



Wyoming Business Council **BOARD OF DIRECTORS MEETING**

March 4-5, 2020 · Greybull, Wyoming



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— INCREASING —
WYOMING'S
— PROSPERITY —

Board of Directors Agenda

Greybull, Wyoming • March 4-5, 2020

At the Greybull Recreation District 527 1st Ave S

WEDNESDAY, MARCH 4

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

Wednesday dress code is business casual – *please wear your WBC name tag*

5:00 p.m. Community Reception – Elks Lodge, 622 Greybull Ave, Greybull, WY 82426

THURSDAY, MARCH 5

At the Greybull Recreation District 527 1st Ave S

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

Thursday dress code is business attire—*please wear your WBC name tag*

7:30 a.m. Board/Staff Continental Breakfast, provided by Town of Greybull

8:30 a.m. Convene Public Meeting – Co-chair Mike Easley

- Pledge of Allegiance
- Welcome and Introductions of Board Members
- Welcome to new CEO Josh Dorrell
- **ACTION ITEM:** Consideration of approval of March 2019 Consent Agenda items:
 1. Minutes from the December 2019 Regular Meeting at Cheyenne – Page 5
 2. Minutes from the January 2020 Special Meeting at Cheyenne – Page 10
 3. Quarterly Personnel Report (PBA Committee) – (Section C-4)
- 2020 Board Committee Structure, Chairs, Assignments

9:15 a.m. Welcome to Greybull – Northwest Regional Director Amy Quick

- Remarks from Greybull Mayor Myles Foley
- Antelope Butte Project Update – Jeff Grant, Board President, Antelope Butte Foundation

9:30 a.m. Business Contract and Loan Standing Committee – Chairman Ron Harvey (Section A)

- **Quarterly Challenge Loan Report** – Economic Development Finance Manager Josh Keefe
- **ACTION ITEM:** Consideration of approval of Quarterly Challenge Loan report
- **Bridge Loan Participation Request** – First Northern Bank of Wyoming (Buffalo) for Red Fork Farmstead, LLC
- **ACTION ITEM:** Consideration of staff recommendations
- **Review of Large Loan Legislation**
- **Consideration of multi-agency contract with EMSI for workforce and economic development modeling services** – COO Amy Grenfell
- **ACTION ITEM:** Consideration of staff recommendations

10:00 a.m. Morning Break

10:15 a.m. Community Grant and Loan Standing Committee – Chairwomen Kim DeVore, Erin Moore (Section B)

- **Review of BRC Budget, Allocation Plan, Legislative Changes** – Community Development Director Julie Kozlowski
- Community Development Manager Noelle Reed and BRC Program Manager Karen Fate will present recommendations on the following project applications:

BRC Applications Received December 1, 2019				
Applicant	Project	Type	Request	Staff Recommendation
Laramie County	Project Innovive Grant	Business Committed	\$ 3,000,000	\$ 3,000,000
Laramie County	Project Innovive Loan	Business Committed	\$ 3,000,000	\$ 3,000,000
Converse County	John Lambert Subdivision	CD-Readiness	\$ 3,000,000	\$ 3,000,000
Sinclair, Town of	Historic Parco Theater	CD-Readiness	\$ 1,915,000	\$ 500,000
Hudson, Town of	Svilar Park	CD-Enhancement	\$ 111,338	\$ 111,338
Niobrara County	Fairground Upgrades Main Bldg	CD-Enhancement	\$ 268,084	\$ 268,084
Evansville	Community Plan Development	Planning	\$ 35,000	\$ 35,000
Total Requests			\$ 11,329,422	\$ 9,914,422
Total Available BRC Funding as of 1.30.2020				\$ 19,208,646
Funds remaining if awarded				\$ 9,294,224

- **ACTION ITEM:** Consideration of staff recommendations for each project

12:15 p.m. Lunch Break

- Lunch will be provided on-site for Board and Staff; members of the public are encouraged to sample one of the local restaurants

1:00 p.m. Broadband Council Update – Interim Chair Lauren Schoenfeld, Broadband Manager Ryan Kudera

1:15 p.m. Personnel, Budget and Audit Standing Committee – Chairman Mike Easley (Section C)

- **2Q2020 Financial Report** – Accounting Manager Lyndsay Orr, CPA
- **ACTION ITEM:** Consideration of approval of quarterly financial report

1:30 p.m. Field Operations Update – WBC Regional Directors

2:00 p.m. Board Strategy Discussion, Budget and Legislative Update – CEO Josh Dorrell, COO Amy Grenfell, CSO Sarah Fitz-Gerald

- Business Resource Network Update

3:00 p.m. Other Board Matters

- Standing Committees will meet by teleconference this quarter during the week of April 13:
 - Community Grant and Loan: Tuesday, April 14 10:00 a.m. to 12:00 p.m.
 - Personnel, Budget and Audit: Wednesday, April 15 10:00 to 11:00 a.m.
 - Business Contract and Loan: Friday, April 17 10:00 to 11:00 a.m.
- Next Regular Meeting of this Board: May 6-7 at Sundance
 - Held in conjunction with Wyoming Broadband Advisory Council and Wyoming Main Street Advisory Board

3:15 p.m. Adjourn Public Meeting



DRAFT

REGULAR MEETING OF THE WYOMING BUSINESS COUNCIL BOARD OF DIRECTORS

THURSDAY, DECEMBER 5, 2019 | IN THE CHAIRMAN'S ROOM AT THE CHEYENNE FRONTIER DAYS EVENT CENTER

BOARD MEMBERS PRESENT

Jerry Blann, John Coyne, Kim DeVore, Mike Easley, Megan Goetz, Ron Harvey, Allen Hoopes, Cindy Johnson, Ron Kensey, Chuck Kenyon, Jason Kintzler, Kelly Lockhart, Erin Moore, Aaron Sopko, Kathy Tomassi

STAFF PRESENT

Sue Akey, Warren Appel, Terri Barr, Tom Dixon, Karen Fate, Vivian Georgalas, Sarah Fitz-Gerald, Andy Greenman, Amy Grenfell, Ron Gullberg, Brandi Harlow, Sherry Hughes, Josh Keefe, Devin Kenney, Julie Kozlowski, Wendy Lopez, Brandon Marshall, Lyndsay Orr, Marcio Paes-Barreto, Ben Peterson, Kim Porter, Amy Quick, Noelle Reed, Shawn Reese, Jason Reid, Debbie Richardson, Kim Rightmer, Heather Tupper, Elaina Zempel

CONVENE PUBLIC MEETING

Co-chair Megan Goetz called the meeting to order at 8:02 a.m. and led the board in the Pledge of Allegiance. Board members introduced themselves in turn and quorum was established.

- **ACTION ITEM:** Motion to approve December 2019 Consent Agenda by Mr. Blann, second by Mr. Sopko, and no discussion or corrections. Motion carried unanimously.

WELCOME TO CHEYENNE

Southeast Regional Director Heather Tupper offered welcoming remarks to the board, followed by a welcome video from Mayor of Cheyenne Marian Orr.

POWER COMPANY OF WYOMING UPDATE

Ms. Kara Choquette provided an update on the status of wind and power transmission projects sponsored by the Anschutz Corporation occurring in Wyoming and in the western region.

BROADBAND ADVISORY COUNCIL UPDATE

Community Development Director Julie Kozlowski provided an update on the doings of the Broadband Advisory Council, including the recent reorganization which places the broadband efforts in the Community Development Division, and the movement toward hiring a new broadband coordinator. Kozlowski also spoke about the ongoing development of the broadband improvement applications and process. Kozlowski did express the Broadband Council's appreciation for the support they receive from the WBC board and staff.

CEO REPORT

CEO Shawn Reese spoke about his experience with the WBC, including the startup of the BRC program which has funded nearly \$400m worth of projects since its inception in 2003, a program Reese sees as fundamental to economic development. Reese spoke about a proposed bill from Management Audit Committee which may change the structure of BRC projects in terms of loan/grant mix, and revenue recapture requirements. Reese has testified to

committee that this board is very engaged with the program, and that any such changes are best made in rule and not statute.

Reese also spoke to the strategy and budget work going forward, his own transition out as CEO and the selection of COO Amy Grenfell as interim CEO. He also spoke to internal reorganization of several key positions and the hiring of others.

BUSINESS CONTRACT AND LOAN STANDING COMMITTEE

Committee Chair Ron Harvey introduced a minor shuffle to the agenda, then turned the floor to Economic Development Finance Manager Josh Keefe. Keefe presented the quarterly Challenge Loan report, which continues to show three past-due economic disaster loans, each of which are fully reserved. Specifically, there is a single loan to Miller Brothers, LLC which is presented today for charge-off.

- **ACTION ITEM:** Consideration of approval of the quarterly Challenge Loan report by Mr. Kenyon, second by Ms. DeVore, and no discussion. Motion carried unanimously.

Keefe presented the charge-off memo for Miller Brothers, LLC due to the Chapter 11 bankruptcy of the operation, and for which the WBC has little chance of recovery. The total amount of the charge-off is \$83,700.00.

- **ACTION ITEM:** Motion to accept charge-off contingent upon actual discharge of the debt through bankruptcy proceedings by Ms. DeVore, second by Ms. Moore, and no discussion. Motion carried unanimously.

Keefe then presented amendments to the loan policy and standards focused on collection of annual financial statements from Economic Disaster borrowers as a result of this year's audit by the Division of Banking. Mr. Coyne suggested revision of the language to "may not be required" in favor of "shall not be required."

- **ACTION ITEM:** Motion to approve amendments with change to language by Mr. Coyne, second by Mr. Hoopes, and no discussion. Motion carried unanimously.

Keefe explained to the board that the agenda item for an economic disaster declaration for Goshen County is not ready for consideration today as we continue to identify the actual damages and need for the declaration. Keefe recently met with bankers in the affected area to conduct outreach and will revisit this topic in the near future.

Keefe also mentioned that there is word emerging from the Big Horn Basin about another difficult sugar beet harvest year and the option of waiving a single annual payment for affected growers, though this would require Change In Terms to the loan documents, or possibly a waiver of rules. Mr. Blann asked questions about reserves and whether those were adequate, which Mr. Coyne indicated were sufficient, but that the Big Horn Basin beet growers are looking at another very challenging year. Mr. Lockhart asked about the nature of this year's problems with the beet harvest, which Mr. Harvey indicated was due to large quantities of beets being left in the ground due to wet weather conditions which prevented the beets from being harvested before they spoiled.

Strategic Partnerships Director Ron Gullberg and Chief Strategy Officer Sarah Fitz-Gerald presented the proposed Amendment One to the FY20 Contract with the University of Wyoming for the Business Resource Network. Fitz-Gerald spoke to the developments over the past several months since the Sheridan meeting, including alignments with the WBC's new strategic plan which were outlined by UW Vice President for Research Dr. Ed Synakowski and UW Vice President and General Counsel Tara Evans. Mr. Kintzler and Mr. Kensey both spoke positively about the initial work of the recently-created BRN Advisory Committee.

- **ACTION ITEM:** Motion to approve Amendment One as proposed by Mr. Kensey, second by Mr. Lockhart. Mr. Easley inquired about an item in the new contract and whether there was sufficient funding to accomplish, which Ms. Evans responded this item was the result of consensus and will inform the FY21 contract and budget, but that this effort is merely creating an inventory of services, not creating additional services. Ms. DeVore requested to see actual investment by UW ahead of the FY21 contract negotiations since the numbers included on Attachment D are non-binding. Motion carried unanimously.

Gullberg then presented the proposed FY20 contract with the Wyoming Women's Business Center which reflects an updated scope of work aligned with the Council's new strategic plan to provide resources for women entrepreneurs

and for target industries. Gullberg indicated that work will continue to streamline and coordinate the WWBC's efforts with those provided by the BRN to maximize efficiency and reduce as much as possible duplication of efforts.

- **ACTION ITEM:** Motion to approve contract as proposed by Ms. DeVore, second by Mr. Hoopes and no discussion. Motion carried unanimously.

COMMUNITY GRANT AND LOAN STANDING COMMITTEE

Community Development Director Julie Kozlowski spoke to the recent re-structure of the CD division, including the addition of Kim Porter as Rural Development Manager and the addition of the broadband functions. Kozlowski gave a nod to Project Manager Karen Fate who has stepped up support of the Business Ready Communities and Community Development Block Grant programs, the addition of Noelle Reed as Community Development Manager, and the addition of Kayla Kler as the Main Street Project Manager.

Community Development Manager Noelle Reed gave an overview of the projects for consideration at today's meeting, as well as a review of the BRC allocation plan. Reed also offered a preview of applications received which will be up for consideration at the March 2020 board meeting.

SEEDA/Vacutech Expansion:

Project Manager Karen Fate presented the history of the WBC's involvement with SEEDA and Vacutech, and detailed the current request for \$1.09 million of Business Committed grant funds and \$275,000 as a Business Committed loan. Staff recommends funding this project in full as a \$1,369,785 Business Committed Loan, and combining this new loan with the previous loan on a 20-year term at 2.5% interest. The board heard comments in support of the project from SEEDA Board Members Robert Briggs and Walt Tribbley, Sheridan Mayor Roger Miller, Vacutech CEO John Tucker and CFO Don Parrot.

Rock Springs/First Security Bank Building Rehab:

Fate then outlined a Community Readiness application from the City of Rock Springs for the rehabilitation of the First Security Bank building which has been vacant and decaying for roughly 40 years, but maintains a role as an iconic building in downtown Rock Springs. This request totals \$2,917,701 in grant funding, which staff recommends funding in full. The board heard comments in support of the project from Director Chad Banks of Rock Springs URA/Main Street, Rock Springs Mayor Timothy Kaumo, Director of Administrative Services Matt McBurnett, and Director of Engineering and Operations Paul Kauchich.

- **ACTION ITEM:** Motion to approve staff recommendations for the SEEDA/Vacutech project by Mr. Sopko, second by Mr. Kenyon, and no discussion. Motion carried unanimously.
- **ACTION ITEM:** Motion to approve staff recommendations for the Rock Springs First Security Bank project by Mr. Hoopes, second by Mr. Kintzler, and no discussion. Motion carried with Ms. Johnson opposed.

BOARD STRATEGY DISCUSSION

Chief Strategy Officer Sarah Fitz-Gerald led the Board through a review of the 2019 strategic initiatives and early successes, then discussed the 2020 strategic initiatives which will carry forward the new strategic plan. These include the changes to the WBC budget, strategic partnerships with agencies such as Workforce and Tourism.

- **ACTION ITEM:** Motion directing staff to work with the AG to determine appropriate terms of equity positions and other matters pertaining to investments and the diversification of Wyoming's economy under WBC's strategic plan by Mr. Kintzler, second by Ms. Johnson. Motion carried unanimously.

COO Amy Grenfell gave a recap of the board structure, committees and by-laws discussion and the work performed there, as well as recommendations for revisions.

- **ACTION ITEM:** Motion for staff to propose the structure and members of a stakeholder advisory board for implementation at the March 2020 meeting by Mr. Blann, second by Ms. DeVore, and no discussion.

Agency Services Manager Warren Appel spoke to the board about work underway to get all WBC-supported boards

on the “wyoboards.gov” email system, and ways this will increase transparency and access with stakeholders and members of the public, as well as facilitate easier cross-/inter-board collaboration and scheduling for committee meetings, public meetings and other events. Appel said these new tools will be implemented by March 1, 2020, and that ETS is available to offer training.

PERSONNEL BUDGET AND AUDIT STANDING COMMITTEE

COO Amy Grenfell gave the board a brief summary and update of the 2021-2022 biennium budget request based on the Governor’s Budget. The recommendation was for a net-zero standard budget request, with an addition of \$1.7m from BRC to create the new economic diversification fund, as well as \$500k from the professional services category to support payroll adjustments. Grenfell indicated staff are working to quantify the effects of the net zero request, and that this information will be available by mid-December.

Accounting Manager Lyndsay Orr presented the 1Q20 financial report. Orr outlined the difference between ideal utilization at this point compared to the actuals shown on the report are based on encumbrances in the various funds for existing contracts. Orr also explained the new breakout this year of the agency services line item, which covers facilities leases for all facilities, as well as fleet expenditures and other operational costs.

- **ACTION ITEM:** Motion to accept quarterly financial report by Ms. DeVore, second by Mr. Blann, and no discussion. Motion carried unanimously.

Wayne Herr, partner of MHP, LLP provided a review of the 2019 financial audit report, including the methodology and scope of the audit. Herr stated their opinion of the three different levels of the audit demonstrates the financial statements are accurate, controls are adequate, and there are no findings to report for this audit period. Herr spoke to differences in this year’s report as the result of retiree health insurance and pension costs, both of which are new additions to the standard audit.

- **ACTION ITEM:** Motion to accept the 2019 audit report by Mr. Kenyon, second by Ms. DeVore, and no discussion. Motion carried unanimously.

Ms. Tomassi offered her thanks to all who assisted with the audit for their work and for a successful, clean audit. Those sentiments were shared by other members of the board, who congratulated Lyndsay and her team.

RECOGNITION OF OUTGOING BOARD MEMBERS

CEO Shawn Reese recognized outgoing board members Megan Goetz, Kelly Lockhart, and Aaron Sopko for their six years of service to this board, and for the outstanding contributions made by the board as a whole and by these outgoing members in particular:

- Mr. Kelly Lockhart: 2014-2020
- Mr. Aaron Sopko: 2014-2020
- Ms. Megan Overmann Goetz: 2014-2020, 2019 Co-chair

RECOGNITION OF OUTGOING CEO SHAWN REESE

Ms. Goetz recognized Shawn Reese as outgoing CEO of the Wyoming Business Council, and thanked him for his leadership, his friendship, and for the work he has done for the WBC and the State of Wyoming.

Goetz also acknowledged the contributions of Human Resources Manager Chava Case, COO Amy Grenfell, and board members Erin Moore and Kim DeVore for their assistance with the CEO search.

CLOSING REMARKS AND ADJOURNMENT

With a final round of applause for outgoing CEO Reese, Ms. Goetz announced the next meetings of the board, including January 8 for final CEO interviews, the JAC hearings on January 9, and standing committee meetings.

With no further business before this board, Ms. Goetz adjourned the meeting at 1:45 p.m.

Respectfully Submitted:

Erin Moore, Secretary/Treasurer

Date

Warren R. Appel, Agency Services Manager

Date



DRAFT

SPECIAL MEETING OF THE WYOMING BUSINESS COUNCIL BOARD OF DIRECTORS

WEDNESDAY, JANUARY 8, 2020 | AT LARAMIE COUNTY COMMUNITY COLLEGE
AND BY WEBINAR

BOARD MEMBERS PRESENT

John Coyne III, Kim DeVore, Mike Easley, Megan Goetz, Ron Harvey, Allen Hoopes, Cindy Johnson, Ron Kensey, Chuck Kenyon, Kelly Lockhart, Erin Moore, Aaron Sopko, Kathy Tomassi

STAFF PRESENT

Warren Appel, Chava Case, Tom Dixon, Karen Fate, Sarah Fitz-Gerald, Amy Grenfell, Ron Gullberg, Brandi Harlow, Josh Keefe, Wendy Lopez, Brandon Marshall, Katie O'Bryan, Ben Peterson, Amy Quick, Noelle Reed, Heather Tupper, Elaina Zempel

CONVENE PUBLIC MEETING

Public meeting was called to order at 12:01 pm by Co-chair Megan Goetz. Roll was called and quorum was established, after which Ms. Goetz led the board in the Pledge of Allegiance.

COMMUNITY GRANT AND LOAN STANDING COMMITTEE

Co-chair Kim Devore offered thanks to staff and the communities who applied for CDBG funding for their patience working through the Community Development Block Grant (CDBG) program. Community Development Manager Noelle Reed led the board on an outline of CDBG grant funds awarded this cycle, the applications received, the methodology for scoring, and positive recommendations on five of the nine applications received, which are included on a consent agenda for today's meeting. Mr. Kenyon stated his intent to recuse from deliberations on the Torrington application as he is an official with the City of Torrington.

- **ACTION ITEM:** Motion to remove Torrington from consent agenda by Mr. Harvey, second by Ms. Moore, and no discussion. Motion carried unanimously.

The Board heard remarks from Jeff Harkins, Director of Public Works for the City of Torrington, urging this board to reconsider staff's recommendation to not fund the project.

In response to a question from Ms. Goetz, Community Development Project Manager Karen Fate reviewed the application evaluation methodology, including the federal scoring criteria used to recommend priority of projects.

- **ACTION ITEM:** Motion to move staff recommendations for funding to a consent agenda by Mr. Lockhart, second by Mr. Sopko, and no discussion. Motion carried unanimously.
- **ACTION ITEM:** Motion to approve consent agenda by Mr. Harvey, second by Mr. Lockhart, and no discussion. Motion carried unanimously.
- **ACTION ITEM:** Motion to approve staff recommendations to not fund Torrington project by Ms. Moore, second by Ms. Tomassi, and no discussion. Motion carried unanimously with Mr. Kenyon recused for a declared conflict of interest.

Southeast Regional Director Heather Tupper presented a request from the City of Cheyenne to make an exception to certain contingencies included on a previously-approved Business Ready Community project, the F.E. Warren Air Force Base Enhanced Use Lease project. Tupper provided a brief review of the history of the project to-date. Staff recommends release of up to \$400k of grant funds to be used for preliminary environmental testing and design work, which is the next phase of this project.

- **ACTION ITEM:** Motion to approve staff recommendations by Mr. Harvey, second by Mr. Sopko, and no discussion. Motion carried unanimously.

BUSINESS CONTRACT AND LOAN STANDING COMMITTEE

Committee chair Ron Harvey turned to staff for presentations of items for consideration.

Agency Services Manager Warren Appel introduced Amendment One to lease with Land Investment LLC for WBC facilities in Cheyenne, explaining this is a two-year, like-terms amendment to the existing lease which expires June 30, 2020. Ms. Goetz gave background to new board members on prior discussions on alternate facilities, with COO Amy Grenfell explaining that staff continues to evaluate options but have not yet found a suitable location that meets our needs – and fits our image – at least as well. Mr. Lockhart expressed his opinion for the WBC to strongly consider a new facility to go with its new CEO and refreshed strategy. Staff recommends approval of the proposed lease amendment.

- **ACTION ITEM:** Motion to approve staff recommendations by Ms. DeVore, second by Mr. Lockhart, and no discussion. Motion carried unanimously

Economic Development Finance Manager Josh Keefe presented a proposed payment holiday for Western Sugar beet grower economic disaster loans following another dismal harvest year for these growers. Keefe recommends making a one-year payment holiday available at the borrowers' discretion, wherein the interest would be capitalized and the loan re-amortized under amended loan documents to satisfy the requirement for a term not to exceed ten years. Mr. Coyne suggested amending the loan documents to include a provision allowing the WBC to request periodic financial statements to ensure solvency of borrowers, a suggestion supported by Ms. DeVore.

- **ACTION ITEM:** Motion to approve staff recommendations by Mr. Lockhart, second by Ms. DeVore, and no discussion. Motion carried unanimously.

Keefe concluded by presenting a proposed economic disaster declaration for Goshen County hay/alfalfa growers related to the Summer 2019 irrigation canal collapse. Staff recommends issuance of individual loans in an aggregate amount not to exceed \$5,203,602 for eligible growers, with follow-up on total loans issued at a future board meeting. Keefe did explain the outreach performed with growers and bankers in the affected area to determine the appropriate amount of the economic disaster.

- **ACTION ITEM:** Motion to designate hay/alfalfa producers an economic disaster as defined in statute by Mr. Kenyon, second by Mr. Lockhart, and no discussion. Motion carried unanimously.
- **ACTION ITEM:** Motion for staff to issue loans to affected growers by Lockhart, second by Kenyon, and no discussion. Unanimous.

COMMITTEE STRUCTURE

Incoming 2020 Board Co-chair Mike Easley offered a preview of changes to the board committee structure, including the formation of a new advisory committee, to be chaired by Ms. Goetz, whose members will include external stakeholders. This new committee will be tasked with providing an external perspective to this board and will help maintain the positive outreach and momentum gained from the recent CEO search. Mr. Easley also previewed co-chair roles for standing committees as a means of succession planning and board member development. These changes will be formally acted upon during the next regular meeting in March.

