

WYOMING BUSINESS COUNCIL **BOARD OF DIRECTORS MEETING**

Dec. 9 & 10, 2015 • Cheyenne, Wyoming



#ThinkWYO

Board of Directors Agenda

Cheyenne, Wyoming • December 9 and 10, 2015

WEDNESDAY, December 9, 2015

(Times are tentative and subject to change without notice)

Wednesday dress code is business attire.

Location: Cheyenne, Holiday Inn — 204 W. Fox Farm Road

- 8:15 a.m. Board of Directors Group Photo**
- 8:30 a.m. Convene meeting,** Lynne Michelena, Co-Chair
Welcome and Introduction of Board Members
Service Award Presentations
Action Item: Minutes Approval
- Nov. 23, 2015 – Call-In Meeting
 - Sept. 24, 2015 – Sheridan
- 9:00 a.m. Welcome to Cheyenne**
Anja Bendel, Director of Business Development, Cheyenne LEADS
- 9:30 a.m. Personnel, Budget and Audit Committee Report**
Jim Espy, Chair
Diane Joyce, CFAO
- **Action Item:** Acceptance of Audit Report by Wayne Herr of McGee, Hearne and Paiz
 - **Action Item:** Diane Joyce, CFAO, will provide comments on FY2015 financials. Board will consider acceptance of financial statements
- 10:00 a.m. Bylaws Ad-Hoc Committee Report**
Pat Schmidt and Megan Goetz, Co-Chairs
Diane Joyce, CFAO
- Information Item. Review of draft bylaws
- 10:15 a.m. Business Contract and Loan Committee Report**
Ben Avery, Director of Business and Industry
- Information Item: Report on draft legislation creating a Small Business Innovation Research Matching Fund
 - **Action Item:** Acceptance of past-due report, charge off balances, loan loss reserve analysis
 - **Action Item:** Approval of Challenge Loan participation request
- 10:40 a.m. Break**
- 10:55 a.m. Community Grant and Loan Committee Reports**
Cactus Covello, Chair

Community Development Block Grant (CDBG) Applications for Review and Action

Molly Spangler, Director of Investment Ready Communities, and Sandy Quinlan, CDBG Program Manager, will present staff recommendations for the following applications:

Applicant	Project	Project Type	Request
1. Fort Laramie	Public Infrastructure	Electrical Distribution System Upgrade	\$418,750
2. Meeteetse	Public Infrastructure	Warren Street Sidewalk	\$31,515
3. Torrington	Public Infrastructure	Sanitary Sewer and Water Improvements	\$398,361
4. Kemmerer	Planning	Senior Citizen Association Feasibility Study	\$15,000
Total Requests			\$863,626
Available CDBG Funds			\$863,626
Remaining CDBG funding if projects are funded			\$0

Consent agenda for CDBG projects

- Standing Committee Chairman will present a consent agenda. Items may be removed from the consent agenda at the request of any board member
- Public comment on consent agenda

Action Items:

- Vote on consent agenda
- Approval of staff recommendations for projects on consent agenda

Other CDBG projects not on consent agenda

- Presentation of staff recommendations
- Board discussion and public comment
- **Action item:** Consideration of staff recommendations

Business Ready Community (BRC) Applications for Review and Action

Molly Spangler, Director of Investment Ready Communities, and Julie Kozlowski, BRC Program Manager, will present staff recommendations for the following applications:

Applicant	Project	Project Type	Request
1. Alpine, Town of	Teton Distillery	Business Committed	\$2,873,798
2. Casper-Natrona Co. Economic Development JPB	33-Mile Sewer Infrastructure Project (Fabtech)	Business Committed	\$1,855,433
3a. Campbell County	Intertech Land & Property Purchase	Community Readiness - Grant	\$1,465,000
3b. Campbell County	Intertech Land & Property Purchase	Community Readiness - Loan	\$260,000
4. Bear River, Town of	Community Center/Town Hall/Public Works	Community Enhancement	\$380,000
5. Chugwater, Town of	Chugwater Park Improvements	Community Enhancement	\$100,645
6. Cody, City of	Mentock Park Handicap Accessible Park	Community Enhancement	\$450,644
7. LaBarge, Town of	Senior/Community Gathering Center	Community Enhancement	\$248,816
8. Newcastle, City of	Recreation Enhancement Project	Community Enhancement	\$427,615
9. Carbon County	Assisted Care Facility Feasibility Study	Planning	\$25,000
10. Glenrock, Town of	Comprehensive Development Plan	Planning	\$37,500
11. Platte County	South Guernsey Tank Farm Road Study	Planning	\$22,500
Total Requests			\$8,146,951
Available BRC Funds (less Governor's Large Infrastructure funds)			\$23,088,406
Balance remaining if awarded			\$14,941,455
Balance remaining if Tungsten Heavy Powder & Parts Awarded, SLIB review 12.10.15			\$12,005,531

Consent agenda for BRC projects

- Standing Committee Chairman will present a consent agenda. Items may be removed from the consent agenda at the request of any board member
- Public comment on consent agenda

Action Items:

- Vote on consent agenda
- Approval of staff recommendations for projects on consent agenda

Other BRC projects not on consent agenda

- Presentation of staff recommendations
- Board discussion and public comment
- **Action item:** Consideration of staff recommendations

BRC Rules Update and Discussion

11:55 a.m. - 1:15 p.m. Lunch Break

- Provided for board and staff - on site
- Guests may wish to enjoy one of the local eateries

1:15 p.m. **Continued morning agenda - Community Grant and Loan Committee Report**

1:45 p.m. **CEO Update**

2:15 p.m. **Other Board Matters, Chairman**

- Other business
- Formation of Nominating Committee for 2016 Board Officers
- Proposed locations and dates for 2016 Board meetings

March 9-10	Torrington
May 25-26	Rock Springs
Sept. 14-15	Worland
Dec. 8-9	Cheyenne

- **Closing Remarks and Adjournment**

3:00 p.m. **Economic Development Tour.** Details to be announced

THURSDAY, December 10, 2015

(Times are tentative and subject to change without notice)

Location: Herschler Building, Room 1699 — 122 W. 25th St.

8:00 a.m. **WBC Board members attend State Loan and Investment Board meeting**

Location: Cheyenne, Holiday Inn — 204 W. Fox Farm Road

10:00 a.m. - TBD **Wyoming Business Council staff introductions**
Shawn Reese, CEO

U.S./Wyoming Economic Forecast
Anne Alexander, Director of International Programs, University of Wyoming

Wyoming Economic Development Strategic Plan Discussion
Shawn Reese, CEO, and staff

The purpose is to understand:

- The General Framework
 - Wyoming Business Trends
 - Wyoming Advanced Industries
 - Economic Development Building Blocks
- (Opportunities for Board and public comment throughout)

Note: Lunch will be provided for Board and Business Council staff. Guests may wish to enjoy one of the local eateries.

TBD **Closing Remarks**

Expected adjournment early afternoon



DRAFT



Board of Directors Meeting

Sheridan, Wyoming • September 10, 2015

BOARD MEMBERS PRESENT

Jay Anderson, Cactus Covello, Megan Goetz, Ron Harvey, Pete Illoway, Kelly Lockhart, Lynne Michelena, Pat Schmidt, Aaron Sopko, Mike Sullivan, Tom Scott, Mike Wandler, and Dick Bratton.

