$ 691,459,880.00	\$ 7,364,261,922.00
Total				\$ 38,073,413,854.00

* The year, workforce numbers and average wage are from data available at Department of Workforce Services, Research and Planning Labor Market Information, Demographics of Workforce Earnings by Age, Gender and Industry, 2004 - 2014, except 2015 data. Since that data is not available yet on the Workforce Services site, the WBC has calculated the statistical average increase for both workforce numbers and average wage. Accordingly, WBC has increased workforce by 2.1% and average wage by 4.45% for 2015.

* Output represents the total economic activity generated. It is derived from employment income and calculated by the WBC economic impact model. The inputs are direct employment numbers and average wages. The model then calculates additional multipliers of the wages rolling over in the community.

Wyoming Business Council Regional Project Assessment System (RPAS)

Railroad rolling stock tax incentive economic analysis

The RPAS model has been developed for Wyoming by Applied Economics, LLC of Phoenix, Arizona, www.aeconomics.com. The model identifies measurable effects associated with either a specific activity in a specific location or the value of economic and revenue impacts of existing businesses. The model has multipliers for 66 NAICS-based industry types based on Minnesota IMPLAN group data. It provides the value of additional output for job creation in addition to the direct jobs created and measures direct and indirect property and sales tax benefits to local and state revenues.

- Jobs, wages and output:

Year	Workforce	Average Wage	Total Direct Wages	Output from Employment Income
2009	180	\$ 46,727.00	\$ 8,410,860.00	\$ 47,146,255.00
2010	244	\$ 46,727.00	\$ 11,401,388.00	\$ 63,909,368.00
2011	155	\$ 46,727.00	\$ 7,242,685.00	\$ 40,598,164.00
2012	188	\$ 46,727.00	\$ 8,784,676.00	\$ 49,241,644.00
2013	188	\$ 46,727.00	\$ 8,784,676.00	\$ 49,241,644.00
2014	175	\$ 46,727.00	\$ 8,177,225.00	\$ 45,836,637.00
2015	167	\$ 46,727.00	\$ 7,747,665.00	\$ 43,428,780.00
Total				\$ 339,402,492.00

* The year and workforce numbers are from Department of Revenue annual reports, except 2012 & 2013 when there were no reports. WBC has averaged 2009, 2010, 2011 and 2015 for the estimated workforce in 2012 and 2013.

* Wage data is taken from the 2016 surveys returned by companies to the Department of Revenue. The surveys provided data on number of jobs and hourly wages for supervisors, skilled labor, sales/ customer service, admin and unskilled labor. The WBC compiled the numbers and created an average. This average is used for all prior years.

* Output represents the total economic activity generated. It is derived from employment income and calculated by the WBC economic impact model. The inputs are direct employment numbers and average wages. The model then calculates additional multipliers of the wages rolling over in the community.

- Real estate market valuation for tax assessment purposes

	2016	2015	2014	2013	2012	2011	2010
Union Tank Car	\$ 277,287.00	\$ 281,289.00	\$ 284,772.00	\$ 292,819.00	\$ 299,678.00	\$ 297,053.00	\$ 277,287.00
Big Horn Divide - Shoshoni	\$ 669,800.00	\$ 701,100.00	\$ 358,400.00	\$ 366,700.00	\$ 350,000.00	\$ 350,000.00	\$ 350,000.00
Progress Rail - Rock Springs	\$ 263,214.00	\$ 242,507.00	\$ 194,814.00	\$ 194,814.00	\$ 195,171.00	\$ 195,171.00	\$ 194,900.00
Progress Rail - Bill	\$ 583,050.00	\$ 584,100.00	\$ 527,200.00	\$ 529,900.00	\$ 495,400.00	\$ 495,400.00	\$ 503,700.00
Total	\$ 1,793,351.00	\$ 1,808,996.00	\$ 1,365,186.00	\$ 1,384,233.00	\$ 1,340,249.00	\$ 1,337,624.00	\$ 1,325,887.00

ROLLING STOCK IMPACT SUMMARY

Year	Local real property taxes	Local personal property taxes	Local sales taxes	Total local taxes	State sales tax	Total state and local taxes	Unrealized revenue from sales taxes	Net return to state and local governments
2009	\$339,665	\$32,574	\$404,232	\$776,472	\$298,303	\$1,074,775	\$ 1,076,023.00	\$ (1,248.00)
2010	\$467,833	\$59,579	\$468,265	\$995,677	\$345,556	\$1,341,233	\$ 1,098,465.00	\$ 242,768.00
2011	\$314,592	\$79,339	\$363,203	\$757,134	\$268,025	\$1,025,159	\$ 1,012,497.00	\$ 12,662.00
2012	\$385,313	\$99,688	\$392,131	\$877,132	\$289,373	\$1,166,505	\$ 1,145,416.00	\$ 21,089.00
2013	\$395,866	\$117,304	\$388,480	\$901,650	\$286,679	\$1,188,329	\$ 1,145,416.00	\$ 42,913.00
2014	\$385,832	\$132,498	\$371,667	\$889,997	\$274,272	\$1,164,269	\$ 1,394,681.00	\$ (230,412.00)
2015	\$384,135	\$145,017	\$358,957	\$888,109	\$264,892	\$1,153,001	\$ 1,270,004.00	\$ (117,003.00)
Total:	\$2,673,237	\$665,998	\$2,746,936	\$6,086,171	\$2,027,100	\$8,113,271	\$ 8,142,502.00	\$ (29,231.00)

* Approximately half of property tax revenue supports local school mill levies

* Direct and indirect property and sales tax is calculated by the WBC economic impact model. The inputs are assessed property valuation and equipment capital expenditures. Value of equipment was reported by one company. Others did not thus the model understates property tax on equipment. The model then calculates the direct property and sales tax paid to local and state. It also creates and calculates multipliers for direct employees and indirect employment increase in property and sales tax spending.

Wyoming Business Council Regional Project Assessment System (RPAS)

Data center tax incentive economic analysis

The RPAS model has been developed for Wyoming by Applied Economics, LLC of Phoenix, Arizona, www.aeconomics.com. The model identifies measurable effects associated with either a specific activity in a specific location or the value of economic and revenue impacts of existing businesses. The model has multipliers for 66 NAICS-based industry types based on Minnesota IMPLAN group data. It provides the value of additional output for job creation in addition to the direct jobs created and measures direct and indirect property and sales tax benefits to local and state revenues.

- Jobs, wages and output:
 - There has been significant growth in the last several years in data hosting jobs and wages.
 - Not all jobs created are reflected in the numbers below. Data centers often contract out a significant amount of work.
 - The economic output from these direct wages is significant. The numbers below do not include indirect economic output of suppliers.

Year	Workforce	Average Wage	Output from Employment Income
2010-12	15	\$ 51,798.00	\$ 2,231,226.00
2013	116	\$ 53,956.00	\$ 17,973,693.00
2014	106	\$ 56,158.00	\$ 17,094,401.00
2015	144	\$ 56,820.00	\$ 23,496,499.00
Total			\$ 60,795,819.00

* The year and workforce numbers are from the Department of Revenue annual reports.

* The wage data is taken from the 2016 surveys returned by companies to the Department of Revenue. The surveys provided data on number of jobs and hourly wages for supervisors, skilled labor, sales/ customer service, admin and unskilled labor. WBC compiled the numbers and created an average. This average is used for all prior years.

* Output represents the total economic activity generated. It is derived from employment income and calculated by the WBC economic impact model. The inputs are direct employment numbers and average wages. The model then calculates additional multipliers of the wages rolling over in the community. Real estate market valuation for tax purposes

The market valuation of data centers shows immense growth.

Assessed valuation for companies in the data storage industry in Wyoming				
	2016	2015	2014	2013
Greenhouse Data	\$ 8,007,395.00	\$ 7,792,972.00	\$ 351,654.00	
Microsoft	\$ 89,767,721.00	\$ 211,623.00	\$ 168,703.00	\$ 164,473.00
EcoStar	\$ 4,492,384.00	\$ 4,492,384.00	\$ 4,492,384.00	\$ 4,492,384.00
Mountain West	\$ 931,730.00	\$ 963,010.00	\$ 939,550.00	\$ 568,540.00
Ptolemy	\$ 1,477,077.00	\$ 1,598,498.00	\$ 1,530,624.00	\$ 1,469,670.00
Total	\$ 104,676,307.00	\$ 15,058,487.00	\$ 7,482,915.00	\$ 6,695,067.00

The following numbers do not include electricity tax or construction sales tax. However, data centers generate significant construction sales tax, electricity sales tax, property tax and indirect sales tax.

Year	Annual capital expenditures	Local real property taxes	Local personal property taxes	Local Sales taxes	Total local taxes	State sales tax	Total state and local taxes	Unrealized revenue from sales taxes	Net return to state and local governments
2012	\$ 63,105,174.00	\$73,195	\$343,032	\$18,228	\$434,455	\$13,451	\$447,906	\$ 3,357,195.00	\$ (2,909,289.00)
2013	\$ 316,136,131.00	\$184,251	\$2,000,924	\$55,898	\$2,241,073	\$41,250	\$2,282,323	\$17,071,351.00	\$ (14,789,028.00)
2014	\$ 164,119,341.00	\$426,914	\$2,528,934	\$142,176	\$3,098,025	\$104,919	\$3,202,943	\$ 8,862,444.00	\$ (5,659,501.00)
2015	\$ 187,851,478.00	\$1,150,612	\$2,976,384	\$174,986	\$4,301,982	\$129,131	\$4,431,112	\$10,143,979.00	\$ (5,712,867.00)
Total:	\$731,212,124.00	\$1,834,972	\$7,849,274	\$391,287	\$10,075,534	\$288,750	\$10,364,284	\$39,434,969.00	\$ (29,070,685.00)

- Approximately half of the property tax supports local school mill levies
- Direct and indirect property and sales tax is calculated by the WBC economic impact model. The inputs are assessed property valuation and equipment capital expenditures. The model then calculates the direct property and sales tax paid to local and state. It also creates and calculates multipliers for direct employees and indirect employment increase in their property and sales tax spending.

COMMUNITY GRANT AND LOAN COMMITTEE



AGENDA ITEMS

December 8, 2016

Community Grant and Loan Committee:

- B-7** Community Grant and Loan Block Grant Program
Action Item: Consideration of Staff Recommendations

- B-25** Business Ready Communities Applications
Action Item: Consideration of Staff Recommendations





Community Development Block Grant Program

Report and Recommendations to the Wyoming Business Council

December 8, 2016

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Rock Springs	B-15
Rawlins	B-17
Evansville	B-21
Washakie County	B-23



CDBG Application and Financial Summary

2016 CDBG Appropriation Summary		
2016 Grant Year Appropriation	\$	2,797,710
2014 & 2015 Remaining Carryover balance	\$	178,850
Balance	\$	2,976,560
Proposed Grant Uses For 2016		
Administrative funds for 2016	\$	183,931
	\$	2,792,629
Types of Projects		
Planning	\$	-
Economic Development	\$	1,000,000
Community Development	\$	1,792,203
Total CDBG Funds Available for Awards	\$	426

CDBG Application Summary					
	Applicant	Project	Project Type	Amount	
				Requested	Recommendation
1	Albany County	Community Facility	Big Brothers Big Sisters Community Mentoring Center Phase II	\$499,857	\$ 488,857
2	Fort Laramie	Public Infrastructure	Sewer/Water Lines Replacement/Sewer Lagoon Project	\$322,229	\$ 322,229
3	Deaver	Public Infrastructure	Potable Water Distribution System and Fired Hydrant/Fire Flow Upgrade	\$489,000	\$ 489,000
4	Rock Springs	Elimination Slum/Blight	Demolition of Downtown Buildings	\$500,000	\$ 500,000
5	Rawlins	Elimination Slum/Blight	Adaptive Reuse of Historic Guards' Quarters	\$500,000	\$ 500,000
6	Evansville	Public Infrastructure	Sidewalk Installation	\$356,000	\$ 356,000
7	Washakie County	Community Facility	County Library Ten Sleep Branch Expansion	\$136,117	\$ 136,117
TOTAL				\$2,803,203	\$2,792,203
Available CDBG Funds					\$2,792,629
Remaining CDBG funding if projects are funded					\$426

Applications for the CDBG program were accepted March 1, 2016. Fourteen were submitted and seven were withdrawn. Three of the withdrawn applications were planning grant requests, which staff declined to consider because of eligibility requirements.

Each project must meet one of the CDBG program's National Objectives:

1. Benefit to low -to moderate-income persons.
2. Aid in the prevention or elimination of slums or blight.
3. Activity designed to meet community development need having a particular urgency.

Awards are contingent on satisfactory execution and administration of previous grants or loans by an applicant. Other contingencies, if any, are spelled out in the project descriptions.



214 West 15th Street
Cheyenne, WY 82002
Tel: (307) 777-2800 Fax: (307) 777-2837

To: Wyoming Business Council Board of Directors
From: Julie Kozlowski, Community Development Director
Subject: CDBG Imminent Threat Award De-obligation
Date: December 8, 2016

The purpose of this memo is to provide the board an update on the city of Buffalo's Imminent Threat CDBG Award. The board awarded this grant at the May 2016 board meeting.

At the site visit, because staff is always concerned with HUD timeliness requirements, staff specifically asked about the timing of the FEMA award which represents 75% of the project. The city of Buffalo believed it would be awarded July 2016. This was a contingency approved by the board in May.

Since July, staff has periodically contacted FEMA to inquire about the status of Buffalo's award, FEMA staff indicated they are uncertain when it will be funded but it will likely be several more months.

Further, the project is at the 18-month mark since the flooding occurred (June 2015). An imminent threat grant is predicated on the fact that the issue is of recent origin or recently became urgent within the previous 18 months.

I advised staff to de-obligate the funding as the CDBG program has other applications ready to move forward.

I fully understand this project is important to the community. My staff and I are committed to researching other sources of funding to bridge the gap. A new CDBG application is one possibility. However, the census data for the blocks in the affected area is marginal in terms of qualifying the area as low-to-moderate income (LMI). Staff is exploring whether the area affected by the flooding could be surveyed to determine the LMI population.

Sandy Quinlan, CDBG Program Manager and I have advised Buffalo their grant will be deobligated.



ALBANY COUNTY GREATER WYOMING BIG BROTHERS BIG SISTERS COMMUNITY MENTORING

**Community
Development Block
Grant Program**

\$499,857 Community Facilities Grant

Staff Recommendation:
Fund \$488,857

Project Description

Albany County requests a \$499,857 CDBG Community Facilities grant that will be used to complete phase two of the Greater Wyoming Big Brothers Big Sisters (GWBBBS) facility renovation located at 1010 South 6th Street, to meet the needs of the organization. GWBBBS was established in 1971 in Laramie and manages seven sites throughout the state. In August 2012, a WBC planning grant funded a feasibility study that provided cost estimates for purchasing, renovating and partially refurbishing the 16,000 square-foot building for \$1,500,000. Albany County also received a \$500,000 Business Ready Community Enhancement grant and an \$829,754 Community Facilities grant for the first phase of renovations to the building.

The second phase will complete the remaining interior (4,630 square feet) basement space (currently roughed in), minor exterior repairs and parking lot repairs and will bring sidewalks up to code.

Project Goals and Benefits

Completing the basement will allow for consolidation of services including community-based mentoring, on-site mentoring, after school programming and two restorative justice programs. It will also provide storage for gear. Consolidating services to one location will enable better use of staff time on-site to manage various programs and allows GWBBBS to expand its program offerings.

The benefits of community-based mentoring to quality-of-life and future earning potential of youth served are demonstrated through multiple high-quality, peer-reviewed and replicated research studies. The project contributes substantially toward helping local youth achieve success, complete their education and increase earnings as they become adult members of Wyoming communities.

This project meets the national objective of serving low -to moderate-income clientele. The facility served 315 youths, of which 177 were low-to-moderate (LMI) income, 56% which exceeds the HUD requirement of at least 51%. The projected increase of on-site youth services is 10%. Unduplicated beneficiaries are obtained and calculated through registered youth documented in each program's attendance database.



Project Funding

Total project cost is \$523,229, of which \$499,857 represents the CDBG request and \$23,372 in SLIB Mineral Royalty Retrofit grant funding that will be used for electrical upgrades, demolition, aluminum storefront, caulking, construction manager at risk and some architectural and engineering fees. Certified cost estimates for this project were prepared by William F. Gorman, a certified engineer. The operation and maintenance fees are paid by GWBBBS.

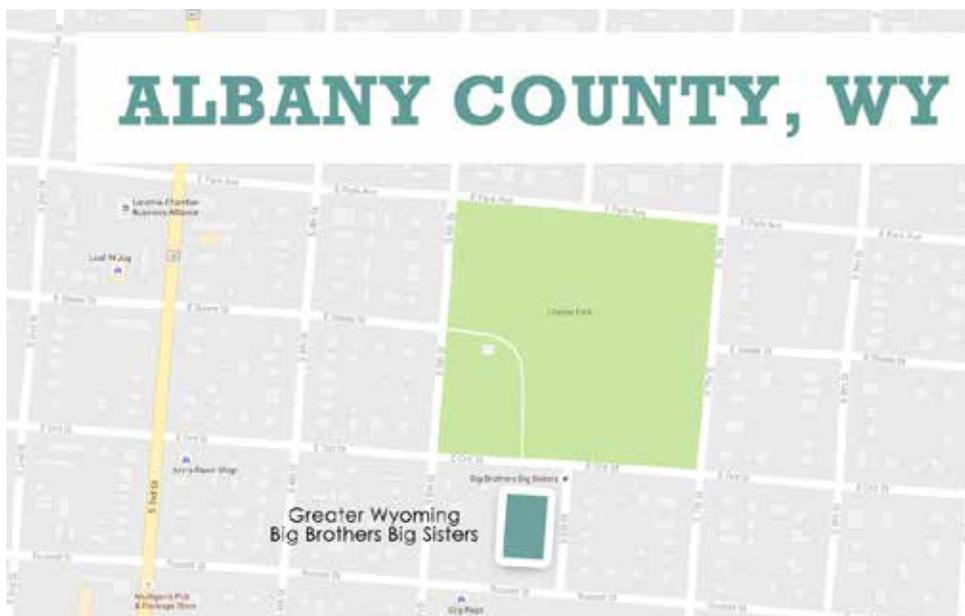
Sources	
CDBG amount	\$ 488,857
SLIB Energy Grant amount	\$ 23,370
Total eligible project cost	\$ 512,227
CDBG % of total eligible project costs	95%
Uses	
Non-Construction Costs	
Architect & Engineer Costs	\$ 25,825
Rehabilitation	\$ 453,467
Contingencies 10%	\$ 32,935
Total Uses	\$ 512,227

Staff Recommendation

Staff recommends funding the Albany County Public Infrastructure grant in the amount of \$488,857, a lesser amount than requested due to limited CDBG funds. Staff contacted the community and it agreed that the project could still be completed without the additional \$11,000 by adjusting the budget. Funding is contingent upon receiving the 2016 allocation from HUD.