ADVISORY SEARCH COMMITTEE CEO FINALIST INTERVIEWS

Ms. Goetz thanked all participants of the search committee for their work in selecting the new CEO. Joining the board at the table were ASC members Brandon Marshall, Robert Briggs of WEDA, former WBC board members Gary Negich and Cactus Covello, and Elaina Zempel. Special thanks were extended to Rob Creager as well as Senator

Tara Nethercott for the involvement of the Governor’s office and the Legislature, respectively, in helping align the WBC with state priorities, their enthusiasm for this process, and their presence for today’s meeting. More than 160 applications were received from across the country, resulting in the two finalists for consideration in executive session this afternoon.

The Board and Advisory Search Committee then conducted public interviews with Josh Dorrell and Steve Farkas.

- **ACTION ITEM:** Motion to enter Executive Session to discuss personnel matters by Mr. Harvey, second by Ms. Johnson, and no discussion. Members of the board recessed to an anteroom at 4:30 p.m.

RESUME PUBLIC SESSION

The meeting resumed in public session at 6:45 p.m. Roll was called to confirm quorum.

- **ACTION ITEM:** Motion to proceed with hiring of CEO as discussed in Executive Session and to allow Ms. Goetz and Mr. Easley to carry forward by Ms. DeVore, second by Mr. Harvey, and no discussion. Motion carried unanimously.

There being no further business before this board, the meeting adjourned at 6:46 p.m.

Respectfully Submitted:

Erin Moore, Secretary/Treasurer

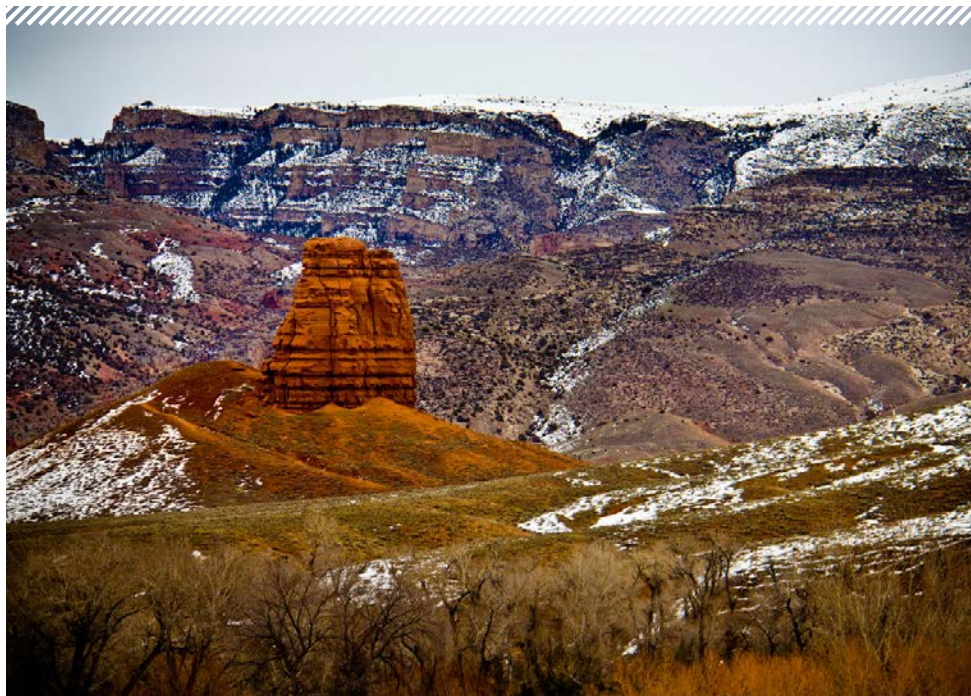
Date

Warren R. Appel, Agency Services Manager

Date

A summer day in downtown Greybull.

Photo by Andy Greenman.



A dusting of snow surrounds Chimney Rock located between Shell and Greybull. Photo courtesy of Greybull Wyoming Chamber of Commerce.

Small towns are often described as “sleepy,” but Greybull is wide awake.

“There’s a lot going on,” Greybull mayor and owner of the Historic Hotel Greybull, Myles Foley, said. “I am so impressed with how things are going in town.”

At the last city council meeting, three people came forward interested in buying property, Foley said, and there’s a new housing development with 37 lots currently being built on the bluffs. There’s a new private gym in town, as well, and the city is opening a swimming pool this summer.

Tucked into the Big Horn Basin, Greybull works hard to hold its

own among tourism power-houses like Cody, Thermopolis and Sheridan.

“The swimming pool will help bring tourists to town,” Foley added. “I am often asked if I have a pool at my hotel, and I don’t. Young families on road trips really want that. I’m working on adding a big slide to that pool, too.”

The reopening of the Antelope Butte ski area is bringing skiers, hikers and mountain bikers to the area and driving new business through town, he added.

The Business Council contributed a \$185,600 BRC grant in 2013 to install a ski lift at Antelope Butte. The beginner-friendly ski area reopened last year after 14 years shut down, and has since welcomed thousands of skiers who eat and rest in the nearby towns.

While the town is eager to embrace visitors, local support keeps Lori Harter’s businesses doing well, she said. She owns



A snowboarder riding a magic carpet at Antelope Butte ski area. Photo courtesy Antelope Butte Mountain Recreation Area.

of Crazy Woman Territory and the Big Horn Basin Geoscience Center in town. Residents are proud of their town, and often bring family visitors to her shop or the museum.

“We just seem to have an energy going on right now,” she said. “There’s so much to do if people stay in Greybull. For a little town, we have so many restaurants and a lot of hotels that cost less than lodging in the surrounding areas.”

Those interested in dinosaurs and the ancient, prehistoric period can find a large collection of fossils that date back 2.5 billion years at the Geoscience Center. Some of the most complete dinosaur skeletons were discovered and preserved in the Greybull area.

“We’re small but mighty,” Harter said. “We just need to increase awareness about what we have to offer.”

The town recently added a Director of Economic Development, Jeff Thornton, who is working in several areas and capacities. The Greybull Business Park is thriving and filling quickly, he said.

The business park received a \$784,000 BRC grant in 2016. It



Greybull Business Park. Photo by Andy Greenman.

Greybull is home to the Museum of Flight and Aerial Firefighting.

Photo courtesy of Wyoming Office of Tourism.



“There is stirring interest in the next phase of the business park, too ... It is far more than a place to fill up the tank and keep driving.”

for guidance on expanding and creating a welcoming, family-oriented atmosphere where people can experience the outdoors and learn about the area’s ancient history, Thornton said. It’s all part of the heritage the community cherishes and enjoys sharing.

“The knowledge gained from the fossils discovered here literally changed the way history was written,” he said. “Today, there’s a different

kind of ‘beast’ roaming our mountains, carrying cameras and marveling at the beauty surrounding them.”

Visitors won’t find “elitist” attitudes in Greybull, Thornton added.

“You will see people wave as you drive by,” he said. “Make sure you wave back because those waves are sincere, honest and welcoming.”

is currently home to Precision Granite, Zeller Construction, 4D’s, Atwood Family, U-Rock Concrete, AW Hunt, Big Horn Hemp and Koehn.

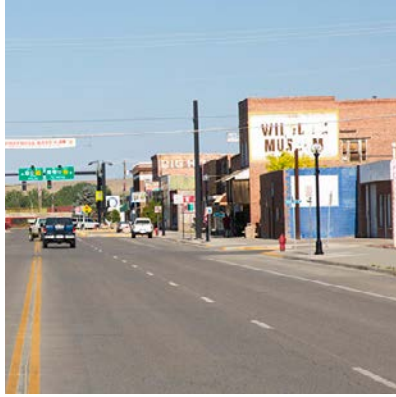
“We have new business coming, as well as growing and expanding businesses in Greybull,” Thornton said. “There is stirring interest in the next phase of the business park, too. This is a neon sign showing that Greybull is rebounding to the vitality its has been known for. It is far more than a place to fill up the tank and keep driving.”

Leaders in Greybull have tapped into the diverse expertise of its community



A placemaking project in downtown Greybull. Photo by Andy Greenman.

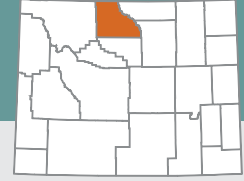




2018



BIG HORN COUNTY HOUSING REPORT



Area Median Income (AMI) is the middle income in an area. Half of the households in the area make more than the AMI and half make less.

- Most federal housing assistance is available to people who are at 50% or lower of AMI, or half the average income.
- Some assistance is available at 80% of AMI or lower.
- Generally, those families who earn over 120% of AMI have enough disposable income to have housing choices both in quality and cost.
- The missing middle are those families who earn 80-120% of AMI – this is generally referred to as “workforce” housing, keeping in mind that many families who are below 80% of AMI work several jobs to be able to afford housing and work in industries that are vital to our communities, such as accommodations, food service and retail.

Big Horn County's housing report is a tool to help the community understand its current housing picture.

Big Horn County has no low income tax credit housing, but the data shows 330 low income rental units are needed.

A lack of the right type of housing for the people who live in an area can lead to issues of affordability, quality and suitable space for family size. The chart below is an estimate of demand resulting from these issues.



RENTER RATE^[1]
26.5%

Big Horn County has the 16th highest percentage of renters in Wyoming.

POVERTY RATE^[2]
11.4%
Wyoming 11.1%

Big Horn County has the 9th highest poverty rate in Wyoming.

HOUSEHOLD INCOME^[2]
\$4,235/MO.
Wyoming Average: \$4,930

Big Horn County has the 17th highest household income in Wyoming.

UNEMPLOYMENT^[3]
4.1%
Wyoming unemployment rate: 4.2%

Want to know more?
Check out the full report at
wyomingcda.com/demographics

HOUSING DEMAND^[4]

Affordable housing is spending 30% or less on mortgage or rent.

Percent of Median Family Income	Affordable Monthly Rental or Mortgage Payment*	Shortage Rental Units Needed**	Affordable Housing Purchase Price*	Shortage Units for Purchase
0% - 30%	\$0-\$446	217	\$0-\$69,058	195
31% - 50%	\$446-\$744	87	\$69,058-\$115,200	170
51% - 80%	\$744-\$1,190	26	\$115,200-\$184,258	150
81% - 95%	\$1,190-\$1,413	—	\$184,258-\$218,942	10
96% - 115%	\$1,413-\$1,711	—	\$218,942-\$264,929	29
115%	\$1,711	4	\$264,929	29

*Estimations by the Wyoming Business Council

** No figures indicates no data available.

[1] US Census Bureau, American Community Survey; [2] US Census Bureau, Quick Facts; [3] Department of Employment, Labor Market Statistics; [4] 2018 WCDA Housing Needs Forecast



249

NET COMMUTER OUTFLOW

Commuting^[6]

Outflow indicates a possible lack of jobs that fit the skillsets and needs of commuters.

Commuting Out

to Park Cty., WY	505
to Washakie Cty., WY	188
to Natrona Cty., WY	40
to Sublette Cty., WY	21
to Kimball Cty., NE	18

Commuting In

from Park Cty., WY	370
from Washakie Cty., WY	137
from Sheridan Cty., WY	30
from Clark Cty., NV	24
from Morgan Cty., CO	13

TOP 5 EMPLOYERS^[5]



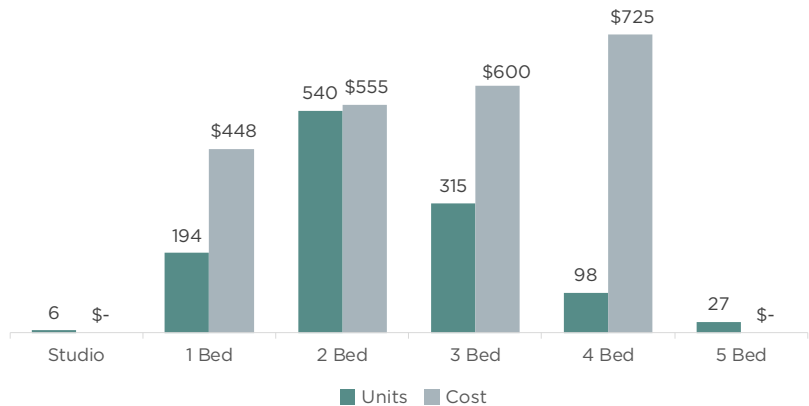
PUBLIC
ADMINISTRATION

635
EMPLOYEES

\$3,333
MONTHLY WAGE

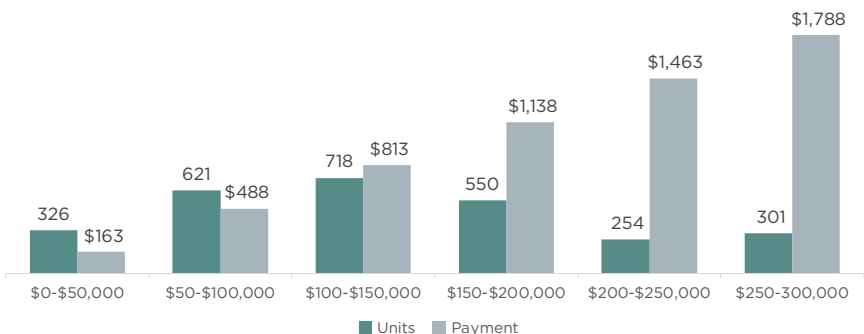
	EMPLOYEES	MONTHLY WAGE
1. PUBLIC ADMINISTRATION	635	\$3,333
2. EDUCATIONAL SERVICES	593	\$3,491
3. MINING	469	\$4,736
4. HEALTH CARE & SOCIAL ASSISTANCE	380	\$3,135
5. MANUFACTURING	311	\$4,120

HOW AFFORDABLE IS RENTAL HOUSING?*[7]



*No cost figure represents unavailable data.

HOW AFFORDABLE IS IT TO OWN YOUR OWN HOME? [8]



[5] Department of Workforce Services, Research & Planning, Tony Glover; [6] U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimates [7] 2018 WCDA Housing Needs Forecast; [8] datausa.io, housing & living data

Housing Stock



BIG HORN COUNTY
**AVERAGE
HOUSING AGE** ^[9]
50

WYOMING
**AVERAGE
HOUSING AGE** ^[9]
42

59% of housing in Big Horn County was built before 1980

Pre-1980 housing may not meet current construction standards.

Big Horn County ranks 22nd in the state for age of housing stock. Older housing stock sometimes brings with it maintenance and aesthetic challenges.

How does Big Horn County's housing mix compare to other counties? ^[9]

Unit Type	Number of Units	Percent of Mix
Single Family	3,557	79.8%, (6)
Duplex	90	2.0%, (10)
Tri or Four Plex	51	1.1%, (22)
Apartment	174	3.9%, (17)
Trailer/Other	587	13.2%, (9)

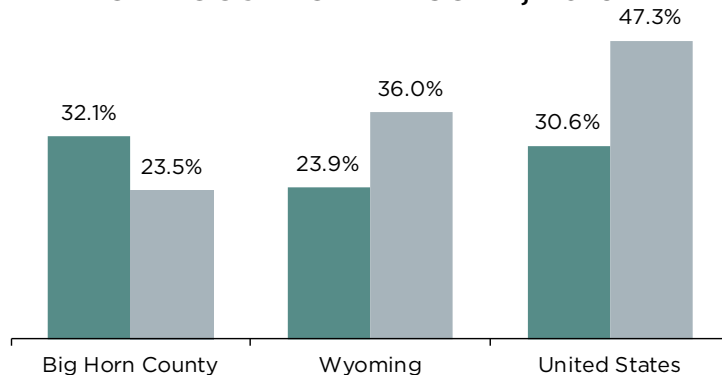
Age of housing ^[9]

Year Built	Value*	Percent of Mix
<1939	116,500	19.2%
1940-49	131,500	10.0%
1950-59	137,700	11.1%
1960-69	132,800	10.0%
1970-79	153,100	18.8%
1980-89	161,500	10.2%
1990-99	169,900	8.9%
2000-09	255,800	10.7%
2010-Present	148,200	1.0%

Careers and Cost Burden

Big Horn County is No. 8 in the state for people spending more than half their income on housing (10%) and 19th for those spending 31-50% of income on housing. Big Horn County ranks 6th in the state for access to affordable housing.

HOUSING COSTS AS A PERCENT OF HOUSEHOLD INCOME, 2016* ^[10]



How much can households afford? ^[11]

Max Monthly Payment	Number of Households
\$0-313	581
\$314-563	601
\$564-813	452
\$814-1,063	357
\$1,064-1,375	767
\$1,376-2,188	992
\$2,189-3,438	582
\$3,439-5,000	127

* ACS five-year estimates used. 2016 represents average characteristics from 2012-2016; 2010 represents 2006-2010.

[9] 2018 WCDA Housing Needs Forecast; [10] Head Water Economics, Populations at Risk 2015; [11] datausa.io, Housing & Living Data

Community Demographics

How much monthly income does a family need to

LIVE WITHOUT ASSISTANCE?^[12]



ONE ADULT
\$1,415



TWO ADULTS,
1 CHILD
\$3,228



Calculate your situation at
wywf.org/self-sufficiency-calculator



22%

**OF CHILDREN
ARE IN SINGLE-
PARENT FAMILIES^[13]**

Big Horn County has the 17th highest amount
of children in single-parent families.

VULNERABLE POPULATIONS

**SUPPLEMENTAL
SECURITY INCOME
(DISABILITY)^[14]**

3.3%

**CASH PUBLIC
ASSISTANCE INCOME^[14]**

1.1%

FOOD STAMP/SNAP^[14]

6.5%



**POPULATION
OVER 65^[15]**

2,441

20.5% of Big Horn
County's population is
over 65.

**LOW INCOME TAX
CREDIT UNITS^[14]**

0

Big Horn County has
no units.

**ASSISTED
LIVING BEDS^[16]**

9

Big Horn County has the 18th most
assisted living beds per capita.

NURSING HOME BEDS^[16]

212

Big Horn County has the 1st most
nursing home beds per capita.

^[12] Wyoming Women's Foundation, Self-Sufficiency Calculator; ^[13] County Health Rankings;
^[14] US Census Bureau, American Fact Finder; ^[15] US Census Bureau, Quick Facts; ^[16] Wyoming Department of Health

■ PERFORMANCE

BRC FUNDING \$8,390,587	LOCAL MATCH FUNDING \$4,568,353	PRIVATE INVESTMENT \$810,602	JOBS CREATED 84	BUSINESSES ASSISTED 12
-----------------------------------	---	--	---------------------------	----------------------------------

■ BASIC INFRASTRUCTURE

BUSINESS READY ACRES 165	WATER AND SEWER LINES 11,750 LINEAR FEET	BUSINESS ACCESS ROADS 5,563 LINEAR FEET	BUSINESS READY BUILDINGS 63,119 SQUARE FEET
------------------------------------	--	---	---

Jobs, private investment and infrastructure data are monitored until project evaluation closeout, which is generally three to five years after construction is complete. Performance data for projects still under evaluation are based on projections.

BIG HORN COUNTY	DATE AWARDED	BRC FUNDING	LOCAL MATCH
Antelope Butte Mountain Recreation Area Construction of a surface level beginner ski lift for Antelope Butte Recreation Area. <i>Jobs: 12; Status: Construction</i>	2013	\$185,600	\$46,400
Big Horn County Fairgrounds Multi-Purpose Building The project will benefit Big Horn County and the town of Basin by providing an amenity that can be used for a variety of events. <i>Jobs: 1; Status: Complete</i>	2013	\$500,000	\$845,330
Big Horn County Economic Development Plan Regional economic development planning. <i>Status: Complete</i>	2013	\$34,270	\$11,425
Airport Hangar for B&G Industries Construct a 23,000 square-foot clear span hangar at the South Big Horn Regional Airport near Greybull for an aviation related business. <i>Jobs: 26; Status: Complete</i>	2006	\$2,966,929	\$630,413
Airport Business Park Infrastructure Installation of a 10-inch waterline, 8-inch sewer line, and a 250,000 gallon water tank that will serve approximately 736 acres at the Big Horn Regional Airport. <i>Jobs: 11; Status: Complete</i>	2006	\$1,496,822	\$500,939

COWLEY	DATE AWARDED	BRC FUNDING	LOCAL MATCH
Cowley Community Center Expansion Expand Cowley's central gathering space. <i>Status: Evaluation Period</i>	2016	\$425,600	\$448,187
Cowley Recreation Complex An outdoor public recreation facility to make the community a more desirable place to live, work and visit. <i>Status: Complete</i>	2014	\$471,386	\$640,823
Cowley Main Street Enhancements Ornamental lighting, decorative benches and landscaping throughout the section of Highway 310 (Main Street) that runs through the Cowley Business District to encourage visitors to explore the town. <i>Status: Complete</i>	2008	\$300,000	\$680,570

GREYBULL	DATE AWARDED	BRC FUNDING	LOCAL MATCH
Greybull Business Park Improvements Complete road improvements for a new 15-lot, 28.29-acre park located west of town. <i>Status: Evaluation Period</i>	2016	\$784,446	\$212,190
Greybull Recreation Center Improvements to the Herb Asp Community Center to provide additional space to expand the number of recreational and learning opportunities. <i>Status: Complete</i>	2014	\$293,012	\$320,363
Wyoming Call Center Infrastructure Purchase and renovate an existing 4,000 square-foot building owned by Greybull and leased to Wyoming Call Center. <i>Jobs: 34; Status: Complete</i>	2005	\$571,397	\$121,178

■ Active Project □ Completed Project

For more information visit wyomingbusiness.org/brc ■ Last updated 10.15.19

LOVELL	DATE AWARDED	BRC FUNDING	LOCAL MATCH
Lovell Camper Park Improvements Improvements to the Lovell free camper park. The town relies on this amenity to attract and keep tourists in town for a longer period of time. <i>Status: Complete</i>	2014	\$31,695	\$35,291
Lovell Business Incubator Facility Renovate an existing 2,480 square-foot building for the purpose of housing a business. <i>Status: Complete</i>	2010	\$329,430	\$75,245

☒ Active Project
 ☐ Completed Project

For more information visit wyomingbusiness.org/brc • Last updated 10.15.19

SECTION A

BUSINESS CONTRACT AND LOAN COMMITTEE

March 4-5, 2020 · Greybull, Wyoming





TM

AGENDA ITEMS

March 5, 2020

Business Contract and Loan Committee:

A-5 Quarterly Board Report

A-7 Loan Participation - First Northern Bank of Wyoming -
Red Fork Farmstead, LLC





BUSINESS COUNCIL
214 W. 15th Street
Cheyenne, WY 82002
Tel: (307) 777-2800 Fax: (307) 777-2838
www.wyomingbusiness.org

Memorandum

To: Wyoming Business Council Board of Directors
From: Josh Keefe
Subject: Challenge Loan Reporting Requirements
Date: March 5, 2020

1. **Past Due Report.** Challenge Loan Policy requires quarterly reporting of all loans 30 days or more past due.
 - There was one past due payment on December 31, 2019:
 - **Weber Ag, LLC** (Economic Disaster Loan) was originated in July of 2017 as part of the Economic Disaster Loan declaration for the Wyoming Sugar Company. Lender has made multiple attempts in the past months to contact the Borrower to no avail. A demand letter was sent on January 13, 2020. The Borrower has until 5:00pm, February 14, 2020 to respond to the letter. If no response is received, a letter will be submitted by the Wyoming Attorney General's Office to the Borrower. The amount past due is \$7,021.81. A site visit was conducted on September 4, 2019, however, I was unable to make contact with the Borrower. I will continue to attempt to communicate with borrower and work to collect the amount due.
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.
 - The unallocated reserve is adequate with a balance of **\$1,718,833**. The allocation includes a 10% loan loss reserve for the Economic Disaster Loans originated, plus 0.5% of the total loan portfolio. The reserve also includes a full reserve of Weber Ag, LLC (\$484,950) and Brett Weber (\$86,325).
 - There are no other identified credits that are not past due but could present collection problems in the future.
 - The resulting available fund balance in the Economic Development Fund is **\$7,414,554**.

3. Charge off balances.

- None to report at this time

Staff Recommendation:

- **Staff recommends acceptance of this report.**

Credit Memorandum

Applicant: **First Northern Bank of Wyoming**
P.O. Box 400
Buffalo, WY 82834

Client: **Red Fork Farmstead, LLC**
P.O. Box 291
Kaycee, WY 82639

Date: **February 3, 2020**

Purpose: **Purchase equipment for sheep cheese/dairy products and working capital**

Proposal:

First Northern Bank of Wyoming (FNB) has requested the Wyoming Business Council (WBC) to participate under the “Bridge Loan Participation” provision of the Wyoming Partnership Challenge Loan program to provide a loan to Red Fork Farmstead, LLC. The proposed loan will be used for working capital, secured by real estate in Kaycee and Casper, WY. This will then be converted to a term loan based upon the outstanding balance on September 30, 2020. The WBC would distribute our participation during the draw period, then receive the pro-rated portion of the loan as it pays down based upon the terms below. The borrowers have been customers of the lead bank for 40+ years and are in good standing, but are somewhat new to this specific industry. The WBC’s portion of the loan shall not exceed \$300,000.00.