BOARD MEMBER ABSENT

Jim Espy, Tom Scott and Allen Hoopes

WBC STAFF PRESENT

CEO, Shawn Reese; CFAO, Diane Joyce; CPO, Tom Johnson; Directors, Ben Avery, Ron Gullberg, Molly Spangler and Cindy Weibel; Regional Directors, Leah Bruscino, Roger Bower, Kim Rightmer, Pat Robbins, Elaina Zempel, and Dave Spencer. Other staff present included: Brandon Marshall, Melinda Johnson, Tom Dixon, Grant Gering, Sandy Quinlan, Julie Kozlowski, Ben Peterson, Ryan Whitehead and Linda Hollings.

CALL TO ORDER/WELCOME/INTRODUCTIONS

Co-Chair Lynne Michelena called the meeting to order at 8:01 am. She thanked the city of Sheridan for hosting the meeting. Board members had a chance the day before to tour downtown along with several projects in the area. Board members were glad to see all the projects the city had undertaken and the progress attitudes of its citizens.

Michelena asked board members to introduce themselves.

MINUTES APPROVAL

The minutes from the May 27 meeting in Rawlins with the Board of Agriculture was presented for approval.

MOTION: Illoway moved to approve the minutes as presented; Harvey seconded the motion. All voted in favor; the motion passed.

The minutes from the May 28 meeting in Rawlins was presented for approval. Bratton asked that the minutes be changed to reflect the audit contract with McGee, Hearne and Piaz was a three year contract.

MOTION: Lockhart moved to approve the minutes with the correction being made. Wandler seconded the motion. All voted in favor; the motion passed.

The minutes from the June 11, 2015 call-in meeting was presented for approval.

MOTION: Bratton moved to approve the minutes as presented; Sopko seconded the motion. All voted in favor; motion passed.

The minutes from the July 30, 2015 Call-In meeting +was presented for approval.

MOTION: Illoway moved to approve the minutes as presented; Harvey seconded the motion. All voted in favor; the motion passed.

ECONOMIC DEVELOPMENT UPDATES

CEO Reese updated and discussed several topics with the board. Items included the WBC Annual Report, on-going evaluation of over 60 programs within the WBC, Return on Investment (ROI) on programs, and all staff participation in a GAP analysis of the WBC. The Operational Plan is still in process and is intended to be a working document.

WY Business Alliance's Tour 23 has concluded and a summary of the meetings held around the state will be presented at the November Governor's Business Forum. The Forum will be held in Cheyenne on November 17 and 18. Reese encouraged board members to participate and attend the November meeting.

PERSONNEL, BUDGET AND AUDIT COMMITTEE

New personnel introduced were Linda Klinck, Main Street Program Manager in the Investment Ready Communities Division and Tom Dixon, Senior Communications Specialist, Communications Division. Due to an internal program re-alignment, Kim Porter, Planning Manager (new title) is now directly reporting to the CPO.

CFAO Diane Joyce reported to the board on the financial status of the WBC. She reported that total expenditures and encumbrances for the current year were comparable to the same period last year – FY15 is 66.47% and FY14 was 67.95%.

Joyce also summarized encumbrances, cash balances, loans receivable, and due and memberships.

MOTION: Schmidt moved to accept the current financials as presented; Lockhart seconded the motion. All voted in favor; motion passed.

CFAO Joyce presented the 2017-18 Biennium Budget Request that was submitted to the Budget office. The WBC is scheduled to review the new budget with the Governor's office in October. The budget submitted did not request any new monies. An exception request was submitted to transfer funds from WY Rural Development and Main Street into the rest of the WBC budget. The request requires no new funds or personnel.

Joyce noted that Governor or Legislature might make budget cuts if the state revenue forecasts do not improve.

BUSINESS CONTRACT AND LOAN COMMITTEE REPORT

Staff indicated that there were three action items for the board's consideration:

- Approval to take the draft Minerals to Value Added Products Program Draft Rules to the public for comment
- Acceptance of two reports

Staff indicated that the purpose of the Minerals to Value Added Products Program was to set forth the terms by which a contractual agreement with eligible mineral to value added products facilities could be entered into. It rules are necessary to implement W.S. 9-20-101 through 9-20-104. A board member reminded staff that when the public comment notice was posted in the newspaper to remember to post the notice in several state papers.

MOTION: Illoway moved to approve the rules to go to public comment; Harvey seconded the motion. All voted in favor; motion passed.

The financial reports on the Challenge Loan program were given.

MOTION: Bratton moved to accept the reports as presented; Schmidt seconded the motion. All voted in favor; motion passed.

Next the required report for the Joint Minerals, business and Economic Development Committee on the Wyoming Energy Conservation and Improvement Program (WYECIP) was presented. Several board members indicated that it was a great program and hoped that more agencies/businesses would sign up for the program.

MOTION: Illoway moved to accept the report as presented; Lockhart seconded the motion. All voted in favor; motion passed.

Brandon Marshall, Business Recruitment and Development Manager, introduced board members to the WBC's business Recruitment and Development Strategy for 2016-17. He stated the goals for the upcoming period would be:

- Build and strengthen relationships and networks with business leaders in Wyoming and across the country
- Deploy a team of business partners
- Think regionally
- Focus on businesses with highest economic output
- Provide training and technical assistance for all aspects of recruitment and business development

He presented recruitment plans for FY 16 and FY 17 and WBC/WY Economic Development Association "Rules of engagement" for business recruitment leads. Board members indicated that the recruitment plans, goals and Rules of Engagement were one of the things needed to move the state's economy forward and felt it was important to adopt a pro-active attitude.

COMMUNITY GRANT AND LOAN COMMITTEE REPORT

Community Development Block Grant Program (CDBG)

Staff gave a summary of the CDBG program: how it was funded, basic guidelines for grants and a current financial summary. Thirteen applications had been received by the March 1 deadline for consideration. One application did not qualify under the program and was not considered. Staff had prepared a consent list as recommended by the sub-committee. The consent list included the following:

Applicant	Project Type	Request	Recomm.
Cody	Community Facilities – Cody Cupboard	\$375,000	\$375,000
Chugwater	Economic Development – Horton Property	\$407,000	\$407,000
Evansville	Public Infrastructure – Booster Pump Station	\$249,084	\$249,084
Lincoln Co.	ADA – Government Bldg.	\$ 58,000	\$ 58,000
Lincoln Co.	Elimination Of Slum and Blight – Demo. Old Prison	\$320,000	\$320,000
Mills	Public Infrastructure – West Loop Water Improvements	\$394,992	\$394,992
Worland	Community Facilities – Crisis Prevention/Resources	\$386,527	\$386,527
Big Horn Co	Planning – Federal Land Use Plan	\$ 50,000	\$ 50,000
Evanston	Planning – Technical Assistance	\$ 5,985	\$ 5,985
Mills	Planning – River Land/Town Shop Study	\$ 15,000	\$ 15,000
Sheridan Co.	Planning – Child Advocacy Services of the Big Horns	\$ 11,250	\$ 11,250
Laramie Co.	Homeownership Assistance – Homeownership Assist.	\$ 40,000	\$ 40,000

A board member requested the Mills application for West Loop Water Improvements in the amount of \$394,992 be removed from the consent list.

MOTION: Bratton moved to accept the consent list with the Mills West Loop Water Improvements application being removed; Schmidt seconded the motion. All voted in favor of the remaining applications be considered on a consent list; motion passed.

MOTION: Schmidt moved to approve the applications on the consent list in the amounts recommended by staff; Anderson seconded the motion. All voted in favor; motion passed.

The Mills West Loop Water Improvements application was discussed. Representatives from the town of Mills explained the project to the board and answered questions posed by board members. A board member asked if the town had researched other funding sources that might be available for the project. The town representatives indicated they had but the terms of the CDBG grant were more attractive than other funding sources.