Albany County Greater Wyoming Big Brothers Big Sisters Community Mentoring Center Phase II			
Purpose	To complete the remaining interior of basement space, minor exterior repairs, parking lot repairs and to bring the sidewalks up to city code.		
Project Budget	Projected Grant Expenditure Schedule		
	Description	CDBG	Match
	Non-Construction Costs	\$ 24,183	Cash \$ 1,643
	Construction Costs	\$ 453,467	\$ 21,728
	Total Project Cost	\$ 477,650	\$ 23,371
			\$ 25,826
			\$ 475,195
			\$ 501,021
Performance Measures	Measure	Quantity	Notes
	People served	195	177 LMI youth + 10%
Project Infrastructure	Existing Building Renovation	4630 SF	Architect, Engineer Fees and Construction

Project Overview





FORT LARAMIE SEWER/WATER LINE REPLACEMENT/SEWER LAGOON

\$322,229 Public Infrastructure Grant

Staff Recommendation:
Fund

**Community
Development Block
Grant Program**

Project Description

The town of Fort Laramie requests a \$322,229 CDBG Public Infrastructure grant to remove and replace 8-inch vitrified clay pipe (VCP) sewer lines with new 8-inch PVC lines. Funding will also be used to replace sanitary sewer collection pipelines, bringing them up to code. The lines, located at Brooke Avenue from Otis Street south to U.S. Highway 26/85, are 55 years old.

Fort Laramie also needs improvements to its wastewater treatment lagoons. The current lagoon system consists of three unlined lagoons located directly north of the North Platte River. These lagoons that have a significant amount of sludge accumulation and extensive vegetative growth along the banks. The farthest downstream lagoon is the oldest and has no liner. The two newer lagoons were constructed in 1993 and contain synthetic liners.

Finally, the town needs to update water lines on Brooke and Jim Bridger Avenues. Water lines on both of those streets are asbestos cement installed in 1950 through the 1960s. Continued use of these water lines create the potential for asbestos fibers and material to enter the town's drinking water supply.

Upgrades will make it possible for the town to remove the sludge from the lagoon system and increase the capacity of its waste water and install better controls for preventing a breach. The pipe has experienced significant amount of root intrusion and blockage. This project will replace the sanitary sewer pipelines with new 8" PVC SDR-35 sanitary sewer collection pipelines to bring them up to current standards.

Project Goals and Benefits

Removing the outdated materials as indicated will assist the town with updating critical infrastructure. Fort Laramie has been upgrading infrastructure incrementally. Last summer, the town replaced sewer lines where a block was causing backup into homes. The town has addressed water line leaks as they develop. Replacing this deteriorated infrastructure will benefit the community as they will not continue to incur repair costs.

This project meets the national objective of serving low -to-moderate income clientele on an area basis. The project serves the entire population of Fort Laramie, 52% being low -to moderate-income exceeding the HUD requirement of at least 51% as identified on the HUD mapping website.



Project Funding

Total project cost is \$1,218,915, of which \$322,229 represents the CDBG request and \$896,678 is a USDA loan approved April 2016. Certified engineers. The operation and maintenance fees are paid by the town.

Staff Recommendation

Staff recommends funding the Fort Laramie Public Infrastructure grant in the amount of \$322,229, as requested. Funding is contingent upon receiving 2016 funding from HUD.

Sources	
CDBG amount	\$ 322,229
USDA Loan	\$ 896,678
Total eligible project cost	\$ 322,229
CDBG % of total eligible project costs	100%
Uses	
Non-Construction Costs	
Architectural and Engineering fees	\$ 17,547
Project inspections and permit fees	\$ 18,164
Construction Costs	
Construction Interim Fees	\$ -
Rehabilitation	\$ 1,061,305
Contingencies 10%	\$ 121,891
Total Uses	\$ 1,218,907

Project Overview

Fort Laramie Sewer/Water Lines Replacement/Sewer Lagoon			
Purpose	Public Infrastructure grant to remove and replace 8" vitrified clay pipe (VCP) sewer lines with new 8" PVC lines. Funding will also be used to replace sanitary sewer collection pipelines bringing them up to current code. The lines, located at Brooke and Jim Bridger Avenue.		
Project Budget	Projected Grant Expenditure Schedule		
	Description	CDBG	Cash (USDA Loan)
		Cash	
	Non-Construction Costs	\$ 35,711	\$ -
	Construction Costs	\$ 286,526	\$ 896,678
	Total Project Cost	\$ 322,237	\$ 896,678
			\$ 1,218,915
	Measure	Quantity	Notes
Project Infrastructure	People	122	122=52% LMI
	Water Lines	2280 lf	
	Sewer Lines	2000 lf	
			Total population=234





DEAVER POTABLE WATER DISTRIBUTION SYSTEM AND FIRE HYDRANT/FIRE FLOW

\$489,000 CDBG Public Infrastructure Grant

**Community
Development Block
Grant Program**

Staff Recommendation:
Fund

Project Description

The town of Deaver requests a \$489,000 CDBG Public Infrastructure grant to redesign its water distribution system and upgrade water lines that range in size from 3-quarter-inch to 6-inch to a consistent 6-inch line, upgrade distribution lines from asbestos cement pipe or ductile iron to High-Density Polythlene Pipe Systems (HDPE) or Polyvinyl Chloride (PVC) pipe, replace isolation valves, replace inoperable fire hydrants and add five new fire hydrants.

Project Goals and Benefits

The project will minimize main line breaks, reduce maintenance costs, minimize the potential for loss of water to the entire town due to improperly functioning isolation valves, eliminate water contamination risks, eliminate dead ends, become compliant with International Fire Code and fire hydrant flow rates and coverage, and provide opportunities for water system growth.

The project meets the national objective of serving a low -to-moderate moderate income clientele on an area basis. The project will serve the entire population of Deaver with 57% being low -to moderate-income exceeding the HUD requirement of at least 51% as identified on the HUD mapping website.

Project Funding

The CDBG request covers the \$489,000 total project cost. Cost estimates for this project were prepared by Trec, Inc., Stacey Hellekson certified engineer. The operation and maintenance fees are paid by Washakie County.

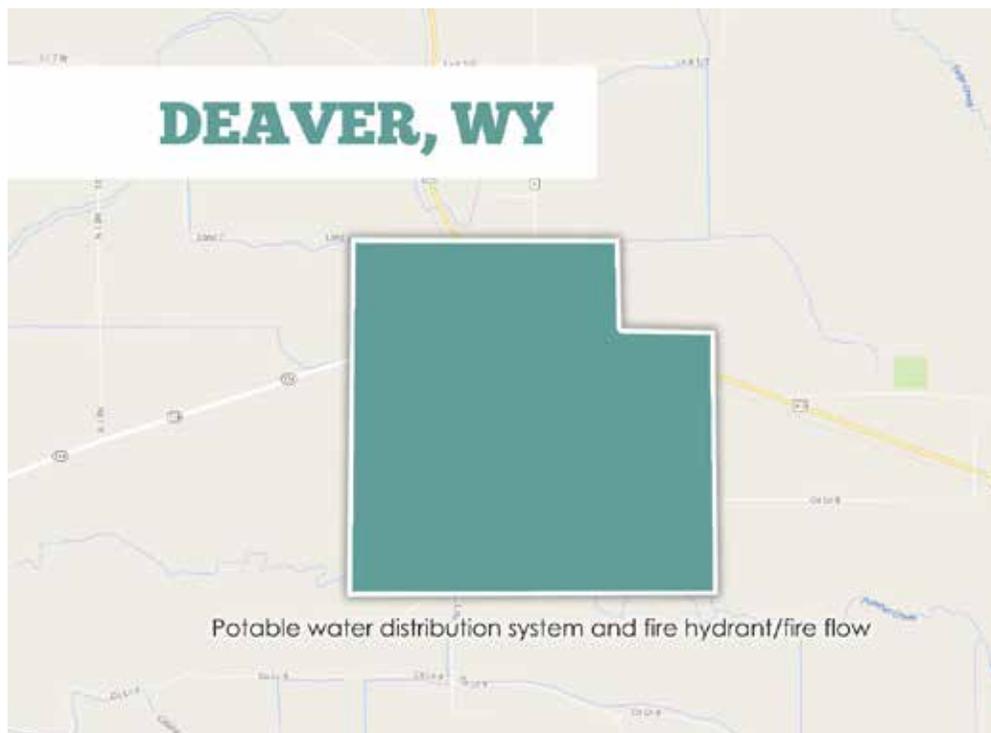
Sources	
CDBG amount	\$ 489,000
Total eligible project cost	\$ 489,000
CDBG % of total eligible project costs	100%
Uses	
Non-Construction Costs	
Demolition and Removal	\$ 11,407
Environmental and Site Costs	\$ 24,146
Construction Costs	
Construction Interim Fees	\$ 15,526
Rehabilitation	\$ 389,021
Contingencies 10%	\$ 48,900
Total Uses	\$ 489,000

Staff Recommendation

Staff recommends funding the Deaver Public Infrastructure grant in the amount of \$489,000 as requested. Funding is contingent upon receiving the 2016 allocation from HUD.

Project Overview

Deaver Potable Water Distribution System and Fire Hydrant/Fire Flow			
Purpose	To have consistent potable water service resulting from operable isolation valves. It greatly reduce the risk of water contamination through elimination of dead ends. Provide adequate fire flow to hydrants and provide opportunity for water system growth.		
Project Budget	Projected Grant Expenditure Schedule		
	Description	CDBG	Total
	Land	\$ 1,500	\$ 1,500
	Non-Construction Costs	\$ 89,407	\$ 89,407
	Construction Costs	\$ 399,593	\$ 399,593
Total Project Cost	\$ 489,000	\$ 489,000	
Performance Project Infrastructure	Measure		Notes
	Water		20,000 Feet
	Beneficiaries		The census area that encompasses Deaver is 57% low-to-moderate income. 101 LMI persons. Total population=178





ROCK SPRINGS BUNNING PARK REHABILITATION PROJECT

\$500,000 Elimination of Slum and Blight Grant

Staff Recommendation:
Fund

**Community
Development Block
Grant Program**

Project Description

The city of Rock Springs requests a \$500,000 CDBG Downtown Development grant to rehabilitate, beautify and develop new uses in the historic Bunning Park neighborhood. Plans include the purchase of 23 dilapidated and abandoned houses and creating 12 handicapped parking spaces to facilitate park access. The park is a critical component in the Urban Renewal Agency (URA) Main Street district and will aid the revitalization of the area by creating a safe, more appealing environment for downtown and Main Street events.

A feasibility study designed a four-phase approach to rehabilitation. The first phase is the city purchase of 23 properties that have been determined to be in poor condition.

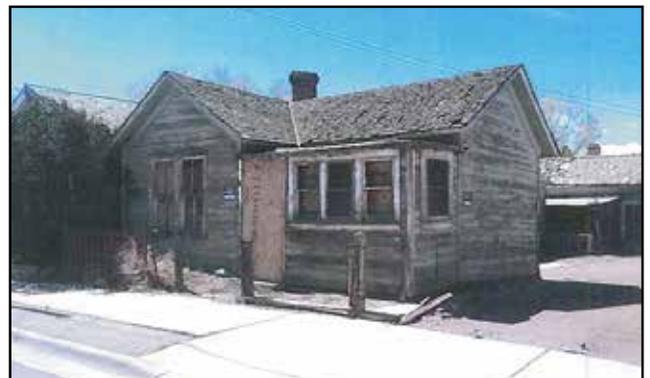
Project Goals and Benefits

The restoration of the Bunning Park is important to the city of Rock Springs and its historic downtown core. Currently, the deteriorated condition of the area around the park does not encourage residents from other parts of the community to attend park events and even discourages events from being held there at all. Rock Springs believes clean-up in the area and demolition of the abandoned buildings will also diminish illegal activity in the area including the manufacturing and selling of drugs.

The city is hopeful once the restoration takes place, residents in the area will be encouraged to maintain their properties. Commercial buildings on K street and homes on Elias (streets that surround the park) will be more desirable for business development as well. Business along K Street will receive the most benefit as new access is planned from K Street into the park area.

The project benefits the entire population of Rock Springs which is approximately 24,000 people. There are already several events planned for the park in 2017. The disabled will benefit from the additional accessible parking spaces (where none currently exists).

The project meets the national objective of elimination of slum and blight. The area was declared slum and blighted in February of 2006 by the City of Rock Springs.



Project Funding

Total project cost is \$500,000 of which \$500,000 represents the CDBG request. Cost estimates for this project were prepared by JFC certified engineers.

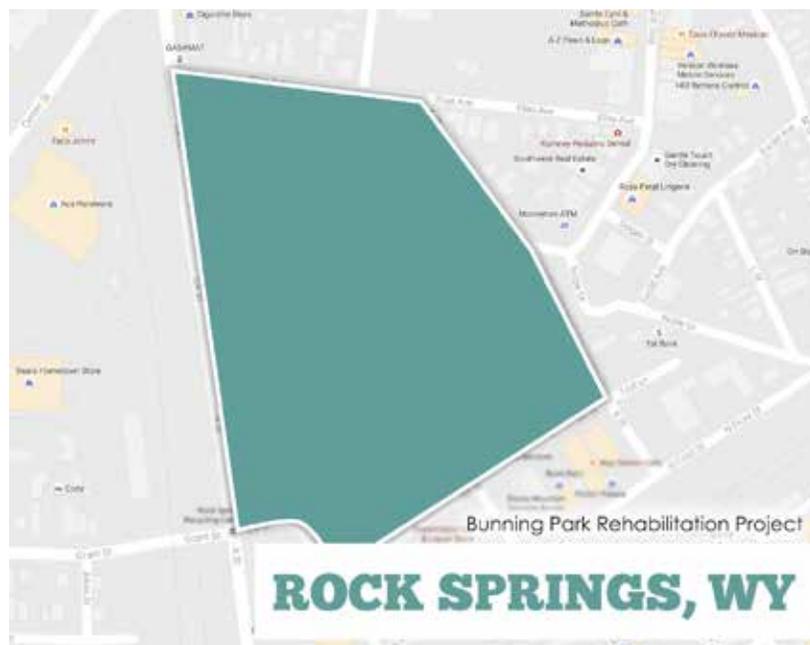
Staff Recommendation

Staff recommends funding the Rock Springs Downtown Development grant in the amount of \$500,000 as requested. Funding is contingent upon receiving the 2016 allocation from HUD.

Sources	
CDBG amount	\$ 500,000
Total eligible project cost	\$ 500,000
CDBG % of total eligible project costs	100%
Uses	
Non-Construction Costs	
Building acquisition	\$ 116,000
Construction Costs	
Demolition	\$ 345,600
Contingencies 10%	\$ 38,400
Total Uses	\$ 500,000

Project Overview

Rock Springs Bunning Rehabilitation Project			
Purpose	To perform rehabilitation work in the area surrounding Bunning Park for the elimination of slum and blight.		
Project Budget	Projected Grant Expenditure Schedule		
	Description	CDBG	Total
	Building Acquisition	\$ 116,000	\$ 116,000
	Construction Costs	\$ 384,000	\$ 384,000
	Total Project Cost	\$ 500,000	\$ 500,000
Project Infrastructure	Measure	Quantity	Notes
	Houses	23	Demolition
	ADA Parking Spaces	12	Construction
	People	24,000	County Wide Usage





RAWLINS ADAPTIVE REUSE OF THE HISTORIC GUARDS' QUARTERS

\$500,000 Elimination of Slum and Blight Grant

**Community
Development Block
Grant Program**

Staff Recommendation:
Fund

Project Description

The city of Rawlins, the Old Pen Joint Powers Board and the Carbon County Visitors' Council (CCVC) are seeking to renovate the Historic Guards' Quarters located on the Wyoming Frontier Prison grounds. A structural assessment was conducted and it was determined the building is sound.

The building was declared slum and blighted in February 2016 by the City of Rawlins. Funds will be used to correct conditions contributing to the deterioration of the structure. Further, funds will be used to bring the bathrooms and the main level up to code, including compliance with the Americans with Disabilities Act (ADA). Finally, it will allow the Carbon County Visitor's Council (CCVC) to be located at the Wyoming Frontier Prison which will increase visitor contacts and the lease payments from the CCVC will help support the Frontier Prison.

Projects Goals and Benefits

This project will benefit the tourism economy for Rawlins and Carbon County. The Wyoming Frontier Prison is listed in the city of Rawlins Economic Development Plan as well as the city of Rawlins Tourism Assessment and the Great Divide Economic Development Coalition (Carbon and Sweetwater Counties) Comprehensive Economic Development Strategy in November of 2012.

The purpose of the CCVC is to promote local travel and tourism within Carbon County and its municipalities. Moving the CCVC into the Wyoming Frontier Prison will increase its ability to serve up to 15,000 visitors annually and entice visitors to spend more time in the community bringing in additional revenue. The Wyoming Frontier Prison contributes to the community's economy with an estimated impact of \$1,667,500 in 2014.

Based on a visitor intercept study completed by Randall Travel Marketing, Inc., visitors who are informed of area attractions through the CCVC spend an average 2.81 nights and \$241.14 per travel party per day. This equates to an annual economic impact of \$243,937.

The Wyoming Frontier Prison is listed on the National Register of Historic Places. The State Historic Preservation Office has determined the project will not adversely affect the historic status.

The rental income received from the CCVC and the entrepreneurial space will bolster the Old Pen's revenue stream. Revenues also support the Frontier Prison Museum, the Wyoming Peace Officers' Museum and an exhibit on the current Wyoming State Penitentiary.

An additional benefit is the construction of accessible public restrooms.

This project meets the HUD national objective of elimination of slum and blight on an area basis.

Project Funding

Total project cost is \$1,017,000 of which \$500,000 represents the CDBG request. Match includes a \$500,000 Business Ready Community Enhancement request (pending) and in-kind which is contributions of labor by the Carbon County Visitors Council, the Old Pen Joint Powers Board and the city of Rawlins are valued at \$17,000. Cost estimates for this project were prepared by Myers-Anderson, certified architects. The Old Pen JPB is responsible for the operation and maintenance of the facility.