Total Project	\$1,707,750
Total Loan(s)	\$975,000 Bank Portion - \$675,000 WBC Portion - \$300,000
Amount Refinanced:	\$0
Collateral:	<ul style="list-style-type: none">• 1st REM on 807 Barnum Road in Kaycee, WY• 2nd REM on 5910 S Walnut in Casper, WY• 1st Lien on Business Assets
Fee:	\$3,000 (1%)
Interest Rate:	4% fixed for the first five years, then increases to match the bank note thereafter
Blended Interest Rate:	5.21%
Loan to Value (LTV):	41%
Loan Term:	10 Years
Amortization:	15 Years
Repayment:	Monthly
Guarantors:	Wyoming Cheese, LLC & Paul/Margo Sebec

Project:

Red Fork Farmstead, LLC (Red Fork) is an artisan cheese company based out of Kaycee, WY. The cheese produced comes from Awassi and East Friesian/Lacaune mixed dairy sheep. These originate in the Middle East and there are only three herds in North America: with the largest owned by the University of Wisconsin. The company will be offering four different types of cheese. (1) Gouda – aged six months, (2) Ossau Iraty – aged three months, (3) Gabietou – aged three months, and (4) Brie – aged five weeks. There will be additional cash flow from the sale of sheep and meat, however, the majority of the revenue generated will be from cheese sales. Sheep’s milk is considered superior to cow or goat milk

due to higher levels of fat, protein, and minerals. This cheese market has experienced rapid growth in the last three years and the business has made significant investments in establishing the business. Cheese has been aged and the borrowers feel now is the time to enter the market given the higher price competitors will have to charge due to tariffs of imported cheese.

In regard to management of the company, the owners of the company have a significant amount of experience in the agriculture industry. Mark Sebec (son of Paul and Margo) is also a graduate of the cheese studies course through the University of Vermont. The company owners have expertise in business development, branding, product/package design, and legal/regulatory. The company has also made relationships with some of the leading cheese distributors. The operation will breakeven with capturing less than 1% of the market, which seems feasible. The company will begin to offer their product(s) in Fort Collins, CO, Casper, WY, Austin, TX, Seattle, WA, and Boston, MA. They will then market through larger, nationally known retail outlets.

Cash Flow:

The proposed project will cash flow at 2.31x, without the participation of the WBC. The WBC's participation increases this ratio to 2.33x. This is based upon historical personal cash flow of the guarantors. The projections of the company show they will be able to service the debt. However, given the lack of historical cash flow of the project, this is the reason for the request. This type of request is the kind of loan meant for the Challenge Loan Program. The WBC's participation saves the borrower approximately \$3,350 per year.

Bank Risk Rating:

The loan is presented as a pass credit and has been approved by the loan committee at First Northern Bank in Buffalo, WY. The loan has adequate personal and projected cash flow, sufficient collateral, and guarantor support. The 2020 sales of the product will give a good estimate of sales volume going forward. The company has invested a significant amount of money in developing this business over the past three and it seems they've taken the correct steps to be successful.

Recommendation:

Staff recommends approval from the Wyoming Business Council's Board of Directors to participate in the amount not to exceed \$300,000.00 (three hundred thousand dollars and 00/100 cents) as presented in this Credit Memorandum. This participation will be with First Northern Bank in Buffalo, WY as the lead bank. The loan recipient will be Red Fork Homestead, LLC.

Respectfully submitted,

Joshua S. Keefe

Economic Development Finance Manager

Attachment 1

- **Applicable Statute**

Attachment 1

§ 9-12-304. Criteria for loans.

Any business may apply to the council for bridge financing as defined in W.S. 9-12-301(a) (vi). “Bridge financing” means a provision of financing for that portion of the total project cost which is calculated by subtracting from the total project cost the sum of ownership debt and equity. The Council shall not consider a proposal in which the bridge financing component exceeds thirty-five percent (35%) of the total project cost or one million dollars (1,000,000) whichever is less; and the business does not contribute more than fifteen percent (15%) of the total project cost. The financing is intended to be a participation with a commercial lender with the lender and state sharing a proportionate first lien position on all collateral. In the event of a default the lender will restructure, or proceed with the appropriate legal remedy with proceeds received to be shared proportionately with the state;



SECTION B

COMMUNITY GRANT AND LOAN COMMITTEE

March 4-5, 2020 · Greybull, Wyoming







Community Grant and Loan Committee

Report and Recommendations to the Wyoming Business Council

March 5, 2020

CONTENTS

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BUSINESS READY COMMUNITY OVERVIEW

BRC Application and Financial Summary

Total available funds: \$19,208,646

Applications received for the December 1, 2019, Application cycle:

BRC Applications Received December 1, 2019				
Applicant	Project	Type	Request	Staff Recommendation
Laramie County	Project Innovive Grant	Business Committed	\$ 3,000,000	\$ 3,000,000
Laramie County	Project Innovive Loan	Business Committed	\$ 3,000,000	\$ 3,000,000
Converse County	John Lambert Subdivision	CD-Readiness	\$ 3,000,000	\$ 3,000,000
Sinclair, Town of	Historic Parco Theater	CD-Readiness	\$ 1,915,000	\$ 500,000
Hudson, Town of	Svilar Park	CD-Enhancement	\$ 111,338	\$ 111,338
Niobrara County	Fairground Upgrades Main Bldg	CD-Enhancement	\$ 268,084	\$ 268,084
Evansville	Community Plan Development	Planning	\$ 35,000	\$ 35,000
Total Requests			\$ 11,329,422	\$ 9,914,422
Total Available BRC Funding as of 1.30.2020				\$ 19,208,646
Funds remaining if awarded				\$ 9,294,224

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 - FY20

FY20 Q3 Allocation

BRC Project Types	Priorities	% of Allocation	Q3 Allocation Available
Business Committed	High	45%	\$ 4,321,945
Community Development	Medium	54%	\$ 5,186,335
Planning	Low	1%	\$ 96,043
			\$ 9,604,323





Business Ready Community Grant and Loan Program

LARAMIE COUNTY WYTEC, LLC/ INNOVIVE – BUSINESS COMMITTED PROJECT

**\$3,000,000 Business Committed Grant
Request • \$3,000,000 Business Committed
Loan Request**

Staff Recommendation: Fund as requested

Project Description

Laramie County requests a \$3 million BRC – Business Committed grant and a \$3 million BRC – Business Committed loan to construct a 57,000 square-foot manufacturing facility to house WYTEC, LLC, a company that manufactures components of cages for rodents used in medical research. The building will be constructed on Lot 1, Block 4, a 2.52-acre site located in the Niobrara Energy Park. Cheyenne LEADS owns the land and will contribute the property as match for this project. WYTEC will lease the facility from LEADS on a 20-year lease term with an option to purchase after the fifth year.

The project consists of two phases:

Phase I will be constructed with BRC funding. The manufacturing facility will house existing operations (caging systems). This includes manufacturing, assembling, warehousing and shipping of the cages, water bottles and bedding. Matching funds include the value of the donated land (\$325,000), and the \$3 million BRC loan.

Phase II is the sterilization process. WYTEC has an option to purchase the 6-acre lot adjacent to the LEADS-owned lot for construction of the sterilization component. Funding for this phase will be private bank loans, New Market Tax Credits and cash from WYTEC totaling \$13,455,000. These funds will be used for interior finishes and equipment in the facility. Phase II also includes completion of the sterilization plant, which includes a building and radiation equipment. BRC funding will not be used for this phase of the project. However, the business is hopeful both phases will be constructed near the same time.

Upon completion of Phase I and II, WYTEC will be able to centrally-locate the manufacturing aspect of the company and provide a sterilization service that can be done “in-house” as opposed to using a vendor for sterilizing their products. The sterilization component will enhance their business model as the process is a pinch-point that is becoming more costly. Additionally, sterilization services for other businesses inside and outside of the industry can be provided. The project will diversify the state and local economy and could

lead to the establishment of complementary businesses that would also need the sterilization and/or manufacturing services of the company. Examples include the food industry, which sterilizes packaging for raw meats that cross state lines, and implantable medical services like pacemakers.

There also exists the potential attraction of complementary businesses in plastic injection molding, production crops for specialized bedding materials, shipping and other related services.

If funded, WYTEC proposes creating 48 new jobs in addition to the 30 they currently employ for Phase I manufacturing/warehousing expansion. Another 10 jobs will be created for the Phase II sterilization component.

Wages for the current 30 employees average between \$16 per hour and \$52 per hour, plus benefits.

Most new jobs created in year one (15 in total) will be entry-level positions. The starting wages for these positions will be at \$16.00 per hour with an additional \$3.00 per hour in benefits. The median wage for Laramie County for "All Occupations"¹ is \$19.55. However, the specific Median Wage for the types of entry positions to be created: "Assemblers and Fabricators, including all other team assemblers" is \$14.75 per hour. WYTEC provides extensive in-house training of these entry level positions to allow rapid advancement into higher level positions. Benefits provided include healthcare, paid personal leave, workers comp, and 401K paid solely by WYTEC.

In year two, the hourly wage for entry-level positions will increase to \$22.00 per hour with \$3.10 per hour in benefits. A total of 11 entry-level positions will be created. Another six positions in management/administration; technical/professional; office/clerical and skilled crafts will also be created in year two. The hourly wages will range between \$20 and \$52 per hour, plus benefits.

Wages in years three through year five will remain the same with benefits increasing by .10 cents per hour each year. A total of 26 new positions will be created in years three through five.

The company's goal is a 3% annual increase in wages each year.

Project History

WYTEC, LLC expanded to Cheyenne in 2018. The company secured a short-term lease for their operations at the Cheyenne Regional Airport – Great Lakes Building. When the first application was received, WYTEC had already created 11 jobs at their temporary facility and anticipated creating another 55 in the first year. Airport regulations limit how long WYTEC can stay in this facility. The company can't expand without a new facility, and Cheyenne does not have warehouse and manufacturing space available. Laramie County's lack of large facilities and the company's desire to consolidate operations in anticipation of growth led to the partnership with Cheyenne LEADS and Laramie County to seek BRC funding for the construction of a new facility.

Laramie County first applied for a \$3 million BRC grant and a \$3 million BRC loan in March 2019. The original proposed location for this project was a 6.87-acre lot owned by Cheyenne LEADS in the Cheyenne Business Parkway.

The business decided to pursue a Large Loan project to attain funding for the sterilization equipment and subsequently withdrew their BRC application.

In August 2019, the State Loan and Investment Board approved Large Loan Funding in the amount of \$9.35 million. The company was set to invest approximately \$4.45 million and the Bank of Star Valley was to participate in the project with \$4 million and act as the lead bank. The total project cost was \$17.8 million.

1. source Wyoming Occupational Employment and Wages March 2019

The company decided to withdraw from the Large Loan project due to issues in the length of the suggested loan terms, lending limits from the Bank of Star Valley and the inability to secure other participating lenders.

Cheyenne LEADS and WYTEC identified a different location for the manufacturing/warehouse facility that allows WYTEC to use New Market Tax Credits. The property is in a designated Opportunity Zone, which may allow for future investments. Additionally, Cheyenne LEADS owns one lot, which will be donated to the project. The other lot is for sale and the company has a pending option to purchase.

Despite the changing landscape and funding scenarios, WYTEC continues to be committed to consolidating and growing their business in southeast Wyoming.

The Business

WYTEC, LLC was established in 2018 to provide centralized production services to Innovive, LLC. WYTEC, LLC is a vendor to Innovive and will provide all integrated production services to Innovive to meet their production needs. There is a limited common ownership, but Innovive will be the guarantor for WYTEC, LLC.

As a U.S.-based technology company, Innovive serves the global laboratory research market with Disposable IVC (Individual Ventilated Cage) Rodent Caging Systems that allow animal research facilities to dedicate more of their efforts toward scientific discovery than was previously possible.

WYTEC, LLC produces rodent cages for lab rodents used in medical research. The cages are built from a plastic-like material that is molded to size with a lid and water supply. Innovive develops, manufactures and sells the only single-use, fully recyclable, dual HEPA-filtered cage system that is protected by numerous issued patents and several other pending U.S. and international patents and trademarks. The system consists of a disposable crate and bottle, rack assembly and disposal cart.

The company has corporate offices and manufacturing space in California and Massachusetts, in addition to the temporary space in Cheyenne.

CEO Dee Conger founded Innovive in 2004. Conger is an experienced entrepreneur with deep experience in technology and biotechnology. Susan Coll serves as co-founder and vice president of corporate development. Coll brings 10 years of corporate and leverage finance experience with Citibank and Societe Generale in New York and London.

Project Goals

- Retention of 30 jobs created in 2019 and creation of at least 48 new jobs within 5 years.
- Third party analysis in 2019 showed the annual impact (direct & indirect) for Phase I – would be \$2,848,450. The annual impact for Phase II would be \$677,121.
- Construction of a 57,000 square-foot build-to-suit building to be leased to the company for their manufacturing, warehousing and distribution operations.
- Revenue recapture will assist Cheyenne LEADS economic development goals to build capacity, provide economic development infrastructure and support in Cheyenne and Laramie County.
- Recruitment of new related and supporting types of businesses for Phase I, and additional related companies using sterilization services after completion of Phase II.

Public Benefits

- The immediate impact will be building construction, retention of 30 jobs and creation of 48 new jobs.
- Project will help stabilize, balance and diversify the economy locally and statewide.
- Phase II will leverage private capital investment (approximately \$13 million).

Other potential public benefits will come from the impact of the sterilization facility. Nationally, in the last year, sterilization operators are operating at full capacity. For the sterilization of single-use medical devices, the global sterilization market is expected to reach \$6.9 billion by 2021 from \$4.69 billion in 2016, a compound annual growth rate of 8.8%. Additionally, over the past three years, the market has been going through a period of consolidation, and the result has been a decline in overall capacity at a time when the demand for sterilization has increased, resulting in substantial cost increases for contract sterilization. This is a business opportunity for the company as there are other biomedical companies seeking sterilization that face high costs and long lead times. These firms will be prime new customers for this service.

A sterilization facility in southeast Wyoming serves as a recruiting tool. It will be attractive to companies who need sterilization services and have not had their needs met, or are having difficulty having their needs met, in the existing market.

Laramie County does not currently have much of a “manufacturing” workforce. This company creates a product not previously produced in Wyoming and used by businesses outside Wyoming, thus increasing revenue into the state from outside its market area. This can result in the creation of new jobs not only with the original manufacturer but also with other businesses. The demand for goods and services generated by a manufacturer is increased and “indirect” or “spin-off” jobs are created. While these jobs don’t create wealth, they are a product of “wealth” created by primary employment. The term “multiplier” comes from a series of economic calculations that estimates the number of jobs required to meet the need of one primary job. A typical multiplier for manufacturing type primary jobs is 3 to 7 for every 1 primary job created.

Revenue Recapture Plan

Cheyenne LEADS will enter a 20-year lease with WYTEC, LLC (10 years with an optional 10-year extension), with the option to purchase the building at any time after Year 5 of the lease.

It is anticipated that LEADS will receive a total of \$3,255,181 over the 20-year term of the lease.

If WYTEC exercises its option to purchase the property after the fifth year, the purchase price will be \$6,329,313 (Loan + Grant + Land) plus any and all accrued interest to date, and credit for all lease payments made under its lease with LEADS.

A total of \$500,000 of the grant award will be recaptured and paid to the WBC, and a total of \$3,669,420 will be paid back in interest and principal payments for the loan.

Sources	
BRC amount	\$ 3,000,000
Cash Match - BRC Loan	\$ 3,000,000
In-Kind Match	\$ 325,000
Total eligible project cost	\$ 6,325,000
BRC % of total eligible project costs	47%
Local % of total eligible project costs	53%
Uses	
Land Match Value	
Land	\$ 325,000
Non-Construction Costs	
Architectural and Engineering fees	\$ 300,000
Other fees (surveys, tests, etc.)	\$ 45,000
Project inspection fees	\$ 25,000
Construction Costs	
Site work	\$ 500,000
<i>Building Components:</i>	
Electrical Systems	\$ 450,000
Mechanical, plumbing, HVAC systems	\$ 427,000
Landscaping	\$ 40,000
Foundation and/or Structural Framing system	\$ 980,000
Interior Finishes	\$ 1,845,000
Fire Protection	\$ 164,000
General requirements, fees, mobilization	\$ 674,000
Contingencies (10%)	\$ 550,000
Total Uses	\$ 6,325,000

Total revenue recapture to the WBC will be \$4,169,420 or 70% of BRC funds.

LEADS will commit retained revenue recapture funds for the infrastructure necessary for economic development, including but not limited to:

- Land acquisition for business parks
- Real estate acquisition for incubator buildings
- Water, sewer, and transportation infrastructure
- Communications or Broadband infrastructure
- Landscaping
- Power and natural gas infrastructure
- Planning
- Matching funds for grants

Funding Sources and Uses

The applicant is requesting a \$3,000,000 BRC grant and \$3,000,000 BRC loan for this project. The \$3 million loan will be utilized as the cash match; Cheyenne LEADS is donating the 2.52-acre lot, valued at \$325,000, as an in-kind match for a total local match of 53%. Cost for the new facility will be approximately \$105 per square-foot.

Loan terms

Request amount: \$3,000,000

Term: 20 years

Interest rate: 2%

Collateral: Lot 1, Block 4 Land valued at \$325,000; and 57,000 square-foot facility with a value of \$6,000,000 upon completion

Staff Recommendation

Fund as requested.

Attorney General Opinion

Pending.

Project Overview

	Laramie County - Innovive/WYTEC, LLC				
Purpose	Laramie County requests a \$3 million BRC – Business Committed grant and a \$3 million BRC – Business Committed loan to construct a 57,000 square foot manufacturing facility to house WYTEC, LLC, a company that manufactures components of cages for rodents used in medical research. The building will be constructed on Lot 1, Block 4, a 2.52-acre site located in the Niobrara Energy Park. The land is owned by Cheyenne LEADS and will contribute the property as match for this project. WYTEC will lease the facility from LEADS on a 20-year lease term with an option to purchase after year five.				
Project Budget	Projected Grant Expenditure Schedule				
	Description	BRC	Match		Total
	Land	\$ -	Cash (BRC Loan)	In-Kind	
	Non-Construction Costs	\$ 185,000	\$ -	\$ 325,000	\$ 325,000
	Construction Costs	\$ 2,815,000	\$ 185,000	\$ -	\$ 370,000
	Total Project Cost	\$ 3,000,000	\$ 2,815,000	\$ -	\$ 5,630,000
	Percentage BRC of all cash:		50%		
Performance Measures	Measure		Quantity	Notes	
	Businesses Assisted		1	Strong potential for other direct and indirect business efforts as a result of this project.	
	Annual Economic Impact - Manufacturing Facility		\$ 2,484,450	A third party analysis was conducted in 2019 on the impact of this project at the time Large Loan funding were being sought. Impacts of this project remain relatively the same.	
	Loan Repayment		\$ 3,669,420		
	Revenue Recapture		\$ 3,755,181		
	Additional Investment		\$ 12,375,000		
	County Median Wage		\$ 19.55	Median Wage for "All Occupations"	
	Median Wage of Jobs Created		\$16 / \$22	Starting wage / After Year 2	
	Jobs to be Created (3 Year Projection)		48		
	Jobs to be Retained		30	All retained positions were hired in 2019.	
	Estimated Cap Ex (Year 1)		\$ 5,255,000		
	Estimated Cap Ex (Year 2)		\$ 7,120,000	This is assuming the Bank Loan is approved; otherwise this CAPEX moves to Yr 3-5	
	Year 0 Payroll		\$ 400,000	First hire was in 2019	
	Estimated Payroll Increase (Year 1)		417%	15 entry level jobs created in year 1 at a wage of \$16 per hour plus benefits. Six additional jobs for Office/Sales/Skilled will be created with wages ranging between \$20 and \$96 per hour plus benefits.	
	Estimated Payroll Increase (Year 2)		83%	Entry level jobs increase from \$16 per hour to \$22 per hour in year 2. Six additional jobs will be created for Mgmnt/Technical/Ofc/Skilled Crafts with wages between \$20 and \$56 per hour plus benefits.	
	Estimated Payroll Increase (Year 3)		7%	10 new hires in yr 3. Wages remain consistant with yr 2 with benefits increasing by .10 cents to \$3.10 per hour.	
	Estimated Payroll Increase (Year 4)		21%	14 new hires in yr 4 - benefits increase to \$3.20 per hour.	
	Estimated Payroll Increase (Year 5)		2%	Two new hires in yr 5 with benefits increasing to \$3.30 per hour.	
	Estimated Taxable Sales (Year 1)		\$ 18,447,384	These do not include sales from Sterilization Facility.	
	Estimated Taxable Sales (Year 2)		\$ 20,292,122		
	Estimated Taxable Sales (Year 3)		\$ 22,321,334		
	Estimated Taxable Sales (Year 4)		\$ 24,553,461		
	Estimated Taxable Sales (Year 5)		\$ 27,008,814		
	Project Infrastructure	Acres Developed		2.52-acres	Lot 1, Block 4 in the Niobrara Energy Park. WYTEC has an interest agreement in Lot 2, Block 4 adjacent to Lot 1, consisting of 4.65-acres for the construction of the sterilization component.
New Building Construction		57,000 square-feet	Manufacturing/Warehousing facility.		