MOTION: Lockhart moved to approve the Mills West Loop Water Project in the amount presented. Illoway seconded the motion; all voted in favor. Motion passed.

BUSINESS READY COMMUNITIES (BRC)

The Board discussed the issue of one community, county or region submitting a number of request and how that should be handled. The current rules do not include limitations as to how much of the budget should go to each region/county/city or town. Applications/projects are considered individually on merit and how well it fits within the BRC guidelines and objective decisions are made.

Staff gave a summary of the purpose of the program, budget, what type of projects qualify, match amount and review criteria.

Staff reported that 20 requests had been received for this round of applications. An application from Torrington was tabled at the request of the applicant. As requested by the Grant and Loan committee, the remaining applications are presented in three consent lists. The first list consists of Business Committed Grant and Loan, Community Readiness, Senior Care and Child Care applications. The second list, Community Enhancement Grant and Loan applications and the third consent list consists of Planning Grant applications.

The applications to be considered on the first consent list include:

	Applicant	Project Type	Request	Recomm.
1A	Laramie County	Wyoming Malt – Business Committed Grant	\$2,859,784	\$2,859,784
1B	Laramie County	Wyoming Malt – Business Committed Loan	\$557,935	\$557,935
2	Cheyenne	Christensen RR Overpass – Community Readiness	\$3,000,000	\$3,000,000
3	Cheyenne Regional Airport JPB	Airport Terminal – Community Readiness	\$3,000,000	\$3,000,000
4	Torrington	Eastern WY College, Agri. Technology Education Center	TABLED	
5	Sheridan	Sr. Center Food Service Expansion – Senior Care	\$1,000,000	\$1,000,000
6	Teton County	Mercill Childcare Facility - Child Care	\$ 750,000	\$ 750,000

Board members asked that 1A and 1B, Laramie County; 3, Cheyenne Regional Airport JPB; and 5, Sheridan be pulled from the consent list.

MOTION: Bratton moved to have a consent list consisting of the Cheyenne Christensen Road project and the Teton County Mercill Childcare Facility project. Anderson seconded the motion. All voted in favor; motion carried.

The Board heard brief comments from each applicant on the consent list.

MOTION: Harvey moved to approve the consent as recommended by staff; Schmidt seconded.. All voted in favor with the exception of Sullivan who abstained. Motion passed.

Laramie County's request for a Business Committed grant and loan was presented by staff. The requested funds will be used to construct a manufacturing and warehouse facility with business offices for Wyoming Malting Company. The facility will be owned by Cheyenne LEADS and leased to LaGrange Grocery and Hardware doing business as Wyoming Malting Company and Pine Bluffs Distilling. Staff recommended funding for the grant and loan in the amounts requested.

Board members discussed and asked about regional market demands, procurement of grains for the process and malting, off-site infrastructure that will benefit other development and the jobs to be created.

MOTION: Illoway moved to approve the staff recommendations as presented. Harvey seconded the motion. Eleven (11) voted in favor of the motion and one (1), Lockhart voted nay. Motion passed.

A request for \$3 million from the Cheyenne Regional Airport Joint Powers Board was presented. The funds will be used to build a new terminal for the Cheyenne Regional Airport. Also included in the project are funds from the Federal Aviation Administration, State Aeronautics Commission, 6th penny tax and the Airport Joint Powers Board. Staff recommended funding the project as presented.

Board members discussed the condition of the current terminal; the state's need for improved, stable air service; improvements underway at the fixed base operation; how long the project has been in the planning stage and the community and regional benefits that will occur with the building of a new terminal. The Board heard from project representatives.

MOTION: Anderson moved to approve the staff recommendation as presented; Wandler seconded the motion. All voted in favor. Motion passed.

A proposal was presented on behalf of the city of Sheridan in the amount of \$1 million dollars to remodel and expand the food service area in the Sheridan Senior Center. Staff indicated that a structural assessment indicated the building is sound and suited to the intended use. The city leases the facility to the senior center and all operations and maintenance are the responsibility of the center. The kitchen is operating at near capacity with the number of in-house meals served and the number of Meals on Wheels provided. Currently the center can only serve lunch for 75 minutes because of the preparation necessary for the Meals on Wheels service. With the expansion, the kitchen will be able to offer breakfast and lunch. Staff recommended funding in the amount requested.

Board members discussed if there were any other funding sources and the amount of cash the community had raised for the project. The Board heard from project representatives.

MOTION: Illoway moved to approve the staff recommendation as presented. Sopko seconded the motion. All voted in favor. Motion passed.

The second consent list of Community Enhancement applications was presented. The list consisted of the following projects:

	Applicant	Project Type	Request	Recomm.
7	Casper	Platte River Revival	\$500,000	\$500,000
8	Casper-Natrona Co. ED/JPB	Downtown Casper Public Plaza	\$500,000	\$500,000
9	Cheyenne	West Edge Streetscape/Civic Center Commons	\$500,000	\$500,000
10	Gillette	Downtown Plaza/Public Facilities	\$275,000	\$275,000
11	Green River	Wayfinding	\$84,000	\$84,000
12A	Jackson	Snow King Event Ctr. – Grant	\$500,000	\$500,000
12B	Jackson	Snow King Event Ctr. – Loan	\$1,201,256	\$1,201,256

Board members asked that the Cheyenne West Edge and Jackson Snow King projects be removed from the consent list.

MOTION: Bratton moved to accept a consent list containing the Casper Platte River Revival, Casper Downtown Plaza, Gillette Downtown Plaza and Green River Wayfinding projects. Schmidt seconded the motion. All voted in favor. Motion passed.

The Board heard from project representatives.

MOTION: Harvey moved to approve the projects on the consent list. Schmidt seconded the motion. All voted in favor. Motion passed.

The Cheyenne West Edge Streetscape and Civic Center Commons project was presented. This project is part of a large-scale revitalization to the west edge of the city. The project would combine public infrastructure, parks, open gathering spaces and infill development opportunities. Project planning has been ongoing since 1989. The Civic Center Commons would be the first developed piece of the west edge project and is critical to the larger project. The need for gathering space in the area has been a common theme of community plans over the years. In addition to providing public gathering space and greenspace, the project would improve storm water and flood control. Staff recommended funding in the amount of \$500,000.

Board members discussed the loss of parking spaces in the area and whether businesses in the neighborhood had been contracted/informed about the project.

MOTION: Illoway moved to accept staff's recommendation as presented; Sopko seconded the motion. All voted with several nay's being heard. A roll call vote was requested. Sullivan abstained from voting. Anderson, Wandler, Michelena, Bratton, and Sopko voted aye; Harvey, Covello, Lockhart, Illoway, Goetz and Schmidt voted nay. The vote count was 6 against and 5 in favor of the motion. Motion failed.

Staff presented a grant and loan request from Jackson on behalf of the Snow King Events Center. A \$500,000 Community Enhancement grant and a \$1,201,256 Business Ready Community loan is requested. The funds will be used to make improvements to the Events Center in Jackson that include expanding and enclosing the mezzanine area for a conference room and seated food service, adding a food service area to the first floor and expanding and improving the existing ice refrigeration system including compressors, floor and boards. The town received a community enhancement grant in 2012 to expand the facility's entrance, add new meeting rooms and expand communication capabilities for the center and associated meeting rooms. Staff recommended funding as requested.

Board members asked why the town was willing to borrow more than the grant amount they were requesting. Staff explained that the maximum grant under the Community Enhancement program was \$500,000. Staff responded to an inquiry as to how the terms on loan requests are set and if the same terms applied to both for profit and non-profit entities.