Sources	
CDBG amount	\$ 500,000
BRC amount	\$ 500,000
In-kind	\$ 17,000
Total eligible project cost	\$ 1,017,000
CDBG % of total eligible project costs	49%
Uses	
Non-Construction Costs	
Architectural and Engineering fees	\$ 91,789
Other fees (surveys, tests, etc.)	\$ 9,179
Demolition and removal	\$ 24,204
Construction Costs	
Construction Costs	\$ 794,603
Contingencies 10%	\$ 97,225
Total Uses	\$ 1,017,000

Staff Recommendation

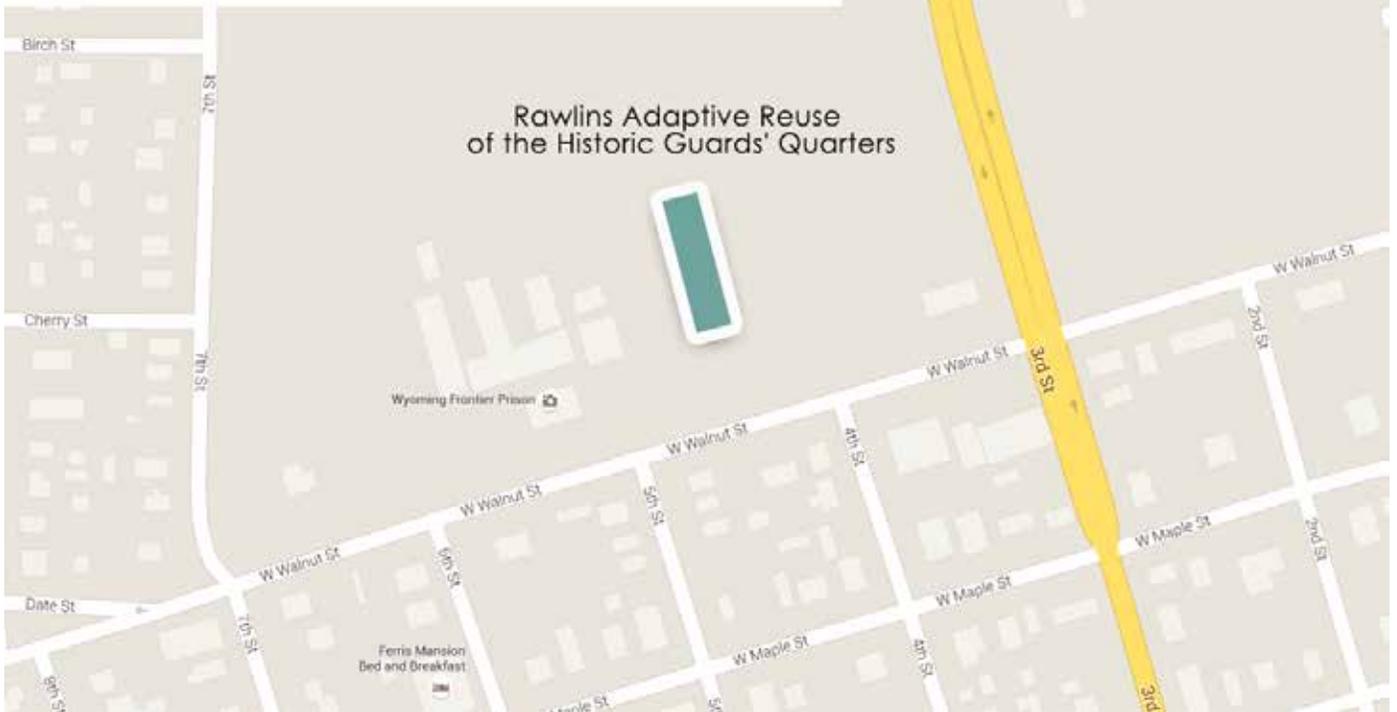
Staff recommends funding the Old Pen JPB Historic Guards' Quarters grant in the amount of \$500,000, as requested. Funding is contingent upon receiving the 2016 allocation from HUD. It is also contingent on the SLIB's approval of the BRC Community Enhancement grant.

Project Overview

Old Pen JPB-Historic Guards Quarters Reuse Project					
Purpose	The Old Pen Joint Powers Board requests a \$500,000 Elimination of Slum and Blight grant to renovate the historic Guards Quarters. The renovation will provide public restrooms as well as office space that will be leased by the Carbon County Visitors Council.				
Project Budget	Projected Grant Expenditure Schedule				
	Description	CDBG	Match		Total
			Cash (BRC)	In Kind	
	Land	\$ -	\$ -	\$ -	\$ -
	Non Construction Costs	\$ 50,484	\$ 50,484	\$ -	\$ 100,968
	Construction Costs	\$ 449,516	\$ 449,516	\$ 17,000.00	\$ 916,032
Total Project Cost	\$ 500,000	\$ 500,000	\$ 17,000	\$ 1,017,000	
Project Measures	Measure	Quantity		Notes	
	Building Renovation	7,326 sf		Elimination of slum and blight	
	Public Restrooms			ADA compliant	

RAWLINS, WY

Rawlins Adaptive Reuse
of the Historic Guards' Quarters







EVANSVILLE SIDEWALK INSTALLATION

\$356,000 Public Infrastructure Grant

Staff Recommendation:
Fund

**Community
Development Block
Grant Program**

Project Description

The town of Evansville requests a \$356,000 CDBG Public Infrastructure grant to install sidewalks on its main street, 235 Curtis Street. The town was incorporated in 1923 to provide workforce housing for the Socony-Mobil and Texas Oil companies (now Sinclair Refinery). As the town was developed, no sidewalks were constructed. Today, the lack of sidewalks creates dangerous pedestrian and vehicle interactions. As new residential developments in Evansville have been established sidewalks have been installed. This grant will install sidewalks in the area between Evansville Elementary School and Evansville Town Hall. In addition, the sidewalks will provide safe pedestrian access to two Casper Area Transportation Coalition (CATC) bus stops. CATC provides bus service to the Casper metropolitan area.

Projects Goals and Benefits

The project will benefit the town's 2,776 residents. Sidewalks will provide safe pedestrian access between two crucial buildings, the town's only elementary school and town hall. In addition, the elementary school serves as a bus hub for junior and senior high school students.

The project meets the national objective of serving low-to-moderate income clientele on an area basis. Evansville's population is 56% low-to-moderate income exceeding the HUD requirement of at least 51% as identified on the HUD mapping website. The area that the project will be serving includes many of the communities' government buildings that all citizens utilize, such as the post office, city hall and the elementary school.

Project Funding

Total project cost is \$451,753 of which \$356,000 represents the CDBG request. Evansville is contributing \$95,753 cash match. Cost estimates for this project were prepared by Worthington, Lenhardt, Carpenter, a certified engineering firm.

Staff Recommendation

Staff recommends funding the Evansville Public

Sources	
CDBG amount	\$ 356,000
Cash amount	\$ 95,753
Total eligible project cost	\$ 451,753
CDBG % of total eligible project costs	79%
Uses	
Non-construction costs	
Architectural and Engineering fees	\$ 70,928
Construction Costs	
Rehabilitation	\$ 342,742
Contingencies 10%	\$ 38,083
Total Uses	\$ 451,753

Infrastructure grant in the amount of \$356,000 as requested. Funding is contingent upon receiving the 2016 allocation from HUD.

Project Overview

Evansville Sidewalk Installation					
Purpose	The project will be used to install sidewalks on the main street.				
Project Budget	Projected Grant Expenditure Schedule				
	Description	CDBG	Match		Total
			Cash	In Kind	
	Non Construction Costs	\$ 1,359	\$ 14,186	\$ -	\$ 15,545
Construction Costs	\$ 354,641	\$ 81,567	\$ -	\$ 436,208	
Total Project Cost	\$ 356,000	\$ 95,753	\$ -	\$ 451,753	
Project Infrastructure	Measure	Quantity	Notes		
	Sidewalk	4,716 Feet	Installation		
	Beneficiaries	2776	1555=56% LMI. Total population = 2776		





WASHAKIE COUNTY LIBRARY TEN SLEEP BRANCH EXPANSION

\$136,117 Community Facility Grant

Staff Recommendation:
Fund

**Community
Development Block
Grant Program**

Project Description

Washakie County requests a \$136,117 CDBG Community Facilities grant to expand the Ten Sleep Library by 1,600 square feet to accommodate the Ten Sleep Youth Learning Center and other community needs. The Ten Sleep Youth Learning Center serves the school and community population by providing quality educational, recreational and social programs for all school age groups. The program receives funding from the Temporary Assistance for Needy Families Community Partnership Initiative. The Youth Learning Center works directly with youth and their families that meet the federal poverty guidelines providing educationally designed program for youth outside of school hours. By partnering with the Ten Sleep Library the Ten Sleep Youth Learning Center enhances available resources and is able to deliver a program that provides a fun, educational and safe place for Ten Sleep students after school hours.

With a population under 300, the Ten Sleep Youth Learning Center is the only educational program for youth outside of school hours in town.

The library is the only facility the community has available to hold meetings such as Big Brothers Big Sisters and training events. The center held thirty-nine meeting and events in 2015.

Project Goals and Benefits

The town is paying \$825 a month to a private party in rent and with the towns limited funding this would be a big cost savings of \$9,900 annually. The library will let the center use their facility with no fee charged to them. The operation and maintenance costs are paid by the County and the Washakie County School District #1.

The project meets the national objective of serving low-to-moderate income clientele on an area basis. The census area that encompasses Ten Sleep is 54% low-to-moderate income exceeding the HUD requirement of 51%.

Project Funding

Total project cost is \$158,046 of which \$136,117,00 represents the CDBG request and the \$21,929 is cash match through Washakie County. Certified cost estimates for this project were prepared by Prospect Engineering Services, Russell Taylor, certified engineer. The operation and maintenance fees are paid by the town of Deaver.

Sources	
CDBG amount	\$ 136,117
Cash	\$ 21,929
Total eligible project cost	\$ 158,046
CDBG % of total eligible project costs	86%
Uses	
Non-Construction Costs	
Architect & Engineer Costs	\$ 31,520
Construction Costs	
Rehabilitation	\$ 104,374
Site Work	\$ 12,243
Construction Interim Fees	\$ 2,500
Contingencies 10%	\$ 7,409
Total Uses	\$ 158,046

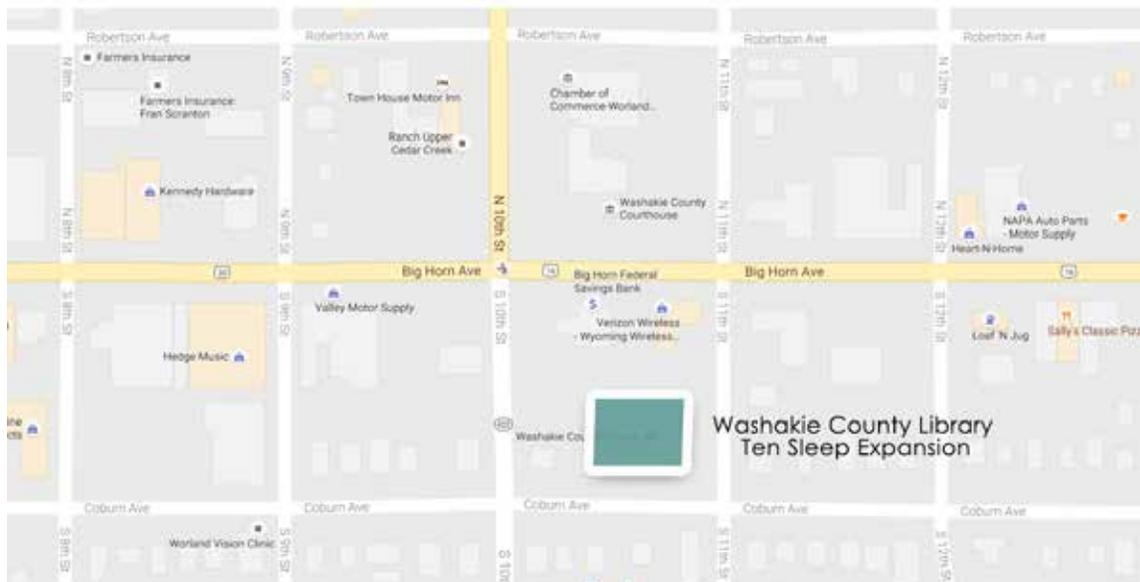
Staff recommendation

Staff recommends funding the Washakie county Community Facility grant in the amount of \$136,117 as requested. Funding is contingent upon receiving the 2016 funding from HUD. Funding is contingent upon receiving the 2016 allocation from HUD.

Project Overview

Washakie County Library Ten Sleep Branch Expansion					
Purpose	The grant will expand the Ten Sleep Youth Center. The Center serves the school and community population by providing quality educational, recreational and social programs for all school age groups.				
Project Budget	Projected Grant Expenditure Schedule				
	Description	CDBG	Match		Total
	Non-Construction Costs	\$ 19,500	Cash \$ 14,520	\$ -	\$ 34,020
	Construction Costs	\$ 116,617	\$ 12,992	\$ 21,929.00	\$ 151,538
	Total Project Cost	\$ 136,117	\$ 27,512	\$ 21,929	\$ 185,558
Performance Project Infrastructure	Measure	Quantity		Notes	
	Beneficiaries	300	164 LMI = 54%	Total population=300	
	Expand Existing Building	1600sf	Architectal Work,Site Work, Rehabilitation		

WASHAKIE COUNTY, WY





Business Ready Community Grant and Loan Program

Report and Recommendations to the Wyoming Business Council

December 8, 2016

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BRC Financial Summary

Available BRC Funds Summary	
Net Appropriations	\$ 376,049,305
Awards adjusted by Deobligations	\$ (343,770,594)
BRC Loan Principal and Interest Payments Received to Date	\$ 2,182,039
BRC Loan Origination Fees	\$ 10,677
Total Available Funds	\$ 34,471,427

BRC Application and Program Summary

Awards are contingent on satisfactory execution and administration of previous grants or loans by an applicant. Other contingencies, if any, are defined in the project descriptions.

Any remaining funds will be added to the allocation for the next quarter.

FY17, 2nd quarter allocation (includes funds from Q1 that were not expended)

BRC Project Types	Priorities	% of Allocation	Quarterly Allocation
Business Committed and Managed Data Center Cost Reduction	High	45%	\$ 3,963,156
Community Readiness	Medium	39%	\$ 3,434,736
Community Enhancement	Low	15%	\$ 660,526
Planning	Low	1%	\$ 44,035
Totals		100%	\$ 8,102,453

BRC Applications Received September 1, 2016				
Applicant	Project	Type	Request	Staff Recommendation
1. Laramie, City of	HiViz Phase II	Business Committed	\$ 3,000,000	\$ 3,000,000
2. Laramie, City of	Empress Redevelopment	Community Readiness	\$ 3,000,000	\$ 3,000,000
3a. Lincoln County	Glencoe Junction	Community Readiness - Grant	\$ 3,000,000	\$ -
3b. Lincoln County	Glencoe Junction	Community Readiness - Loan	\$ 1,250,000	\$ -
4. Old Pen Joint Powers Board	Guards' Quarters Renovation	Community Enhancement	\$ 500,000	\$ 500,000
Total Requests			\$ 10,750,000	\$ 6,500,000

If projects are funded as suggested by staff, the Q3 allocation will be as follows:

BRC Project Types	Priorities	% of Allocation	Quarterly Allocation
Business Committed and Managed Data Center Cost Reduction	High	45%	\$ 2,944,734
Community Readiness	Medium	39%	\$ 2,152,104
Community Enhancement	Low	15%	\$ 821,052
Planning	Low	1%	\$ 88,070
Totals		100%	\$6,005,960





LARAMIE

\$3,000,000 Business Committed Grant

HIVIZ Shooting Systems Expansion

Staff Recommendation:
Fund

**Business Ready
Community Grant
and Loan Program**

Project Description

The city of Laramie requests a \$3 million Business Ready Community Business Committed grant for the construction of a 20,000 square-foot building for HiViz, a Laramie-based firearms accessory manufacturer. The building will be owned by the Laramie Chamber Business Alliance and will be leased to HiViz. HiViz expanded more rapidly than expected and has already outgrown its current building, which was constructed in 2015 with a \$2.4 million BRC grant and a \$519,477 BRC loan.

HiViz anticipated creating 20 jobs in the first three years of operation, it has actually created 42 jobs to date. Company officials estimate this expansion will allow HiViz to sustain annual sales growth of 32% for the next five years.

Project Description

The purpose of this project is to construct additional manufacturing space next to HiViz's existing headquarter location. This project is part of a larger effort to construct a campus of up to five buildings on the 7.3-acre site, in accordance with the company's long-term objectives. The completed project will achieve three major goals:

1. Business growth and attraction. The project will aid in HiViz's growth and success, as well as assist in local efforts to attract similar industries.
2. Primary job creation. The first phase of the Hiviz project proposed creating 20 new positions. As of the 2016 annual report, the company had already created 42 jobs. Company officials estimate an additional 50 jobs will be created by 2018 and 36 more jobs by 2020 for a total of 128 positions at HiViz with average pay above Albany County's median wage by 2020.
3. Generate revenue to fund future economic development projects. Revenue generated from the lease and sale of building space will be reinvested in local and state economic development efforts. Most of the revenue retained by the community will fund future economic development projects.



The project will allow the community to assist an innovative company, which is an industry leader. This alternative to private financing will allow HiViz to purchase nearly \$4 million in essential equipment over the next five years.

Lease and Revenue Recapture

HiViz will lease the building from LCBA for a period of 10 years commencing January 2018 or the day after the date of the certificate of occupancy, whichever comes first. The lease rate is \$84,320 in year one and escalates annually to \$124,992 in year 10. The lease rate is contingent upon annual job creation and payroll meeting annual goals mutually agreed upon. HiViz will pay the taxes, utilities and insurance on their equipment and personal property. LCBA will insure the actual structure.

HiViz may purchase the property at any time during the lease term but not later than 10 years. The purchase price is Fair Market Value. Disposal of property constructed with public funds must be done according to BRC rules and state statute. The purchase price shall be adjusted to give them a credit equal to 70 percent of the lease payments actually made by HiViz. The cash match contributed to the project by HiViz will not be credited upon purchase of the building.

LCBA will return 25% of all net revenues realized to the BRC account. This includes revenues from the lease to HiViz and 25% of the purchase price of the building at the time of sale.

Information depicted in the investment analysis graphic is projected (I.e. the sale price of the building is estimated based on lease payments paid, date of purchase, etc.); however, the project appears to have a return on investment of 8.75%.

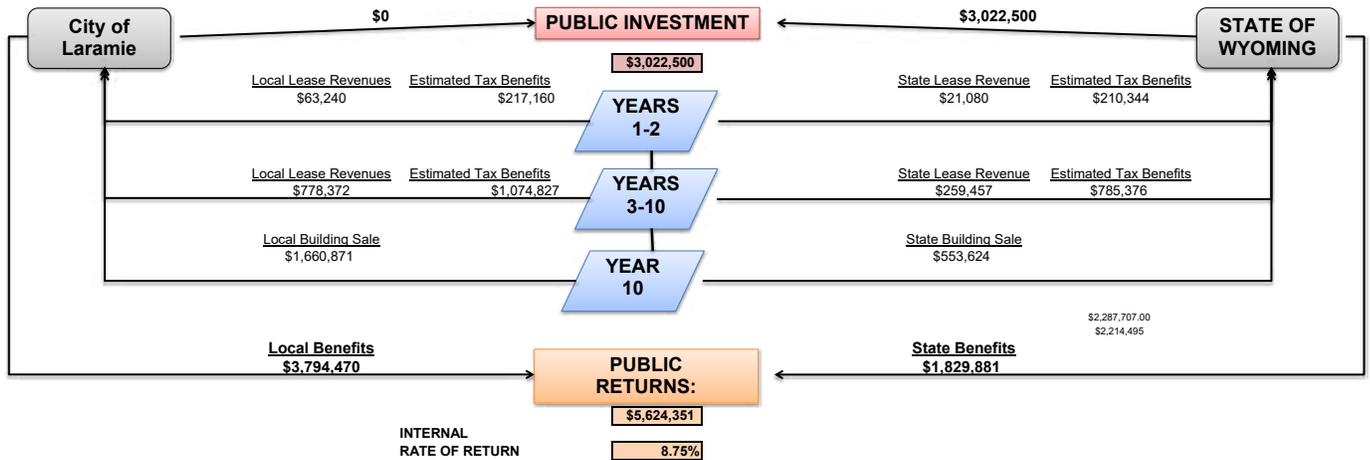
Timeline

The applicant estimates project construction will be complete by January 2018. This completion date is based on the project being bid/awarded by March 2017, construction beginning May 2017 with substantial completion in December 2017 and HiViz being able to occupy the building by January 2018.

Funding

The total project cost is \$3,331,519, of which \$3,000,000 represents the Business Committed grant and \$331,519 represents cash match. Match will be provided by HiViz and deposited into a city account prior to expending grant funds. Additionally, HiViz is committed to paying for cost overruns should there be any.