Business Ready Community Grant and Loan Program

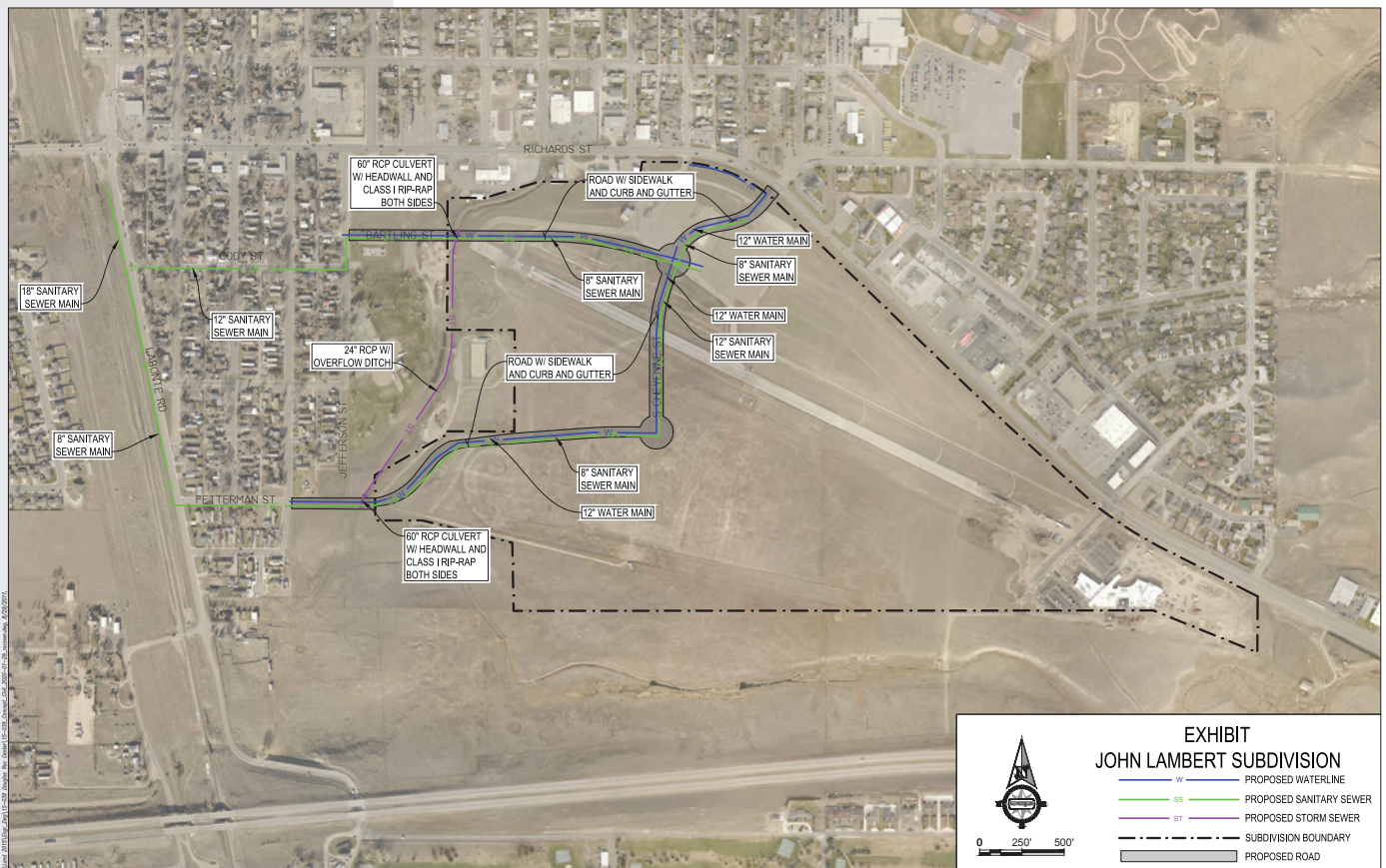
CONVERSE COUNTY PROJECT TO EXTEND INFRASTRUCTURE TO THE JOHN LAMBERT SUBDIVISION

**\$3,000,000 Community Development -
Readiness Grant**

Staff Recommendation: Fund as requested

Project Description

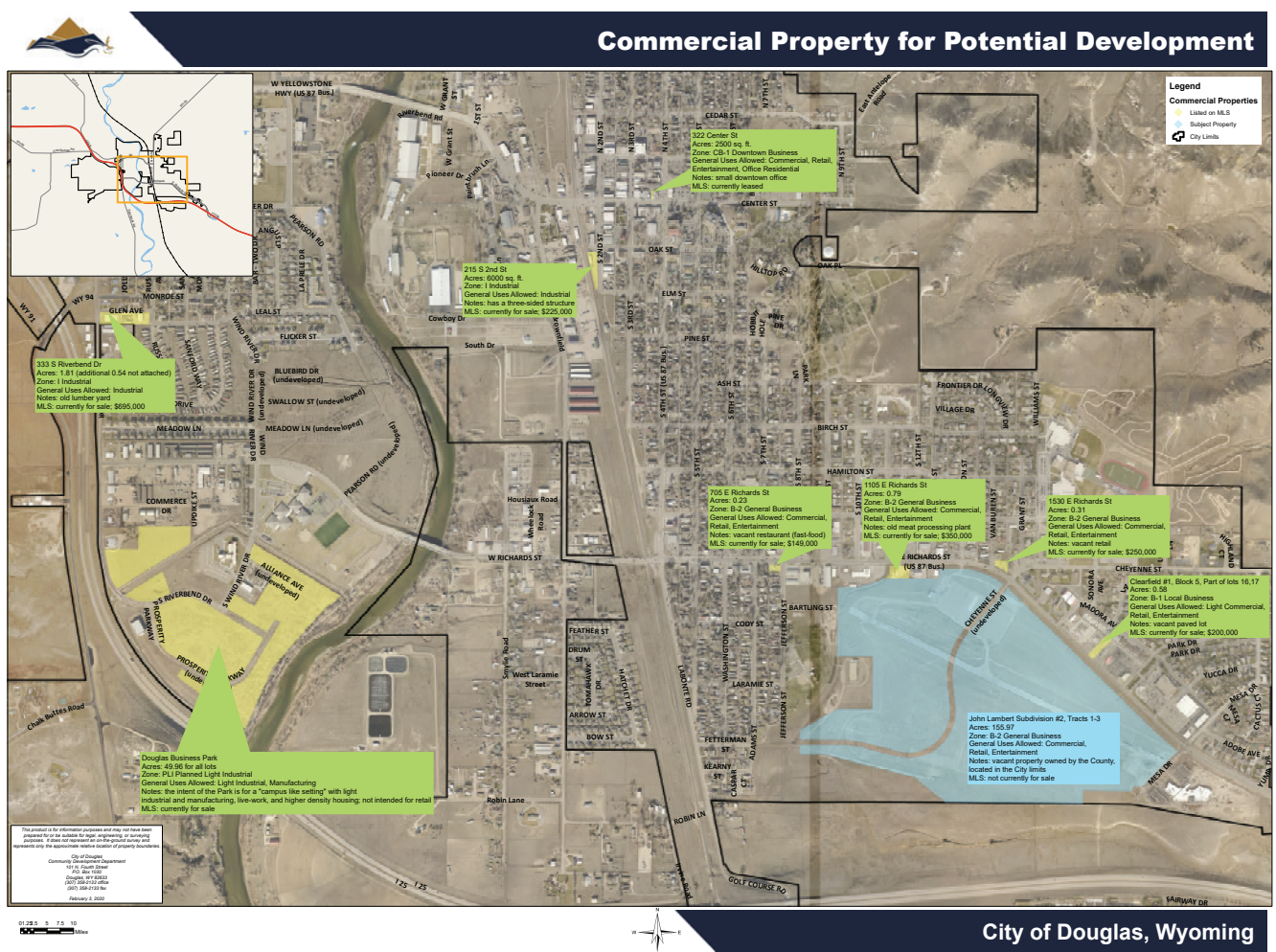
Converse County, in partnership with the city of Douglas, is requesting a \$3 million Community Development – Readiness grant for the installation of “backbone” water and sewer infrastructure to the John Lambert Subdivision (approximately 155 acres) to open blocks of property that can be connected into the backbone infrastructure and developed into additional retail, restaurants, multi-unit apartments, senior housing and single-family properties within the Douglas city limits. The project will include approximately 7,000 feet of 12-inch water line, 15,000 feet of PVC Sanitary Sewer (18”, 12” & 8”), and 15,000 feet of electrical line. Converse County and the City of Douglas will provide funding for the installation of 7,000 feet of broadband.



The cost for putting in the backbone infrastructure to prepare this property for development is cost prohibitive for a private developer. By bringing this infrastructure to the property the county and city can better market the site to private developers at normal development costs.

The John Lambert Subdivision is one of the largest undeveloped plots of land within Douglas city limits that has the greatest potential for the development of commercial and housing opportunities in the next decade. The City of Douglas and Converse County began a process through collaborative workshops to create a land use plan based on an overarching vision. This vision integrates natural resources, parks, and trails; reserves land for future public uses; provides a mix of housing options; and capitalizes on access to existing commercial areas along East Richards Street. Other future plans include hospital expansion, schools, social services campus, or other government buildings.

A recent housing study conducted in 2019 estimates the City of Douglas will need approximately 600 permanent housing units prior to 2025 (210-240 owner-occupancy units; 360-390 renter-occupancy units).



There is little to no land available for retail development within Douglas. Most of the larger commercial properties are in use by the oil and gas companies working in the area. 5,000 new wells are planned in the county in the next ten years so the need for temporary and permanent housing will increase as well. Further, the hospital, community college and local schools have encountered difficulty in recruiting staff because of a lack of housing. The project is expected to lead to the recruitment of four new retail/commercial businesses.

Public Benefits and Project Goals

There are several benefits to the expansion of infrastructure into the currently undeveloped subdivision. The creation of easily accessible lots for development will allow for:

- Construction of workforce housing.
- Ability to attract new and expanded retail and commercial businesses by providing lots that are otherwise non-existent in the city.
- Opportunities for future development of schools, medical services and other public/recreational spaces.

Funding Sources and Uses

The county is requesting a \$3,000,000 community readiness grant, and both Converse County and the city of Douglas will provide a cash match of \$1,237,500 each for a total of \$2,489,393, or 45% of total eligible project costs. Converse County and the city of Douglas are also providing \$598,000 each totaling \$1,196,000 toward ineligible project costs for private utility improvements.

Staff Recommendation

Fund as Requested.

Project Overview

Sources	
BRC amount	\$ 3,000,000
Cash Match - Converse County	\$ 1,237,500
Cash Match - City of Douglas	\$ 1,237,500
Total eligible project cost	\$ 5,475,000
BRC % of total eligible project costs	55%
Local % of total eligible project costs	45%
Uses	
Land Acquisition Costs	
Land	\$ 10,000
Non-Construction Costs	
Architectural and Engineering fees	\$ 530,000
Other fees (surveys, tests, etc.)	\$ 75,000
Construction Costs	
Site work - Drainage Improvements	\$ 303,500
Roadway Improvements	\$ 2,137,800
Water Main Improvements	\$ 593,500
Sanitary Sewer Main Improvements	\$ 1,115,200
Contingencies (15%)	\$ 710,000
Total Uses	\$ 5,475,000

Converse Co John Lambert Subdivision Development			
Purpose	Community Readiness funds are requested to extend Infrastructure to the John Lambert Subdivision creating commercial lots and opening up additional property for workforce housing.		
Project Budget	Projected Grant Expenditure Schedule		
	Description	BRC	Match
			Total
	Land	\$ 5,479	Cash \$ 4,521 \$ 10,000
	Non-Construction Costs	\$ 331,507	\$ 273,493 \$ 605,000
	Construction Costs	\$ 2,663,014	\$ 2,196,986 \$ 4,860,000
	Total Project Cost	\$ 3,000,000	\$ 2,475,000 \$ 5,475,000
Performance Measures	Percentage BRC of all cash:		55%
	Measure		Quantity
	Businesses Assisted	5	Potential commercial businessess
	Revenue Recapture	45%	Recapture on the sale of lots up to the \$3 million dollar grant.
	Additional Investment	\$ 1,196,000	City/County investment on private utility improvements.
Project Infrastructure	Acres Developed	120	
	Broadband (not part of BRC funding)	7,000 lineal-feet	County/City paying for costs for broadband infrastructure.
	Water	7,000 lineal-feet	
	Sewer	15,000 lineal-feet	"Back-bone" infrastructure to
	Electricity	15,000 lineal-feet	overall site





Business Ready Community Grant and Loan Program

TOWN OF SINCLAIR SINCLAIR HISTORIC THEATRE RESTORATION

\$1,915,000 Community Readiness Grant

Staff Recommendation: Fund this project as a \$500,000 Community Enhancement project.

Project Description

The Town of Sinclair requests \$1,915,000 BRC Community Development – Readiness funding for the restoration of the Historic Sinclair Theatre. Funds will be used to upgrade electrical, plumbing mechanical and HVAC systems; ADA compliancy; upgrades to telecommunications; lead paint and asbestos removal; interior repairs and finishes and replacement of windows and doors.

The 3,500 square-foot theater is in the heart of the Historical District of Sinclair, Wyoming. The Sinclair Theatre was built in 1924 and is unique in its Spanish architecture, which adds to the Spanish Mission style which is still seen in other town structures. The Sinclair Oil Corporation owned and leased the building until the town acquired it in 1968.

The Sinclair Historic Theatre is in the town's downtown district and is a designated historic landmark. The town has been working with the Wyoming State Historic Preservation Office to ensure the theater is restored appropriately.

The goal is to provide a community cultural and retail center that all ages can enjoy, and to improve families' lives through the arts. The restoration will provide the residents of Sinclair and surrounding communities with a hometown movie theater, showing its customers high-quality, family-oriented movies and live productions. The theater will also offer the community a gathering place for family reunions, weddings and receptions, meetings, school programs, etc.

Public Benefits

The project will restore a historic building for use by Sinclair and surrounding communities. The building will be a destination for historic theater enthusiasts, and it will provide locals a place to appreciate and enjoy the arts.

There is potential for this project to create several new jobs in the community, including a theatre director, theatre projectionists, concession and retail souvenir sales. Town staff will maintain the building.

Project Goals

The goal is to provide the residents of Sinclair and surrounding communities a cultural and retail center. The mission is to save, upgrade and improve the theater to retain local history and contribute to the local economy by offering live productions, movies, cultural and community events.

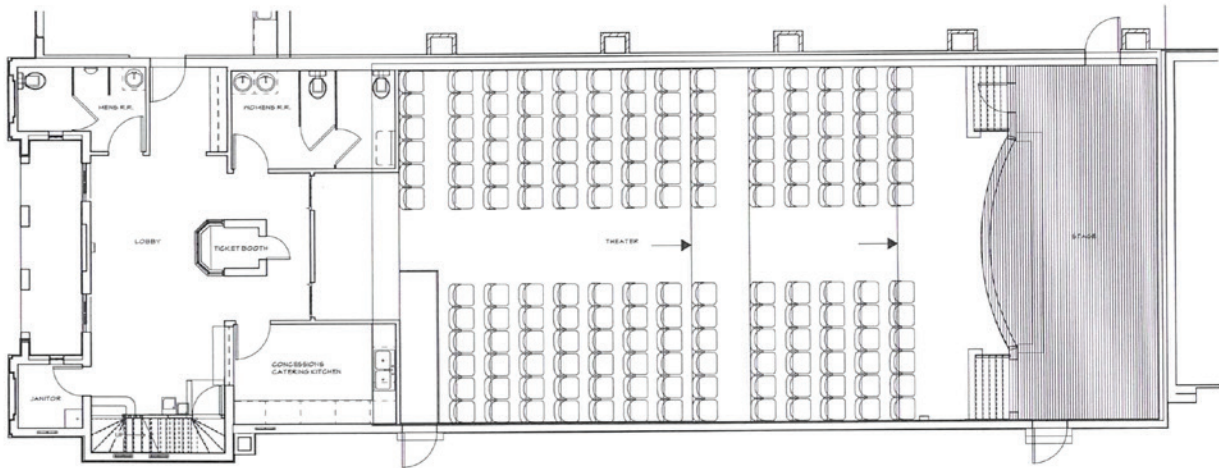
Funding Sources and Uses

The applicant is requesting a \$1,915,000 community readiness grant and will provide a 14% match; the match includes \$112,000 cash match provided via donations and fundraising efforts, as well as a \$199,500 in-kind match for pre-paid engineering costs.

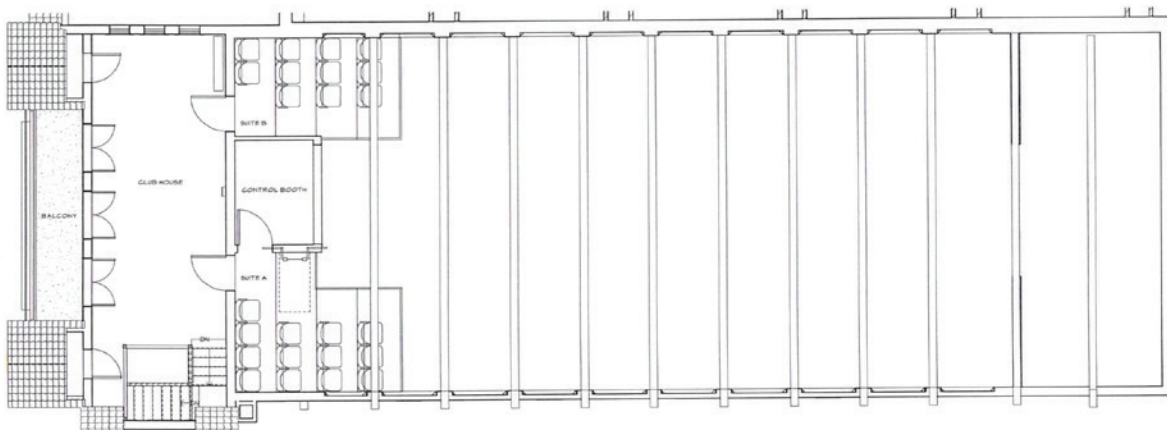
Staff Recommendation

Staff recommends funding this project as a \$500,000 Community Enhancement project.

Sources	
BRC amount	\$ 1,915,000
Cash Match	\$ 112,000
In-Kind Match	\$ 199,500
Total eligible project cost	\$ 2,226,500
BRC % of total eligible project costs	86%
Local % of total eligible project costs	14%
Uses	
Non-Construction Costs	
Architectural and Engineering fees	\$ 199,500
Other fees (surveys, tests, etc.)	\$ 312,123
Construction Costs	
Demolition and removal	\$ 100,000
<i>Building Components:</i>	
Electrical Systems	\$ 90,000
Mechanical, plumbing, HVAC systems	\$ 385,000
Exterior	\$ 173,170
Interior Finishes	\$ 495,420
Fire Protection	\$ 158,220
Contingencies (16%)	\$ 313,067
Total Uses	\$ 2,226,500



① FINISH FIRST FLOOR
SCALE: 1/4" = 1'-0"



② FINISH SECOND FLOOR
SCALE: 1/4" = 1'-0"

Project Overview

Town of Sinclair Parco Theater Restoration				
Purpose	Sinclair is requesting Community Readiness funds for restoration of the Historic Parco Theatre to bring back movie theater productions, community space, and future business to the town of Sinclair.			
Project Budget	Projected Grant Expenditure Schedule			
	Description	BRC	Match	Total
			Cash	In-Kind
	Non-Construction Costs	\$ 240,496	\$ 71,627	\$ 199,500
	Construction Costs	\$ 1,674,504	\$ 40,373	\$ -
	Total Project Cost	\$ 1,915,000	\$ 112,000	\$ 199,500
Percentage BRC of all cash:		94%		
Performance Measures	Measure	Quantity		Notes
	Job Creation - Full Time	1		One town employee approximately \$25 per hour with benefits.
	Job Creation - Part Time	2 to 3		Cleaning, event help at approximately \$11 per hour.
	Estimated Cap-Ex (Year 1)	\$ 10,000		Budgeted in Town's annual
	Estimated Cap-Ex (Year 2)	\$ 10,000		For building and grounds work.
	Sales/Movie Night Events (Years 1 - 3)	\$ 4,380		Assuming 35% occupancy at \$5 per movie ticket.
	Movie Night Events	12		Number of Movie Night events to be held .
	Sales/Comedy Night Events	\$ 7,100		Assuming 65% occupancy at \$25 a ticket.
	Comedy Night Events	4		Number of Comedy Night events to be held annually.
	Theater Plays	4		Number of plays to be held per year.
	Sales/Theater Plays	\$ 7,100		Assuming 65% occupancy at \$25 a ticket.
	Weddings/Private Party rentals	\$ 1,500		\$300 Cleaning deposit, Rental fee - \$1,200 per event.
	Concession Sales for Town/School Programs	\$ 1,500		Annual concessions sales for school programs and town held events.
Project Infrastructure	Existing Building Construction	3,500 sf		Existing building approximately 3,500 square-feet





Business Ready Community Grant and Loan Program

TOWN OF HUDSON SVILAR PARK RENOVATIONS

**\$111,338 Community Development -
Enhancement Grant**

Staff Recommendation: Fund as requested

Project Description

The town of Hudson requests a \$111,338 Community Development – Enhancement grant for the upgrade and renovation of playground equipment and a picnic shelter in the town-owned Svilar Park. Funds will be used for picnic shelter foundation and structural renovations, playground equipment, benches, trash receptacles, landscaping, fence removal and replacements and sprinkler system repairs.

The town held a community planning meeting in February 2018. Residents' highest priority was the need for recreation and activities for the town's youth. This discussion included concerns about the condition of the town's only park.

The "Bring Back Svilar Park" committee - comprised of parents, community members and the Town Council - has tried addressing these needs since 2016. In the last two years, the committee has removed broken and old equipment and purchased new swings for a swing set, but other measures need to be taken to ensure safety. The surfacing around all the equipment is grass, which according to the Consumer Product Safety Commission is listed as an inappropriate surface coverings. Additionally, all the slides are metal, making them too hot to use in summer months. The swings' chains and bolts are rusted and broken, most swings are cracked, and the one large structure in the park is made of wood and has not been maintained.

Since the February 2018 community planning meeting, the committee has successfully raised \$85,007.94 in private donations, grant funding and in in-kind volunteer work toward improvements to the park. The City of Riverton donated skate park equipment. This equipment will be installed adjacent to the existing basketball court in Svilar Park during the park's renovation and upgrades.

The committee has been working with Gametime, Great Western Recreation, out of Logan, Utah, to develop a new park. The park will have two main pieces of equipment, one for ages 2-5 and one for ages 5-12. The surface covering will be engineered wood fiber, and

swings/swing sets will be replaced. The new structures will be assembled during a two-day volunteer build under the direction of Gametime representatives.

Public Benefits & Project Goals

Hudson is located on Highway 789, and is 10 miles east of Lander, and 15 miles west of Riverton. The town was incorporated in 1909 as a company town for the coal mining industry, and has a population of 475 residents. About one-fourth of the population is children ranging from infants to high school age. About 5,000 cars travel through Hudson going to and from Lander and Riverton on an average day. Hudson is home to the park’s namesake Svilar, a well-known and favorite steakhouse in Fremont County.

Being a little bedroom community between Lander and Riverton, Svilar Park is one of the only amenities Hudson can offer its residents. A safe, comfortable public place for community members to gather contributes to what social researchers call “place attachment” - that connection formed between an individual and the place where they live. Place attachment leads to a healthier community with lower crime, which creates the conditions for a more prosperous town.

The new playground equipment was chosen by the children of Hudson through many surveys and meetings. This gives the children a sense of community and pride that they were the final decisionmakers in their park.

Funding Sources and Uses

The town is requesting a \$111,338 Community Development – Enhancement grant. The request is matched with a cash amount of \$37,026 from private donations and fund-raising efforts, and an in-kind match of \$9,420 of donated volunteer time from the volunteer Fire Department, Community Build group and Eagle Scouts in demolition and other work.

Staff Recommendation

Fund as requested.

Sources	
BRC amount	\$ 111,338
Cash Match	\$ 37,026
In-Kind Match	\$ 9,420
Total eligible project cost	\$ 157,784
BRC % of total eligible project costs	71%
Local % of total eligible project costs	29%
Uses	
Non-Construction Costs	
Architectural and Engineering fees	\$ 4,030
Construction Costs	
Fencing, removal/replacement	\$ 15,000
Playground equipment, benches, underlayment	\$ 95,000
Landscaping; sprinkler system repairs	\$ 1,200
Foundation and/or Structural Framing system	\$ 28,210
Contingencies (10%)	\$ 14,344
Total Uses	\$ 157,784

Project Overview

	Town of Hudson Save Svilar Park				
Purpose	The town of Hudson requests a \$111,338 Community Development – Enhancement grant for the upgrade and renovation of playground equipment and picnic shelter in the town-owned Svilar Park. Funds will be used for picnic shelter foundation and structural renovations, playground equipment, benches, trash receptacles, landscaping, fence removal and replacements, and sprinkler system repairs.				
Project Budget	Projected Grant Expenditure Schedule				
	Description	BRC	Match		Total
			Cash	In-Kind	
	Non-Construction Costs	\$ 3,024	\$ 1,006	\$ -	\$ 4,030
	Construction Costs	\$ 108,314	\$ 36,020	\$ 9,420	\$ 153,754
	Total Project Cost	\$ 111,338	\$ 37,026	\$ 9,420	\$ 157,784
	Percentage BRC of all cash:		75%		
Performance Measures	Measure	Quantity		Notes	
	Businesses Assisted	10		Visitors stopping in town will bring more foot-traffic and increase in sales to local businesses.	
	Additional Events held	2		Hudson currently holds "Hudson Daze" in the park. Additional events are planned to be held once the park is completed.	
	Volunteer Hours per month	2		Volunteer hours at the park are currently averaging 1 hour per month.	
	Population Served	475		Anticipation in increasing visitors to Hudson, and to attract new residents to the town as well.	
	Additional Investment	\$ 47,912		Money raised earmarked for maintenance of park and future improvements.	
Project Infrastructure	Acres Developed	0.55		Park is 24,000 square-feet in size.	
	Existing Building Construction			Remodel & renovation of picnic shelter	
	Playground equipment, benches, receptacles	18 pieces			
	Playground underlayment	237 cubic-yards		Engineered wood fiber underlayment	





Business Ready Community Grant and Loan Program

NIOBRARA COUNTY UPGRADE AND ENHANCEMENT OF THE NIOBRARA COUNTY FAIRGROUNDS MAIN BUILDING

**\$268,084 Community Development -
Enhancement Grant**

Staff Recommendation: Fund as requested

Project Description

Niobrara County requests a \$268,084 enhancement grant to upgrade and enhance the aging Niobrara County Fairgrounds Main Building. This building was constructed in 1947 and has acted as the hub for educational programming; major social functions such as weddings, funerals and high school graduations; and also serves as the County Emergency Shelter and the Emergency Evacuation Site for the Wyoming Women's Center. The last major renovations to the building were completed in 1997.

