



Business Ready Community Grant and Loan Program Projects

Report and Recommendations to the State Loan and Investment Board

June 20, 2019

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Approved January 17, 2019 SLIB Minutes

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Draft April 4, 2019 SLIB Minutes (**ACTION ITEM**)

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BRC Addendum – Correspondence

**STATE LOAN AND INVESTMENT BOARD MEETING
BUSINESS READY COMMUNITY GRANT AND LOAN PROGRAM
JANUARY 17, 2019**

SLIB Members Present:

Governor Mark Gordon
Secretary Edward Buchanan
Auditor Kristi Racines
Treasurer Curt Meier
Superintendent Jillian Balow

Wyoming Business Council Board Members Present:

Cactus Covello
Pete Illoway
Megan Goetz

Wyoming Business Council Staff Present:

Shawn Reese, Chief Executive Officer
Julie Kozlowski, Community Development Director
Brayden Connour, BRC Project Manager
Karen Fate, BRC Project Manager

1. Approval of October 4, 2018 State Loans and Investment Board Business Ready Community Minutes:

Superintendent Balow moved to approve the minutes. Secretary Buchanan seconded. Motion carried unanimously.

2. New Business for Consideration:

BRC Applications Received March 1, 2018				
Applicant	Project	Type	Request	WBC Recommendation
Town of Alpine	Melvin Brewing	Business Committed-grant	\$ 3,000,000.00	\$ -
Town of Guernsey	Bunning Transfer Rail Spur Expansion	Business Committed-grant	\$ 717,792.00	\$ 717,792.00
Sheridan Econ. & Educ. Dev. Authority	Kennon Products	Business Committed-grant	\$ 2,850,000.00	\$ 2,850,000.00
Sheridan Econ. & Educ. Dev. Authority	Kennon Products	Business Committed-loan	\$ 1,510,761.00	\$ 1,510,761.00
Campbell County Public Land Board	CAM-PLEX Renovation	Comm. Dev.- Readiness	\$ 3,000,000.00	\$ -
Town of Glenrock	Trail Improvements	Comm. Dev.- Enhancement	\$ 72,688.00	\$ 72,688.00
Town of Pinedale	Events and Recreation Improvements	Comm. Dev.- Enhancement	\$ 179,062.00	\$ 179,062.00
Total Requests			\$ 11,330,303.00	\$ 5,330,303.00

- **Town of Alpine, Melvin Brewing Pre-treatment Facility/Brewery Expansion. \$3,000,000 Business Committed Grant. WBC does not recommend funding.**

Mayor Kennis Lutz and Willian Morrow (Melvin Brewing) were present to speak about the project.

Superintendent Balow asked what proportion of employees resided in Wyoming. William Morrow stated there are 40 in Wyoming, eight in Utah, along with sales reps that reside in other places.

Members of the SLIB discussed several other topics with the Mayor and Mr. Morrow including other funding avenues that had been explored, the possibility of a loan, the nutritional value of the by-product and means of disposal for that by-product, the costs of pre-treatment, the hazards of not approving the grant and that it will affect Alpine's ability to attract business.

Superintendent Balow moved to accept the WBC recommendation not to fund the project. Auditor Racines seconded. Motion carried unanimously.

- **Town of Guernsey Rail Spur Expansion. \$717,792 Business Committed Grant. WBC recommends funding as requested.**

Kate Farmer, Town Clerk, and Andy Fletcher (John Bunning Transfer), were present to speak about the project.

Superintendent Balow inquired about the spur augmenting wind, oil and gas industries growing in that area. Kate Farmer and Andy Fletcher informed the board that Bunning would lease the rail spur and then sub lease it to other companies who might find it beneficial.

Secretary Buchanan recused himself from voting on this project due to a potential conflict.

Treasurer Meier moved to approve as recommended by the WBC. Auditor Racines seconded. Motion carried unanimously.

- **Sheridan Economic and Educational Development Authority (SEEDA) Kennon High Tech Business Park Project. \$2,850,000 Business Committed Grant and \$1,510,761 Loan. WBC recommends funding as requested.**

Robert Briggs, Planning Director for NWCCD, Mayor Roger Miller and Joe Wright (Kennon Products) were present to speak about the project.