Sources	
BRC amount	\$ 3,000,000
Cash Match	\$ 331,519
In-Kind Match	\$ 361,904
Total eligible project cost	\$ 3,693,423
BRC % of total eligible project costs	81%
Local % of total eligible project costs	19%
Uses	
Land Value	
Land Value (Match)	\$ 361,904
Non-Construction Costs	
Architectural and Engineering fees	\$ 228,200
Project inspection fees	\$ 8,723
Construction Costs	
Site work	\$ 385,790
<i>Building Components:</i>	
Electrical Systems	\$ 339,100
Mechanical, plumbing, HVAC systems	\$ 329,920
Landscaping	\$ 67,500
Foundation and/or Structural Framing system	\$ 965,187
Interior Finishes	\$ 229,375
Fire Protection	\$ 58,496
Other (General Conditions, Construction Mgt Fees)	\$ 440,618
Miscellaneous/Other (Insurance and Bonds)	\$ 80,901
Contingencies (6%)	\$ 197,709
Total Uses	\$ 3,693,423



Staff Recommendation

Staff recommends funding as a Business Committed grant in the amount of \$3,000,000, as requested.

Performance measures for this project include the completion of the 20,000 square-foot facility, job creation, payroll, capital investment and tracking sales growth.

Project Overview

City of Laramie - HiViz Shooting Systems Expansion					
Purpose	The city of Laramie requests a Business Ready Community, Business Committed grant in the amount of \$3,000,000 for the construction of a 20,000 square-foot building for HiViz, a Laramie based fire arm accessory manufacturer.				
Project Budget	Projected Grant Expenditure Schedule				
	Description	BRC	Match		Total
			Cash	In-Kind	
	Land	\$ -	\$ -	\$ 361,904	\$ 361,904
	Non-Construction Costs	\$ 213,347	\$ 23,576	\$ -	\$ 236,923
Construction Costs	\$ 2,786,653	\$ 307,943	\$ -	\$ 3,094,596	
	Total Project Cost	\$ 3,000,000	\$ 331,519	\$ 361,904	\$ 3,693,423
Performance Measures	Measure	Quantity		Notes	
	Businesses Assisted	1			
	Return on Investment	8.75%			
	State Revenue Recapture	\$ 834,161	10 Year Recapture		
	Local Revenue Recapture	\$ 2,502,483	10 Year Recapture		
	County Median Wage	\$ 16.95	March 2016 Data		
	Median Wage of Jobs Created	\$ 20.00			
	Jobs to be Created (3 Year Projection)	86	3 Year Estimate		
Additional Private Investment	\$ 3,985,000	5 Year Estimate			
Project Infrastructure	Land	2	Acres		
	New Building Construction	20,000	Square Feet		



LARAMIE

\$3,000,000 Community Readiness Grant

Empress Lot Redevelopment

Staff Recommendation:
Fund

**Business Ready
Community Grant
and Loan Program**

Project Description

The city of Laramie requests a Business Ready Community (BRC), Community Readiness grant in the amount of \$3,000,000 to redevelop the Empress Lot, a blighted property in the city's downtown district on 2nd Street. Funds will be used to construct a two-story, mixed-use building, which will accommodate retail space on the ground floor and space available for tenant finish on the second floor. Laramie and the Main Street program believe the space would be prime for apartments; however, it could be used as office space or for another office. Ground floor space has been pre-leased to a local business, Big Hollow Food Co-op. The business anticipates this expansion will result in annual growth of 12% for the next five years.

Project Goals and Benefits

The purpose of this project is to construct a mixed-use building, which will provide additional retail and possibly residential space in Laramie's downtown. The completed project would achieve four main goals:

1. Rehabilitate a blighted property in the heart of Laramie's downtown. The Empress Lot has been an eyesore in Laramie's downtown since the previous Fox Theater Building was permanently closed in the 1970s. The neglected building was demolished in 2009 at a cost of over \$1 million; removing a large roadblock to development.
2. Facilitate the expansion of Big Hollow Food Co-op. The expansion of Big Hollow is expected to create 12 new positions and capital investment of at least \$600,000 over the next five years.
3. Increase downtown traffic and local business sales volume. Increased customer traffic from Big Hollow's expansion will also result in more downtown traffic, benefiting other businesses. Second floor residential units will also contribute to downtown business sales.
4. Generate revenue to fund economic development projects. Revenue generated from the lease and sale of building space will be reinvested in local and state economic development efforts. Local revenue would be specifically designated for Laramie Main Street projects.



This project will also benefit regional agricultural producers. Big Hollow currently stocks products from 30 Wyoming producers and 15 Colorado producers. Big Hollow's intent to stock more products and increase sales volume will increase sales for these producers.

Information depicted in the investment analysis graphic is projected (i.e. tax revenues, possible sale of the building) however the project appears to have a return on investment of 2.68%.

Lease and Revenue Recapture

Big Hollow will lease the building from Laramie Main Street Alliance (LMSA) for a period of 10 years commencing June 1, 2018 or within 12 months of the City's execution of the grant agreement with the WBC or upon issuance of Certificate of Occupancy, whichever is later. The lease rate is \$34,404 annually (\$2,867 per month) for the ground level space. LMSA will pay the property taxes. Big Hollow will pay utilities and insurance on their equipment and personal property. LMSA will insure the actual structure.

Big Hollow may purchase the property at any time during the lease term and has right of first refusal should LMSA receive a written offer from a third party for purchase of the property for 12 years after the date of the lease commencement. The purchase price is Fair Market Value. The purchase price can be adjusted to give Big Hollow a credit equal to 75 percent of the lease payments made. Disposal of property constructed with public funds must be done according to BRC rules and state statute.

Mainstreet also has the right to condominiumize the property and allow Big Hollow to purchase a portion of the property.

LMSA will return 25% of all net revenues realized to the BRC account. This includes revenues from the lease to Big Hollow and 25% of the purchase price of the building at the time of sale.

Information depicted in the investment analysis graphic is projected (I.e. the sale price of the building is estimated based on lease payments paid, date of purchase, etc.); however, the project appears to have a return on investment of 2.68%.

Timeline

The applicant estimates the project will be complete by May 2018. This completion date is based on the project being bid/awarded by April 2017, construction beginning June 2017 with substantial completion April 2018 and Big Hollow being able to occupy the building by May 2018.

Sources	
BRC amount	\$ 3,000,000
Cash Match	\$ 81,863
In-Kind Match	\$ 76,032
Total eligible project cost	\$ 3,157,895
BRC % of total eligible project costs	95%
Local % of total eligible project costs	5%
Uses	
Land Value	
Land Value (In-Kind Match)	\$ 76,032
Non-Construction Costs	
Architectural and Engineering fees	\$ 300,000
Other fees (surveys, tests, etc.)	\$ 25,000
Project inspection fees	\$ 25,000
Construction Costs	
Site work	\$ 100,000
<i>Building Components:</i>	
Electrical Systems	\$ 225,000
Mechanical, plumbing, HVAC systems	\$ 280,000
Landscaping	\$ -
Foundation and/or Structural Framing system	\$ 1,025,000
Interior Finishes	\$ 420,000
Fire Protection	\$ 25,000
Miscellaneous/Other (Built In Equipment)	\$ 400,000
Contingencies (8%)	\$ 256,953
Total Uses	\$ 3,157,985

Funding

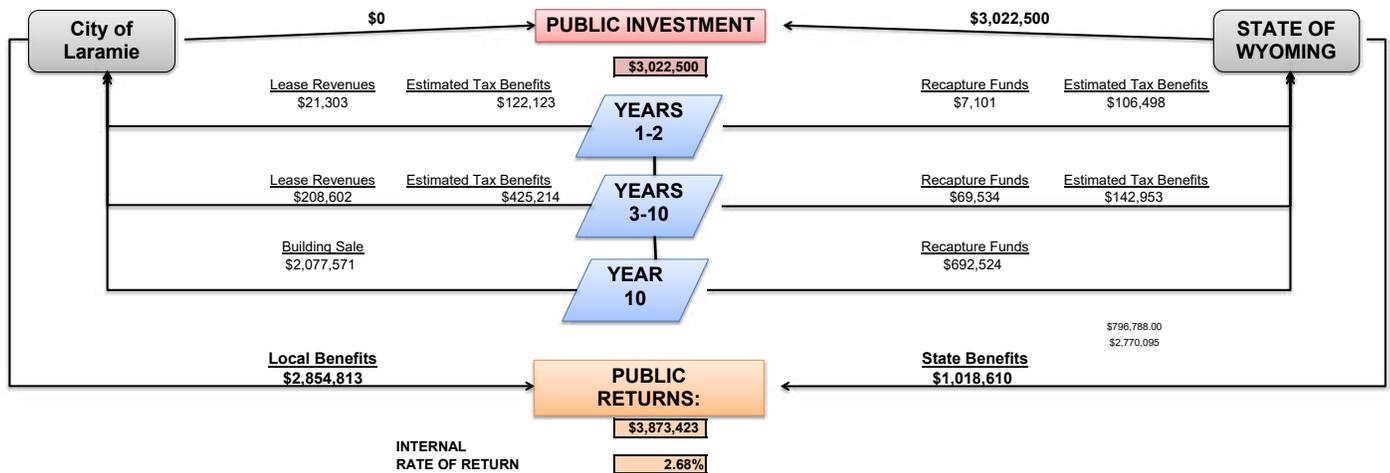
The total project cost is \$3,157,895, of which \$3,000,000 represents the Community Readiness grant and \$157,895 represents cash match. Cash and in-kind matches are provided from the following sources:

- \$15,000: Laramie Main Street program reserves
- \$22,500: Wyoming Main Street program grant
- \$44,363: Big Hollow Food Co-op
- \$76,032 (in-kind): Laramie Community Re-Development Foundation, land donation

Staff Recommendation

Staff recommends funding in the amount of \$3,000,000, as requested.

Performance measures for this project include the rehabilitation of a blighted lot in Laramie’s downtown, construction of the building, job creation, capital investment, increased co-op membership, completion of the second floor space and lease of the second floor space, increased downtown traffic, increased sales in other downtown businesses, additional economic development made possible by revenue recapture.



Project Overview

City of Laramie - Empress Lot Redevelopment				
Purpose	The city of Laramie requests a Business Ready Community (BRC), Community Readiness grant in the amount of \$3,000,000 to redevelop the Empress Lot, a blighted property in the city's downtown district on 2nd Street.			
Project Budget	Projected Grant Expenditure Schedule			
	Description	BRC	Match	Total
			Cash	In-Kind
	Land	\$ -	\$ -	\$ 76,032
	Non-Construction Costs	\$ 340,703	\$ 9,297	\$ -
Construction Costs	\$ 2,659,297	\$ 72,566	\$ -	\$ 2,731,863
Total Project Cost	\$ 3,000,000	\$ 81,863	\$ 76,032	\$ 3,157,895
Performance	Measure	Quantity		Notes
	Businesses Assisted	1		
	Return on Investment	2.68%		Ten year annualized return
	State Revenue Recapture	\$ 769,159		Ten year estimate
	Local Revenue Recapture	\$ 2,307,476		Ten year estimate
	Estimated State Tax Benefits	\$ 157,882		Ten year estimate
	Estimated Local Tax Benefits	\$ 420,002		Ten year estimate
	Jobs to be Created	12		Five year estimate (PT and FT equivalent to 7 FTE)
	Annual Sales Growth	12%		Five year annual estimate
	Additional Private Investment	\$ 600,000		Big Hollow Investment and 2nd Floor Finish
Project Infrastructure	Acres Developed	0.15		
	New Building Construction	11,000		Square Feet

LARAMIE, WY





LINCOLN COUNTY ECONOMIC DEVELOPMENT JPB

\$3,000,000 Community Readiness Grant
\$1,250,000 Business Ready Community Loan

**Business Ready
Community Grant
and Loan Program**

Glencoe Junction Purchase

Staff Recommendation:
Do not fund

Project Description

The Lincoln County Economic Development Joint Powers Board (JPB) requests a Business Ready Community Community Readiness grant in the amount of \$3,000,000 and a BRC loan in the amount of \$1,250,000 to purchase the Glencoe Junction facility (south of Kemmerer) to create an industrial park with rail access. The county has long identified the lack of rail capacity as a hindrance to economic development in the county.

The site is currently owned by Encana Corporation and has been identified as surplus to its current operational needs. The purchase price was determined through negotiations with Encana Corporation and based on an appraisal of the property by a rail property expert.

The 300-acre property includes several buildings including a 6,400 square-foot truck maintenance building and a 9,600 square-foot equipment building. The site also includes industrial scales and a 1.4 mile horseshoe shaped siding with triple tracks and eight trans-loading stations. The rail infrastructure can accommodate over 250 cars and has an onsite engine for switching and staging rail cars. The site is served by gas and electric. There is a water tank on-site and a septic system to serve the buildings.

The JPB identified Watco, a national rail servicing company which also services the Swan Ranch park located in Cheyenne, WY, as the operator and will be responsible for marketing, ongoing operations and maintenance of the site as a transloading/switching site in accordance with an agreement between Watco and the JPB. Watco will handle property lease and share revenue with the JPB (Watco 30%/JPB 70%).

Project Goals and Benefits

The purpose of this project is to purchase the 300-acre industrial site from Encana which pulled its operations from the area in 2013. As the site allows easy access to both rail and truck transport via Interstate 80, it could be tailored to fit the needs of a variety of enterprises. The completed project would achieve three main goals:



1. Creation of an industrial park with both single user and shared-use rail-loading facilities.
2. Use of space and resources to attract companies, increase state/local tax collections and create new jobs.
3. Sale or lease of parcels, generating revenue recapture to repay state loans and grant amounts, as well as fund local economic development projects.

The JPB will also consider a single purchase option if a company purchases the land for immediate use or for future development.

Timeline

The applicant estimates the project purchase will be complete by March 2017.

Funding

The total project cost is \$4,250,000, of which \$3,000,000 represents the Community Readiness grant and \$1,250,000 represents cash match. Match is provided by the BRC loan.

Loan Terms

Total Project: \$4,250,000

Total Loan: \$1,250,000

BRC Grant: \$3,000,000

Collateral: 300-acre property to be purchased and associated improvements

Repayment: The loan will be repaid from car storage fees.

Term: 30 years

Interest Rate: 0%

Fees: .5% loan fee (not to exceed \$5,000)

Other fees (i.e. loan documentation, appraisal, filing, etc.) are the responsibility of the Lincoln County.

Lincoln County will repay the BRC Program \$1,250,000 in principal and interest.

Sources	
BRC amount	\$ 3,000,000
Cash Match (BRC Loan)	\$ 1,250,000
In-Kind Match	\$ -
Total eligible project cost	\$ 4,250,000
BRC % of total eligible project costs	71%
Local % of total eligible project costs	29%
Uses	
Land Acquisition Costs	
Land	\$ 4,250,000
Total Uses	\$ 4,250,000

Revenue Recapture

The BRC program will receive 50 percent of any revenue received from the sale or lease of the subject property. Lincoln County Economic Development Joint Powers Board will retain 50 percent of revenues which will be used to pay the loan payment, to provide match for other grant opportunities, for the promotion, operation, maintenance or enhancement of the Glencoe Junction property. If there is sufficient funding to provide revenue to the Lincoln County economic development program it will be used for their operation and management costs.

Staff Recommendation

Staff does not recommend funding due to limited available funding in accordance with the BRC allocation plan and available Community Readiness funding.

If the board determines this project should be recommended for funding, staff suggests the recommendation be contingent upon an environmental assessment. The property has not been assessed since 2008 after which Encana’s operations were active. Staff further suggests structures on the property be assessed.

Suggested performance measures include the purchase the property, an executed agreement between the JPB, creation of an industrial park with both single user and shared-use rail-loading facilities, job creation increased state and local tax collections, sale or lease of parcels, generating revenue recapture, repayment of the BRC loan and required revenue recapture, funding local economic development projects, single purchase option (should that occur).

Project Overview

Lincoln County - Glencoe Junction Purchase				
Purpose	Lincoln County requests a Business Ready Community (BRC), Community Readiness grant in the amount of \$3,000,000 and a Special Assistance loan in the amount of \$1,250,000 to purchase the Glencoe Junction facility to create an industrial park with rail access.			
Project Budget	Projected Grant Expenditure Schedule			
	Description	BRC	Match	Total
			Cash (BRC Loan)	
	Land	\$ 3,000,000	\$ 1,250,000	\$ 4,250,000
	Total Project Cost	\$ 3,000,000	\$ 1,250,000	\$ 4,250,000
Performance Measures	Measure		Quantity	Notes
	Loan Repayment		\$ 1,250,000.00	
	State Revenue Recapture		50%	Unknown value at this time
	Local Revenue Recapture		50%	Unknown value at this time
Project Infrastructure	Acres Purchased		300	
	Rail Spur		7,392	LF
	Existing Building Space		16,000	SF

LINCOLN COUNTY ECONOMIC DEVELOPMENT JPB





OLD PEN JOINT POWERS BOARD (JPB)

\$500,000 Community Enhancement Grant

Adaptive Reuse of Historic Guards Quarters

Staff Recommendation:
Fund

**Business Ready
Community Grant
and Loan Program**

Project Description

The Old Pen Joint Powers Board (JPB) requests a \$500,000 BRC Community Enhancement grant to renovate the historic Wyoming Frontier Prison Guards Quarters in Rawlins. The Guards Quarters is a large building on the eastern side of the historic penitentiary in Rawlins. It was constructed in 1922. At that time, the quarters housed the blacksmith, steam fitting and plumbing departments, garage and automobile repair commissary and general store room. There were shower and tub baths, a barbershop and living space for the guards. The basement housed a boiler room and coal bunker.

Since the 1980s, after the Wyoming State Penitentiary was constructed, the historic prison's Guards Quarters has been used as storage and a workshop. The JPB proposes to use the space for the offices of the Carbon County Visitors Council (CCVC), a conference room and additional restrooms. The CCVC is currently located on the second floor in a downtown building. Finding the office is problematic and parking is very difficult, particularly for larger recreational vehicles.

The co-location will allow visitors to the Old Pen (Carbon County's largest tourist attraction) to easily find information on lodging, museums, other attractions and destinations in Rawlins and Carbon County. The project is based on information derived through a BRC Planning grant awarded in 2014. The project also builds on the planning and strategy work done by the city of Rawlins to increase tourism.

Myers-Anderson Architects assessed the building for structural integrity and found it to be in good condition.

The Old Pen received a BRC Planning grant in 2014 for \$18,750 to assess the feasibility of this project, \$102,813 in BRC Enhancement funds in 2013 to stabilize the main prison building and \$31,363 in BRC Enhancement funds in 2005 for the installation of an irrigation system.



Project Goals and Benefits

The purpose of the CCVC is to promote and increase local travel and tourism. The CCVC and the JPB believe the timing is right for a partnership given the downturn in natural resource industries. Co-locating with the Wyoming Frontier Prison will provide an increase in the number of visitors to the CCVC (currently around 360 per year), as well as adequate parking. The Old Pen hosts approximately 14,500 visitors annually. If half the visitors to the Old Pen also stop at the CCVC, their contacts will increase by 2,000%.

Based on a visitor intercept study completed by Randall Travel Marketing, Inc., visitors who are informed of area attractions through the CCVC spend an average 2.81 nights and \$241.14 per travel party per day. This equates to an annual economic impact of \$243,937.22. If that contact increases by 2,000%, the economic impact could be nearly \$5 million.

The Wyoming Frontier Prison is listed on the National Register of Historic Places. The State Historic Preservation Office has determined the project will not adversely affect the historic status.