The components of the project are as follows:

Auditorium:

- Replace and update the heating system
- Add air conditioning
- Add new insulation
- Replace the existing generator with one that has more capacity and an automatic transfer switch
- Install new exterior double doors
- Upgrade the current overhead light fixtures to LED fixtures and lights

Rest Rooms:

- Replace flooring with commercial grade plank flooring
- Re-finish stall dividers
- Upgrade the current overhead light fixtures to LED fixtures and lights
- Install new countertops

Commercial Kitchen, Meeting Rooms, Hallways, Storage Areas and Extension Office:

- Replace flooring with commercial grade plank flooring

Public Benefits

The main building of the fairgrounds is used 325 days a year and frequently with several events happening on the same day. Meeting places in Niobrara County are limited, so an attractive and functional facility is important to county residents as well as to others who travel to the area for meetings, educational, social and other special events. Niobrara County is the gateway to the Black Hills, so tourism is important to the region. An attractive and functional fairgrounds complex that hosts special events like “The Legend of Rawhide” is vital to attracting people and events to the area. Additionally, Lusk has implemented a four-day school year and from 8 a.m. to noon on Fridays the 4-H Club hosts events for students.

The auditorium is either very hot or very cold. The heaters are so loud it is hard to hear over them when they are running. The community anticipates the proposed improvements will make the space more pleasant for patrons, help retain the events and clientele currently served and attract new events and patrons.

The restroom upgrades and new flooring will decrease maintenance costs and upgrading the lights to LED fixtures will reduce energy costs.

Project Goals

This project will create an attractive and functional building on the Fairgrounds Complex by upgrading the heating system and adding air conditioning, upgrading the overhead lights to LED fixtures, upgrading insulation, upgrading restrooms, upgrading tile flooring to commercial grade vinyl plank flooring and upgrading the generator to a larger capacity with an automatic transfer switch.

Specifically, the community has set the following goals:

- Decrease electricity usage and costs by \$1,515 annually
- Decrease natural gas usage and costs by \$1,899 annually
- Increase facility usage by attracting activities and events by 10 events per year for the next 3 years.
- Decrease maintenance costs, including labor and supplies, by \$6,000 annually

Funding Sources and Uses

The applicant is requesting a \$268,084 Community Enhancement Grant and is providing matching funds in the amount of \$67,021 for a total project cost of \$335,105.

The match is from three different sources. The Niobrara County Fairgrounds Operations and Maintenance Account, the Fairgrounds Overhead and Maintenance fund managed

Sources	
BRC amount	\$ 268,084
Cash Match	\$ 67,021
Total eligible project cost	\$ 335,105
BRC % of total eligible project costs	80%
Local % of total eligible project costs	20%
Uses	
Construction Costs	
<i>Building Components:</i>	
Electrical Systems	\$ 32,475
Mechanical, plumbing, HVAC systems	\$ 63,650
Insulation	\$ 17,775
Insulated Double Doors	\$ 3,119
Generator	\$ 46,530
Generator Pad	\$ 3,100
Renovation of Restrooms	\$ 21,425
Vinyl Plank Flooring	\$ 65,120
Heavy Equipment	\$ 26,060
Contingencies (20%)	\$ 55,851
Total Uses	\$ 335,105

by the Niobrara County Commissioners totaling \$32,021 and two grants from the State Energy Office Local Government Energy Improvement Retrofit Lighting Only Grant for \$10,000 and Local Government Energy Improvement Retrofit Grant for HVAC upgrades, insulation and doors of \$25,000 that will be used as the remainder of the cash match.

Staff Recommendation

Fund as Requested.

Project Overview

Niobrara Co Fairgrounds Main Building Upgrades			
Purpose	Niobrara County is requesting \$264,084 in grant funding to upgrade and enhance the Niobrara Co. Fairgrounds Main Building. This building has been in existence since 1947 and has acted as the hub for all community activities and also serves as the County Emergency Shelter and Emergency Evacuation Site for the Wyoming Women's Detention Center.		
Project Budget	Projected Grant Expenditure Schedule		
	Description	BRC	Match
			Total
	Construction Costs	\$ 268,084	Cash \$ 67,021
	Total Project Cost	\$ 268,084	\$ 335,105
Performance Measures	Percentage BRC of all cash:		80%
	Measure	Quantity	Notes
	Increase in Annual Events to be held	10	Increase facility usage by
	Decrease in Electricity Use/Costs Annually	\$ 1,515	Annual savings for upgraded LED lighting.
	Decrease in Natural Gas Use/Costs Annually	\$ 1,899.00	Annual savings from new HVAC system.
Project Infrastructure	Annual savings in Maintenance Costs	\$ 6,000	Decrease in maintenance labor and supply costs with new flooring.
	Existing Building Construction	multiple	Replace and update HVAC system in auditorium, new insulation, led lighting, replace flooring, install new exterior doors, replace back-up generator.





Business Ready Community Grant and Loan Program

TOWN OF EVANSVILLE COMPREHENSIVE PLAN DEVELOPMENT

\$35,000 BRC Planning Grant – Economic Development Plan

Staff Recommendation: Staff recommends funding up to the \$35,000 request.

Project Description

The town of Evansville requests a \$35,000 planning grant to hire a planning consultant to develop a Comprehensive Community Plan. This plan will be used to guide the Town's preparation of a balanced economic and community development strategy involving the town's physical, environmental, and social conditions.

The last community development plan for the Town was created in 2005. The Town was diligent in following that plan and can point to the successful completion of numerous goals and objectives.

Some of the notable strategies implemented include:

- Adopting codes and ordinances to match community goals
- Development and construction of a community center
- Development of a code enforcement process
- Construction of new pathways and sidewalks
- Construction of a new town maintenance facility

It's been 15 years since the last plan was completed. The community has grown, and there is a new mayor in place. Community leaders want the town to take a modern approach to community development as it seeks to increase opportunities for growth for existing businesses, attraction of new businesses, providing for employment opportunities through various recruitment and entrepreneurial tools, providing local employment to the area's workforce, and inventorying existing housing stock and future housing needs.

Public Benefits

The Comprehensive Plan will be based on the vision, values and expectations of the community. The Town of Evansville will conduct a thorough public input process to create a framework for making important decisions while guiding the town's growth

and development for the next 30 years. The plan will be the basis for numerous decisions faced by the community, such as:

- Approval or denial of development projects
- Pursuing investment in infrastructure improvements
- Building facilities such as parks and emergency service facilities
- Maintenance and expansion of water and sewer services
- Code and ordinance language

Project Goals

The primary project goal is the development of the plan and the acceptance of the plan by the governing body.

Elements of the plan will include:

- A general blueprint for the community to follow in order to achieve economic growth and stability. This will include:
 - Priority list of actions
 - Marketing and development plan for vacant lots and adjacent land
 - Potential funding sources and strategies
- Comprehensive housing study and needs assessment, to include:
 - Demographic Analysis
 - Analysis of existing housing characteristics
 - Demand Analysis
 - Identification of possible housing options

Funding Sources and Uses

Total project cost is \$46,667; these costs were developed based upon actual costs of similar plans prepared for the towns of Bar Nunn and Mills. The Town of Evansville is providing a 25% cash match from their reserve funds. If the project goes over budget, the Town of Evansville has committed to providing any cost overruns.

Sources		
BRC amount	\$	35,000
Cash Match	\$	11,667
Total eligible project cost	\$	46,667
BRC % of total eligible project costs		75%
Local % of total eligible project costs		25%
Uses		
Consultant Planning Fees	\$	46,667
Total Uses	\$	46,667

Staff Recommendation

Staff recommends funding up to \$35,000. Staff also recommends a Community Review (formerly Community Assessment) provided through WBC Rural Development, which may result in some cost savings to total project costs.



Addendum Correspondence

TOPIC

PAGE

Letters of public input are in the following order:

Laramie County B-32-33

Converse County B-34-35

Town of Sinclair B-36-49

Town of Hudson B-50-82

Niobrara County. B-83-98



January 16th, 2020

Attn: Treasurer Meier
Bcc: BRC/ Wyoming Business Council

Re: WITHDRAWAL OF LARGE LOAN FUND APPLICATION

Dear Treasurer,

Please accept this letter as notice of Innovive/ Wytec LLC's formal withdrawal of our application to the State of Wyoming Large Loan Fund. We are pursuing other financing options and remain committed to bringing our project to the State of Wyoming.

I appreciate the commitment of time and effort your team at the Treasury department has made in reviewing this application.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Susan Coll', is written over a light blue horizontal line.

Susan Coll
Vice President Corporate Development



CURTIS E. MEIER, JR.
WYOMING STATE TREASURER

DAWN A. WILLIAMS, DEPUTY STATE TREASURER

January 22, 2020

Susan Coll
Vice President Corporate Development
Wytec, LLC

RE: Withdrawal of Large Project Loan Application

Dear Ms. Coll,

Thank you for your letter of January 16, 2020, advising of Wytec LLC's withdrawal of its application in the Large Project Loan Program. Despite this withdrawal, I remain hopeful that Wytec will continue exploring options in Wyoming for this project. As you know, Wyoming offers many benefits for businesses, and we remain committed to working with prospective businesses to promote economic development.

Thank you for your interest in the loan program. Please let us know if we can be of any assistance in the future.

Sincerely,

Curtis E. Meier, Jr.
Wyoming State Treasurer

cc: Mark Gordon, Governor
Ed Buchanan, Secretary of State
Kristi Racines, State Auditor
Jillian Balow, State Superintendent of Public Instruction
Wyoming Business Council



February 21, 2020

Wyoming Business Council
214 W 15th Street
Cheyenne, WY 82002

RE: Project to Extend Infrastructure Through JL Lambert Subdivision in Douglas, WY

Dear Wyoming Business Council,

I am writing on behalf of Memorial Hospital of Converse County, the Board of Trustees, Providers, and Staff in support of the JL Lambert Subdivision Infrastructure Project in Douglas.

As Converse County works to diversify its economy, Healthcare has become a major player in the city and county's strategy. Our hospital's success ensures Wyoming healthcare dollars stay within Converse County and Wyoming. More than 60 percent of Wyoming's healthcare is controlled by interests from outside of the state. When Wyoming patients choose to receive care from outside competitors like Banner Health, UC Health, Billings Clinics or U Health, millions of healthcare dollars are diverted from Wyoming to other states.

Memorial Hospital's independent strategy is designed to drive healthcare dollars to Douglas, and it is working. Today more than half of our surgical revenues come from outside Converse County. Our 55 employed providers are part of a Wyoming grown and Wyoming focused healthcare network. And our unique, patient-centered, healthcare model operates in 11 Wyoming communities.

Our success faces many challenges and recruitment and retention of providers and staff has become increasingly difficult. The lack of retail and commercial property in Douglas has created a sense of apathy in our community. As we recruit providers to our healthcare system, the lack of services in Douglas creates barriers we cannot always overcome.

Development of the JL Lambert Subdivision Project will provide the necessary infrastructure needed to promote the retail and commercial needs of Douglas and Converse County. As a hospital we are pouring resources into the Wyoming communities we serve and believe it is only appropriate for the WBC to invest some of its resources into our community too.

Thank you for your consideration of the project. I am happy to answer any questions you may have regarding our part in the diversification of Converse County.

Sincerely,

Karl E. Hertz

Karl E. Hertz, COO
Memorial Hospital of Converse Co.
111 South 5th Street
Douglas, WY 82633
(307) 359-8048

CITY OF DOUGLAS WYOMING

HOME OF THE JACKALOPPE
W - ENJOY JACKS

VIA EMAIL: kim.rightmer@wyo.gov

August 5, 2019

Kim Rightmer
East Central Regional Director
Wyoming Business Council
2435 King Blvd, Box 1
Casper, WY 82604

RE: Community Readiness Grant -- Letter of Support

Dear Kim,

The City of Douglas offers its support of Converse County's application to the Wyoming Business Council for a Community Readiness Grant. If funded, the grant will assist Converse County in extending infrastructure to the former airport property known as John Lambert Subdivision.

The City of Douglas and Converse County have enjoyed a longstanding working relationship with projects that are mutually beneficial. This project is designed to alleviate the current housing shortage, while providing commercial space for businesses to flourish along the 87 Business Loop.

The Converse County Oil and Gas EIS anticipates the development of 5,000 wells within the next 10 years, and the addition of more than 8,000 associated workers. A related housing report identified the need for more than 600 housing units to be built in Douglas within the next five years. The identified greenfield property is one of the few infill properties that can accommodate this amount of growth at a reasonable cost. This property is optimally located to help meet the needs of the Community and County.

The City of Douglas is in full support of the grant application and highly recommend this project to sponsors. We look forward to hearing about its success.

Sincerely,



Rene' Kemper
Douglas Mayor

101 N. 4TH ST. | P.O. BOX 1030 | DOUGLAS, WY 82633

To: The Sinclair Town Council
From: Larry Moore
1309 West Maple Street
Rawlins, WY 82301
307-321-0085

Re: Support for the renovation of the Sinclair Theatre

To whom it may concern:

I was the theatre director at Rawlins High School for 38 years and am a board member of The Rawlins Music Academy and The Uplift Artist Guild. Both groups sponsor a number of live performances every year.

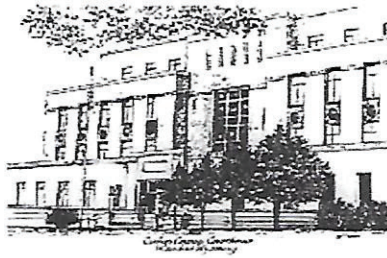
The importance of having the Sinclair theatre as a venue for the performing and visual arts would benefit not only the town of Sinclair but also Rawlins and other communities in Carbon County. The Uplift Artist Guild, The Rawlins Music Academy, The Cedar Street Dance Studio and the many professional artists, who have been sponsored by RMA and Sinclair refinery, often struggle to find venues for their performances.

I have fond memories of watching movies and being in and/or directing plays in the Sinclair Theatre. I'm excited for it's renovation. Being able to watch and/or be a part of live performances there, once it's doors are opened again, will not only provide audiences and performers alike memorable experiences in such a historical venue but will also be the pride of Sinclair.

Sincerely,


Larry R Moore

Willing John Johnson, Chairman
Sue Jones, Vice Chairman
Byron Barkhurst
John Espy
R. Travis Moore



(307)-328-2668
Toll Free 1-800-250-9812
Fax: (307)-328-2669
www.carbonwy.com

BOARD OF CARBON COUNTY COMMISSIONERS

P.O. Box 6, 415 West Pine Street
Rawlins, WY 82301

January 30, 2020

To Whom It May Concern;

As a Carbon County Commissioner, I would like to offer my support for the Community Readiness Grant application for the Town of Sinclair. The restoration of the historic Sinclair Theater will be a benefit for not only the residents of Sinclair but also for all of Carbon County. This facility will be a host for arts and cultural events that will be enjoyed by all residents in our county. At the same time a beautiful old building will be restored to its original glory.

Please favorably consider the Town of Sinclair's Community Readiness Grant application. Thank you so much for your consideration.

Sincerely yours,

Sue Jones,
Vice Chair
Carbon County Commission

Ryta Sondergard
Sondergard & Associates
200 Equinox Drive
Denver, CO 80108

To whom it may concern,

it is my pleasure to write this letter in support of the renovation and preservation efforts by the Town of Sinclair regarding the historic Parco Sinclair Theatre.

As a former resident of Denver, Colorado and a former member of the Denver Alliance for Performing Arts, as well as a board member for the Denver Ballet, I am keenly aware of the impact a cultural venue can have on a community. I foresee the Parco Sinclair Theatre as a center to be used for a multitude of purposes including theatrical performances, music production and presentation, multi media use from County businesses, movies and family entertainment.

The restoration of the theater has the potential of inducing economic development of other businesses such as coffee shops, bars, restaurants, etc. Perhaps a concession and gift shop on premise. It definitely has the potential of attracting tourist traffic off of one of the busiest sections of the I-80 corridor.

County wide and perhaps statewide, the theater would hold the distinction of one of the last original theaters of its type...architecturally intact and historically correct. It remains one of the few structures designed by the prominent architectural firm of Fisher and Fisher that was based in Denver, CO. Incidentally, this firm is known for many historic buildings in Denver, including the May D & F Clock tower.

The theater is already featured in articles from the Alliance of Wyoming History, Wyoming Tails and Trails and Roger Ebert's Cinema Treasures website. I hardly support this project and hope that you will as well.

Sincerely,

Ryta Sondergard

RESOLUTION NO. 2019-06

**A RESOLUTION TO DOCUMENT THE TOWN OF SINCLAIR'S
COMMITMENT TO FUND THE RESTORATION OF THE PARCO/SINCLAIR
HISTORIC THEATRE AS NEEDED TO COMPLETE THE PROJECT**

WHEREAS, this governing body acknowledges and supports the restoration project of the Parco/Sinclair Historic Theatre Project; and

WHEREAS, the Sinclair Town council recognizes the public benefit that will be created by this project;

WHEREAS, the Sinclair Town council understands the improvement of the quality of life in our community by offering entertainment and a community gathering for residents;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Town of Sinclair to commit to fund the Parco/Sinclair Historic Theatre Restoration project if enough funding is not raised through grants, donations and other sources within the next 10 months.

PASSED, APPROVED AND ADOPTED this 3rd day of October, 2019.

Town of Sinclair, a Wyoming
Municipal corporation


Asa Meeks, Mayor

ATTEST:


Lezlee J. Musgrave, Clerk/Treasurer



October 16, 2019

Town of Sinclair
Lezlee Musgrave
PO Box 247
Sinclair WY 82334


Dear Ms. Musgrave:

The Sinclair Wyoming Refining Company submits this letter in support of the proposed restoration of the Sinclair Historic Theatre located on Lincoln Highway in Sinclair, Wyoming.

Amongst the offerings our area has for a fulfilling experience to visitors as well as local citizens is its rich history. Preserving that history sustains pride in all that the people in Sinclair and the surrounding communities have accomplished over many years.

As a business member of the community, we appreciate your passion for history and recognize that it is our history which makes this region such a unique and special place to live and work.

Wishing you great success with the restoration project.

Sincerely,

Michael Whatley
Refinery Manager

East Lincoln Highway
P.O. Box 277
Sinclair, Wyoming 82334
307-324-3404

www.sinclairoil.com

Mark Court
2916 Sunflower Rd
Cheyenne, WY 82009

To whom it may concern,

I am writing this letter to express my support of the restoration of the Sinclair Theatre in Sinclair, Wyoming. Let me begin with a little background of myself as a non-resident of Sinclair or Carbon County. In fact, I am not a native to the Great State of Wyoming but as a child I visited this state every year to visit my grandparents and heard great stories of Wyoming history. I always thought what it could have only been like to experience Wyoming's past. As I move forward, I frequently travel through Carbon County for work and many times make stops in Sinclair to visit with town employees. Every time I look around at the historic district, I see what it might have looked like back in the day with all the business prosperity and all the activity. It brings me back to all those stories my grandmother told me about Wyoming and why I want to live in this state.

As an outsider looking into Sinclair, I see one of the most amazing small towns in America. Its people are proud of the community that they live in. The green spaces are second to none. The Fountain is beautiful and the Spanish architectural design of the historic district all compliment each other. This is community with a history worth preserving. I was given the opportunity to tour the historic theatre and could only imagine what it was like to watch a movie in that beautiful facility. If only the walls could talk and tell the stories of the past and reveal; the first dates, quality time that families had spent together, the weekend get togethers with friends. The generations that got to experience it. The renovation of this theatre can bring those types of memories to the children and grandchildren and the many generations that follow.

I have heard many times people say that "Wyoming is What America Was", this is true it can also be said that "Sinclair, Wyoming is What Small Town America Once Was". With historic preservation of the town, Sinclair will be able to continue to boast that they truly are what small town America once was.

Mark J. Court

Mark J. Court

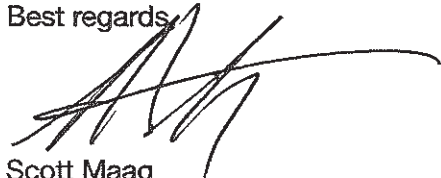
The Pump House
101 North 10th Street
Sinclair, WY 82334

To whom it may concern,

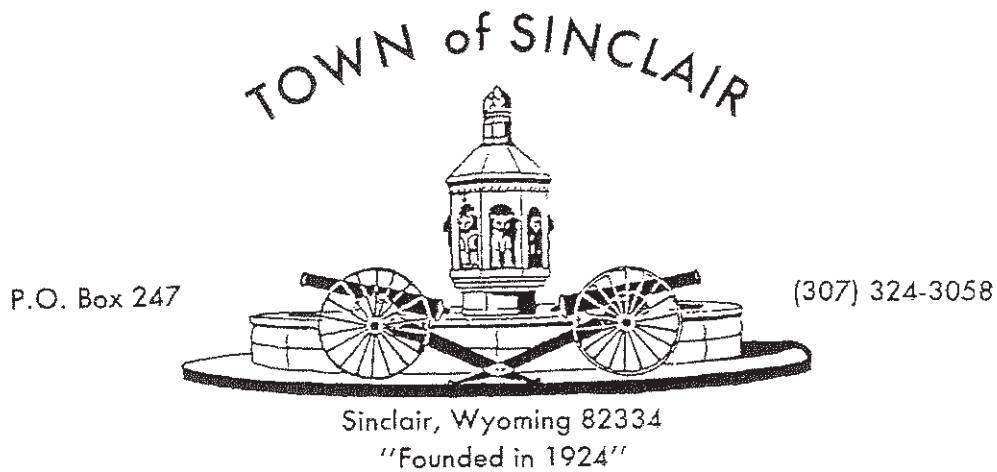
I'm writing this letter on behalf of The Pump House to express our support of the restoration of the Sinclair Theater in Sinclair Wyoming. Renovations like the one proposed for the Sinclair Theater are a great gain in an environment that has built multiplex movie theaters, shopping malls and big box stores. Preserving buildings like the Sinclair Theater allow citizens of smaller communities the ability to experience more diverse entertainment as well as local pride. Far too many of these buildings have been renovated or leveled to allow for "progress" and will never have the chance to be experienced by future generations. We believe that allowing the Sinclair Theater to experience a new life as a local theatre full of people watching children's musicals, live bands and similar entertainment is imperative for a town striving for clean entertainment and community pride. To be able to preserve and renovate a building on the historic registry will be great bragging rights for a small town looking to set itself as a destination for visitors as well as bringing new residents looking for a community that understands the quality of quaintness.

We believe that bringing new life to the Sinclair Theater will benefit the community as well as the local businesses and we have offered our services to the future of the Sinclair Theater but obviously a large part of opening the doors will require a lot of work. We look forward to assisting in any part we can provide beyond this letter of endorsement for funding that is clearly needed to achieve the next step.

Best regards,

A handwritten signature in black ink, appearing to read 'Scott Maag', with a long horizontal flourish extending to the right.

Scott Maag
Manager/Partner



Listed on the National Register of Historic Places #250

To Whom It May Concern:

As Mayor of the Town of Sinclair, I am writing this letter of support for the Parco/Sinclair Theatre Restoration project.

I believe this project will greatly benefit the community by not only restoring one of our historic buildings, but will provide a movie theatre and a venue for performing arts.

The building is empty at this time and could be a target for vandals. This building holds great potential for both beauty and use.

To have the Theatre operational again, would be a tremendous asset to the people of Sinclair and surrounding areas.

The town officially named Lincoln Avenue our official downtown. The Theatre is located on Lincoln Avenue in Sinclair. This project will have a great impact for the town and the people.

We have continued with beautification projects for Sinclair and this project will definitely add to the beautification of our downtown.

I feel investing in the Parco/Sinclair Theatre will be well worth it. I eagerly anticipate collaborating on this project.

Asa Meeks, Mayor
Town of Sinclair



October 21, 2019

Business Ready Community Grant and Loan Program
Wyoming Business Council
214 W. 15th Street
Cheyenne, WY 82002

To Whom it May Concern,

On behalf of the board of directors of Carbon County Economic Development Corporation, we fully support the Community Readiness Application for downtown development for the renovation and restoration of the historic Parco Sinclair Theatre building. These preservation efforts of this theatre will bring this historic theater back to life for the use of the citizens of Sinclair and surrounding area providing a place to appreciate and enjoy the arts and other programs, and activities for all ages. This renovation will also provide residents with a long-awaited hometown movie theatre showing high quality movies, live productions and a gathering place for other community functions and events.