Project representatives discussed several topics with the members of the SLIB including the number of jobs and collaboration with Sheridan College to train workforce, limitations on workspace and plans for their current properties if the new facility is built.

Secretary Buchanan moved to approve as recommended by the WBC. Auditor Racines seconded. Motion carried unanimously.

- **Campbell County Public Land JPB CAM-PLEX Heritage Center and Energy Hall Renovation and Remodel Project. \$3,000,000 Community Development Readiness Grant. WBC does not recommend funding, recommends phasing project.**

Mayor Louise Carter-King, Senator Michael Von Flattern, Campbell County Commissioners Rusty Bell and Micky Schober were present to speak about the project.

Superintendent Balow asked the WBC board members what the board recommendations and votes were on this project. Deliberations indicated a \$2 million allocation that died on a tie vote. Shawn Reese informed the board that the WBC board understands the importance of diversifying the area economy but were worried about appropriateness of using WBC funds for what they saw as deferred maintenance. A recommendation to phase the project was also entertained but project proponents indicated that that could cause an increase in the cost of the project.

Proponents indicated the City Council and County have each committed \$3 million to the project. The buildings have been maintained. They have new roofs and HVAC upgrades but need additional improvements to maintain a competitive edge.

Members of the SLIB discussed the amount of maintenance costs invested in the facility, the minimum amount necessary to complete the project and if a loan would be feasible. A loan would require additional application documentation but if heard by the April SLIB should not adversely affect the project timeline.

Shawn Reese offered that the board could consider the option of a partial grant award to help get the project going and the applicant could continue to work with staff on a loan component.

Superintendent Balow moved to fund a \$1.5 million grant with the suggestion to the applicant that they continue to work with the WBC for loan on the balance of \$1.5 million. Treasurer Meier seconded the motion. Motion carried unanimously.

- **Town of Glenrock Historic Glenrock Trail. \$72,687 Community Development Enhancement Grant. WBC recommends funding in full.**

Mayor Bruce Frommel was present to speak about the project.

Auditor Racines wanted to know how much of this expenditure applied to the trail. Mayor Frommel informed her that it was a length of three quarters of a mile.

Secretary Buchanan moved to approve as recommended by the WBC. Auditor Racines seconded. Motion carried unanimously.

- **Town of Pinedale Events and Recreation Infrastructure Project. \$179,062 Community Enhancement Grant. WBC recommends funding in full.**

Mayor Matt Murdoch was present to speak about the project.

Members of the SLIB discussed the issue of competition with the private sector. Staff and Mayor Murdoch indicated no private businesses had come forward to speak against the project. A business offering similar services asked that the town charge a reasonable fee so as not to compete with his business. The town will be charging a fee. No other private interests had expressed interest offering this service in Pinedale.

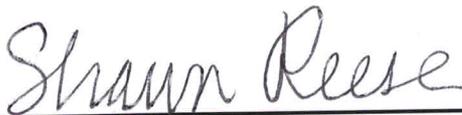
The board inquired if this project had been considered as a loan vs. a grant. Julie Kozlowski explained that the project came to the WBC as a grant and did not indicate a preference for a loan. This is an enhancement project and although the town will be charging a fee, the money generated will go towards maintenance and staffing so it is not a big revenue generator.

Auditor Racines asked if Rocky Mountain Car Wash was involved in any other way than giving the right of way for this facility. The Mayor informed the board that the car wash was not involved in any other way. The location for this facility is ideal with a gas station, car wash and laundromat one-half block off the main street.

Governor Gordon asked about the other property the town owns and why the facility was not planned to be located there. The Mayor explained that property was considered but all the infrastructure had to be removed and there are issues with it being in a residential area and not as accessible.

Superintendent Balow moved to approve as recommended by the WBC. Auditor Racines seconded. Motion carried unanimously.