The rental income received from the CCVC will bolster the Old Pen's revenue stream. Revenues also support the Frontier Prison Museum, the Wyoming Peace Officers' Museum and an exhibit on the current Wyoming State Penitentiary.

An additional benefit is constructing accessible public restrooms.

Lease and Revenue Recapture

Assuming a lease rate of \$600 per month each for the CCVC, the Old Pen will receive \$7,200 annually. The JPB will retain 50% for future projects and 50% will be used for operations and maintenance for the Wyoming Frontier Prison.

Timeline

The applicant estimates the project will be complete by Spring, 2019.

Funding

The total project cost is \$1,017,000. \$500,000 represents the Community Enhancement grant. The grant is matched by a \$500,000 Community Development Block Grant (CDBG). In-kind contributions of labor by the Carbon County Visitors Council, the Old Pen Joint Powers Board and the city of Rawlins are valued at \$17,000. Cost per square foot is \$252.

Myers-Anderson Architects, PLLC provided cost estimates.

Sources	
BRC amount	\$ 500,000
Cash Match	\$ 500,000
In-Kind Match	\$ 17,000
Total eligible project cost	\$ 1,017,000
BRC % of total eligible project costs	49%
Local % of total eligible project costs	51%
Uses	
Non-Construction Costs	
Architectural and Engineering fees	\$ 91,789
Other fees (surveys, tests, etc.)	\$ 9,179
Construction Costs	
Site work	
Demolition and removal	\$ 24,204
<i>Building Components:</i>	
Electrical Systems	\$ 141,700
Mechanical, plumbing, HVAC systems	\$ 118,000
Foundation and/or Structural Framing system	\$ 40,000
Interior Finishes	\$ 311,781
Fire Protection	\$ 10,000
Remediation	\$ 15,000
Other (Roof, General Conditions)	\$ 85,359
Windows, Masonry	\$ 72,763
Contingencies (10%)	\$ 97,225
Total Uses	\$ 1,017,000

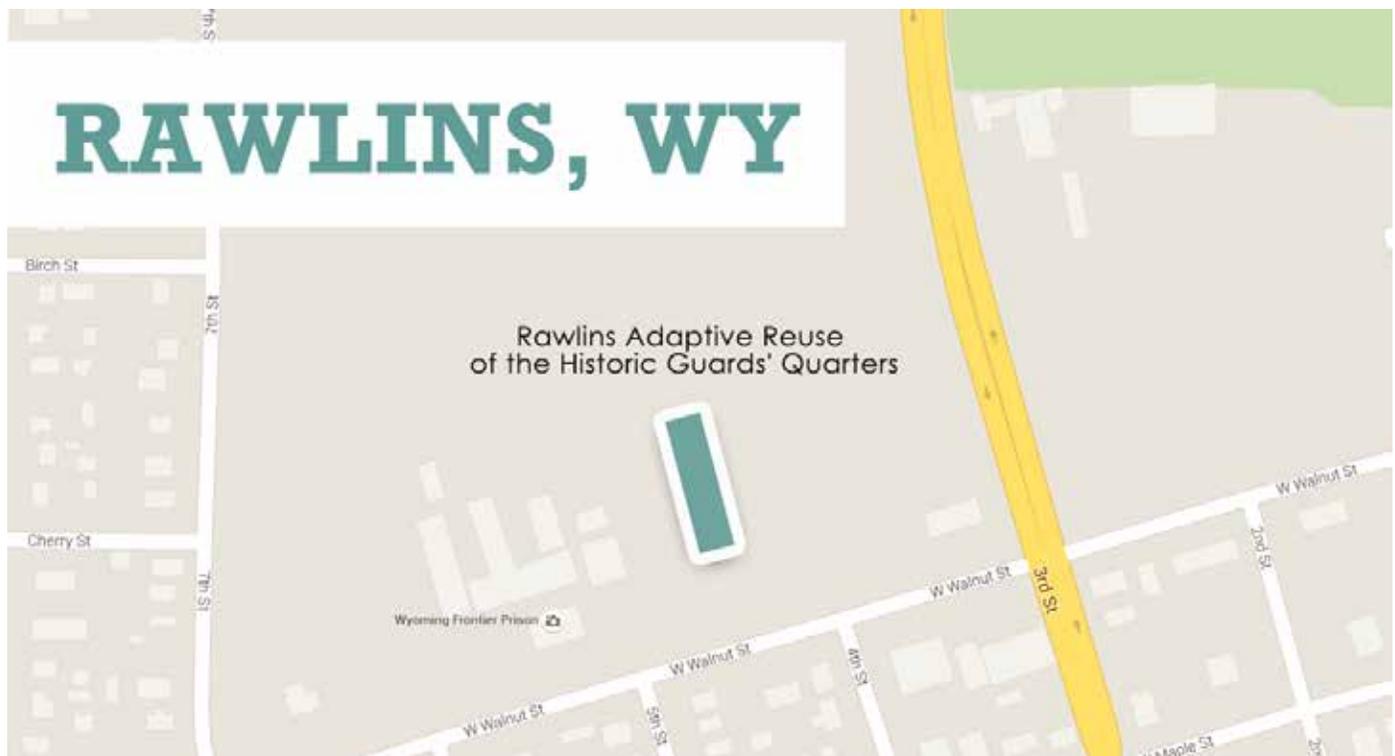
Staff Recommendation

Staff recommends funding as a Community Enhancement grant in the amount of \$500,000, as requested contingent upon receipt of \$500,000 funding from the Community Development Block Grant program.

Performance measures include the renovation of the 7,326 square-foot historic Guards Quarters building; capturing visitor counts for the Old Pen and the Carbon County Visitors Center; tracking hotel occupancy, lodging and sales tax collections; and lease income from the CCVC.

Project Overview

Old Pen JPB-Historic Guards Quarters Reuse Project					
Purpose	The Old Pen Joint Powers Board requests a \$500,000 Community Enhancement grant to renovate the historic Guards				
Project Budget	Projected Grant Expenditure Schedule				
	Description	BRC	Match		Total
			Cash (CDBG)	In-Kind	
	Land	\$ -	\$ -		\$ -
	Non-Construction Costs	\$ 50,484	\$ 50,484	\$ -	\$ 100,968
Construction Costs	\$ 449,516	\$ 449,516	\$ 17,000	\$ 916,032	
Total Project Cost	\$ 500,000	\$ 500,000	\$ 17,000	\$ 1,017,000	
Performance Measures	Measure	Quantity		Notes	
	Building Renovation	7,326 sf			
	Revenue Recapture	\$36,000		annual lease income for 5 yr reporting period	
	Visitor Counts CCVC	unknown		track for 5 yr reporting period	
	Visitor County - Old Pen	unknown		Currently avg 14,500, hoping for increase	
	Hotel Occupancy	2.81 nights		track for 5 yr reporting period	
	Lodging tax			track for 5 yr reporting period	
	Sales tax			track for 5 yr reporting period	
	Jobs to be Retained				
	Additional Investment				
Project Infrastructure	Existing Building Renovation	7,326 sf			
	Public Restrooms			ADA compliant	



PERSONNEL, BUDGET, AND AUDIT COMMITTEE



AGENDA ITEMS

December 8, 2016

Personnel:

- C-5** Personnel Report
- C-6** Organizational Charts

Budget and Audit:

- C-9** Notes to Financials
- C-11** Consolidated Financial Statements



PERSONNEL REPORT

November 28, 2016

Farewells:

- CRM Administrator, Melinda Johnson – November 2016
- Executive Assistant, Linda Hollings – December 2016
- Northeast Regional Director, Dave Spencer – December 2016
- Chief Financial & Administrative Officer, Diane Joyce – April 2017

Recruitment Update:

Interview Phase:

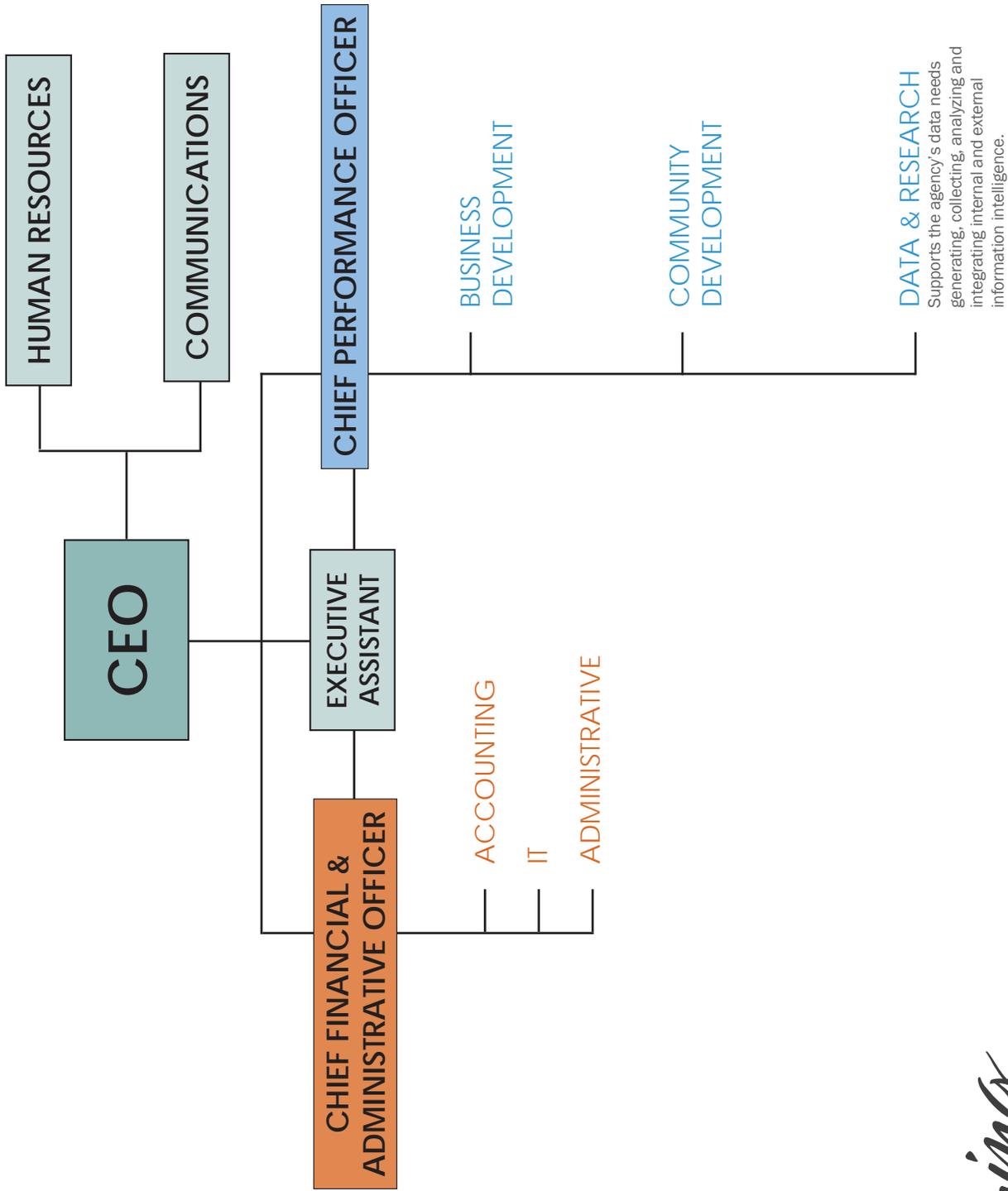
- Industrial Development Manager
- Advanced Industries Manager
- Agriculture & International Trade Coordinator
- Northeast Regional Director

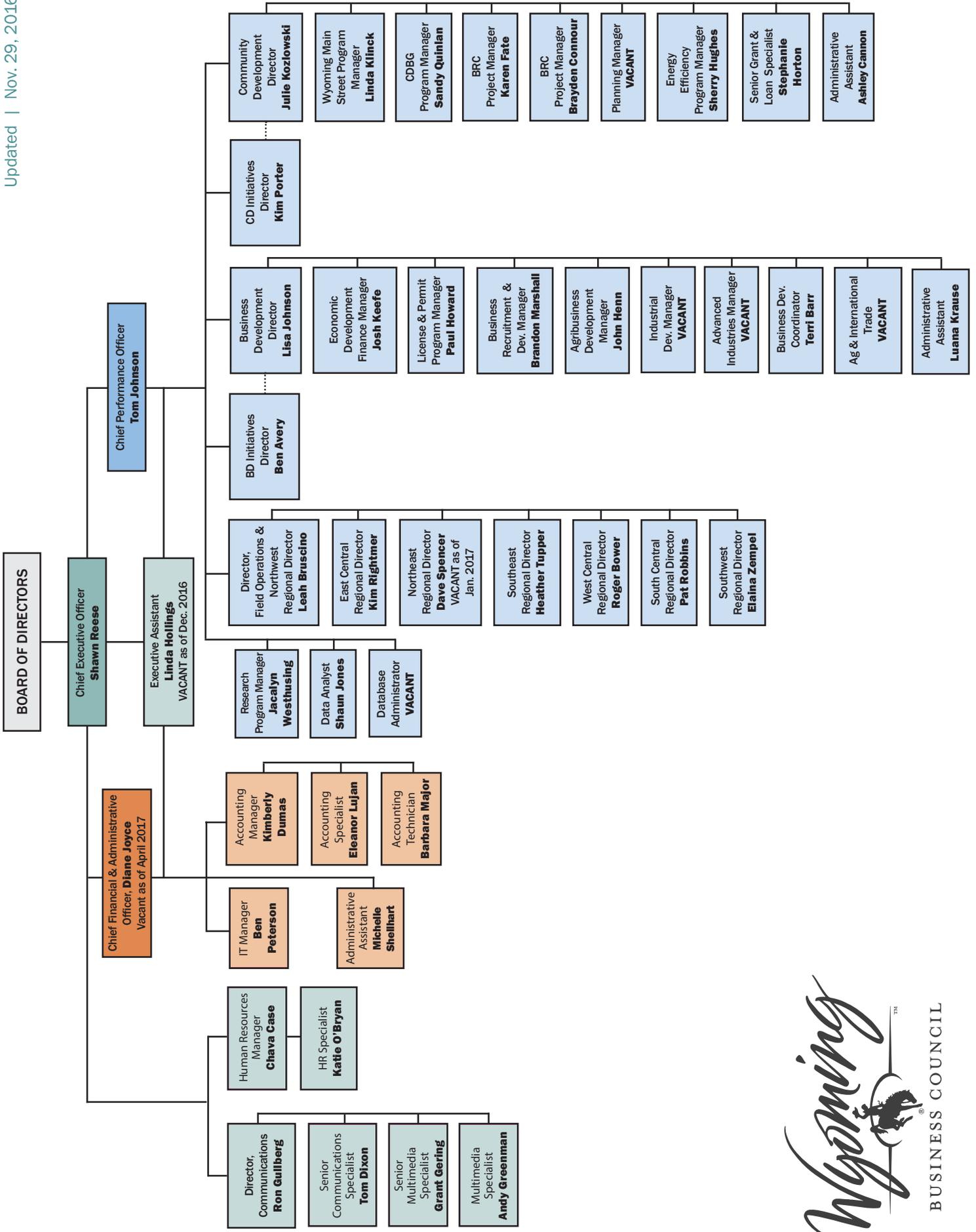
Under Evaluation:

- Database Administrator (Formerly CRM Administrator)
- Executive Assistant
- Planning Manager

Positions Filled:

- BRC Project Manager – December 2016
 - Karen Fate (Internal Promotion)
 - Brayden Connour
- Community Initiatives Director – December 2016
 - Kim Porter (Internal Promotion)







WYOMING BUSINESS COUNCIL
FY2016 Comments on Financial Statements
Three months ended September 30, 2016 - UNAUDITED

Comparative YTD Expenditures

- FY2017 is the first of 2 years in the 2017-18 biennium which started July 1, 2016 (see Note 1)
- Total expenditures and encumbrances for the current year-to-date is 25.34% of the budget as compared to 39.87% for the previous year-to-date; this is primarily due to activity in grants
 - o The Business Ready Community Program has \$8.6 million in projects approved by WBC board and SLIB but not yet encumbered as of 09/30/16; as those grants agreements become effective, they will be encumbered.
- Amounts spent and encumbered in the current year for personal services (i.e. wages and benefits) and support services are comparable to previous year (cumulatively 20.77% in FY17 vs. 24.35% in FY16).
- Amounts for data services are lower compared to the previous year (12.94% in FY17 vs. 15.31% in FY16) due to a decrease in the overall costs of services.
- Non-operating expenses and encumbrances in the current year include \$116,091.56 expended for a challenge loan to the Cheyenne Family YMCA.
- Professional service expenditures and encumbrances for the current year are higher compared to the previous year (69.71% vs. 59.70%) due to a timing difference in encumbering certain Business Resource Network contracts.
- Total amount spent in the current fiscal year against encumbrances from previous bienniums is \$7.4 million (see Note 2).

Community Development Reconciliation

- Total Community Development available funds per the Financial Statements as of 9/30/16 are \$27,371,241.54 after taking into account reconciling amounts, the funds available for BRC projects is \$34,471,427 including the FY18 program allocation.

Encumbrances

- \$10.88 million encumbered in current fiscal year, primarily for BRC and CDBG projects.
- \$46.27 million remains encumbered in previous bienniums, primarily for BRC and CDBG projects.

Cash Balances

- Economic Development fund has \$2.24 million in cash after obligations; year-to-date receipts total \$100,891.08 which is comprised of principal and interest payments received on loans and investment income earned through the State Treasurer's office on the cash in the fund.

Loans Receivable

- Total loans outstanding net of allowances, are \$13.58 million as of 9/30/16; total principal and interest received since 7/1/2016 is \$27,184.