Sinclair downtown is registered as a historic district and a rare community in Wyoming with a Spanish motif. The theatre closed in the 70's and the Town Council has as one of their goals now to reopen this building and restore it to its former glory. The longer it sits vacant the worse the building will deteriorate. We believe that bringing new life to the Sinclair Theatre will benefit the community and surrounding area and preserve and renovate a building on the historic registry.

Carbon County Economic Development Corporation is in total support of the application of the Town of Sinclair to the Wyoming Business Council. We hope you will look favorably on their application.

Sincerely,

A handwritten signature in black ink, appearing to read "Stephanie Lane", written over a large, stylized, looping flourish that extends across the line.

Stephanie Lane, Executive Director
Carbon County Economic Development Corporation

215 West Buffalo Street
Room 304
Rawlins, WY 82301

www.ccwyed.net

307-324-3836
Fax: 307-324-3820
info@ccwyed.net

10/24/2019

Geri Capozzoli
4226 E Morrow Drive
Phoenix AZ 85050

To whom it may concern:

I am writing in support of the proposal to the Wyoming Business Council for a Community Readiness Grant to fund the renovation of the Sinclair Theatre in Sinclair Wyoming.

Renovating the Theatre would be a great opportunity for the people of Sinclair as well as the surrounding communities. As a child growing up in Sinclair I was fortunate enough to visit the Sinclair Theatre on several occasions to enjoy the entertainment offered. I recently visited Sinclair and was impressed how the town of Sinclair municipalities have worked to conserve the buildings and parks with pride. The structure is already there and renovating the Theatre would be a great addition to the town.

With the help of this Community Readiness Grant, Sinclair will be able to continue to improve their beautiful community.

Sincerely,


Geri Capozzoli



415 N Street
Rock Springs, Wyoming 82901

October 29, 2019

Leslie Musgrave
Clerk
Town of Sinclair
P.O. Box 247
Sinclair, Wyoming 82334

Dear Leslie,

Rocky Mountain Power is pleased to contribute \$3,000.00 to the Town of Sinclair theater renovation. We are proud to be part of the local community and to be able to support your organization in this way.

Going forward, publicity is an important part of the process for future consideration; would you please forward to me any public or media recognition that is achieved? Thanks!

All Rocky Mountain Power checks are mailed directly from our check processing vendor for our parent company, PacifiCorp. You should be receiving this payment within the next 30 days. If for some reason you have not received payment by then, please feel free to contact me directly.

We are thrilled about the opportunity to be able to partner with you again, and extend our best wishes for your continued success.

Sincerely,

Ron Wild
Regional Business Manager
(307) 352-5236
ron.wild@rockymountainpower.net

Shelley Musgrave Schutterle
PO Box 336
Sinclair, Wyoming 82334

October 28, 2019

Sinclair Town Clerk/Treasurer
PO Box 247
Sinclair, WY 82334

It is my pleasure to write a letter in support of the Sinclair Historic Theatre Restoration Project!

As a lifetime resident of Sinclair, I know how important it is to have a lovely place for the whole community to get together for various events such as Christmas programs, as well as a place for entertainment; movies, concerts, theatre, etc. To have a beautiful, historically restored theatre would be an object of pride for the residents of the town.

I fully support the efforts of the Town of Sinclair to apply for a BRC Community Readiness Grant for the Historic Theatre Restoration Project! The completion of this project will benefit every resident of the town while adding to the varied venues in the entire county!

Sincerely,

Shelley Schutterle

TO: Wyoming Business Council

As the chairman of The Sinclair Historic Community Inc. committee I have been involved with the restoration of The Sinclair Historic Theater since the beginning.

During that time we have had fund raising events in the hopes of raising monies for the theater. Also during this period we have had help from the following entities; Sinclair Refinery, Tri-Hydro, TDSi engineering, along with others in the community area.

I see the theater as a place where the citizens of the Town of Sinclair and the surrounding communities can have a place to enjoy entertainment of all kinds along with community events, which could include family gathering and events from passing talent. I also envision that the Town of Sinclair along with the residents of the town will benefit with the restoration as a place where families can gather to socialize and bring pride to the community.

The restoration of the historic buildings has been a project that the town has worked towards. The Spanish style of the town is unique. Along with the distinction of having a portion of the Old Lincoln Highway run through the town brings in tourist who have an interest in the history of the town and it's historic building.

The restoration of the historic theater will be an advantage to the town and the surrounding area.

Thank you for considering the Town of Sinclair for the Community Readiness Grant.

A handwritten signature in black ink, appearing to read 'Leif Johansson', with a long horizontal flourish extending to the right.

Leif Johansson

SVILAR, INC.
P. O. BOX 236
HUDSON, WY 82515

August 14, 2019

Town of Hudson
P.O. Box 56
Hudson, WY 82515

Attn: Mayor Mike Anderson and City Council
Re: Support for matching grant application and acknowledgement of
Genaro Gift to Svilar Park in Hudson, Wyoming

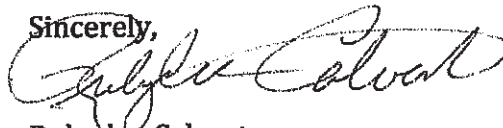
Dear Mayor and Town Council:

The Svilar family was fortunate to have been able to donate land for the Svilar Park to the Town of Hudson in 1975, and it has been an honor and privilege to have the park subsequently named after our family and for Hudson folks to have a place to gather and enjoy family time the last 40 years. However, we also recognize there are many needs and upgrades that need to be made after all this time, and we are grateful that a long-time friend, Gene Genaro, from another Hudson family deeply rooted in our community, has bequeathed a very generous \$60,000 gift to begin these improvements.

As we understand it, a list of "priority" improvements has been approved by the Town Council, including new benches and picnic tables, playground equipment, improvements to the current shelter, resurfacing the basketball courts, some safety and handicap accessibility upgrades, and some other miscellaneous needs, and that the cost of these upgrades is roughly \$120,000, which is, of course, more than the current gift. We have been advised that there is a possibility for a grant from the Wyoming Business Council which could match the gift from Mr. Genaro, and together would cover the cost of most, if not all, of these upgrades.

I have been asked to write this letter on behalf of the Svilar family, and to advise that we wholeheartedly support the WBC matching grant application. We respectfully ask the Wyoming Business Council to consider and grant this request as it will greatly enhance Town of Hudson facilities and add immeasurably to the quality of life for our Hudson citizens.

Sincerely,



Rubydee Calvert,
On behalf of the Svilar Family --
former Hudson Mayor Dan W. Svilar,
wife Bessie Svilar, and extended families

June 19, 2019

Jenny Hamilton
9055 HWY 789/ PO Box 420
Hudson WY, 82515
307-349-4215
hamiltonjenny927@gmail.com

Dear Wyoming Business Council,

My name is Jenny Hamilton. I am writing this letter in support of Bring Back Svilar Park receiving funds from the Business Ready Community Grant and Loan Program to replace the outdated playground equipment and upgrade the picnic structure in our town's only park.

I have lived in the community of Hudson for the past 10 years and my husband is a lifetime resident. We have chosen to raise our three children in Hudson and we own Wyoming Custom Meats, which is located just outside of the city limits. As a Mother and business owner, I desire to see my children build relationships within the community they live. At this time our town does not have a suitable location for events to be held, play to happen, and those strong community relationships to be built. Svilar Park, the town's only park, could be that "hub," but at this time the unsafe conditions of the playground equipment, as well as the rundown state of the picnic shelter make it an undesirable destination for families and community. Myself, as well as others in the community choose to go to Lander or Riverton to take our children to the park and use picnic shelters that have a grill and better seating arrangements. It is my strong desire to see this changed in Hudson by replacing the current playground equipment with new equipment, adding a grill to the picnic shelter, getting new picnic tables, and improving the landscaping (i.e., shade) in the park. I believe that having a safe, comfortable, and fun space for communities to gather helps to build strong connections between people and the place where they live. The money requested from the BRC program would allow the Bring Back Svilar Park committee to buy new playground equipment, add trees, and improve the picnic shelter.

Thank you for considering the application submitted by Bring Back Svilar Park and for supporting the community of Hudson by helping to improve Svilar Park through the purchase of new playground equipment and improving the usability of the picnic shelter.

Sincerely,
Jenny Hamilton

Mother, Business Owner, and member of Bring Back Svilar Park



Wyoming Custom Meats, Inc.

9049 Hwy 789
P.O. Box 190
Hudson, WY. 82515
(307)332-3655
(307)332-3665 fax
877-331-3655 toll free

August 1, 2019

Wyoming Business Council
214 West 15th St.
Cheyenne, WY 82002
307.777.2800
info.wbc@wyo.gov

To Whom It May Concern:

Hudson Citizens have expressed concern for a number of years about the quality and safety of the Town's Park equipment. A few of those concerned took the initiative to form a group, centering their efforts on a remedy for this situation. I support the use of funds from the Business Ready Community Grant and Loan Program for "Bring Back Svilar Park", in order to replace and upgrade the outdated playground equipment and picnic structure.

As a small business owner in Hudson, I appreciate that the "Bring Back Svilar Park" group has taken on the task to improve on a very important asset for the town. City Parks, safe playground equipment, quality picnic spaces, etc. are an important attraction point for a small town. The availability of these spaces to individuals for private use, or by an organization to host a public event is crucial toward drawing in potential customers for local businesses, introduce potential citizens to the area, as well as, provide enjoyable recreational areas for the current residents.

The Main Street location of this park project heightens the significance, as travelers through or to Hudson will be welcomed by an attractive, maintained, up to date public facility. However, the only way to accomplish this is through the aid of grant funding by the Business Council. Many generous donations have been provided, but more is still required in order to complete the project successfully. Volunteers have already begun to put in the labor to bring this idea to fruition, yet funding for the new equipment and professional labor is still an item to be covered.

I believe that this is an ideal use of funds from the Business Ready Community Grant and Loan Program and ask that the Business Council put their support toward the "Bring Back Svilar Park" group as I and many other citizens have.

Thank you,

Jared Hamilton
President

317 S. Indiana, Hudson
307-709-4211
bdowning1206@yahoo.com

Dear Wyoming Business Council,

My name is Becki Downing, I am writing this letter in BIG support of Bring Back Sivilar Park receiving funds from the Business Ready Community Grant and Loan Program to replace the outdated and not to mention some dangerous playground equipment and please update the picnic structure.

As a parent of a three year old in Hudson we have been unable to play on the park equipment because it is not suitable for younger children. Over the years I have noticed a lot of the equipments were and tear making it dangerous for any age of children to be playing on. During the Easter Egg Hunt there was not enough picnic tables for the fire department to help the community plus enough tables that were not damaged. As a mom, I would love this for the children in the community, someplace where they can make memories!

Thank you,
Becki Downing

July 15, 2019

Name: Samantha Hamilton

Address: PO Box 352

Hudson, Wy 82515

Phone: 307-240-7412

[E-mail.Caskden020808@gmail.com](mailto:Caskden020808@gmail.com)

Dear Wyoming Business Council,

My name is Samantha Hamilton. I am writing this letter to support the project of Bring Back Svilar Park and receiving funds from the Business Ready Community Grant and Loan Program that will replace the outdated playground equipment and upgrade the picnic structure.

I am one of the kids that love to play at this park. I would love to see upgrades so I can enjoy the park anytime of the day. Right now I can only go in early morning or later at night because of the hot equipment I have to wait till it cools down and some of the wood is falling off so I don't even play on it.. There are a lot of people who come to our town equipment that was more safe it would be more fun to meet new people and show them our small town. I feel like It is very important to have a safe playground to go to for all of the young kids that are coming to this town. The group that has put this project together and started working on it are all young families and have the same concerns, they have put a lot of effort and time into this project already. Getting the grant would really help tie everything together and make our community a better place.

Sincerely,
Samantha Hamilton

Name/Title: One of the town kids

Entity: L & C Farms

July 15, 2019

July 15, 2019

Name: Cori Hamilton
Address: PO Box 352
Hudson, Wy 82515
Phone: 307-240-7412
[E-mail.Caskden020808@gmail.com](mailto:Caskden020808@gmail.com)

Dear Wyoming Business Council,

My name is Cori Hamilton. I am writing this letter to support the project of Bring Back Svilar Park and receiving funds from the Business Ready Community Grant and Loan Program that will replace the outdated playground equipment and upgrade the picnic structure.

I am a mother of three young children. I am always hesitant to bring my children to Svilar park because the equipment is outdated and falling apart. When we do go we have to make sure it is early in the morning or late in the evening so some of the equipment can cool down from being in the hot sun all day so my kids do not burn themselves or fall through some of the rotting boards. I would love to see upgrades so that my young family and other young families like ours can enjoy the park anytime of the day. I would love the picnic area to be upgraded so we can use it for more community and personal functions. There are a lot of tourists that travel through so I think if we got upgraded equipment it would be utilized even more and may help our few small businesses in our small town. It is very important to have a safe playground to go to for all of the young families that are coming to this town. The group that has put this project together and started working on it are all young families and have the same concerns, they have put a lot of effort and time into this project already. Getting the grant would really help tie everything together and make our community a better place.

Sincerely,
Cori Hamilton

Name/Title: Farmer and Mother
Entity: L & C Farms

July 12th, 2019

John Nation
PO Box 415
Hudson, WY 82515
307-714-0893
jwnation1210@hotmail.com

Dear Wyoming Business Council,

My name is John Nation, and I am writing this letter in support of replacing the outdoor playground equipment and updating the family picnic structure through the Bring Back Svilar Park group.

I am the Father of 3 young children growing up in Hudson, WY. The town is such a beautiful piece of Wyoming, and the community is the best. I love to do outside activities with my children, but we don't use the current park equipment. Svilar's park used to be a wonderful place to build memories. Now the equipment is extremely outdated and sad. It is important to our family and our community to have a safe park for our children and families to enjoy. Our community would benefit greatly for having a new park in our rural area.

Sincerely,
John Nation (Father and Community Member)

July 12th, 2019

Heavyn Nation
PO Box 415
Hudson, WY 82515
307-714-0893

Dear Wyoming Business Council,

My name is Heavyn Nation, and I am writing this letter in support of updating Svilar's Park in Hudson, WY!

I am the oldest of my siblings, and am growing up in Hudson, Wyoming. I would love to be able to enjoy Svilar's Park. Currently, I don't go there often because the current equipment is old and not great. We love to use the picnic structure to have our family birthday parties and play at the park, but the park could really use some new equipment. We would appreciate any help for the Bring Back Svilar's Park initiative, because my siblings and my self would enjoy it for many years.

Sincerely,
Heavyn Nation (child community member)

July 12, 2019

Heather Foss
580 south Oklahoma Ave
3073497042
heather.berch@gmail.com

Dear Wyoming Business Council,

My name is Heather Foss. I am writing this letter in support of Bring Back Svilar Park receiving funds from the Business Ready Community Grant and Loan Program to replace the outdated playground equipment and upgrade the picnic structure.

I support the Bring Back Svilar Park as a resident in the community of Hudson. I watch a lot of kids and often bring them to my house. It's fun to take kids places where they can play, explore and have fun. I would love to go to a park where I'm not worried about broken and splintery playground equipment. With the grant funding the park could aquire new equipment and provide better landscaping. Doing this would greatly increase the appeal to spend time there by creating a safer more useable area. With new playground equipment I wouldn't be worried about a kid falling from over five feet to the ground or hoping they don't grab the railing and get a splinter. I wouldn't worry about them stepping through one of the many places where boards are loose or missing.

Having a nice park in our town would improve community life by providing an attractive, central location where I would want to invite friends and their families come have a BBQ or a playdate. I hope to see many families making memories of birthday parties, anniversaries, holidays, family time, friend time and so much more.

Sincerely,
Heather Foss

Community Member

July 12th, 2019

Amber Nation
PO Box 415
Hudson, WY 82515
307-714-5070
ambarnationart@gmail.com

Dear Wyoming Business Council,

My name is Amber Nation. I am writing this letter in support of Bring Back Svilar Park's initiative to replace the outdated playground equipment and update the outdoor picnic area.

I was born and raised near Hudson, WY. When I decided to build a family we chose Hudson to live. I knew raising our children in this community would be amazing, and the community is. The park however is not. As a young child I could play at Svilar's Park as much as I wanted. Today, I am a young family invested in our town's growth and wellbeing. We have a very active community with many young children that would benefit from having a good park to use. Our little town is on the map as a tourist stop, and I imagine people stopping to stretch their legs at this park while here, and I imagine many events and activities being held in the park when it is brought to a new glory. Thank you for considering Bring Back Svilar Park for the use of your funds.

Sincerely,
Amber Nation (mother and community member)

July 11th, 2019

Name Hayden Dexter

Address 366 S. New York Hudson, WY

Phone 307-443-1814

Email hmdexter12@gmail.com

Dear Wyoming Business Council,

My name is Hayden. I am writing this letter in support of Bring Back Svilar Park receiving funds from the Business Ready Community Grant and Loan Program to replace the outdated playground equipment and upgrade the picnic structure.

Please describe why you support this project and why it will be good for our community:

I've grown up in Hudson, and spent many of my early years playing on that playground. The equipment is outdated and unsafe. The kids should not have to play on rusted, chipped, and rickety equipment. Please help update the playground so the kids can enjoy it!

Sincerely,

Hayden Dexter

Name, Title and Entity (if applicable)

July 12, 2019

Name Mark Mock

Address 308 Oklahoma

Phone 307 708 0524

Email markmock05@gmail.com

Dear Wyoming Business Council,

My name is Mark. I am writing this letter in support of Bring Back Svilar Park receiving funds from the Business Ready Community Grant and Loan Program to replace the outdated playground equipment and upgrade the picnic structure.

Please describe why you support this project and why it will be good for our community:

I support this project because the park is one of the kids favorite places, and it is ~~disaster~~ not looking its greatest right now. If it was fixed it would attract a lot more people to our town. It would also make our town look better.

Sincerely,

Mark Mock

Name, Title and Entity (if applicable)

July 12, 2019

Name Justin Whelan

Address 357 S Indiana

Phone 307-349-4319

Email Jwhelan507@gmail.com

Dear Wyoming Business Council,

My name is Justin. I am writing this letter in support of Bring Back Svilar Park receiving funds from the Business Ready Community Grant and Loan Program to replace the outdated playground equipment and upgrade the picnic structure.

Please describe why you support this project and why it will be good for our community:

It would be good for the community because kids will have somewhere to hang out and let out the gitters and it will help the parents make there kids excited

Sincerely,

Justin Whelan

Name, Title and Entity (if applicable)

July 12, 2019

Name Zion

Address 357 S Indiana

Phone 307-343-2173

Email Subzero24860@gmail.com

Dear Wyoming Business Council,

My name is Zion. I am writing this letter in support of Bring Back Svilar Park receiving funds from the Business Ready Community Grant and Loan Program to replace the outdated playground equipment and upgrade the picnic structure.

Please describe why you support this project and why it will be good for our community:

so that little kids can be outside and not ~~outside~~ inside all day.

Sincerely,

Zion Sioux

Name, Title and Entity (if applicable)

July 12, 2019

Name SAM TYLER

Address Ammilettie 780

Phone 602 558 7341

Email Samrelyt281@gmail.com

Dear Wyoming Business Council,

My name is SAM. I am writing this letter in support of Bring Back Svilar Park receiving funds from the Business Ready Community Grant and Loan Program to replace the outdated playground equipment and upgrade the picnic structure.

Please describe why you support this project and why it will be good for our community:

because every time I go there my friends say it's goshome were better so it needs a cleanup

Sincerely,

Sam Tyler DOD

Name, Title and Entity (if applicable)

July 12, 2019

Name Aiden Whelan

Address 357 south indiana Ave

Phone 307-341-3755

Email Aiden Whelan2@gmail.com

Dear Wyoming Business Council,

My name is Aiden Whelan. I am writing this letter in support of Bring Back Svilar Park receiving funds from the Business Ready Community Grant and Loan Program to replace the outdated playground equipment and upgrade the picnic structure.

Please describe why you support this project and why it will be good for our community:

It will be better for the kids because they will have new things to play on and new things to hang out on.

Sincerely, Aiden Whelan

Name, Title and Entity (if applicable)

July 12, 2019

Name Zipporah Anderle

Address 356 Ohio Hudson, WY

Phone 307-240-0545

Email chicaloca247@gmail.com

Dear Wyoming Business Council,

My name is Zipporah. I am writing this letter in support of Bring Back Svilar Park receiving funds from the Business Ready Community Grant and Loan Program to replace the outdated playground equipment and upgrade the picnic structure.

Please describe why you support this project and why it will be good for our community:

The park has always been the "Hangout" for Hudson kids. It's supposed to be a safe and happy place to play and for many years it has been. However, over the past several years the park equipment has deteriorated to a point of hazardous to the kids. One friend of mine had a child break an arm there, another had a chunk taken out of his leg on the old skate equipment that is scrambled & tossed there. There have been other minor injuries that make me afraid for the kids I take there.

Sincerely, we would greatly appreciate some new, safe playground equipment for our sweet Hudson kiddos. These kids definitely deserve a safe place that we can trust them to play at for many summers to come.

Name, Title and Entity (if applicable)

July 11th, 2019

Name: Debbie Parker
Address: P.O. Box 292
Hudson WY 82515
Phone: 307-349-9606
Email: DebbieParker1963@gmail.com

Dear Wyoming Business Council

My Name is Debbie Parker. I am writing this letter in support of bring back Sivilas Park receiving funds from the Business Ready Community Grant and loan program to replace the outdated playground equipment and upgrade the picnic structure.

I was raised in Hudson and I support positive growth. Having a nice park for our children and adults to enjoy with their families is important to me, a safe place to play and enjoy would be wonderful.

Many family picnics & reunions are held there so to have updated safe equipment would sure be nice.

Sincerely
Debbie Parker

July 11, 2019

Name TAKE HAMOR + SUSAN HAMOR

Address 300 So. MAIN

Phone 332-6153

Email _____

Dear Wyoming Business Council,

My name is Take Hamor. I am writing this letter in support of Bring Back Svilar Park receiving funds from the Business Ready Community Grant and Loan Program to replace the outdated playground equipment and upgrade the picnic structure.

Please describe why you support this project and why it will be good for our community:

Some of the playground Equip. in the Park is very old + worn + is in need of being replaced. Hudson, like any other community, needs to have a pleasant, functional Recreation Area Available for families + all residents, to gather to recreate + socialize.

Sincerely, TAKE

TAKE + SUSAN HAMOR
Name, Title and Entity (if applicable)

Dan Bonella
641 S. Main
Hudson, WY 82515

Dear Wyoming Business Council,

I am one of the kids who play in the Swirl Park in Hudson WY. I am writing to support my town in our mission to bring back this park.

The equipment in this park is old and falling apart. The swinging bridge is even falling apart. There has been so many years of the same equipment that kids are bored & some are even afraid of it mostly little kids.

The ramps in the skatepark there are also falling apart and almost to the point of not being able to use them.

That is why I am writing to ask that you please help bring back our park.

Sincerely, DAN

641 S Main St.
Hudson, WY 82515
P.O. Box 314

Dear Wyoming Business Council,

My name is Autumn Bonella. I am writing this letter in support of bringing back Sular Park to replace all of the outdated playground equipment and upgrade the picnic structure. I support this project because it is relevant to fix the old, unsafe equipment to have a safer park for kids to play on. I believe that the grant funding will help to achieve this goal. This would be good for the population and community of Hudson.

I, Autumn Bonella, am writing this letter in support of this project.

Sincerely,

Autumn Bonella
(Supporter of project)

P.S. This is a great idea and I think the kids of the town of Hudson would greatly appreciate this.

Jean Bonella
306 Spiredr. Apt. 11
Riverton, WY 82501

Dear Wyoming Business Council,

I grew up in Hudson Wyoming
I used to play in Svilar Park and now
I take my niece and nephew there
Sometimes. I am writing this letter
in support of "Bring Back Svilar Park"
my dad (Bruno Bonella) helped build
the equipment in that park in the late
40's early 80's it's pretty old. There
is a slide that was there even before
that that's old rickety, steep, shaky
and flat out dangerous. The
swinging bridge is falling apart
and it wouldn't surprise me if the
rest of the equipment soon
followed. It already gives out slivers.
The seats of the swings are wearing
out as well. It's not a place I would
take a little kid and that makes
me sad. So please help the town
of Hudson Bring back Svilar Park.