MOTION: Goetz moved to approve the grant and loan as presented by staff. Sullivan seconded. All voted in favor. Motion passed.

The third consent list consisting of all Planning Grants, was presented by staff and included the following requests:

	Applicant	Project Type	Request	Recomm.
13	Crook County	D road Feasibility Study	\$25,000	\$25,000
14	Goshen County	Regional Targeted Industry Study	\$50,000	\$50,000
15	Green River	Urban Renewal Plan	\$25,000	\$25,000
16	Johnson County	Multi-Use Conference/Training Center	\$24,650	\$25,650
17	Laramie County	Fair Board Feasibility Study	\$25,000	\$25,000
18	Natrona County	Comprehensive Econo. Devel. Study	\$50,000	\$50,000
19	Pine Bluffs	North Wells Master Plan	\$50,000	\$50,000
20	Sundance	Downtown Planning Feasibility Study	\$25,000	\$25,000

Staff recommended funding for all the projects.

MOTION: Sullivan moved to accept the consent list for action; Illoway seconded the motion. All voted in favor; motion passed.

Board members asked if the Pine Bluffs request was for the area to be developed for Wyoming Malt. Staff confirmed it was. Pine Bluffs is urged to expedite their planning.

MOTION: Illoway moved to approve all the projects on the consent list as presented by staff. Anderson seconded. All voted in favor. Motion passed.

The public comment period for changes to the BRC program rules has closed. Staff is in the process of compiling and organizing the comments and will send the finished product to board members for review. Board comments should be directed to Molly with Shawn being copied. Staff intends to present the rule changes at the December board meeting.

CEO Reese stated that the Joint Economic Development Sub-Committee would be meeting September 30 at the Casper College. A BRC program report will be given in the morning. Board members and local economic development groups will be given the opportunity to address the committee during that time. One of the topics for the afternoon session will be conflicting legislation on natural gas filling stations. CEO Reese indicated that he would like as many board members as possible to attend the meeting.

The SLIB will meet October 1, 8:00am, Herschler Building, Room 1699 in Cheyenne to consider the BRC applications the board approved at this meeting. All board members are encouraged to attend.

The next meeting will be in Cheyenne, December 9 and 10 at Little America. Board members should plan for a full 2-day meeting. More details will be released at a later time.

Co-Chair Michelena called for any other business items to come before the board. As there was none voiced, the meeting was adjourned at 2:39 pm.

Respectfully Submitted:

Linda Hollings, Recorder

Date

Jim Espy, Secretary//Treasurer

Date



WELCOME TO CHEYENNE

Capital city's can-do attitude produces results

Cheyenne was born along the Union Pacific Railroad.

Today, Wyoming's capital still benefits from its home at the intersection of a pair of railroads and interstates. But local economic development officials believe local residents' desire to get things done for themselves is the city's greatest advantage.

"This community is very good at getting the right people at the table," said Randy Bruns, chief executive officer of Cheyenne LEADS, the county's economic development arm.

Bruns pointed to the Cheyenne Business Parkway as proof. The 900-acre park is home to 16 companies accounting for nearly 2,200 jobs. The project was locally funded in 1991.

In all, LEADS has recruited about 80 companies. Those companies have created around 5,000 jobs worth \$150 million in annual payroll.

MORE THAN JUST A GOVERNMENT TOWN

Cheyenne's work to bolster its warehousing, manufacturing

and technology industries are critical steps in diversifying the local economy.

State government is the second largest employer in Cheyenne and provides more than 3,400 jobs, according to LEADS figures.

Local officials worry Wyoming's current \$159.7 million budget shortfall could hurt the Cheyenne economy.

"Our biggest vulnerability right now is one that is out of our control," Bruns said. "But we have made strides in getting away from government."

The early 2000s saw corporations like Wal-Mart and Lowe's open distribution centers to make use of Cheyenne's transportation network.

At the time, Lowe's turned to Laramie County Community College to help train the workforce for the distribution center's 450 positions.

"LCCC is always willing to work with employers," Bruns said. "They are very flexible."

The college discovered a warehousing certification program used in Georgia and franchised the program.

LCCC is looking for new ways to fill that workforce development role in the wake of a spate

of manufacturing companies recently recruited to Cheyenne.

Searing Industries, a California steel tubing maker, created 50 jobs in the Swan Ranch Rail Park last year. The park was built with the help of a \$5 million grant and loan package from the Business Council.

Gun parts maker Magpul moved to Cheyenne last year with the help of an \$8.3 million grant to Laramie County. The company created 152 jobs. Under the grant, Magpul proposed creating 91 jobs within three years.

The community college expects to see its graduates filling those jobs, especially after it completes its \$14.1 million flex-tech building.

The new facility will make room for LCCC's diesel technology and welding classes while opening space for new programs.

"Southeast Wyoming has been growing at an incredible rate and LCCC President Joe Schaffer has been talking about the need for a manufacturing and machining program," said David Curry, manager of Technical Studies Program Development at the college. "We hear it from the Wyoming Department of Workforce Services, too. There is a need for machinists for manufacturing."

To create a new program, the college will form an advisory council comprising industry leaders and school officials. The new flex-tech building should be

The flex-tech building will make room for LCCC's diesel technology and welding programs while opening existing real estate to a potential machine tool program.



ready by fall 2016. It will likely take another year before the school launches a new program.

EXPANDING THE TECH ECONOMY

Meanwhile, city and economic development officials in Cheyenne continue to woo the tech industry.

A \$5 million Governor's Data Center Recruitment grant and \$5 million Business Ready Community grant from the Wyoming Business Council helped convince Microsoft to build a data center in 2012. That money was a springboard for the international corporation's \$750 million in investment to date.

The Business Council also leveraged a \$4.5 million grant to recruit the National Center for Atmospheric Research's Wyoming Supercomputing Center. The Yellowstone Supercomputer makes 1.5 quadrillion calculations a second and is used to understand complex problems about things like cloud seeding and hydrology.

Green House Data received \$3.75 million in data center incentive grants within the past five years. That money leveraged about \$136 million in private investment and in-kind services.

Cheyenne's burgeoning tech industry includes more than big data centers. Tech policy coalition Ewing Marion Kauffman Foundation concluded in 2013 Cheyenne was in the top 10 nationwide for startups per capita.

Wyoming's capital is leading the charge to make technology



The NCAR-Wyoming Supercomputing Center (NWSC) in Cheyenne provides advanced computing services to scientists studying a broad range of disciplines.

the fourth pillar of the state's economy. Economic development officials believe these high-paying jobs will encourage young, bright Wyomingites to remain in, or return to, their home state.

A NEW ERA DOWNTOWN

Ensuring Wyomingites have high-paying jobs available is only part of the equation. Workers also want to live in a vibrant community.

"It's about creating an environment where people want to be here," said Amy Surdam, executive director of the Cheyenne Downtown Development Authority/Main Street.

In downtown Cheyenne, that starts with making the streets and storefronts attractive. In the last fiscal year, Cheyenne Downtown Authority awarded six matching grants worth \$65,000 to help businesses upgrade facades.

The city commissioned two wall-sized murals. Money for both programs comes from Wyoming Main Street, which is administered by the Business Council.

The city is creating more public space with the Cheyenne Civic Center Commons. The project combines drainage improvements with parks and infill development opportunities. The Business Council awarded a \$500,000 grant toward the project.