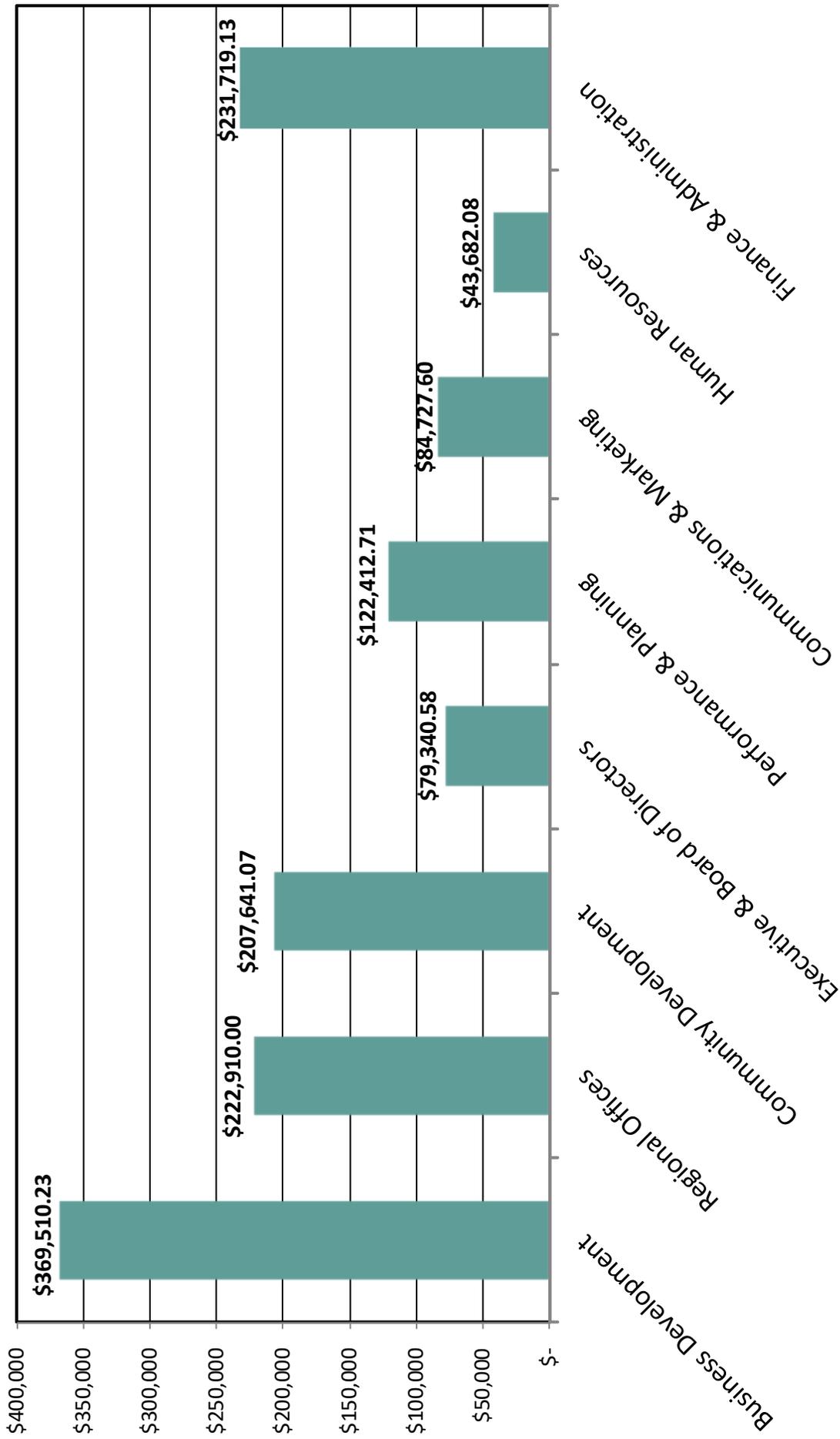
Dues and Memberships

- Total paid year-to-date for dues and memberships is \$4,970 vs. \$25,194 for the previous year.

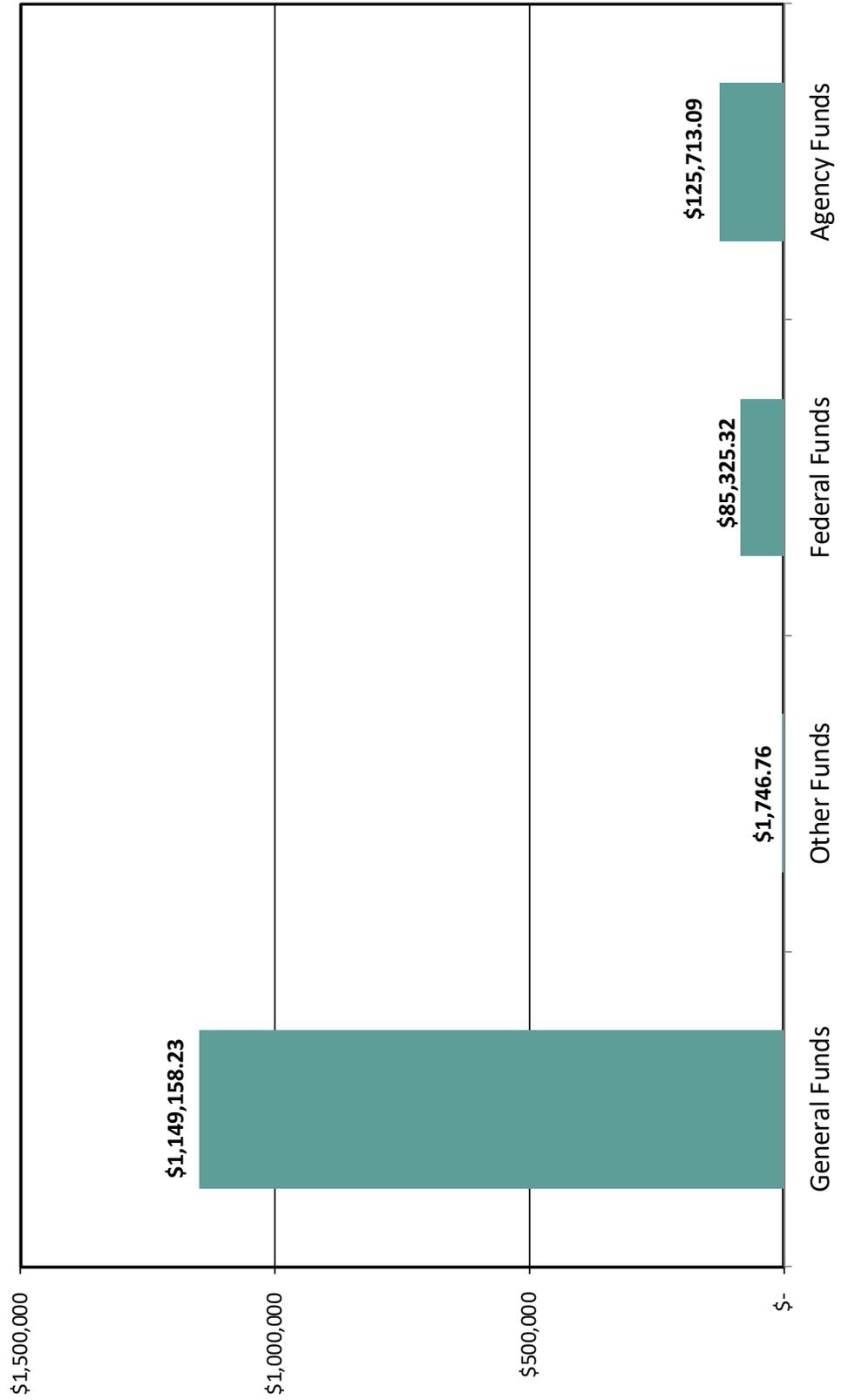
WYOMING BUSINESS COUNCIL
Comparative Year to Date Expenditures - Unaudited

		Current fiscal year to date: 7/1/2016 - 9/30/16				Previous fiscal year to date: 7/1/2015 - 9/30/15											
		BUDGETED	EXPENDED	ENCUMBERED	BALANCE	%	BUDGETED	EXPENDED	ENCUMBERED	BALANCE	%						
PROGRAM EXPENDITURE SUMMARY																	
Business Development	Note 3	\$ 6,423,836.38	\$ 369,510.23	\$ 119,689.64	\$ 5,934,636.51	7.62%	\$ 7,690,203.57	\$ 883,683.10	\$ 564,689.07	\$ 6,241,831.40	18.83%						
Regional Offices		\$ 1,043,061.00	\$ 222,910.00	\$ 13,470.00	\$ 806,681.00	22.66%	\$ 1,133,794.00	\$ 272,442.34	\$ 11,645.00	\$ 849,706.66	25.06%						
Community Development	Note 3	\$ 35,530,962.61	\$ 207,641.07	\$ 7,952,080.00	\$ 27,371,241.54	22.97%	\$ 93,634,975.25	\$ 5,262,513.02	\$ 33,593,949.84	\$ 54,778,512.39	41.50%						
Executive & Board of Directors		\$ 382,504.00	\$ 79,340.58	-	\$ 303,163.42	20.74%	\$ 428,874.46	\$ 90,049.17	\$ 20.00	\$ 338,805.29	21.00%						
Performance & Planning		\$ 3,126,515.00	\$ 122,412.71	\$ 2,678,960.00	\$ 325,142.29	89.60%	\$ 3,501,219.71	\$ 427,881.55	\$ 1,525,365.53	\$ 1,547,972.63	55.79%						
Communications & Marketing		\$ 460,956.00	\$ 84,727.60	\$ 24,892.00	\$ 351,336.40	23.78%	\$ 494,581.11	\$ 88,862.44	\$ 32,033.00	\$ 373,685.67	24.44%						
Human Resources		\$ 224,951.00	\$ 43,682.08	-	\$ 181,268.92	19.42%	\$ 261,770.00	\$ 43,887.34	\$ 3,000.00	\$ 214,882.66	17.91%						
Finance & Administration		\$ 1,124,635.66	\$ 231,719.13	\$ 93,919.00	\$ 798,997.53	28.95%	\$ 1,360,237.90	\$ 321,667.01	\$ 135,337.28	\$ 903,233.61	33.60%						
TOTAL		\$ 48,317,421.65	\$ 1,361,943.40	\$ 10,883,010.64	\$ 36,072,467.61	25.34%	\$ 108,505,656.00	\$ 7,390,995.97	\$ 35,866,039.72	\$ 65,248,630.31	39.87%						
LINE ITEM EXPENDITURE SUMMARY																	
Personal services		\$ 4,787,293.14	\$ 977,428.97	-	\$ 3,809,864.17	20.42%	\$ 4,816,457.32	\$ 1,159,001.09	\$ -	\$ 3,657,456.23	24.06%						
Support services		\$ 1,145,604.59	\$ 160,991.02	\$ 93,849.00	\$ 890,764.57	22.25%	\$ 1,672,154.95	\$ 320,434.09	\$ 100,416.12	\$ 1,251,304.74	25.17%						
Central data services		\$ 67,495.83	\$ 8,730.71	-	\$ 58,765.12	12.94%	\$ 114,126.99	\$ 17,467.97	\$ -	\$ 96,659.02	15.31%						
Grants		\$ 33,675,333.23	\$ 24,089.00	\$ 7,807,373.92	\$ 25,843,870.31	23.26%	\$ 91,578,939.16	\$ 4,984,303.29	\$ 32,732,256.24	\$ 53,862,379.63	41.18%						
Non-operating expenses		\$ 4,257,281.25	\$ 116,282.81	-	\$ 4,140,998.44	2.73%	\$ 4,634,017.15	\$ 72.64	\$ 546,057.00	\$ 4,087,887.51	11.79%						
Professional services		\$ 4,384,413.61	\$ 74,420.89	\$ 2,981,787.72	\$ 1,328,205.00	69.71%	\$ 5,689,960.43	\$ 909,716.89	\$ 2,487,310.36	\$ 2,292,933.18	59.70%						
TOTAL		\$ 48,317,421.65	\$ 1,361,943.40	\$ 10,883,010.64	\$ 36,072,467.61	25.34%	\$ 108,505,656.00	\$ 7,390,995.97	\$ 35,866,039.72	\$ 65,248,630.31	39.87%						
EXPENDITURES BY FUNDING SOURCE																	
General Funds		\$ 39,672,779.01	\$ 1,149,158.23	\$ 10,051,184.26	\$ 28,472,436.52	28.23%	\$ 97,669,925.96	\$ 7,160,405.31	\$ 33,078,895.82	\$ 57,430,624.83	41.20%						
Other Funds		\$ 165,179.00	\$ 1,746.76	-	\$ 163,432.24	1.06%	\$ 225,984.00	\$ 46,654.69	\$ -	\$ 179,329.31	20.65%						
Federal Funds		\$ 3,657,550.20	\$ 85,325.32	\$ 768,122.00	\$ 2,804,102.88	23.33%	\$ 6,292,275.04	\$ 127,785.07	\$ 2,571,642.67	\$ 3,592,847.30	42.90%						
Agency Funds		\$ 4,821,913.44	\$ 125,713.09	\$ 63,704.38	\$ 4,632,495.97	3.93%	\$ 4,317,471.00	\$ 56,150.90	\$ 215,501.23	\$ 4,045,818.87	6.29%						
TOTAL		\$ 48,317,421.65	\$ 1,361,943.40	\$ 10,883,010.64	\$ 36,072,467.61	25.34%	\$ 108,505,656.00	\$ 7,390,995.97	\$ 35,866,039.72	\$ 65,248,630.31	39.87%						
<p>Note 1 - Current fiscal year of 2017 is the first year of the 2017/18 biennium which ends June 30, 2018.</p> <p>Note 2 - Current year expenditures against prior biennium encumbrances are not included in the FY17 amounts. The total amount of FY17 expenditures made out of prior biennium encumbrances is \$7,413,911 and is comprised of the following:</p> <table border="1"> <tr> <td>Investment Ready Communities (BRC/CFP/CDBG)</td> <td>\$ 6,588,143</td> </tr> <tr> <td>Other</td> <td>\$ 825,768</td> </tr> <tr> <td></td> <td>\$ 7,413,911</td> </tr> </table> <p>Note 3 - Current fiscal year-to-date amounts reflect reorganization and budget reclassifications. Previous fiscal year-to-date amounts have been restated for comparison purposes.</p>												Investment Ready Communities (BRC/CFP/CDBG)	\$ 6,588,143	Other	\$ 825,768		\$ 7,413,911
Investment Ready Communities (BRC/CFP/CDBG)	\$ 6,588,143																
Other	\$ 825,768																
	\$ 7,413,911																

Expenditures by Program



Expenditures by Funding Source



**WYOMING BUSINESS COUNCIL
Community Development (CD) Reconciliation
September 30, 2016 - Unaudited**

Total CD available funds per Financial Statements 9/30/16	\$ 27,371,241.54
Reduce CD available funds for non-BRC amounts:	
Community Development Administration	\$ (550,107.04)
Community Development Block Grant Program	\$ (2,247,411.19)
Main Street Program	\$ (258,618.21)
State Energy Program	\$ (556,691.69)
	<u>\$ 23,758,413.41</u>
Add: BRC encumbrance deobligations after 9/30/16	\$ 30,027.00
Add: BRC FY18 allocation	\$ 19,294,025.00
Add: CFP unobligated funds to be transferred to BRC	\$ 1,563.00
Less: BRC loan repayments budgeted and not received as of 9/30/16	\$ (12,330.66)
Less: BRC awards approved but not encumbered as of 9/30/16	\$ (8,601,239.00)
Less: Variance	\$ 968.25
Balance per BRC Available Funds Summary	<u>\$ 34,471,427.00</u>

WYOMING BUSINESS COUNCIL
List of Encumbrances
September 30, 2016 - Unaudited

Vendor Name	Division	End Date	Total Encumbrance	Outstanding Encumbrances	Prior Encumbrances	Description	Prior Biennium or Expired Encumbrance Status
Civic Resource Group LLC	Administration	30-Jun-17	\$ 90,855	\$ 24,000	\$ 9,929	Maintenance and support of WBC website	
Green House Data Inc.	Administration	31-Oct-16	\$ 3,568	\$ 892	\$ -	WBC website hosting	
Edifice Lex Partnership	Administration	31-Dec-16	\$ 1,350	\$ 675	\$ -	Office Lease	
Kleen Sweep Janitorial Inc.	Administration	30-Jun-17	\$ 21,144	\$ 17,620	\$ -	Janitorial services	
Land Investment	Administration	30-Jun-17	\$ 113,436	\$ 75,624	\$ -	Office Lease	
McGee, Hearne, Paiz, LLC	Administration	31-Dec-16	\$ 36,400	\$ -	\$ 28,300	Audit Services	
Travel Story GPS LLC	Administration	Various	\$ 24,500	\$ -	\$ 12,250	Cost share communities to create a suite of tours to draw visitors to Main Street	
End of year encumbrances	Administration	Various	\$ 5,945	\$ -	\$ 4,945	Women's Council for Women's Issues	
			\$ 297,198	\$ 118,811	\$ 55,424		
Farmers Market Grants	Business Development	Various	\$ 7,400	\$ -	\$ 7,000	Various	
Markee Escrow Services Inc.	Business Development	30-Jun-17	\$ 40,000	\$ 38,704	\$ -	Loan servicing and reporting	
Midwest Beef Producers	Business Development	30-Jun-17	\$ 411	\$ -	\$ 411	Advertising	
National Council for Community Devel.	Business Development	30-Jun-17	\$ 10,000	\$ 8,333	\$ -	Advertising, structuring, and financing projects for the Council	
Nebraska Cattlemen Inc.	Business Development	30-Nov-16	\$ 329	\$ -	\$ 329	Advertising	
Riverside Research Institute	Business Development	31-Dec-16	\$ 15,000	\$ -	\$ 15,000	National Marketmaker	
Trade Show Incentive grants	Business Development	Various	\$ 14,404	\$ 4,002	\$ 8,372	Various	
University of Wyoming	Business Development	30-Jun-17	\$ 75,795	\$ 75,795	\$ -	Research Product Center	
University of Wyoming	Business Development	30-Jun-17	\$ 539,756	\$ 235,628	\$ 75,027	SBIR-research and development products	
University of Wyoming	Business Development	30-Jun-17	\$ 450,907	\$ 450,907	\$ -	High capacity internet connectivity service to WY Tech Business Center	
University of Wyoming	Business Development	30-Jun-17	\$ 730,007	\$ 572,353	\$ 31,689	Manufacturing Works	
University of Wyoming	Business Development	30-Jun-17	\$ 292,476	\$ 292,476	\$ -	Market Research Center	
University of Wyoming	Business Development	31-Aug-17	\$ 267,774	\$ 133,887	\$ 11,238	PTAC	
University of Wyoming	Business Development	30-Sep-17	\$ 1,570,056	\$ 763,778	\$ 149,931	Small Business Development Center	
US Department of Agriculture	Business Development	30-Sep-17	\$ 13,400	\$ -	\$ 13,400	Winter Wheat Variety and Sheep Death Loss survey	
Wyoming Agricultural Leadership Council	Business Development	31-Dec-17	\$ 72,065	\$ 47,500	\$ 2,802	LEAD program	
Wyoming Chamber of Commerce	Business Development	30-Jun-17	\$ 21,150	\$ 21,150	\$ -	Conduct professional development	
Wyoming Economic Development	Business Development	30-Sep-16	\$ 58,985	\$ -	\$ 5,237	Provide services to local economic development organizations	
Wyoming Women's Business Center	Business Development	30-Sep-16	\$ 194,136	\$ -	\$ 40,907	Assist small business and entrepreneurs	
End of year encumbrances	Business Development	Various	\$ -	\$ -	\$ -	Telecommunications, Central Mail, Motor Vehicles, Copiers, Workers' Comp., etc.	
			\$ 4,374,051	\$ 2,644,514	\$ 361,342		
Aladdin LLC	Community Development	30-Jun-17	\$ 5,000	\$ 5,000	\$ -	SEP grant: Small business energy audit and retrofits	
Albany County Treasurer	Community Development	30-Sep-17	\$ 408,744	\$ -	\$ 408,744	CDBG grant: Hospice project	
Albany County Treasurer	Community Development	30-Jun-20	\$ 1,000,000	\$ -	\$ 440,620	BRC grant: Hospice House	
Albany County Treasurer	Community Development	30-Jun-20	\$ 1,459,807	\$ -	\$ 1,069,257	BRC Grant: PLS Quarry & Lime Plant	
Big Horn County	Community Development	31-Jul-17	\$ 50,000	\$ -	\$ 42,254	CDBG grant: Natural resources and comp land	
Big Horn County	Community Development	30-Jun-17	\$ 20,000	\$ 20,000	\$ -	CDBG grant: HVAC retrofits senior center Greybull, WY	
Big Horn County Fire District #4	Community Development	30-Jun-17	\$ 20,000	\$ 20,000	\$ -	SEP grant: Lighting, insulation, overhead doors and window replacements	
Buffalo Development Association	Community Development	30-Sep-16	\$ 10,000	\$ -	\$ 9,514	Main Street grant: Technical assistance	
Buffalo Johnson Commerce JPB	Community Development	30-Jun-19	\$ 1,000,000	\$ -	\$ 98,396	CFP grant: Renovate portion of former Clear Creek Elementary School	
Carbon County Treasurer	Community Development	30-Jun-17	\$ 15,000	\$ -	\$ 15,000	BRC grant: Assisted living center study	
Cheyenne Downtown Development Auth.	Community Development	31-Dec-16	\$ 33,052	\$ -	\$ 15,444	Main Street grant: Technical assistance	
Cheyenne Regional Airport Board	Community Development	30-Jun-20	\$ 3,000,000	\$ -	\$ 3,000,000	BRC grant: CRA new terminal project	
City of Buffalo	Community Development	30-Jun-20	\$ 1,758,961	\$ -	\$ 1,664,884	BRC grant: Benten-Lobba-Fetterman	
City of Buffalo	Community Development	30-Jun-17	\$ 10,000	\$ -	\$ 10,000	Main Street: Technical Assistance	
City of Casper	Community Development	30-Jun-18	\$ 1,000,000	\$ -	\$ 307,234	BRC grant: Old Yellowstone District Infrastructure	
City of Casper	Community Development	30-Jun-20	\$ 500,000	\$ -	\$ 500,000	BRC grant: Platte River revival	
City of Cheyenne	Community Development	30-Jun-20	\$ 500,000	\$ -	\$ 500,000	BRC grant: Cheyenne West Edge and Civic Center Commons	
City of Cody	Community Development	30-Jun-16	\$ 25,000	\$ -	\$ 954	BRC grant: Gunsmithing School	To be closed out
City of Cody	Community Development	1-Jul-21	\$ 375,000	\$ -	\$ 352,562	CDBG grant: Cody Cupboard	
City of Cody	Community Development	30-Jun-21	\$ 150,000	\$ -	\$ 150,000	BRC grant: Menck Park Playground Equipment	
City of Evanston	Community Development	30-Jun-19	\$ 498,655	\$ -	\$ 7,815	BRC grant: Bear Meadows Enhancement Plan	
City of Evanston	Community Development	30-Jun-21	\$ 3,000,000	\$ -	\$ 3,000,000	BRC grant: Evanston Round House Phase II	
City of Gillette	Community Development	30-Jun-20	\$ 275,000	\$ -	\$ 254,175	BRC grant: Downtown Plaza-public facilities	
City of Gillette	Community Development	30-Jun-36	\$ 2,645,046	\$ -	\$ 179,330	BRC grant: Southern Industrial	
City of Gillette	Community Development	30-Jun-17	\$ 29,164	\$ 29,164	\$ -	Main Street grant: Technical assistance	
City of Green River	Community Development	30-Jun-20	\$ 84,000	\$ -	\$ 84,000	BRC grant: Wayfinding	
City of Green River	Community Development	30-Jun-21	\$ 1,297,000	\$ -	\$ 1,297,000	BRC grant: Noninside Lift Station	
City of Kemmerer	Community Development	30-Jun-19	\$ 500,000	\$ -	\$ 269,610	BRC grant: Sports Field Access & Packing Facilities	
City of Kemmerer	Community Development	31-Dec-15	\$ 15,000	\$ -	\$ 5,273	CDBG grant: Wilcox Building feasibility study	
City of Kemmerer	Community Development	30-Jun-20	\$ 1,925,500	\$ -	\$ 1,452,263	BRC Grant: Water Storage Tank Project	To be closed out
City of Laramie	Community Development	30-Nov-16	\$ 50,000	\$ -	\$ 50,000	BRC grant: Retail leakage analysis	
City of Laramie	Community Development	30-Jun-24	\$ 433,161	\$ -	\$ 155,273	BRC grant: UL Technology Center Expansion	
City of Laramie	Community Development	30-Jun-20	\$ 2,935,924	\$ -	\$ 2,833,327	BRC grant: Tungsten HP & P	