Respectfully submitted,



Shawn Reese, CEO
Wyoming Business Council

**DRAFT – STATE LOAN AND INVESTMENT BOARD MEETING
BUSINESS READY COMMUNITY GRANT AND LOAN PROGRAM
APRIL 4, 2019**

SLIB Members Present:

Governor Mark Gordon
Secretary Edward Buchanan
Auditor Kristi Racines
Treasurer Curt Meier
Superintendent Jillian Balow

Wyoming Business Council Board Members Present:

Megan Goetz
Cindy Johnson
Kathy Tomassi
Chuck Kenyon

Wyoming Business Council Staff Present:

Shawn Reese, Chief Executive Officer
Julie Kozlowski, Community Development Director
Karen Fate, BRC Project Manager

1. Approval of January 17, 2019 State loans and Investment Board Business Ready Community minutes:

Treasurer Meier moved to approve the minutes. Superintendent Balow seconded. Motion carried unanimously.

2. New Business for Consideration:

BRC Applications Received December 1, 2018				
Applicant	Project	Type	Request	WBC Recommendation
Sublette County	Enviromedial Industrial Property	Business Committed	\$ 1,032,500	\$ 1,032,500
City of Casper	Midwest Ave. Reconstruction	CD- Readiness	\$ 1,520,693	\$ 1,520,693
Sweetwater County	Industrial Development Plan	Planning	\$ 50,000	\$ 50,000
Total Requests			\$ 2,603,193	\$ 2,603,193

- **Sublette County, Enviromedial Business Committed Project. \$1,032,500 Business Committed Grant. WBC recommends funding as requested.**

Sublette County Commissioner Joel Bousman spoke on behalf of the project. There was no discussion.

Superintendent Balow moved to accept the WBC recommendation. Auditor Racines seconded. Motion carried unanimously.

- **City of Casper Midwest Avenue Reconstruction Project. \$1,520,693 Community Development Readiness Grant. WBC recommends funding as requested.**

Casper Community Development Director, Liz Becher; City Engineer, Andrew Beamer; City Manager, Carter Napier; Casper City Councilman, Bob Hopkins; Planning Commissioner, Fred Feth; Representative Pat Sweeney and Property Owner John Huff were present to speak on behalf of the project.

Superintendent Balow inquired about overlap with the state building project. Representative Pat Sweeney stated the Midwest portion of the project will be engineered to handle the capacities of the state building but will not otherwise overlap.

Secretary Buchanan inquired about current debt limitations and whether ability to bond is affected? Where do you see that as a possible funding source for the future? City Manager, Carter Napier informed the board that capacity is an issue, but the city manages carefully.

Governor Gordon asked about redevelopment of the area. Representatives believe that investment will occur in the area due to this project and the proximity to the development occurring in the Old Yellowstone District.

Secretary Buchanan moved to accept the WBC recommendation. Treasurer Meier seconded. Motion carried unanimously.

- **Sweetwater County- Industrial Development Plan, Targeted Industry Study. \$50,000 Planning Grant. WBC recommends funding as requested.**

Commissioner Randy Wendling; Mayor Tim Kaumo; Krisena Marchal, Sweetwater County Grants Manager; Eric Bingham, Sweetwater County Land Use Director/Project Manager; City Council Member Keaton West; City Council Member Jeanie Daymus were present to speak on behalf of the project.

Governor Gordon asked if there were targeted industries in mind. Krisena Marchal informed the board that they are looking very broadly and there will be a data analysis done first and it will not be strictly tied to oil and gas development.

Superintendent Balow commented this was a good example of how to use a planning grant.

Treasurer Meier suggested being open to additional partnerships as the plan and implementation are considered.

Treasurer Meier moved to accept the WBC recommendation. Auditor Racines seconded. Motion carried unanimously.

Respectfully submitted,

Shawn Reese, CEO
Wyoming Business Council

DRAFT

BUSINESS READY COMMUNITY OVERVIEW

BRC Application and Financial Summary

Total available funds after the April 4, 2019 SLIB award is \$24,211,732.

Four applications were received for the March 1, 2019 application cycle. Two applications were withdrawn. One application is still under consideration.

BRC Applications Received March 1, 2019				
Applicant	Project	Type	Request	WBC Recommendation
City of Sundance	Central Park Development	CD - Enhancement	\$ 484,000	\$ 484,000
Total Requests			\$ 484,000	\$ 484,000

Awards are contingent on the satisfactory execution and administration of previous grants or loans by an applicant. Other contingencies, if any, are defined in the project descriptions. The office of the Attorney General conducts a review of applications that are Business Committed, that have a loan component, or any extenuating circumstances.