Thank You!

Sincerely,

Jean Bonella

Email: angelinlove82501@hotmail.com

July 10, 2019

Name Sherry Oler

Address 164 N. Ohio Ave

Phone 307-349-6866

Email skoler1@msn.com

Dear Wyoming Business Council,

My name is Sherry Oler. I am writing this letter in support of Bring Back Svilar Park receiving funds from the Business Ready Community Grant and Loan Program to replace the outdated playground equipment and upgrade the picnic structure.

Please describe why you support this project and why it will be good for our community:

this project will enhance our community benefit the children, and anyone who enjoys it (the park).

Sincerely,

Sherry Oler, Owner
Name, Title and Entity (if applicable)

July 9, 2019

Name Brady Hamilton

Address 125 South Indiana

Phone (307) 332-4318

Email hbrady12@yahoo.com

Dear Wyoming Business Council,

My name is Brady Hamilton. I am writing this letter in support of Bring Back Svilar Park receiving funds from the Business Ready Community Grant and Loan Program to replace the outdated playground equipment and upgrade the picnic structure.

Please describe why you support this project and why it will be good for our community:

Most of the equipment is falling apart and with updated playground equipment more kids in the town would hang out and make the community closer.

Sincerely,



Name, Title and Entity (if applicable)

July 9, 2019

Name Zeke Bonella

Address 641 S. Main Hudson, WY.

Phone 851-1838

Email zbonella@gmail.com

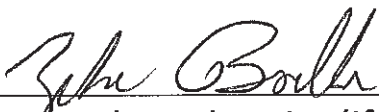
Dear Wyoming Business Council,

My name is Zeke Bonella. I am writing this letter in support of Bring Back Svilar Park receiving funds from the Business Ready Community Grant and Loan Program to replace the outdated playground equipment and upgrade the picnic structure.

Please describe why you support this project and why it will be good for our community:

Gives kids a place to go and keep out of trouble.

Sincerely,



Name, Title and Entity (if applicable)



Karen Fate <karen.fate@wyo.gov>

Svilar Park Support Letter

1 message

Jenny Hamilton <hamiltonjenny927@gmail.com>

Wed, Jul 10, 2019 at 3:10 PM

To: Karen Fate <karen.fate@wyo.gov>

Hi Karen,

Here is a letter I received via e-mail. Christy and I are compiling the other letters we have received within a file that I will send to you within the next few days. Still waiting for more!

I have also scheduled an appointment with a potential contractor for the picnic shelter on Monday morning, so hopefully we will get you the remainder of the bids you need by early next week too!

Thank you for your patience and guidance, we truly appreciate it!

Jenny Hamilton
Bring Back Svilar Park
307-349-4215

Annie Schubarth
3072400336
Annio307@yahoo.com

Dear Wyoming Business Council,

My name is Annie Schubarth. I am writing in support of Bring Back Svilar Park receiving funds from the Business Ready Community Grant and Loan program to replace outdated playground equipment, and upgrade the picnic structure.

I support this project, because, while I myself do not live in Hudson, my daughters babysitter does. She loves taking the kids on adventures and really utilizes play as a learning tool. Currently, the Hudson park just isn't safe enough to allow the kids to play freely and learn. Hudson is a beautiful community, and for the children of Hudson, it would be wonderful for them to have a nice, safe environment to be kids. If the park was updated, it would also offer another venue for events like Hudson Daze, and make the Easter Egg hunt a bit more fun.

Thank you for your time, and for considering Svilar Park as an option for your grant. An updated park would definitely improve the community of Hudson.

Sincerely,

Annie Schubarth
Parent

July 9, 2019

Name Tammy Moose

Address 688 S. Ohio

Phone 307-851-3930

Email _____

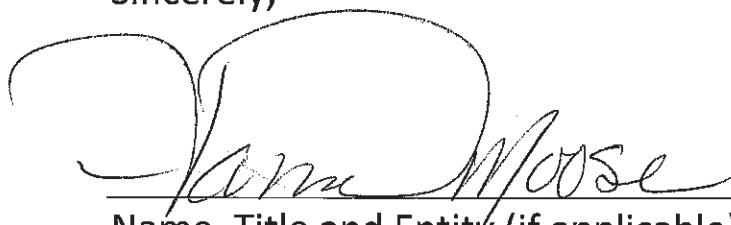
Dear Wyoming Business Council,

My name is Tammy Moose. I am writing this letter in support of Bring Back Svilar Park receiving funds from the Business Ready Community Grant and Loan Program to replace the outdated playground equipment and upgrade the picnic structure.

Please describe why you support this project and why it will be good for our community:

Having a safe, nice place for the community children is wonderful. Not only does it give them a place to play, I believe it helps keep them out of trouble. It also is a wonderful place for get togethers and ~~B.B.A's~~ B.B.A's

Sincerely,


Name, Title and Entity (if applicable)
4

July 10th, 2019

Name

Suzanne Limpy

Address 141 W. 2nd St.

Phone (307) 343-2173

Email limpy1021@gmail.com

Dear Wyoming Business Council,

My name is Suzanne. I am writing this letter in support of Bring Back Svilar Park receiving funds from the Business Ready Community Grant and Loan Program to replace the outdated playground equipment and upgrade the picnic structure.

Please describe why you support this project and why it will be good for our community:

I Strongly Support this project because I feel it will bring back a safe place for the youth to hang out and have something constructive to do. The older kids will be having sober fun!

Sincerely,


Name, Title and Entity (if applicable)

July 6, 2019

Robin Allison
PO Box 12
100 S. Ohio Ave.
Hudson, WY 82515
307-690-8918
jhtrb@bresnan.net

Dear Wyoming Business Council,

I am writing to you in support of the town of Hudson Wyoming *Bring Back Sivilar Park* project.

Hudson is a small community with a large population of young families with young children. Having an outdoor community play and picnic area that is not visible from the busy main thoroughfare through town will be a safety asset to residents and visitors alike.

This updated and clean park will encourage neighbors to engage socially with each other and it will give our children a special place to be outdoors, play and learn to be part of and take pride in their town.

I hope you will consider supporting this thoughtful community enhancing project.

Sincerely,

A handwritten signature in cursive script that reads "Robin Allison".

Robin Allison

July 6, 2019

Name BARBARA NEFF

Address PO Box 145 Hudson Wy.

Phone 1-307-332-4450

Email bneff@wyoming.com

Dear Wyoming Business Council,

My name is BARBARA NEFF. I am writing this letter in support of Bring Back Svilar Park receiving funds from the Business Ready Community Grant and Loan Program to replace the outdated playground equipment and upgrade the picnic structure.

Please describe why you support this project and why it will be good for our community:

I have had Occasions to use the Park for family get togethers. I always get wonderful reviews from friends and family on the location and what a good time they have. They love that there are things to keep the children occupied. To enhance this would be a great thing for our community.

Sincerely,

Barbara Neff

Name, Title and Entity (if applicable)

July 4th, 2019

Name Julie Thomas

Address 280 S Illinois Ave.

Phone (307) 709-2808

Email ~~_____~~

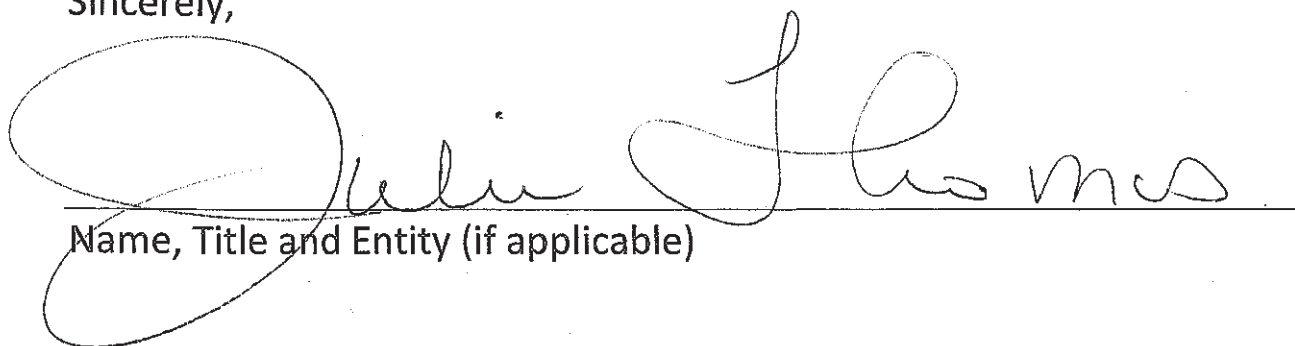
Dear Wyoming Business Council,

My name is Julie. I am writing this letter in support of Bring Back Svilar Park receiving funds from the Business Ready Community Grant and Loan Program to replace the outdated playground equipment and upgrade the picnic structure.

Please describe why you support this project and why it will be good for our community:

I feel it will help the youth to be active and spend less time on technology

Sincerely,


Name, Title and Entity (if applicable)

July 1, 2019

Name Mary Fenton

Address P.O. Box 340 Hudson, WY

Phone 307 332 0365

Email _____

Dear Wyoming Business Council,

My name is Mary Fenton. I am writing this letter in support of Bring Back Svilar Park receiving funds from the Business Ready Community Grant and Loan Program to replace the outdated playground equipment and upgrade the picnic structure.

Please describe why you support this project and why it will be good for our community:

Hudson is somewhat isolated and young people need a safe place to go for recreation. Also Families can enjoy the park.

Sincerely,

Mary Frances Fenton.

Name, Title and Entity (if applicable)

July 9, 2019

Name: Amy Hamilton
Address: P.O. Box 389
Hudson, Wy 82515
Phone: 307-349-2834
E-mail: deecross1@hotmail.com

Dear Wyoming Business Council,

My name is Amy Hamilton. I am writing this letter in support of Bring Back Svilar Park receiving funds from the Business Ready Community Grant and Loan Program to replace the outdated playground equipment and upgrade the picnic structure

I was born and raised in this small town and support our town growth. Having a nice park area is so important to the young families that are raising their children here. The park equipment is old and wearing thin. My children 40 years ago played there all summer long. As a grandmother of 8, it is extremely important to have this wonderful and safe park to go to. The group that has put this together are all young families that have put their time into some of the updates already. They have worked hard to raise funding and having a grant to help finish this project would show them that all their hard work pays off. Our small community is very active and the new park equipment would also benefit the rural areas around us. Also, a very nice place for tourists to stop in and that would help our few small business that we have here.

Sincerely,
Amy Hamilton

Name/Title: Rancher and Grandmother
Entity: Dee Cross Ranch

November 15, 2019

Dear Grant Committee,

On behalf of the Legend of Rawhide we would like to give our full support to the Niobrara County Commissioners for the upgrades and improvements of the Niobrara County fairgrounds Main Building.

We feel that upgrading the heating system and air conditioning the benefits are:

- Auditorium would have a more comfortable and consistent temperature.
- The ability to hear while heat is running during an event.
- A new heating system will be more energy efficient and costs would be less.
- It would be more comfortable during the summer where numerous meetings and events occur.

The lighting being replaced with energy efficient LED lights saves energy costs and consistent lighting. Along with new flooring the maintenance costs would be less, because it would not need multi stripping and waxing along with repairs for the breaking up and aging floor.

The Fairgrounds is also our *Emergency Management Center* for Niobrara County. With a new generator it will be able to support all of its need for heat and electricity needs. We can rest assure that our people will be safe.

We value our Fairgrounds. It has been our community center for years. We want to be here for years to come. These upgrades and improvements will make this happen.

The Legend of Rawhide supports this endeavor.

Sincerely,

Legend of Rawhide
Legend of Rawhide

Niobrara County Alumni Association

November 14, 2019

Wyoming Business Council and State Land Board

To Whom It May Concern,

We are excited to hear that the Niobrara County Commissioners are working on a grant to make improvements to the auditorium.

The Niobrara County Alumni Association holds an Alumni banquet honoring past graduates of the local High school. This event is held the fourth Saturday of June every year. As you can imagine the temperatures can get pretty warm in the building at that time of the year. We have many times had to go into the building early in the morning of the event and turn on fans with ice buckets in front of the fans, to try and cool the building off before people start arriving in the early evening.

The banquet includes a nice sit down dinner and guest speakers, so we would have to shut down the fans before the event. What little bit of temperature change we had, was often gone before the guest even started arriving. We also have some graduates that are in their 90's that attend. It was always nerve racking that one of them would trip or catch their shoe on the degrading flooring.

The Alumni board felt so strongly about the need for air conditioning to be put in the building, that they set aside money over 30 years ago into a CD specifically for getting air conditioning in the auditorium.

I believe the use of LED lights throughout the building will not only will help with the electrical expense for the county, but will also help keep the building cooler.

Warm regards,



Karma Gaukel
Niobrara County Alumni Board President

307-340-1242



klgaukel@yahoo.com



PO Box 763 Lusk, WY 82225



Teresa Tucker
PO Box 1234
Lusk, WY 82225

November 14, 2019

Greetings,

As a citizen of Lusk, Niobrara County, I would like to pledge my full support to the Niobrara County Commissioners for the upgrades and enhancements of the Niobrara County Fairgrounds Main Building.

The Niobrara County Fairgrounds is a place where the facilities are used on an on-going basis year-round. The facilities are used for meetings, group activities, weddings, funerals, family reunions, 4-H and state conventions. The updates to the heating system would make it so that a person could be comfortable and to be able to hear. It would also be more energy efficient and more economical. Air conditioning will have an impact on meetings that become uncomfortable because of the temperature. This could also have an impact the use of the facilities. This facility that is used by everyone within the County.

It also serves as the Emergency Management Center for Niobrara County. With the larger capacity generator, we can rest assure that the facility will have the ability to support the building if it is ever needed.

As a member of numerous organizations that uses the Fairgrounds, I am excited for the upgrades and enhancements, as it a community center for us all. We value our Fairgrounds and with the upgrades and enhancements the facilities will serve us well into the future.

I fully support the Niobrara County Commissioners in this endeavor. Thank you.

Sincerely,



Teresa Tucker

Dear Grant Committee

On behalf of the Lusk Lodging Tax Board, I am writing this letter as a letter of support for the Niobrara County Fair Board's effort to obtain grant monies for improvements at the Niobrara County Fairgrounds. The facilities at the fairgrounds are used daily and with the addition of improved heating, cooling, lighting and flooring, it can only increase and enhance the experiences for those using the fairgrounds.

Our local fairgrounds are used for a variety of activities including 4-H, local meetings, Count Extension office events such as the Food Expo, and so much more. In addition to local usage, the events at the fairgrounds help bring in tax dollars from visitor to our community, including but not exclusive to lodging tax dollars.

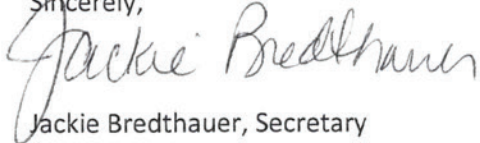
I would like to share some of the ways in which the events held at the fairgrounds are used to provide Lodging Tax Dollars to our community, which in turn helps us to promote our community.

- Masons/ Sportsman's fun night which brings people throughout the area for a fun night of food, auctions, and entertainment while being a fundraiser for the Masons.
- High school graduation parties which brings friends and family from all over the country to share in the graduation celebration.
- Family reunions and weddings which also bring friends and families from all over.
- State Homemakers convention which brought homemakers in from all over the State of Wyoming.
- Gun Shows which bring in gun enthusiast from around the region.
- Alumni reunion and banquet brings in NCHS Graduates from around the world for 2-3 days.
- 4th of July Fireworks Show which brought people into town just to see our fireworks and spend the evening. Unfortunately, this is no longer happening but for many, many years it brought increased revenues to our community.
- VFW birthday celebration this summer brought in visitors throughout the state to take part in the activities
- The 2017 Solar Eclipse brought in thousands of people and dollars throughout the world for a chance to see a Total Solar Eclipse
- Legend of Rawhide which started once again in in the 1980's and is a repeat performance for two nights each summer and is attended by people throughout the United States and occasionally outside the states.
- The Niobrara County Fair which is a week- long festivity of showmanship, fun and much more.
- State DOES convention which brought DOES members and their spouses throughout Wyoming for a fun three days
- Annual Christmas Bazaar which is a two- day event that attracts people throughout the region to see what new and unique Christmas items they can purchase.
- Coyote Days, which is a two- day convention for trappers and brings in hundreds of participants throughout the United States.
- Wyoming Rough Riders Mounted Shooting holds their 3 -day State Competition at the fairgrounds which brings contestants from around the state.

The above events are just a short list of that the Niobrara County Fairgrounds means to the Lodging Tax Board and the community. In addition to those listed above, the fairgrounds also provides a place for Health Fairs, Blood Drives, Halloween Carnivals, Meet the Candidates, Hunter Safety Classes, Santa's Helpers, Ag Safety and Wellness Day, and High School Dances.

In closing, The Lusk Lodging Tax Board highly encourages your committee to honor the request made by the Niobrara County Commissioners in their quest to improve our fairgrounds. For any additional questions please feel free to contact me at 307-334-2950.

Sincerely,

A handwritten signature in cursive script that reads "Jackie Bredthauer". The signature is written in dark ink and is positioned above the printed name.

Jackie Bredthauer, Secretary
Lusk Lodging Tax Board

Pier Funeral Home
101 West 4th Street
PO Box 569
Lusk, WY 82225
(307) 334-2306

November 12, 2019

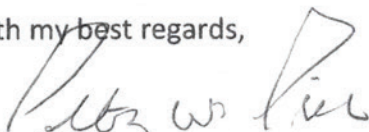
Dear Grant Selection Committee,

Thank you for considering the upgrades to the Niobrara County Fairgrounds main complex in Lusk. I've come to be very familiar with the main auditorium after purchasing the local mortuary in 1999. Over the last twenty years, I have held dozens of funerals in the building. I have consistently asked for upgrades that would make a difference but resources have not allowed. It is the only complex that can hold several hundred people and it has obsolete functions. Many times, over the years, this building was overflowing with people attending funerals. The only disadvantage of the building is the outdated heating and lack of a central cooling system. The heating system has large heaters suspended from the ceiling. They work, but we need to turn them off before a service because they are too loud. The overhead PA system cannot be heard when running. The lack of cooling, as you can imagine during our hot days, is almost unbearable. We have large fans for moving the air, however they create a noise disruption and need to be turned off during a funeral service.

I've also attended many non-related funeral events in the same complex. We face the same obstacles at those events. This complex can be called the nerve center of our community for functions. It would be difficult to place an exact number on of people that utilize the building. I assure you throughout a year it will be in the thousands. The requested items would really make a difference in providing an even nicer complex. The fair board has made several upgrades to the complex over the last few years, however our resources are limited.

Thank you again for your consideration. We appreciate the funding we have received over the last several years.

With my best regards,



Peter W Pier

NIOBRARA COUNTY FAIR BOARD
PO BOX 210
LUSK, WYOMING 82225
307-334-3534

November 12, 2019

Greetings,

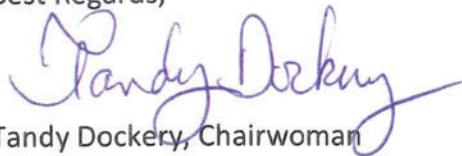
On behalf of the Niobrara County Fair Board, I would like to give our full support to the Niobrara County Commissioners for the upgrade and enhancement of the Niobrara County Fairgrounds Main Building. The Niobrara County Fairgrounds is our community hub for anything and everything that happens in our small rural community. The upgrades that are being requested will allow us to continue to serve our county far into the future.

The updates to the heating system and adding air conditioning along with insulation and LED lights to the main building will certainly make the facility more energy efficient and allow for more community events to take place throughout the year. The updates to the restrooms, doors and flooring are very much needed and will give the building a nice facelift.

The Fairgrounds also serves as the Emergency Management Center for the County and the larger capacity generator has been needed for several years. It is good to know that the facility will have adequate electricity supplied to the building should we have a need to use it as an Emergency Management Center.

The Fair Board is extremely excited for the upgrades and enhancement to the Fairgrounds facility which will allow our small rural community the opportunity to continue to use it as a community center for years to come.

Best Regards,



Tandy Dockery, Chairwoman
Niobrara County Fair Board
PO Box 210
Lusk, Wyoming 82225

NIORARA CHAMBER OF COMMERCE

P.O. BOX 457 LUSK, WY 82225 1-800-223-LUSK 334-2950



STAY IN LUSK-COUNTY SEAT OF THE LEAST POPULATED COUNTY IN WYOMING.-WE HAVE ROOM FOR YOU

Dear Grant Committee,

On behalf of the Niobrara Chamber of Commerce, I am writing a letter of support for the Fair Board's efforts to improve the Niobrara County Fairgrounds. The facilities at the fairgrounds are used on a daily basis and with the heating, air-conditioning, lighting and flooring improvements, it can only increase and enhance the experience for those using the fairgrounds.

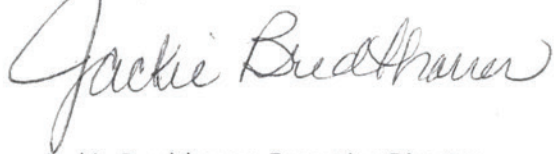
Being a small county of less than 2500 and a small chamber of less than 100 members, we have learned to stretch every dollar available to us and receiving this grant would provide a huge positive impact for our fairgrounds as well as our community.

Immediately after the flash flood we had in 2015, the Fairgrounds was used as our emergency center. Many agencies on the state and national levels were here to assist us as well as thousands of volunteers throughout the course of the clean-up progress. The fairgrounds as a shelter provided temporary beds, showers, meals and much, much more while still trying to complete their daily work requirements. While we appreciate the use of the fairgrounds and their staff, new and updated heating cooling and lighting will be a God send.

The Niobrara Chamber of Commerce has used the fairgrounds to host many events that have been held throughout the years including meetings, concerts, banquets, and the 2017 solar eclipse events to name a few. Being able to use the fairgrounds for such events has helped our local economy to bring in outside revenues. The solar eclipse brought in \$37,463.55 to the Niobrara Chamber of Commerce who was the leader of the events. We had \$17,168.57 in expenses for such things as insurance, t shirts, cancelled postage stamps, rental fees, insurance, pool rental, porta potties, school bus for tours. This event allowed us to give back to the community with donations to the following organizations: Pat Miller Museum-\$200, Niobrara County High School Students for selling our t shirts-\$2000, Stagecoach Museum-\$200, Hat Creek Stage Station-\$200, Volunteer Ambulance Service-\$1000, Niobrara County Search and Rescue-\$1000, Fairgrounds -\$300, Lusk Volunteer Fire Department-\$750, The Rural Fire Department \$750 and Santa's Helpers-\$1000. These events, which we were able to host at the fairgrounds. provided a large economic impact to our community. Visitors from around the world visit our small community and spend dollars at the motels, eating establishments, gas stations, retail businesses and much more.

In closing, the Niobrara Chamber of Commerce, would encourage you to provide the Niobrara County Fair Board and Niobrara County Commissioners the moneys they are requesting from the State Land and Investment Board. You can contact our office at 307-334-2950 for any additional information.

Sincerely,

A handwritten signature in cursive script that reads "Jackie Bredthauer". The signature is written in dark ink and is positioned below the word "Sincerely,".

Jackie Bredthauer, Executive Director
Niobrara Chamber of Commerce

Niobrara County High School

"Home of the Tigers"



Jason Hubbard
Agriculture Teacher/ FFA Advisor
702 W. 5th St., Lusk, WY 82225
307-334-3320

I am the Agriculture Instructor/FFA Advisor for Niobrara County High School and Rawhide FFA chapter. I am writing this letter in reference to the improvement grant application for the Niobrara County Fair Grounds. The Rawhide FFA chapter uses the fairground several times throughout the year for our banquets, award ceremonies, and fundraisers.

The heating and air conditioning is a necessary improvement to the building. Currently the heaters we have are loud enough that people cannot hear the speaker while they are running. We have no air conditioning at this time. Quieter heaters and air conditioning would be nice so we could maintain a comfortable atmosphere in the room while conducting our business.

Updating the bathrooms and flooring are also necessary improving for our Fairgrounds. Our community Fairgrounds is the central hub of our community. Those buildings are used a lot during the week for various events. Trying to schedule an event can sometimes be hard because there is such a full calendar. Since these buildings are used so heavily, updating the flooring is just something that has to happen from wear and tear. Our bathrooms are the same way, we need to continue to update and maintain our facilities so people feel comfortable attending events here.