City of Laramie	Community Development	30-Jun-21	\$ 2,685,750	\$ 2,685,750	\$ -	BRC grant: Bright Agrotech Headquarters	
City of Rawlins	Community Development	30-Jun-19	\$ 297,475	\$ 297,475	\$ -	BRC grant: Rawlins Wayfinding	
City of Rawlins	Community Development	30-Jun-20	\$ 1,000,000	\$ -	\$ -	BRC grant: Downtown Façade Easement Program	To be closed out
City of Rawlins	Community Development	30-Apr-16	\$ 250,000	\$ -	\$ -	CDBG grant: Downtown Façade Easement Program	
City of Rawlins	Community Development	30-Dec-16	\$ 186,395	\$ 186,395	\$ -	CDBG grant: 2nd agreement for downtown easement	
City of Rawlins	Community Development	22-Sep-16	\$ 250,000	\$ -	\$ -	CDBG grant: Downtown Façade Easement Program phase 2	New contract in process
City of Rawlins	Community Development	30-Jun-19	\$ 442,000	\$ -	\$ -	CDBG grant: Rawlins Road Improvements/Fairfield Inn	
City of Rock Springs	Community Development	30-Jun-17	\$ 31,348	\$ 28,000	\$ 3,348	Main Street grant: Technical Assistance	
City of Sheridan	Community Development	30-Jun-19	\$ 500,000	\$ -	\$ -	BRC grant: Daybreak Facility Senior Center	
City of Sheridan	Community Development	30-Jun-20	\$ 1,000,000	\$ -	\$ -	BRC grant: Daybreak Facility Senior Center	
City of Sheridan	Community Development	30-Jun-21	\$ 500,000	\$ -	\$ -	BRC grant: WYO Theater Hallmark Building	
City of Sundance	Community Development	30-Nov-16	\$ 25,000	\$ -	\$ -	BRC grant: Downtown Planning Feasibility Study	
City of Torrington	Community Development	30-Jun-20	\$ 1,887,101	\$ -	\$ -	BRC grant: Cold Springs Substation	
City of Torrington	Community Development	1-Dec-21	\$ 398,361	\$ -	\$ -	CDBG grant: Sanitary sewer and water system improvements	
City of Torrington	Community Development	1-Jul-21	\$ 386,527	\$ -	\$ -	CDBG grant: Office expansion for Crisis Prevention and Response Center	
Converse Area New Development	Community Development	31-Mar-16	\$ 4,200	\$ -	\$ -	Main Street grant: Technical assistance	final invoices processing to be closed out
Crook County	Community Development	30-Nov-16	\$ 25,000	\$ -	\$ -	BRC grant: D Road feasibility study	
CTA Inc.	Community Development	31-Oct-16	\$ 5,000	\$ 5,000	\$ -	Main Street grant: Statement of Work #1-Antler's Hotel, Newcastle, WY	
Downtown Sheridan Association	Community Development	31-Dec-16	\$ 63,406	\$ -	\$ -	Main Street grant: Technical assistance	
Economic Joint Powers Board	Community Development	30-Jun-19	\$ 994,193	\$ -	\$ -	BRC grant: CAEDA Spec. Building	
Economic Joint Powers Board	Community Development	30-Jun-20	\$ 500,000	\$ -	\$ -	BRC grant: 1st phase property infrastructure for Casper Downtown Public Plaza	
Economic Joint Powers Board	Community Development	30-Jun-21	\$ 1,855,433	\$ -	\$ -	BRC grant: FabTech sewer infrastructure	
Episcopal Dioceses of WY	Community Development	31-Dec-16	\$ 3,500	\$ 3,500	\$ -	SEP grant: Level 2 energy audit and retrofits	
Evanston Urban Renewal Agency	Community Development	30-Jun-17	\$ 19,876	\$ -	\$ -	Main Street grant: Technical assistance	
Glen Garrett	Community Development	1-Aug-16	\$ 8,500	\$ -	\$ -	Main Street grant: SOW #1 Hynds Building	waiting for invoice to be closed out
Goshen Care Center Joint Powers Board	Community Development	30-Jun-22	\$ 894,340	\$ -	\$ -	Main Street grant: Goshen County Care Center Expansion	
Goshen County Treasurer	Community Development	30-Nov-16	\$ 50,000	\$ -	\$ -	BRC grant: Goshen County regional targeted industry plan	
Hein Bond LLC	Community Development	31-Oct-16	\$ 6,500	\$ 6,500	\$ -	Main Street grant: Statement of Work #1-Lincoln Building Glenrock, WY	
Jackson Hole Energy Sustainability Proj.	Community Development	30-Jun-18	\$ 766,665	\$ -	\$ -	BRC grant: Compressed natural gas fueling station	
Jackson Hole Airport Board	Community Development	30-Jun-21	\$ 1,500,000	\$ 1,500,000	\$ -	BRC grant: Contract pipeline and infrastructure to convey wastewater	
Johnson County Treasurer	Community Development	30-Nov-16	\$ 24,650	\$ -	\$ -	BRC grant: Multi-use training center	
Joseph Shakley	Community Development	15-Nov-16	\$ 10,000	\$ 10,000	\$ -	SEP grant: Northeast region surveying	
Kemperer Diamondville Water/Wastewater JPB	Community Development	30-Jun-21	\$ 555,914	\$ -	\$ -	BRC grant: Water Storage Tank and Transmission	
Kleen Kare LLC	Community Development	30-Jun-17	\$ 5,000	\$ 5,000	\$ -	SEP grant: Small business energy audit and retrofits	
Kleen Sweep Janitorial Inc.	Community Development	30-Jun-17	\$ 636	\$ 530	\$ -	SEP Janitorial services	
Land Investment LLC	Community Development	30-Jun-17	\$ 6,120	\$ 4,080	\$ -	SEP Office lease	
Laramie County Treasurer	Community Development	30-Jun-18	\$ 5,000,000	\$ -	\$ -	BRC grant: Microsoft (project summit)	
Laramie County Treasurer	Community Development	30-Jun-20	\$ 2,250,000	\$ -	\$ -	BRC grant: Microsoft 2013 expansion	
Laramie County Treasurer	Community Development	30-Sep-16	\$ 40,000	\$ -	\$ -	CDBG grant: Homeownership Assistance	
Laramie County Treasurer	Community Development	30-Nov-16	\$ 25,000	\$ -	\$ -	BRC grant: Fair Feasibility study	
Laramie County Treasurer	Community Development	30-Jun-21	\$ 3,417,719	\$ -	\$ -	BRC grant: Wyoming Malling	
Laramie Mainstreet Alliance	Community Development	30-Jun-17	\$ 22,500	\$ 22,500	\$ -	Main Street Grant: Technical Assistance	
Lincoln County Treasurer	Community Development	30-Jun-19	\$ 1,401,456	\$ -	\$ -	BRC grant: Fiber Optics Extension	
Lincoln County Treasurer	Community Development	1-Jul-21	\$ 58,000	\$ -	\$ -	CDBG grant: County Courthouse ADA accessible restrooms	
Lincoln County Treasurer	Community Development	1-Jul-21	\$ 320,000	\$ -	\$ -	CDBG grant: Demolition of former law enforcement building	
Lincoln County Treasurer	Community Development	1-Dec-17	\$ 15,000	\$ 15,000	\$ -	CDBG grant: Senior Citizens Association	
Myers Anderson Architects PLLC	Community Development	31-Oct-16	\$ 5,000	\$ 5,000	\$ -	Main Street grant: Statement of Work #1 Corbell and Kirf Law Offices	
Natrona County Treasurer	Community Development	30-Jun-18	\$ 1,500,000	\$ -	\$ -	BRC grant: CCR water and sewer infrastructure	
Natrona County Treasurer	Community Development	30-Jun-20	\$ 2,578,000	\$ -	\$ -	BRC grant: CNC International Airport Spec Hanger	
Natrona County Treasurer	Community Development	30-Jun-20	\$ 500,000	\$ -	\$ -	BRC grant: Casper Mountain Blathion Facility	
Natrona County Treasurer	Community Development	30-Jun-19	\$ 905,249	\$ -	\$ -	BRC grant: Mountain West Data Center cost reduction	
Natrona County Treasurer	Community Development	30-Nov-16	\$ 50,000	\$ -	\$ -	BRC grant: Natrona County CEDS	
Owl Creek Ventures	Community Development	30-Jun-17	\$ 5,000	\$ 5,000	\$ -	SEP grant: Level 2 energy audit and retrofits	
Park County	Community Development	30-Jun-19	\$ 485,391	\$ -	\$ -	BRC grant: Park County Fairgrounds Facility	
Platte County Treasurer	Community Development	30-Jun-17	\$ 22,500	\$ -	\$ -	BRC grant: Feasibility study South Guernsey Tank Farm	
Rock Springs Block Inc.	Community Development	30-Jun-21	\$ 5,000	\$ 3,500	\$ -	SEP grant: Small business energy audit and retrofits	
Rock Springs Sweetwater County Airport	Community Development	30-Jun-21	\$ 1,000,000	\$ -	\$ -	BRC grant: Phase 1 terminal and general aviation hangar	
Sheridan Economic & Educational Devel.	Community Development	30-Sep-17	\$ 11,250	\$ -	\$ -	CDBG grant: Arts and Cultural Economy Sheridan and Johnson County	
Sheridan County Treasurer	Community Development	31-Oct-16	\$ 5,000	\$ 5,000	\$ -	Main Street grant: Statement of Work #1 Steam Plant	
Strelaine No. 7 Architects	Community Development	31-Dec-15	\$ 50,000	\$ -	\$ -	CDBG grant: ED master plan	To be closed out
Sublette County Treasurer	Community Development	30-Jun-21	\$ 2,480,769	\$ -	\$ -	BRC grant: SCEC Infrastructure Expansion	
Sweetwater County	Community Development	30-Jun-20	\$ 750,000	\$ -	\$ -	BRC grant: Mercill Childcare Facility	
Teton County	Community Development	31-Dec-16	\$ 8,910	\$ -	\$ -	1,650 Grantsmith software customization	
Third Wave Consulting Inc.	Community Development	30-Jun-19	\$ 3,000,000	\$ -	\$ -	BRC grant: Alton Transformation Initiative	

Town of Alpine	Community Development	30-Jun-19	\$	2,949,425	\$	-	\$	8,825	BRC grant: Melvin Brewing Expansion	
Town of Alpine	Community Development	30-Jun-21	\$	1,538,944	\$	1,538,944	\$	-	BRC grant: Alpine commercial expansion project	
Town of Basin	Community Development	21-Aug-16	\$	38,800	\$	-	\$	166	CDBG grant: Town Hall ADA	To be closed out
Town of Bear River	Community Development	30-Jun-21	\$	380,000	\$	-	\$	193,006	BRC grant: Bear River Community and Visitor Center	
Town of Chugwater	Community Development	1-Jul-21	\$	407,000	\$	-	\$	3,639	CDBG grant: Gas and convenience store property	
Town of Chugwater	Community Development	30-Jun-21	\$	100,645	\$	-	\$	100,645	BRC grant: Park improvements	
Town of Cowley	Community Development	30-Jun-19	\$	500,000	\$	-	\$	101,422	BRC grant: Cowley Recreation Complex	
Town of Cowley	Community Development	30-Jun-21	\$	425,600	\$	425,600	\$	-	BRC grant: Community center expansion-Rasmussen Building	
Town of Dubois	Community Development	30-Nov-16	\$	25,000	\$	-	\$	160	BRC grant: Wind River Discoveries	
Town of Evansville	Community Development	1-Jul-21	\$	249,084	\$	-	\$	238,412	CDBG grant: Water booster pump station and sewer main line upgrade	
Town of Fort Laramie	Community Development	1-Oct-21	\$	418,750	\$	403,168	\$	-	CDBG grant: Electrical distribution system upgrade	
Town of Glenrock	Community Development	30-Jun-20	\$	1,350,000	\$	-	\$	407,940	BRC grant: McGinley Orthopedic Innovations Building	
Town of Greybull	Community Development	30-Jun-21	\$	900,000	\$	900,000	\$	-	BRC grant: Greybull Business Park sewer extension	
Town of Guernsey	Community Development	22-Aug-16	\$	197,792	\$	-	\$	11,477	CDBG grant: Guernsey Fire Hall addition	final invoice processing-to be closed out
Town of Guernsey	Community Development	30-Jun-20	\$	437,650	\$	-	\$	230,961	BRC grant: Electrical Substation	
Town of Hanna	Community Development	30-Jun-17	\$	20,000	\$	20,000	\$	-	BRC grant: Culvert Hotel Restoration	
Town of Hulett	Community Development	30-Jun-17	\$	25,000	\$	-	\$	25,000	BRC grant: Lighting, heating, and door upgrades	
Town of Jackson	Community Development	30-Jun-20	\$	500,000	\$	-	\$	70,020	BRC grant: Snow King Convention and Event Center	
Town of Kirby	Community Development	22-Sep-16	\$	86,000	\$	-	\$	15,683	CDBG grant: Town Hall ADA retrofit	To be closed out
Town of Kirby	Community Development	30-Jun-17	\$	5,000	\$	5,000	\$	-	SEP grant: Retrofits as identified in energy assessment by John Canfield	
Town of Labarge	Community Development	30-Jun-21	\$	248,816	\$	-	\$	176,635	BRC grant: Purchase and renovation of existing senior center	
Town of Lingle	Community Development	30-Jun-18	\$	236,832	\$	-	\$	12,790	BRC grant: Electric Substation expansion	
Town of Mills	Community Development	22-Aug-16	\$	462,280	\$	-	\$	73,242	CDBG grant: Water storage tank and water main upgrade	To be closed out
Town of Mills	Community Development	1-Jul-21	\$	394,992	\$	-	\$	394,992	CDBG grant: Water well replacement and West Belt Loop water system	
Town of Mills	Community Development	30-Sep-17	\$	15,000	\$	-	\$	4,222	CDBG grant: River front property feasibility study	
Town of Meeteetse	Community Development	1-Dec-21	\$	31,515	\$	31,515	\$	-	CDBG grant: Warren Street sidewalk community development	
Town of Pine Bluffs	Community Development	30-Jun-20	\$	123,935	\$	-	\$	8,090	BRC grant: Pine Bluffs Veterans Memorial	
Town of Pine Bluffs	Community Development	30-Nov-16	\$	50,000	\$	-	\$	50,000	BRC grant: North Wells land use master plan	
Town of Pinedale	Community Development	31-Dec-15	\$	7,500	\$	7,500	\$	-	Main Street grant: Technical assistance	To be closed out
Town of Saratoga	Community Development	30-Jun-17	\$	49,500	\$	-	\$	12,994	CDBG grant: Saratoga master plan	
Town of Sinclair	Community Development	30-Jun-17	\$	25,000	\$	25,000	\$	-	BRC grant: Parco Theater planning grant	
Town of Superior	Community Development	30-Jun-21	\$	500,000	\$	-	\$	500,000	BRC grant: Superior Events Center	
Town of Thayne	Community Development	30-Jun-16	\$	46,875	\$	-	\$	7,500	BRC grant: High Tech Regional targeted industry study	
Town of Thayne	Community Development	30-Jun-20	\$	1,141,086	\$	-	\$	121,346	BRC grant: Thayne Business Ready Lots	
Town of Uptown	Community Development	30-Jun-21	\$	386,047	\$	-	\$	386,047	BRC grant: City Park Infrastructure Renovation	
Town of Wheatland	Community Development	30-Nov-16	\$	50,000	\$	-	\$	1,560	BRC grant: 18th Street reconstruction plan	
Town of Wheatland	Community Development	31-Dec-16	\$	4,500	\$	-	\$	4,500	Main Street grant: Technical assistance	
Town of Wright	Community Development	30-Jun-21	\$	190,000	\$	-	\$	190,000	BRC grant: South Campbell County AG Complex	
University of Wyoming	Community Development	30-Sep-16	\$	25,434	\$	25,434	\$	-	SEP grant: Wind Study Center for energy economic and public policy	
Warehouse Market Inc.	Community Development	31-Dec-16	\$	5,000	\$	5,000	\$	-	SEP grant: Level 2 energy audit and retrofits	
End of year encumbrances	Community Development	Various	\$	4,750	\$	-	\$	3,860	Telecommunications, Central Mail, Motor Vehicles, Copiers, Workers' Comp., etc.	
			\$	83,433,400	\$	7,952,080	\$	45,801,784		
Wyoming Business Alliance	Performance & Planning	30-Jun-17	\$	44,000	\$	-	\$	38,000	Tour 23 Initiative	
Wyoming Women's Business Center	Performance & Planning	30-Sep-16	\$	348,272	\$	154,136	\$	11,681	Assist small business and entrepreneurs	
End of year encumbrances	Performance & Planning	Various	\$	-	\$	-	\$	-	Telecommunications, Central Mail, Motor Vehicles, Copiers, Workers' Comp., etc.	
			\$	392,272	\$	154,136	\$	49,681		
Edifice Lex Partnership	Regional Offices	31-Dec-16	\$	1,350	\$	675	\$	-	Office lease	
Lincoln County Treasurer	Regional Offices	30-Jun-17	\$	3,600	\$	2,700	\$	-	Office lease	
Roy L. Markgard	Regional Offices	30-Jun-17	\$	3,600	\$	2,400	\$	-	Office lease	
University of Wyoming	Regional Offices	30-Jun-17	\$	3,960	\$	2,970	\$	-	Office lease	
Wells Fargo Bank of Northwest	Regional Offices	30-Jun-17	\$	6,300	\$	4,725	\$	-	Office lease	
End of year encumbrances	Regional Offices	Various	\$	-	\$	-	\$	-	Telecommunications, Central Mail, Motor Vehicles, Copiers, Workers' Comp., etc.	
			\$	18,810	\$	13,470	\$	-		
			\$	88,515,731	\$	10,883,011	\$	46,268,231		