Allocation Plan - FY19

FY19 Q4 Financial Summary

BRC Financial Summary	
BRC Balance in WOLFS as of 4.12.19	\$ 19,875,027
De-obligations received to date FY19	\$ 850,356
Revenue received (loans, principal, interest) to date FY19	\$ 3,486,349
BRC Total Available	\$ 24,211,732

FY19 Q4 Allocation

BRC Project Types	% of Allocation	Total Available this Quarter	WBC Recommendation	Carry Forward to Next Quarter
Business Committed	45%	\$ 2,179,056	\$ -	\$ 2,179,056
Community Development	54%	\$ 2,614,867	\$ 484,000	\$ 2,130,867
Planning	1%	\$ 48,423	\$ -	\$ 48,423
	100%	\$ 4,842,346	\$ 484,000	\$ 4,358,346



BUSINESS READY COMMUNITY GRANT AND LOAN PROGRAM

CITY OF SUNDANCE SUNDANCE CENTRAL PARK DEVELOPMENT PROJECT

\$484,000

**Community Development -
Enhancement grant**

WBC Recommendation: Fund as requested



Project Description

The city of Sundance requests a \$484,000 Community Development – Enhancement grant to develop a central park on the former Crook County School District Administration building site located adjacent to the Old Stoney building in Sundance. The administration building was demolished with funds from the Legislature and the reclaimed green space will provide a welcoming space and entryway to Old Stoney and downtown Sundance. The site consists of a four-block area on the corner of 4th Street and Cleveland Street (WY State Hwy 14). Infrastructure will include a historic walking path with donated items from the Crook County Museum, a playground, water feature, landscaping and covered stage area.



In early 2017, Sundance requested \$2,957,434 and was awarded a reduced amount of \$2,452,104 for the renovation of the first and second floors of the historic Old Stoney School. An additional \$300,000 was awarded to Sundance in October 2017 to cover the construction shortfall and contingencies. The former high school and administration building site sits adjacent to Old Stoney and is a blank slate for development of the future Central Park.

Project Goals and Public Benefit

Development of Central Park will fulfill priorities identified in the Downtown Master Plan completed in November 2016 (funded with a BRC planning grant). They include:

- Providing a place for the community to gather;
- Providing a home to host weekly farmer markets, anticipated 200 - 500 shoppers;
- Hosting future summer activities including Music in the Park, movie nights, and Sip-n-Walk, attracting between 90-100 attendees;
- Encouraging visitors to stay longer and increase spending in the community; and
- Contributing to the success of Old Stoney and Sundance’s Main Street Initiative.

Funding Sources and Uses

Total project cost is \$1,255,500. BRC funds (\$484,000) represent 40% of the total project costs. Cash match of \$721,558 is from the city and a Land and Water Conservation grant (award anticipated May 2019) and an in-kind match of \$49,942 from the city, Sundance Main Street, and Crook County Museum in the form of donated items including a sleigh and sheep wagon.

WBC Deliberations

The board inquired about:

- The size of the lot
- When the Land and Water Conservation Fund (LWCF) grant (match funds) decision will be known; and
- What the effects of funding the project would have on the allocation plan/available funds.

The board complimented staff on their recommendation which was based on rules, the allocation plan and prior board actions staff considered. However, earlier in the meeting, the board adopted a new strategic plan focused on respecting unique approaches to economic development for small, medium and large communities.

While the board has declined multiple funding requests for the same project, the board has further refined its consideration of these types of requests based on whether the project is business committed or for the purpose of community development.