More substantially, Cheyenne Downtown Authority continues to whittle away at downtown vacancy rates. A quarter of all downtown space sat empty when Surdam started in June. Including the 130,000 square feet of space now under contract, vacancy has dropped to less than 10 percent.

West Edge Development Company is driving one of those projects. Two local entrepreneurs are hoping to turn the old

steam plant into a mixed-use building available for a restaurant, residential space and offices.

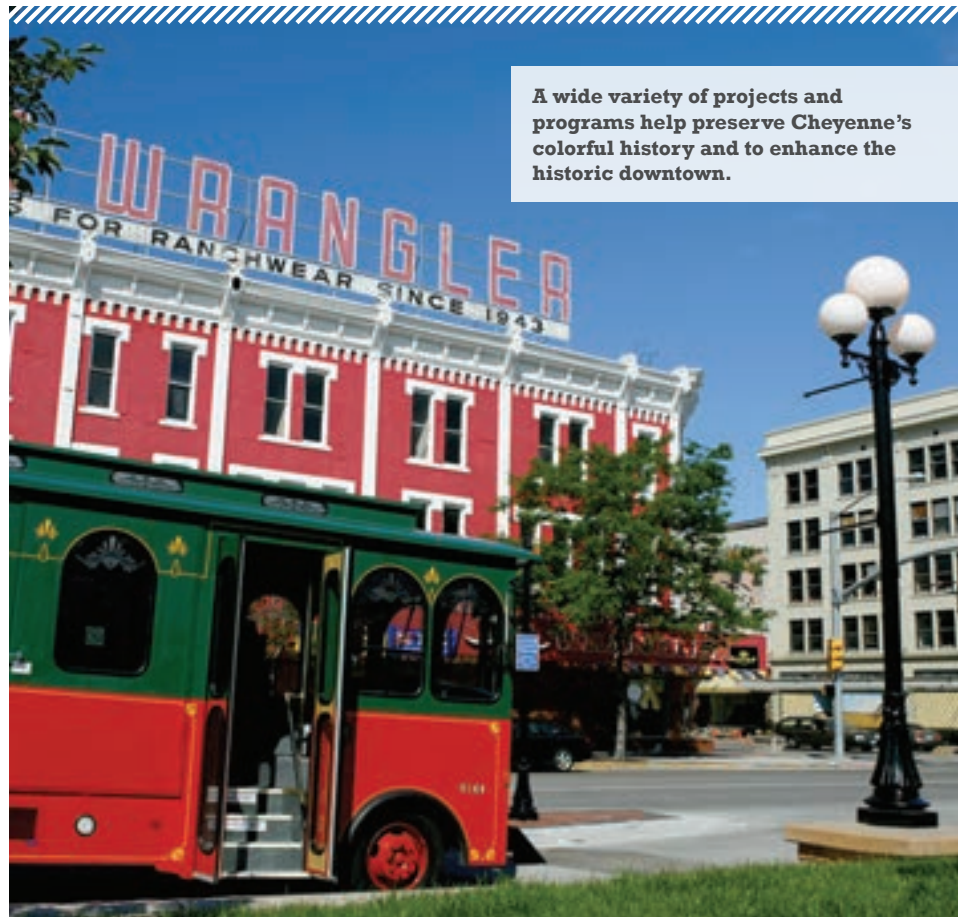
In the heart of downtown, the owners of the Paramount building are hoping to fill the upper floor of their facility by turning it into co-working space with shared amenities like a kitchen and conference room.

Private developers are expected to invest about \$20 million in various projects now under contract. If every proposed development happens, downtown housing could double in coming years.

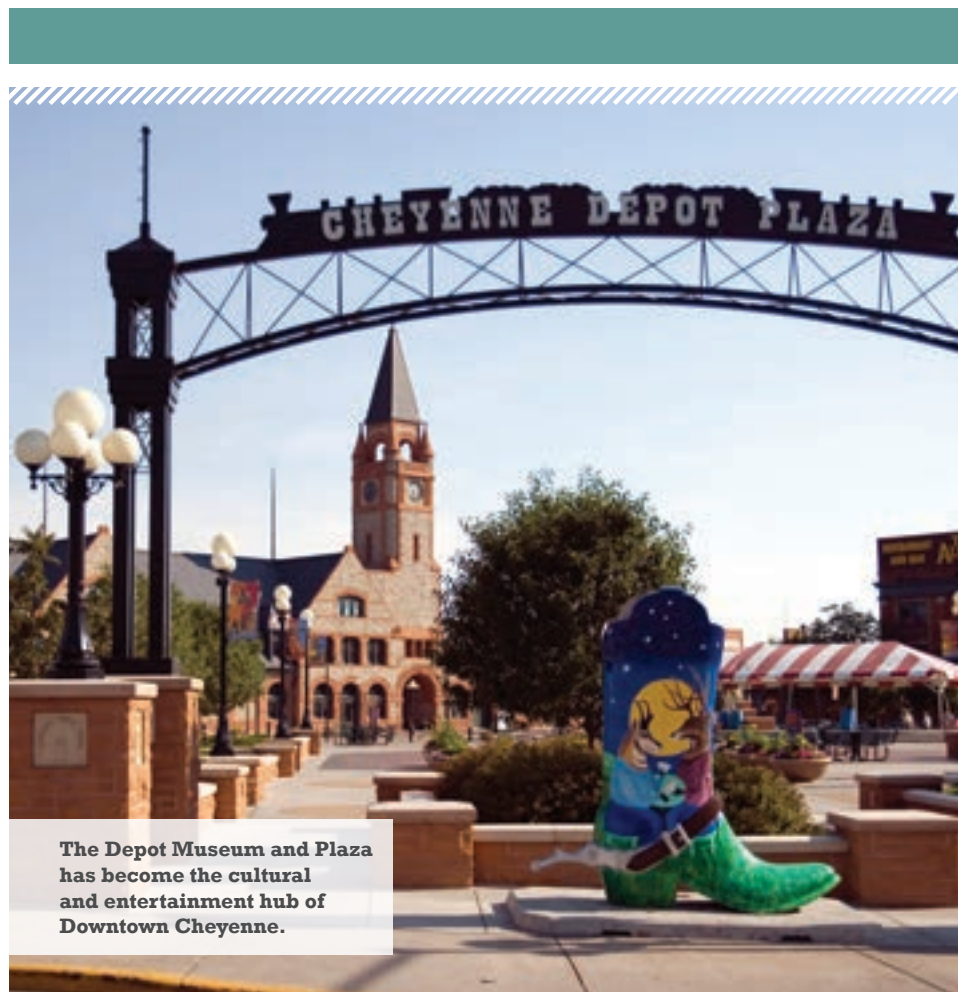
Cheyenne Downtown Authority also hopes to open a children's museum in 2017 in the vacant space on Lincolnway, a major downtown thoroughfare. The venue is expected to draw 45,000 annual visitors, including children and seniors.

"Now it's time to go beyond nice facades and awnings," Surdam said. "We have a vision for the West Edge and for 17th Street. Now it's time to talk about what comes next."

Downtown proponents anticipate presenting a strategic plan by late winter. Some near-term changes include putting \$100,000 each into façade and community improvement grant programs, in addition to \$250,000 for economic development opportunities like infrastructure and matching grants.



A wide variety of projects and programs help preserve Cheyenne's colorful history and to enhance the historic downtown.



The Depot Museum and Plaza has become the cultural and entertainment hub of Downtown Cheyenne.

CHEYENNE BY THE NUMBERS

AGRIBUSINESS

14



Number of producers who participated in the Wyoming Business Council's Wyoming Verified program the since 2011, enrolling a total of 10,041 head of cattle. The premium over market value was \$76,346.