Lighting in a building is one way we can save money and also improve the overall feel of a room. Updated lights would really improve the feel of our rooms and would also save energy usage.

Thank you for reading my letter, I hope it aids in your decision to grant us the funds to do the improvements to our fairgrounds. We get comments all the time from visitors about how great our fairgrounds are. Everything from the general appearance, to the functionality is top notch. We tell them it is because we take pride in our community and want to have a place for people to use that is nice and well kept. Granting us the funds to update these few things will ensure we continue to have strong community unity, centered on a great fairgrounds.

Thank You,

A handwritten signature in blue ink that reads "Jason Hubbard". The signature is written in a cursive, flowing style.

Jason Hubbard



Niobrara County 4-H Council
Box 210
Lusk, WY 82225
307-334-3534
307-334-2188 (FAX)

November 6, 2019

Dear Grant Committee

On behalf, of the Niobrara County 4-H Council, I write to you in support of the proposed grant applied for by the Niobrara County Commissioners. The grant monies would make some needed improvements in the HVAC systems in the auditorium, redoing the bathrooms and upgrading the lights to LED fixtures. Additionally, the grant would help replace the flooring in the newer addition and replace the generator. Our Fairgrounds facilities are one of the only gathering places in our community large enough to accommodate large numbers of people for funerals, weddings, banquets, 4-H activities etc. We take great pride in our facility and your grant would help facilitate some much needed improvements. The current heating system in the auditorium is not only very noisy; it is very costly and is not efficient. Additionally, the flooring in the newer addition is now chipped and cracked and will soon become a potential tripping hazard. These projects would help increase the functionality of the building, so that it can continue to be a central gathering place of our community for years to come.

With kind regards,

Carrie Bannan
Niobrara County 4-H Council President

NIORARA COUNTY EMERGENCY MANAGEMENT

JAMES SANTISTEVAN
PO BOX 462
LUSK, WY 82225
CELL: 307.340.0893

November 4, 2019

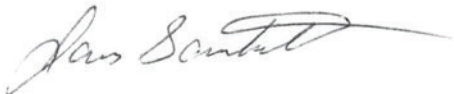
To Whom It May Concern,

I am writing this letter on behalf of the Niobrara County Commissioners. They are requesting a grant to update the Niobrara County Fairground's main building that is used for Emergency Management as a shelter and emergency operation center when the need arises.

It is for this reason that I feel the building should be equipped with an improved heating and cooling system and a generator capable of running this new equipment.

I appreciate your time and consideration in this matter.

Respectfully,



James Santistevan
Niobrara County Emergency Management Coordinator
Email: niobraracountyema@gmail.com

Niobrara County Homemakers

October 31, 2019

Claudia Swanson
1566 Redbird Road
Lusk, WY 82225

Dear Grant Committee:

Niobrara County Homemakers fully support the Niobrara County Commissioners grant application for the upgrades and improvements to the Niobrara County Fairgrounds building.

As a non-profit organization in a small community, there are limited facilities available for our use but the fairgrounds building provides us a place to hold our meetings and host community events. Replacing the heating system and lighting in the auditorium would be a huge asset during our Christmas Bazaar and Cultural Arts program. Improved flooring in the meeting rooms and kitchen would be an added benefit for our scholarship luncheon and county fair. Our organization also hosts the State Homemakers Convention every 4 or 5 years in June. The addition of air conditioning in the auditorium for that event would make everyone more comfortable.

The fairgrounds building is a valuable resource in our community and the Homemakers strongly support this grant application. We believe the proposed upgrades and improvements provided by this grant will benefit all the citizens of Niobrara County.

Sincerely,



Claudia Swanson
Niobrara County Homemakers Treasurer
307-334-3142



University of Wyoming Extension
College of Agriculture and Natural Resources
Niobrara County Office
4080 US Hwy 20
PO Box 210 • Lusk, WY 82225-0210
(307) 334-3534 • fax: (307) 334-2188 • uwyo.edu/uwe

October 23, 2019

Dear Grant Selection Committee,

I am writing this letter in support of the grant for the Niobrara County Fairgrounds Main Building updates being submitted by the Niobrara County Commissioners. As the 4-H Educator for the county, I use this building weekly, often multiple times a week for meetings. Our 4-H Clubs have access to the facilities monthly for their meetings as well.

During the Niobrara County Fair, the entire facility is full of exhibits and families to view the accomplishments of the youth. During the summer, the building can get quite warm. With the addition of air conditioning, folks would be able to stay and visit out of the heat. Currently if we have a large gathering in the winter, we have to heat up the room and then turn off the heaters to be able to hear the speaker. This current set up is inconvenient as kids begin to get cold and then get fidgety and their attention is gone.

A facility as heavily used as the Fairgrounds auditorium and meeting rooms are, it is time for some upkeep in the bathrooms and the flooring. The maintenance has done what they can, but there is only so much patching of floor tiles that can be done before it is time for a complete replacement. A building of this age has reached its limit and needs the necessary upgrades.

This building is the heart of the 4-H program and I hope that you will strongly consider it for this great project.

Thank you for your time.

Sincerely,

Kellie Chichester

4-H Educator, Niobrara County



Niobrara Electric Association, Inc.

3951 US HWY 20 • P.O. Box 697

Lusk, Wyoming 82225-0697

Office: 1-800-322-0544 or 1-307-334-3221

FAX: 307-334-2620

Dear Grant Committee,

Niobrara Electric Association is an electric cooperative that serves the area in and around the Niobrara County area. As a member owned cooperative, we hold annual member meetings that alternate between the Niobrara County Fairgrounds and another location. We fully support the proposed improvements to the HVAC system to allow for the benefit of efficiency for the fairgrounds, but more importantly for us, a quieter system for the benefit of our membership at the meetings so that we can maintain a comfortable temperature and still be able to hear. As a utility, we have expertise in the areas of the energy efficiency projects that they are proposing and can see the long-term benefit to the fairgrounds

Sincerely,

Ken Ceaglske
General Manager

October 10, 2019

Dear Grant Committee,

I am writing this letter in support of the Grant being applied for by the Niobrara County Commissioners.

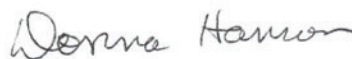
I am Chairwoman of the annual Niobrara County Homemakers Christmas Bazaar held in early December.

Efficient and quiet heating would be a great asset to this event. LED lights would certainly be appreciated. Speaking as a Niobrara County 4-H leader, efficient heating and air conditioning would certainly enhance all 4-H events. Improved flooring would be an added benefit. I also am also involved with the Niobrara County Fair as Superintendent of inside open class exhibits and there is no doubt that having air conditioning would make fair time much more enjoyable.

The Niobrara County Fairgrounds is used extensively for a multitude of activities throughout the year.

Every event would profit by the proposed upgrades that the grant could offer. Thank you!

Respectfully,

A handwritten signature in cursive script that reads "Donna Hanson".

Donna Hanson

SECTION C

PERSONNEL, BUDGET AND AUDIT COMMITTEE

March 4-5, 2020 · Greybull, Wyoming





AGENDA ITEMS

March 5, 2020

Personnel:

C-4 Personnel Report and Organizational Charts

Financial:

C-8 Financial Update

Personnel Report

February 5, 2020

Farewells:

Vivian Georgalas, Entrepreneurial Services Coordinator – February 2020
 Andy Greenman, Videographer – February 2020

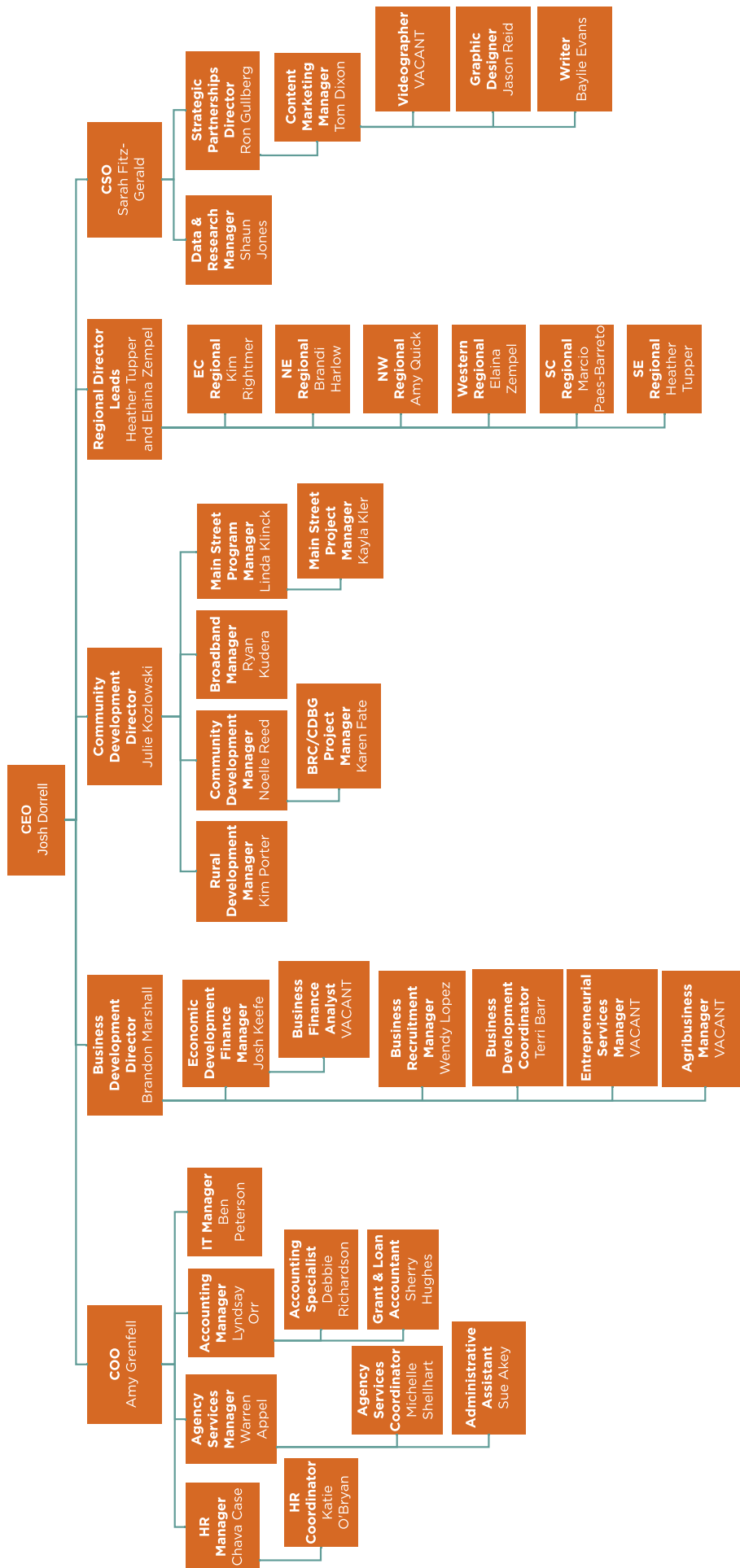
New Hires & New Roles:

Ron Gullberg, Strategic Partnerships Director – December 2019
 Brandon Marshall, Business Development Director – December 2019
 Ryan Kudera, Broadband Manager – January 2020
 Josh Dorrell, CEO – February 2020

Total Salary & Benefits Biennial Budget: \$9.73M			
Total Positions: 45			
Filled Positions: 35			
	Vacancies	Restructured Option	Status
	Ag. & International Trade Coordinator (Briana Tanaka)	Business Finance Analyst	Interviews
	Agribusiness Manager (John Henn)	Agribusiness Manager	Interviews
	International Trade Manager (Andrew Carpenter)	Entrepreneurial Services Manager	Recruiting/Posted
	Research Program Manager (Jackie Westhusing)	Advanced Manufacturing Manager	Exception Request Pending
	Entrepreneurial Services Coordinator (Vivian Georgalas)	Professional Services Manager	Exception Request Pending
	Market Development Manager (Will Hardin)	Entrepreneurial Services Coordinator	Exception Request Pending
	BRC/CDBG Project Manager (Brayden Connour)	Community Development Coordinator	Exception Request Pending
	CDBG Project Manager (Stephanie Horton)	Community Development Grant Project Manager	Exception Request Pending
	Administrative Assistant (Ashley Cannon)	Evaluating	Pending
	Data Project Coordinator (Kayla Kler)	Evaluating	Pending

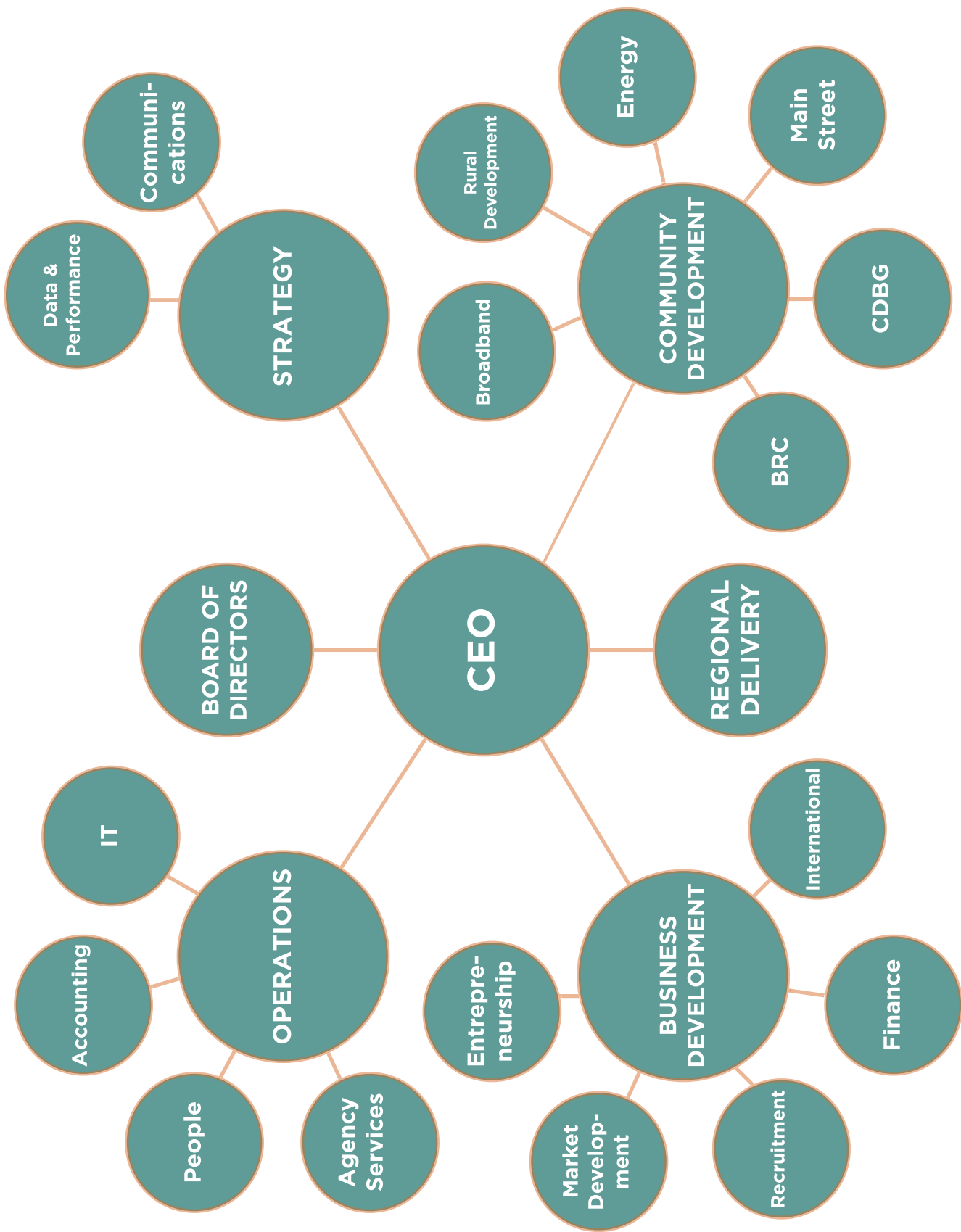
Wyoming Business Council Org Chart

Chava Case | February 12, 2020



Pending Positions:

- Business Development**
 - Advanced Manufacturing Manager
 - Professional Services Manager
 - Entrepreneurial Services Coordinator
- Community Development**
 - Community Development Coordinator
 - Grants Project Manager







WYOMING BUSINESS COUNCIL

Financial Update

BUDGET SUMMARY - ALL FUNDS (BFY 19/20 appropriation)

FY 2020- year to date for the period:		07/01/19 -12/31/2019		OPTIMUM >>> 50%	
PROGRAM BUDGET SUMMARY	BUDGETED	EXPENDED	ENCUMBERED	BALANCE	% EXPENDED & ENCUMBERED /BUDGETED
General Funds					
Business Development	\$4,019,790	\$1,355,353	\$2,538,298	\$126,139	97%
Strategic Initiatives	\$155,396	\$34,517	\$116,760	\$4,119	97%
Regional Offices	\$109,281	\$47,591	\$0	\$61,690	44%
Community Development	\$373,302	\$29,314	\$11,940	\$332,047	11%
Business Ready Communities	\$48,631,703	\$5,804,943	\$28,598,757	\$14,228,003	71%
Main Street	\$291,453	\$82,054	\$89,348	\$120,051	59%
Executive & Board of Directors	\$227,284	\$51,329	\$0	\$175,955	23%
Agency Services	\$372,414	\$187,269	\$91,865	\$93,280	75%
Accounting	\$52,140	\$34,837	\$9,500	\$7,803	85%
Electronic Services	\$139,266	\$58,270	\$10,828	\$70,168	50%
Human Resources	\$4,937,271	\$1,872,431	\$0	\$3,064,840	38%
Communications & Marketing	\$78,450	\$41,728	\$13,851	\$22,871	71%
Women's Council	\$36,735	\$17,342	\$0	\$19,393	47%
	\$59,424,484	\$9,616,979	\$31,481,148	\$18,326,357	69%
Federal Funds					
Brownfield Revolving Loan Program	\$800,000	\$0	\$0	\$800,000	0%
CDBG Program	\$4,177,879	\$466,953	\$1,344,801	\$2,366,125	43%
State Energy Repurposed ARRA Funds	\$423,259	\$87,288	\$48,257	\$287,714	32%
State Energy Conservation Program	\$445,174	\$24,364	\$369,922	\$50,888	89%
State Trade and Export Program (STEP)	\$113,069	\$33,110	\$13,807	\$66,152	41%
	\$5,959,382	\$611,715	\$1,776,787	\$3,570,880	40%
Primary Agency Funds (See Terms on back for descriptions)					
Economic Loan Development (fund 039/089)*	\$29,426,176	\$1,549,912	\$10,151,555	\$17,724,709	40%
Wyoming Business Council (fund 085)	\$20,425	\$13,156	\$0	\$7,269	64%
Rural Rehabilitation (fund 499)	\$173,209	\$77,476	\$41,515	\$54,218	69%
Broadband (fund 749)	\$3,000,000	\$0	\$0	\$3,000,000	0%
	\$32,619,810	\$1,640,544	\$10,193,070	\$20,786,196	36%
TOTAL	\$98,003,676	\$11,869,237	\$43,451,005	\$42,683,433	56%

FY2020 BALANCES

Loans Receivable	Net Balance
Balances as of 12/31/19	
Economic Disaster loans	\$5,757,391
Bridge loans	\$1,914,638
Mainstreet loans	\$3,010
Amendment IV loans	\$34,458
Natural Gas Infrastructure loans	\$216,221
WyoTech loan	\$4,900,000
BRC loans	\$8,026,510
ARRA SEP loans	\$613,897
Unallocated allowance	(\$75,400)
TOTAL	\$21,390,725



Governor's Office Funds = \$3,741,224
Petroleum Violation Escrows

Avail. Cash Balance	Year-to-date Receipts
\$7,414,554	\$813,158
\$206,450	\$6,786
\$4,565,183	\$0

* \$15.65 million reserved for Large Loan Enterprise Fund, not included in Available Cash Balance.

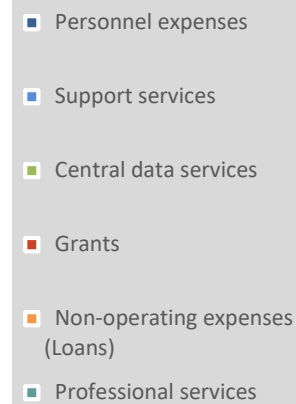
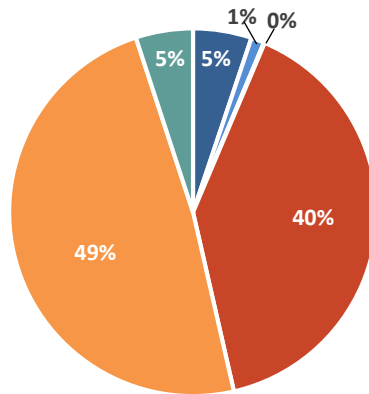


Lyndsay Orr, CPA
Accounting Manager
lyndsay.orr@wyo.gov | 307.777.2849

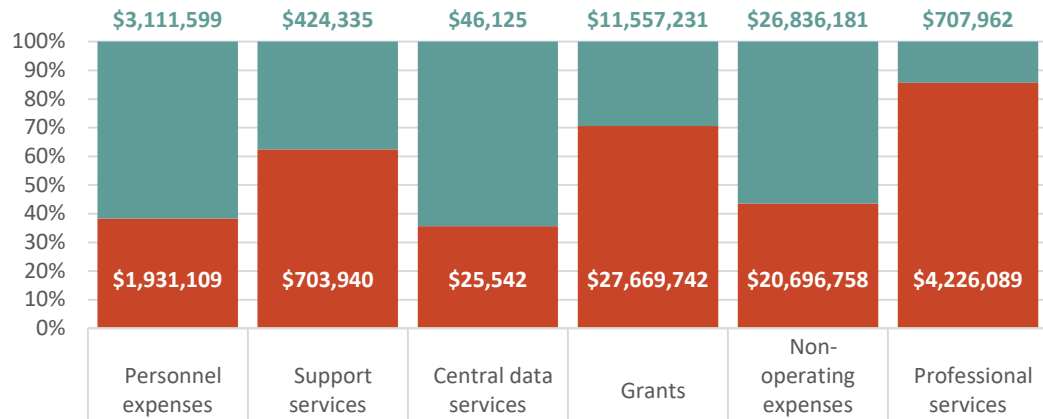


Learn more about Wyoming Business Council Financials at wyomingbusiness.org/boardbook.

BUDGETED EXPENDITURES BY FUNDING SOURCE



LINE ITEM EXPENDITURE SUMMARY



Balance	\$3,111,599	\$424,335	\$46,125	\$11,557,231	\$26,836,181	\$707,962
Budget Used to Date	\$1,931,109	\$703,940	\$25,542	\$27,669,742	\$20,696,758	\$4,226,089

TERMS

- Budgeted** - Year one of two in the biennium budget
- Encumbered** - Funds are committed for a specific purpose
- Expended** - Funds have been spent
- Federal Fund** - Department of Energy, Housing and Urban Development, Small Business Administration, Environmental Protection Agency
- General Fund** - Appropriated by the Wyoming Legislature on a biennium budget
- Agency Funds** - Special revenue funds that carry forward year to year
- 039 **Challenge Loan** - Economic Development Loans
- 085 **Shared with Tourism** - Selling Wyoming First Program and Tourism sales
- 499 **Rural Rehab** - Farm Home Administration Funding for rural development
- 749 **Broadband** - Transferred from Governor's Office ENDOW Fund for remainder 19/20 Biennium

LOANS

- ARRA SEP loans** - for energy efficiency projects
- BRC Loans** - from BRC to a public entity
- Amendment IV Loans** - Pre-Challenge Loan Program
- Bridge Loans** - Participation w/ bank
- Economic Development Loans** - for industry disasters (excl. natural disasters)
- Main Street Loans** - Participation w/ bank
- Natural Gas Infrastructure** - for Natural Gas Fueling Stations

Learn more about Wyoming Business Council Financials at wyomingbusiness.org/boardbook.



Lyndsay Orr, CPA
Accounting Manager
lyndsay.orr@wyo.gov | 307.777.2849