Sources	
BRC amount	\$ 484,000
Cash Match	\$ 721,558
In-Kind Match	\$ 49,942
Total eligible project cost	\$ 1,255,500
BRC % of total eligible project costs	40%
Local % of total eligible project costs	60%
Uses	
Non-Construction Costs	
Architectural and Engineering fees	\$ 138,828
Other fees (surveys, tests, etc.)	\$ 1,500
Construction Costs	
Demolition and removal	\$ 2,000
<i>Components:</i>	
Lighting/Electrical	\$ 61,500
Stage/Entry	\$ 173,795
Sod/Lawn	\$ 82,300
Playground	\$ 34,769
Restroom/Pump	\$ 150,000
Water feature	\$ 406,685
Site furnishings (benches, recepticals, etc.)	\$ 14,500
Historic Park	\$ 15,906
Contingencies (16%)	\$ 173,717
Total Uses	\$ 1,255,500

As a part of the strategic plan discussion, members of the board remarked that fair does not always mean equal and small communities must leverage their assets. They noted, “This is Sundance’s economic development.” This may not be the case for a larger community like Casper, but for a small town such as Sundance, this park and the work underway on the adjacent lot and the Old Stoney building will attract tourists and new residents. The new facilities will enable Sundance to have space for entrepreneurs as well as events that make a community enticing. Additionally, the board feels the investment in the park adjacent to the Old Stoney building project will complete that project and supports a bigger overall objective of enhancing the downtown corridor. Sundance is a gateway community. The opportunity to capitalize on tourists entering the state is good for the whole state.

Mayor Paul Brooks and Clerk Kathy Lenz spoke about the park and how it is important to the completion of the Old Stoney project and to the continued growth of their community.

More specifically, Mayor Brooks spoke about the population of a community becoming sustainable at approximately 2,100 residents. He discussed the ways in which Sundance was encouraging visitors to consider living in Sundance. This project allows the town to attract families that are looking for a clean, small community to live in. This project will assist Sundance with reaching that population goal.

The funding indicated in the BRC application included a LWCF grant. The community requested the board not place a contingency on their funding recommendation for the LWCF grant as the project could be sized not to include that in the event it is not awarded. Staff did not concur as the project was structured at a particular funding level and should be considered as such. Members of the board also commented that one of the primary reasons this project was ripe for funding now was due to the multiple sources of funding. The board felt as though the state’s portion of the project, if awarded, would be a good investment for the State of Wyoming.

Ron Harvey moved to approve. Chuck Kenyon seconded.

Mr. Harvey amended his motion to approve to indicate the recommendation for funding is contingent on receipt of the LWCF grant.

Mr. Kenyon agreed and amended his second to include the contingency.

Motion was unanimously approved contingent upon the LWCF grant being awarded.

Staff and board were notified later in the day the LWCF grant was awarded for the full, requested amount.

WBC Recommendation

WBC recommends funding as requested contingent upon receipt of the LWCF grant award.

Project Overview

Sundance Central Park Development					
Purpose	The city of Sundance requests a \$484,000 CD-Enhancement grant to develop a central park on the former Crook County School Administration building site located adjacent to the Historic Old Stoney Schoolhouse.				
Project Budget	Projected Grant Expenditure Schedule				
	Description	BRC	Match		Total
			Cash	In-Kind	
	Non-Construction Costs	\$ 56,338	\$ 83,990	-	\$ 140,328
	Construction Costs	\$ 427,662	\$ 637,568	\$ 49,942.00	\$ 1,115,172
Total Project Cost	\$ 484,000	\$ 721,558	\$ 49,942	\$ 1,255,500	
	Percentage BRC of all cash:		40%		
Performance Measures	Measure		Quantity	Notes	
	Weekly Farmers Markets		200-500	Number of shoppers anticipated.	
	Music in the Park, Movie Night, Sip-n-Walk		90-100	Number of attendees anticipated.	
	Number of Tourists visits		TBD	Town will track out-of-town visitors through a registration ledger on site.	
	Increase in local sales tax		TBD	Town will track through sales tax at local businesses.	
	Increase in lodging nights		TBD	Town will track through previous year's lodging nights and yearly lodging nights once project is completed.	
Project Infrastructure	Acres Developed		.75-acres	Site consists of 4-blocks located on the corner of 4th and Cleveland Streets.	
	Stage		1		
	Playground		1,260 square-feet	Play area surface; playground equipment.	
	Restroom/Pump House		1		
	Picnic tables; benches, trash receptacles, planters.		12	4 picnic tables, 3 seating benches, 3 trash receptacles, 2 planter pots.	
	Historic Park		2,150 square-feet	Sidewalk paving, 4-interpretive markers, 5-interpretive signs, old jail relocation, museum donated items include sheepwagon and sleigh.	