Five current farmers markets in Laramie County.

33

Graduates of the Wyoming L.E.A.D. program in Laramie County.

51

Current Wyoming First members in Laramie County.

23

Trade Show Incentive grants awarded to 8 companies in Laramie County.

FINANCING PROGRAMS

\$1,314,750 Since 2002, the Wyoming Business Council has provided 6 companies \$1,314,750 in challenge loans.

89 Those businesses reported 89 created jobs. Four of the loans have been paid in full, 2 are current and paying as agreed.

STATE ENERGY OFFICE

1,760 KWH

Energy retrofits made in 2014 in Cheyenne with the assistance of the State Energy Office accounted for 1,760 kWh in annual savings.

\$46,923.85

Seven Cheyenne companies have received \$46,923.85 in energy audit and retrofit grants since 2014 for lighting, windows, HVAC, solar power and appliances. Those companies spent \$132,255.70 in private money completing those audits and retrofits.

WYOMING MAIN STREET

1,330.5 HRS

Cheyenne gained 14 new businesses and 48 new jobs this year. Volunteers gave 1,330.5 hours of their time.

At the minimum wage, that's a \$9,646.13 contribution.

\$34,348

Private businesses spent \$34,348 improving their properties. The Main Street program contributed \$5,100.

COMMUNITY PROFILE

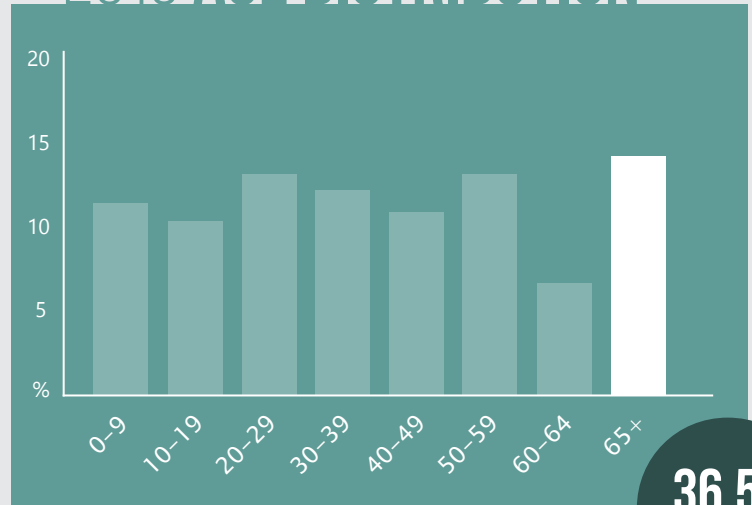
61,187

Total population of the city of Cheyenne.



The population in Cheyenne has grown 0.53% since 2011.

2015 AGE DISTRIBUTION



36.53
MEDIAN AGE

HOW MANY EMPLOYEES DO BUSINESSES IN CHEYENNE HAVE?



1-4 Employees	55.26%
5-9 Employees	20.9%
10-19 Employees	12.11%
20-49 Employees	7.11%
50-99 Employees	2.42%
100+ Employees	2.19%

TRANSPORTATION

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



14 MIN.
COMMUTE TRAVEL TIME



MEDIAN
HOUSEHOLD
INCOME

\$53,773

INCOME AND SPENDING

Workers in Cheyenne earn an average yearly household income of \$53,773. 45.41% of the households earn more than the national average each year. Household expenditures average \$53,121 per year. The majority of earnings get spent on shelter, transportation, food and beverages, health care and utilities.

PERSONNEL, BUDGET, AND AUDIT COMMITTEE



AGENDA ITEMS

December 9, 2015

Personnel:

B-5 Personnel Report

B-6 Functional Chart

Budget and Audit Committee:

B-7 Notes to Financials

B-8 Consolidated Financial Statements

B-21 Budget Reductions Summary

B-22 Budget Reductions Memo - Governor Matt Mead

B-23 Budget Reductions Memo - Kari Jo Gray, Chief of Staff



PERSONNEL REPORT

November 2, 2015

Farewells:

Dalena Hill – Administrative Assistant – August 2015
Donn Randall – Crop & Forage Program Manager – September 2015
Cindy Garretson-Weibel – Agribusiness Director – October 2015
Rod Morris – IT Manager – October 2015
Jordan Hirsig – Agribusiness Administrative Assistant – October 2015
Ryan Whitehead – Business Finance Manager – November 2015

Positions Filled:

Administrative Assistant
Michelle Shellhart – September 2015

Promotions:

Lisa Johnson, Agribusiness Director (*Interim*) – October 2015
Heather Tupper, SE Regional Director (*Interim*) – October 2015
Ben Peterson, IT Manager – October 2015

Recruitment Update:

In response to falling state revenue and budget shortfalls, Governor Mead implemented a hiring freeze effective October 6, 2015.

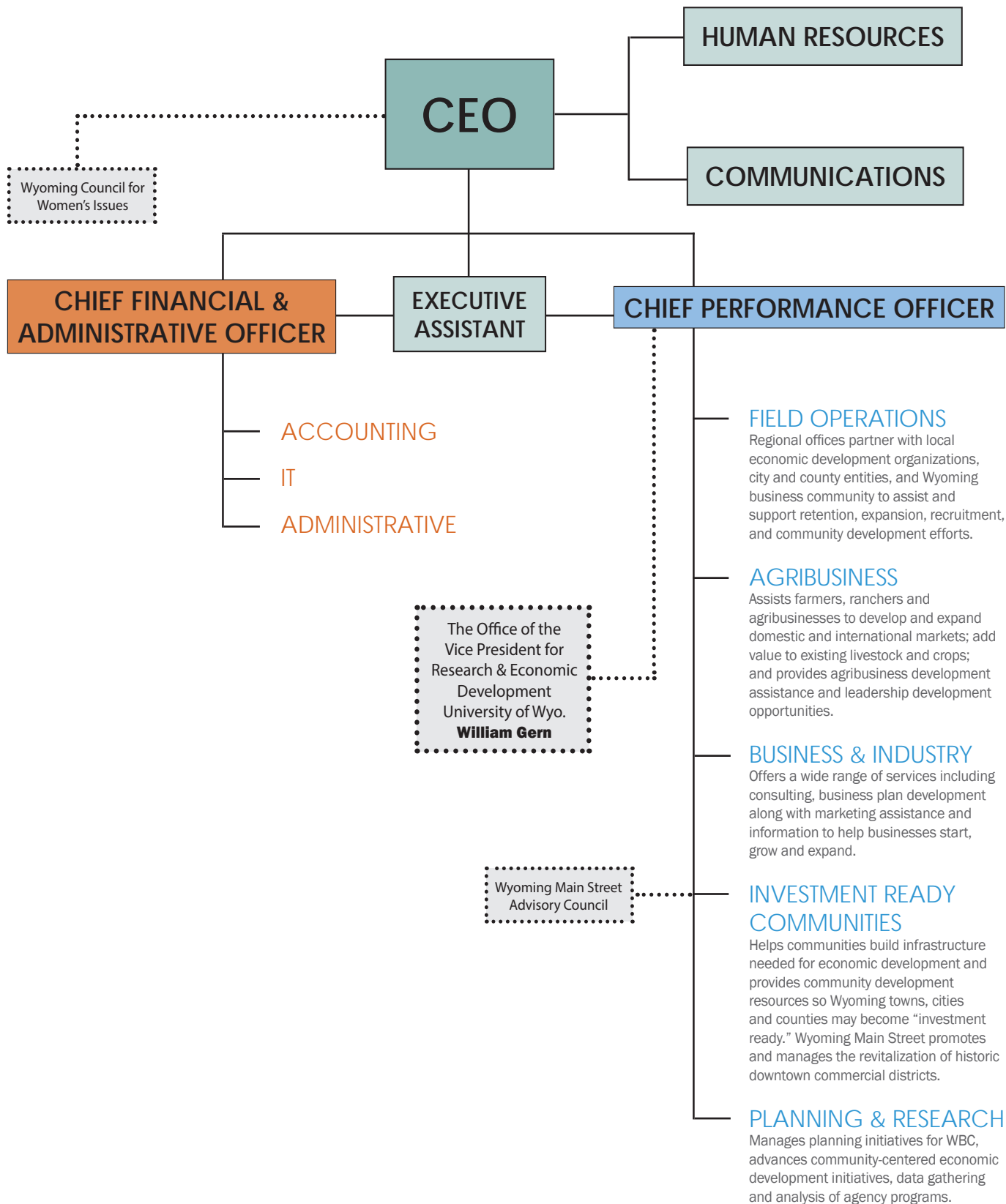
Under a hiring freeze, state agencies are restricted from filling vacant positions and providing promotions. An agency may seek an exception for a position or a promotion that is crucial to the continued operations of State government.