WYOMING BUSINESS COUNCIL
Statement of Cash Balances
September 30, 2016 - Unaudited

Wyoming Business Council Funds						
	Petty Cash	Economic Development (Note 1)	WBC	Rural Rehabilitation (Note 2)	Business Ready Communities	
Cash balance before obligations	\$ 250.00	\$ 19,397,080.53	\$ 268,847.97	\$ 4,541,606.14	\$ 80,907.40	
Obligated funds:						
Undistributed WIDC challenge loan LOC	\$ -	\$ (1,100,000.00)	\$ -	\$ -	\$ -	
Encumbered funds**	\$ -	\$ (38,704.38)	\$ -	\$ -	\$ (25,954.00)	
Accounts payable & other liabilities, and deferred revenue	\$ -	\$ -	\$ -	\$ -	\$ -	
Large loan infrastructure program projects approved by SLIB (Standard Alcohol, Atlas Carbon, Cody Labs)	\$ -	\$ (16,000,000.00)	\$ -	\$ -	\$ -	
Unobligated 2017/2018 biennium budget	\$ -	\$ (20,000.00)	\$ (22,912.75)	\$ (35,804.13)	\$ (54,953.40)	
Total obligated funds	\$ -	\$ (17,158,704.38)	\$ (22,912.75)	\$ (35,804.13)	\$ (80,907.40)	
Cash balance	\$ 250.00	\$ 2,238,376.15	\$ 245,935.22	\$ 4,505,802.01	\$ -	
Year-to-date receipts	\$ -	\$ 100,891.08	\$ 5,127.85	\$ 17,451.04	\$ -	
Note 1 - Amendment IV, Challenge and Bridge loans						
Note 2 - Funds must be spent according to the terms of an agreement with the US Farmers Home Administration						

Governor's Office Funds - Petroleum Violation Escrows -- as of 09/30/2016						
	Exxon	Diamond Shamrock	Stripper Wells			
Cash balance before obligations	\$ 3,209,297.83	\$ 39,376.92	\$ 1,100,213.21			
Obligated funds:						
Encumbered funds**	\$ (142,950.74)	\$ -	\$ (71,997.40)			
Accounts payable & other liabilities, and deferred revenue	\$ -	\$ -	\$ -			
Unspent State Energy Plan	\$ (455,000.00)	\$ -	\$ (5,508.20)			
Total obligated funds	\$ (597,950.74)	\$ -	\$ (77,505.60)			
Cash balance	\$ 2,611,347.09	\$ 39,376.92	\$ 1,022,707.61			
Year-to-date receipts	\$ 12,390.12	\$ 151.31	\$ 4,228.39			
** does not include contracts that have not been fully executed (i.e. - all signatures obtained)						

WYOMING BUSINESS COUNCIL
Loans Receivable - Unaudited

	Origination Date	Balances as of September 30, 2016			Cash Receipts Since 7/01/16			Comments
		Loan Balance	Allowance	Write-off	Net Balance	Principal	Interest	
Economic Disaster loans (see Notes 1 and 2)								
Beet growers (see attached detail)		\$ 181,604	\$ 19,068	\$ -	\$ 162,535	\$ -	\$ -	
		\$ 181,604	\$ 19,068	\$ -	\$ 162,535	\$ -	\$ -	
Challenge loans								
Ascent 2000 (see Note 1)	12/19/06	\$ 20,207	\$ 20,207	\$ -	\$ 0	\$ 720	\$ 137	100% reserve against loan balance
		\$ 20,207	\$ 20,207	\$ -	\$ 0	\$ 720	\$ 137	
Bridge loans (see Note 1)								
Cheyenne Family YMCA	7/28/16	\$ 115,398	\$ -	\$ -	\$ 115,398	\$ 694	\$ 68	
Cowboy Inn	8/22/13	\$ 154,564	\$ -	\$ -	\$ 154,564	\$ 5,681	\$ 1,354	
Gluten Free Oats	12/2/09	\$ 106,876	\$ -	\$ -	\$ 106,876	\$ 2,852	\$ 1,142	
L & L Ventures LLC	7/23/13	\$ 89,859	\$ -	\$ -	\$ 89,859	\$ 869	\$ 676	
Triphyto, LLC	6/12/06	\$ 30,566	\$ -	\$ -	\$ 30,566	\$ 896	\$ 237	
		\$ 497,262	\$ -	\$ -	\$ 497,262	\$ 10,992	\$ 3,477	
Mainstreet loans (see Note 1)								
65Coffee LLC	1/27/10	\$ 9,989	\$ -	\$ -	\$ 9,989	\$ 784	\$ 75	
Grimshaw Investments LLC	4/20/10	\$ 31,889	\$ -	\$ -	\$ 31,889	\$ 1,998	\$ 272	
		\$ 41,878	\$ -	\$ -	\$ 41,878	\$ 2,782	\$ 347	
Amendment IV loans (see Note 1)								
Tenupah, LLC	5/12/95	\$ 344,911	\$ 200,000	\$ -	\$ 144,911	\$ 8,127	\$ 602	
		\$ 344,911	\$ 200,000	\$ -	\$ 144,911	\$ 8,127	\$ 602	
Natural Gas Infrastructure loans (see Note 4)								
Star Valley Natural Gas LLC	9/22/14	\$ 245,241	\$ -	\$ -	\$ 245,241	\$ -	\$ -	
		\$ 245,241	\$ -	\$ -	\$ 245,241	\$ -	\$ -	
BRC loans (see Note 2)								
Campbell County-Intertech land and property	4/14/16	\$ 259,392	\$ -	\$ -	\$ 259,392	\$ -	\$ -	
City of Cheyenne (Swan Ranch)	4/9/15	\$ 2,453,943	\$ -	\$ -	\$ 2,453,943	\$ -	\$ -	
City of Gillette-So. Industrial Addition	6/27/16	\$ 2,465,716	\$ -	\$ -	\$ 2,465,716	\$ -	\$ -	
City of Lander	10/23/14	\$ 119,555	\$ -	\$ -	\$ 119,555	\$ -	\$ -	
City of Laramie - HIVIZ Corporation	6/25/15	\$ 494,951	\$ -	\$ -	\$ 494,951	\$ -	\$ -	
City of Laramie - UL Labs	6/14/16	\$ 277,888	\$ -	\$ -	\$ 277,888	\$ -	\$ -	
Goshen Care Center JPB-Goshen Care Ctr.	8/18/16	\$ 247,123	\$ -	\$ -	\$ 247,123	\$ -	\$ -	
Jackson Hole Airport Board-1	1/7/10	\$ 617,961	\$ -	\$ -	\$ 617,961	\$ -	\$ -	
Jackson Hole Airport Board-2	5/11/15	\$ 2,706,751	\$ -	\$ -	\$ 2,706,751	\$ -	\$ -	
Teton County	12/6/10	\$ 782,827	\$ -	\$ -	\$ 782,827	\$ -	\$ -	
Town of Jackson - Snow King Mountain	3/31/15	\$ 957,448	\$ -	\$ -	\$ 957,448	\$ -	\$ -	
		\$ 11,383,554	\$ -	\$ -	\$ 11,383,554	\$ -	\$ -	
ARRA SEP loans (see Note 3)								
Town of Basin	5/8/12	\$ 75,672	\$ -	\$ -	\$ 75,672	\$ -	\$ -	
Lower Valley Energy	6/27/12	\$ 1,135,578	\$ -	\$ -	\$ 1,135,578	\$ -	\$ -	
		\$ 1,211,251	\$ -	\$ -	\$ 1,211,251	\$ -	\$ -	
Unallocated allowance								
		\$ -	\$ 107,492	\$ -	\$ (107,492)	\$ -	\$ -	
Total		\$ 13,925,909	\$ 346,767	\$ -	\$ 13,579,141	\$ 22,621	\$ 4,563	

Note 1 - does not include pymts received by Markee (loan service provider) but not yet remitted to WBC; pymts received by Markee in the current month are remitted to WBC after the end of the month

Note 2 - annual principal and interest payments; repayment of loan commences 1 year after fully drawn.

Note 3 - interest only payments for 2 years; principal and interest annually thereafter.

Note 4 - deferred interest is accrued and added to the principal balance. Deferred interest \$20,240.70 as of 9/30/16.

WYOMING BUSINESS COUNCIL
Loans Receivable - Economic Disaster Loans Detail - Unaudited

		Balances as of September 30, 2016						Cash Receipts Since 7/1/16	
	<u>Origination Date</u>	<u>Loan Balance</u>	<u>Allowance</u>	<u>Write-off</u>	<u>Net Balance</u>	<u>Principal</u>	<u>Interest</u>		
Beet Grower Loans									
Adobe Butte Ranch	4/25/07	\$ 2,446	\$ -	\$ -	\$ 2,446	\$ -	\$ -	\$ -	\$ -
Berthod, Michael	4/27/07	\$ 2,552	\$ -	\$ -	\$ 2,552	\$ -	\$ -	\$ -	\$ -
Big Horn Land/Livestock	4/26/07	\$ 1,167	\$ -	\$ -	\$ 1,167	\$ -	\$ -	\$ -	\$ -
Christensen, Dennis	4/27/07	\$ 3,469	\$ -	\$ -	\$ 3,469	\$ -	\$ -	\$ -	\$ -
Christensen, Kent	8/3/07	\$ 2,537	\$ -	\$ -	\$ 2,537	\$ -	\$ -	\$ -	\$ -
Craft, Lloyd	4/26/07	\$ 2,572	\$ -	\$ -	\$ 2,572	\$ -	\$ -	\$ -	\$ -
Dellos Farms	4/26/07	\$ 3,958	\$ -	\$ -	\$ 3,958	\$ -	\$ -	\$ -	\$ -
Edwards Ranch	4/25/07	\$ 7,244	\$ -	\$ -	\$ 7,244	\$ -	\$ -	\$ -	\$ -
Eugene Miller & Sons	4/26/07	\$ 8,553	\$ -	\$ -	\$ 8,553	\$ -	\$ -	\$ -	\$ -
Foss, Lucas	8/2/07	\$ 3,071	\$ -	\$ -	\$ 3,071	\$ -	\$ -	\$ -	\$ -
Foss, Jerry	8/2/07	\$ 1,628	\$ -	\$ -	\$ 1,628	\$ -	\$ -	\$ -	\$ -
Geis, Nick	4/25/07	\$ 7,139	\$ -	\$ -	\$ 7,139	\$ -	\$ -	\$ -	\$ -
Haun Farms	4/26/07	\$ 2,851	\$ -	\$ -	\$ 2,851	\$ -	\$ -	\$ -	\$ -
Jordan Farms	4/26/07	\$ 7,317	\$ -	\$ -	\$ 7,317	\$ -	\$ -	\$ -	\$ -
Keller Farms	4/26/07	\$ 5,254	\$ -	\$ -	\$ 5,254	\$ -	\$ -	\$ -	\$ -
Keller, Kevin	4/25/07	\$ 6,667	\$ -	\$ -	\$ 6,667	\$ -	\$ -	\$ -	\$ -
Madden, Danny	8/2/07	\$ 5,727	\$ -	\$ -	\$ 5,727	\$ -	\$ -	\$ -	\$ -
Mendez Brothers	4/25/07	\$ 6,261	\$ -	\$ -	\$ 6,261	\$ -	\$ -	\$ -	\$ -
Michael Vigil Farms	4/25/07	\$ 4,395	\$ -	\$ -	\$ 4,395	\$ -	\$ -	\$ -	\$ -
Ondo, Mike	4/26/07	\$ 2,913	\$ -	\$ -	\$ 2,913	\$ -	\$ -	\$ -	\$ -
Pince, Daniel	4/27/07	\$ 9,818	\$ -	\$ -	\$ 9,818	\$ -	\$ -	\$ -	\$ -
Sage Creek Land & Cattle Co.	4/25/07	\$ 7,770	\$ -	\$ -	\$ 7,770	\$ -	\$ -	\$ -	\$ -
Sage Creek Land & Cattle Partnership	4/25/07	\$ 6,653	\$ -	\$ -	\$ 6,653	\$ -	\$ -	\$ -	\$ -
South Flat Land & Livestock	4/26/07	\$ 17,100	\$ -	\$ -	\$ 17,100	\$ -	\$ -	\$ -	\$ -
TD Farms	4/26/07	\$ 12,312	\$ -	\$ -	\$ 12,312	\$ -	\$ -	\$ -	\$ -
Taylor, Dustin	4/27/07	\$ 4,055	\$ -	\$ -	\$ 4,055	\$ -	\$ -	\$ -	\$ -
Wildman, Howard	4/25/07	\$ 8,363	\$ -	\$ -	\$ 8,363	\$ -	\$ -	\$ -	\$ -
Weber & Sons	4/25/07	\$ 4,819	\$ -	\$ -	\$ 4,819	\$ -	\$ -	\$ -	\$ -
Weber Ag	4/26/07	\$ 15,782	\$ -	\$ -	\$ 15,782	\$ -	\$ -	\$ -	\$ -
Weliever, Jearld	4/27/07	\$ 7,208	\$ -	\$ -	\$ 7,208	\$ -	\$ -	\$ -	\$ -
Allowance against loan pool (non-specific loans)		\$ -	\$ 19,068	\$ -	\$ (19,068)				
Total Beet Grower loans		\$ 181,604	\$ 19,068	\$ -	\$ 162,535	\$ -	\$ -	\$ -	\$ -

**WYOMING BUSINESS COUNCIL
FY2017 Dues and Memberships Expenditures
Three months ended September 30, 2016 - Unaudited**

	Vendor Name	Division	Current		Previous	
			Year to		Year	
				Date		Totals
	Government Finance Officer Association	Administration	\$	-	\$	320
	International Economic Development Council	Administration	\$	-	\$	175
	Mountain States Employers Council Inc.	Administration	\$	-	\$	5,200
	National Association of Commissions for Women-WCWI	Administration	\$	150	\$	-
	Society for Human Resource Management Organization	Administration	\$	-	\$	609
	Wyoming Association of Municipalities	Administration	\$	-	\$	350
	Wyoming Association of Non Profit Organizations	Administration	\$	-	\$	300
	Wyoming Economic Development Association	Administration	\$	-	\$	545
	Wyoming Taxpayers Association	Administration	\$	-	\$	195
	Wyoming Press Association	Administration	\$	-	\$	100
			\$	150	\$	7,794
	CattleFax	Business Development	\$	-	\$	400
	Cheyenne Rotary Club	Business Development	\$	200	\$	-
	National Association of Rural Rehabilitation Corporations	Business Development	\$	-	\$	150
	National Cattlemen's Beef Association	Business Development	\$	-	\$	150
	Samson LLC (previously Ag Info Link)	Business Development	\$	-	\$	2,000
	Stockgrowers Association	Business Development	\$	-	\$	120
	Western U.S. Agricultural Trade Association	Business Development	\$	1,030	\$	-
	Wyoming Crop Improvement Association	Business Development	\$	-	\$	10
	Wyoming Economic Development Association	Business Development	\$	-	\$	85
	American Wind Energy Association	Business Development	\$	-	\$	500
	Council of Development Finance Agencies Inc.	Business Development	\$	-	\$	750
	Industrial Asset Management Council	Business Development	\$	-	\$	1,495
	International Economic Development Council	Business Development	\$	-	\$	1,360
	Mid-America Economic Development Council	Business Development	\$	-	\$	150
	National Shooting Sports Foundation Inc.	Business Development	\$	-	\$	200
	Wyoming Bankers Association	Business Development	\$	-	\$	300
	Wyoming Economic Development Association	Business Development	\$	-	\$	255
	Wyoming Farmer's Market Association	Business Development	\$	50	\$	-
			\$	1,280	\$	7,925

BUSINESS CONTRACT AND LOAN COMMITTEE



AGENDA ITEMS

December 8, 2016

Business Contract and Loan Committee:

- D-5** Challenge Loan Reporting Requirements — Josh Keefe, **Action Item**





214 West 15th Street
Cheyenne, WY 82002
Tel: (307) 777-2800 Fax: (307) 777-2837

To: Wyoming Business Council Board of Directors
From: Josh Keefe
Subject: Challenge Loan Reporting Requirements
Date: December 8, 2016

1. **Past Due Report.** Challenge Loan Policy requires quarterly reporting of all loans 30 days or more past due.

- There are no loans past due during the quarter ending September 30, 2016.

2. **Loan Loss Reserve Analysis.** Challenge Loan Policy requires a review of all loans that are delinquent (over 30 days past due) and a specific reserve will be allocated if the review warrants. There will be an additional unallocated reserve of one-half of one percent of the total portfolio balance.

- As of September 30, 2016, no loans were 30 days or more past due.
- Council staff recommends a reserve allocation of 10% for the combined balance of the Economic Emergency Loans (Seed Grower, Bean Grower and Beet Grower Loans). The current balance in that reserve is 10% or \$18,160.
- The unallocated reserve is more than adequate with a balance of \$107,492 while policy requires a minimum of \$6,633.
- There are no identified credits that are not past due but could present collection problems in the future.

3. **Charge off balances.**

- None to report.

Staff Recommendation: Staff recommends acceptance of this report.