Addendum *Correspondence*

TOPIC

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City of Sundance – Sundance Central Park

1 – 4



123 N. 2nd Street
PO Box 950
Sundance, WY 82729
P: 307-283-1074
F: 307-283-1077

April 15, 2019

RE: Sundance Placemaking Grant Application-2019

To Whom It May Concern:

Thank you for the opportunity to provide a statement of support for the City of Sundance WBC Community Enhancement grant application for Central Park. The Sundance State Bank recognizes the economic value a project of this kind will bring to our community. Having an area for travelers and locals to "linger" has been proven by studies to increase sales for our local businesses.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Andy Miller", written in a cursive style.

Andy Miller, President

Sundance State Bank



PO Box 1004
Sundance, WY 82729
chamber@sundancewyoming.com
Sheryl Klocker, President

April 15, 2019

To Whom It May Concern:

The Sundance Chamber of Commerce works closely with the Sundance Downtown Main Street Association and the City of Sundance. We join forces to promote activities and events that help sustain business in our area.

The Chamber's focus is on promoting the Sundance Area and to entice travelers to stay overnight and explore our Northeast Wyoming businesses. As a Chamber, we are excited for the development of Central Park and the economic impact it will bring to our businesses.

Thank you for considering this valuable project for a Wyoming Business Community Enhancement grant award.

Sincerely,

A handwritten signature in blue ink that reads "Sheryl Klocker".

Sheryl Klocker, President
Sundance Area Chamber of Commerce



April 15, 2019

To Whom It May Concern;

The Devils Tower Country, Crook County Tourism Promotion Board supports the Sundance Main Street Downtown Association in their efforts to develop Central Park, an interactive community space that will offer history, culture, and recreation next to the historic Old Stoney Museum and Cultural Center.

This innovative project to install a splash pad adjacent to Old Stoney will capture each generation of tourist travelers by creating a communal complex filled with education and activities sure to please all ages.

As a tourism promotion board, we recognize the value a project of this kind brings to all of Crook County; one that will be measured by increases in visitation to Devils Tower and the surrounding communities. Studies have proven that for every hour spent 'lingering' in a community or at an attraction, additional revenues are received in local businesses, additional overnight stays occur, and increases to sales, lodging and fuel taxes are the result .

Thank you for this opportunity for the Crook County Tourism Promotion Board to give support to the Sundance Main Street programs.

Looking Forward,

Steve Lenz, Chair
Devils Tower Country
Crook County Promotion Board

**CROOK COUNTY
MUSEUM DISTRICT**
WHERE LEGENDS LIVE AND HISTORY BEGINS

PO Box 795 Sundance, WY 82729

307-283-3667

www.CrookCountyMuseumDistrict.com

February 28, 2019

To Whom It May Concern:

I appreciate the opportunity to provide a statement of support for the City of Sundance's Wyoming Business Council Community Enhancement grant application.

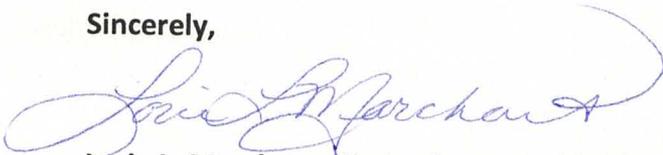
The desire to develop the vacant lot next to Old Stoney into a historical park is exciting to our organization. The development of Central Park would provide a welcoming and useful area for travelers to stop while traveling through Sundance. We believe while visitors are enjoying the park, they will also spend time exploring the museum and the local businesses located in Old Stoney.

The City of Sundance was awarded a planning grant from the Wyoming Business Council to conduct a Downtown Master Plan. One of the top three projects identified in this plan was the development of the vacant lot next to Old Stoney to accommodate people and give them a "place" to gather downtown.

Given the positive impact this facility provides I humbly ask that you support the City of Sundance's Community Enhancement grant application.

Thank you for your time and consideration.

Sincerely,



Lorie L. Marchant, Chair of Crook County Museum District