WBC currently has 11 vacancies. Leadership has requested an exception to fill the Business Finance Manager position. We continue to evaluate the need to request additional exceptions for remaining vacancies.

Current Vacancies:

Business Finance Program Manager (*November 2015*)
Marketing & Outreach Program Manager (*October 2015*)
Agribusiness Administrative Assistant, FT (*October 2015*)
IT Manager (*October 2015*)
Crop & Forage Program Manager (*September 2015*)
Wyoming Rural Development Director (*February 2015*)
Agribusiness Administrative Assistant, PT (*February 2015*)
Agriculture Leadership Development Program Manager (*September 2014*)
Seasonal Interns – 2 positions (*September 2014*)
Small Business Investment Credit Program Manager (*October 2012*)¹

¹ Position funded by program fees.



WYOMING BUSINESS COUNCIL

FY2016 Comments on Financial Statements

Three months ended September 30, 2015 - UNAUDITED

Comparative YTD Expenditures

- FY2016 is the second of 2 years in the 2015-16 biennium which started July 1, 2014 (see Note 1)
- Total expenditures and encumbrances for the current year-to-date is 39.87% of the budget as compared to 48.75% for the previous year-to-date; this is primarily due to activity in grants
 - The Business Ready Community Program has \$19.7 million in projects approved by WBC board and SLIB but not yet encumbered as of 9/30/15; as those grants agreements become effective, they will be encumbered.
- Amounts spent and encumbered in the current year for personal services (i.e. wages and benefits) and support services are comparable to amounts in prior year (cumulatively 24.35% in FY16 vs. 24.63% in FY15)
- Amounts for data services are lower compared to the previous year (15.31% in FY16 vs. 40.04% in FY15) due to a decrease in the overall costs of services.
- Non-operating expenses and encumbrances in the current year include \$546,117 encumbered for a BRC loan to the City of Cheyenne for the Swan Ranch Rail Spur Development.
- Professional service expenditures and encumbrances for the current year are lower compared to the previous year (59.70% vs. 82.31%) due to some one-time contracts in prior year and University of Wyoming executed contracts not yet encumbered.
- Total amount spent in the current fiscal year against encumbrances from previous bienniums is \$2.26 million (see Note 2).

Encumbrances

- \$35.87 million encumbered in current fiscal year, primarily for BRC and CFP projects.
- \$16.93 million remains encumbered in previous bienniums, primarily for BRC, CFP and CDBG projects.

Cash Balances

- Economic Development fund has \$17.16 million in cash after obligations; year-to-date receipts total \$94,348 which is comprised of principal and interest payments received on loans and investment income earned through the State Treasurer's office on the cash in the fund.

Loans Receivable

- Total loans outstanding net of allowances, are \$11.37 million as of 09/30/15; total principal and interest received since 7/1/2015 is \$23,866.

Dues and Memberships

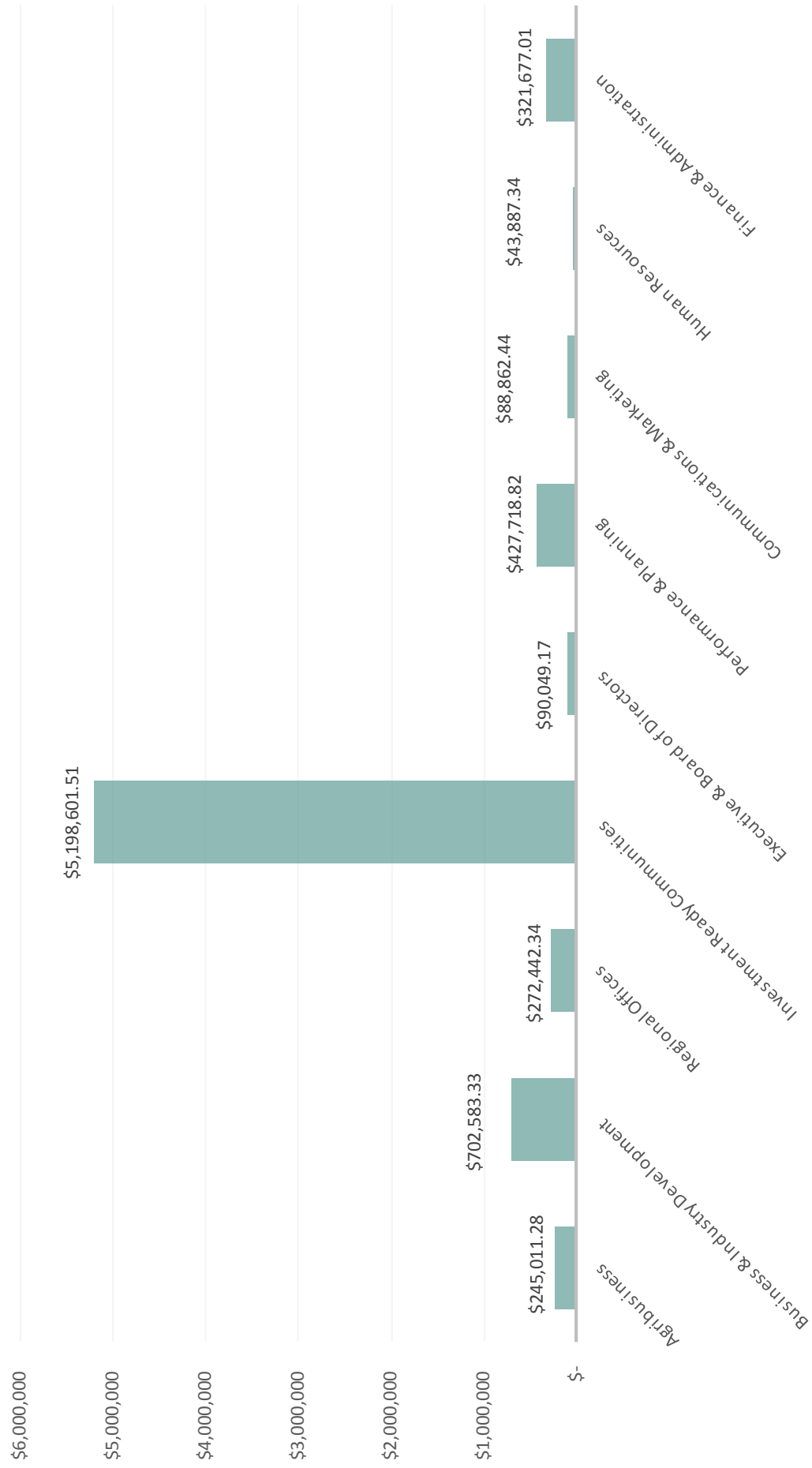
- Total paid year-to-date for dues and memberships is \$2,535 vs. \$31,406 for the previous year.

WYOMING BUSINESS COUNCIL

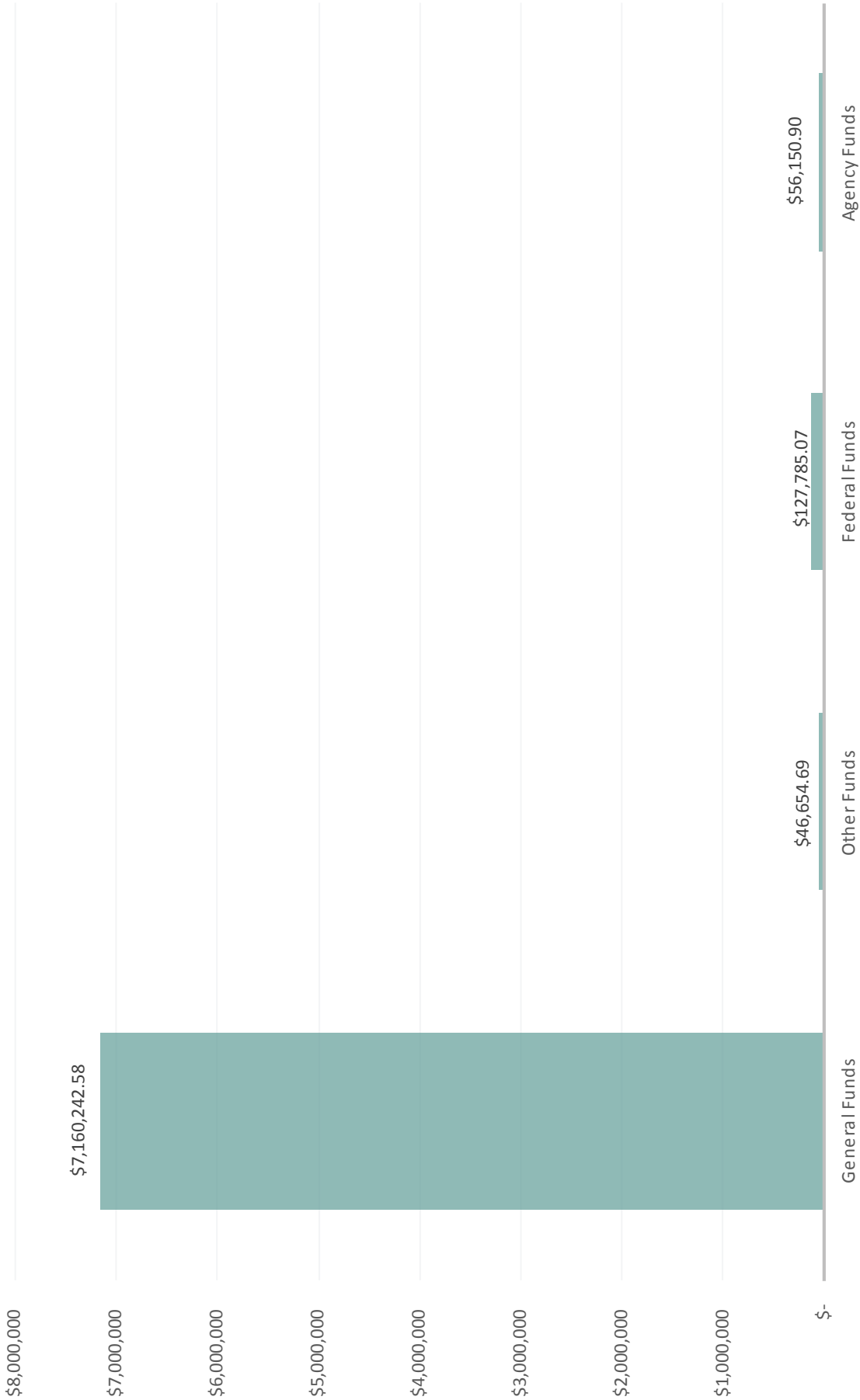
Comparative Year to Date Expenditures - Unaudited

		Current fiscal year to date: 7/1/2015 - 9/30/2015					Previous fiscal year to date: 7/1/2014 - 9/30/14				
		BUDGETED	EXPENDED	ENCUMBERED	BALANCE	%	BUDGETED	EXPENDED	ENCUMBERED	BALANCE	%
PROGRAM EXPENDITURE SUMMARY											
Agribusiness		\$ 1,214,009.10	\$ 245,011.28	\$ 34,565.99	\$ 934,431.83	23.03%	\$ 1,168,385.77	\$ 234,992.32	\$ 60,464.17	\$ 872,929.28	25.29%
Business & Industry Development		\$ 6,938,913.07	\$ 702,583.33	\$ 680,841.75	\$ 5,555,487.99	19.94%	\$ 9,134,737.41	\$ 1,349,369.99	\$ 3,473,295.48	\$ 4,312,071.94	52.79%
Regional Offices		\$ 1,133,794.00	\$ 272,442.34	\$ 11,645.00	\$ 849,706.66	25.06%	\$ 1,175,318.00	\$ 267,371.03	\$ 21,688.00	\$ 886,258.97	24.59%
Investment Ready Communities	Note 3	\$ 93,172,256.65	\$ 5,198,601.51	\$ 33,443,231.17	\$ 54,530,423.97	41.47%	\$ 94,821,500.12	\$ 2,778,100.34	\$ 44,318,268.34	\$ 47,725,131.44	49.67%
Executive & Board of Directors	Note 3	\$ 428,874.46	\$ 90,049.17	\$ 20.00	\$ 338,805.29	21.00%	\$ 1,086,171.98	\$ 247,570.64	\$ 72,629.76	\$ 765,971.58	29.48%
Performance & Planning	Note 3	\$ 3,501,219.71	\$ 427,881.55	\$ 1,525,365.53	\$ 1,547,972.63	55.79%	\$ -	\$ -	\$ -	\$ -	N/A
Communications & Marketing	Note 3	\$ 494,581.11	\$ 88,862.44	\$ 32,033.00	\$ 373,685.67	24.44%	\$ -	\$ -	\$ -	\$ -	N/A
Human Resources	Note 3	\$ 261,770.00	\$ 43,887.34	\$ 3,000.00	\$ 214,882.66	17.91%	\$ -	\$ -	\$ -	\$ -	N/A
Finance & Administration	Note 3	\$ 1,360,237.90	\$ 321,677.01	\$ 135,337.28	\$ 903,223.61	33.60%	\$ 487,715.63	\$ 99,927.51	\$ 78,630.00	\$ 309,158.12	36.61%
Rural Development/Mainstreet	Note 3	\$ -	\$ -	\$ -	\$ -	N/A	\$ 1,314,276.44	\$ 178,069.30	\$ 227,530.99	\$ 908,676.15	30.86%
Support Services	Note 3	\$ -	\$ -	\$ -	\$ -	N/A	\$ 983,505.17	\$ 211,499.09	\$ 88,209.50	\$ 683,796.58	30.47%
TOTAL		\$ 108,505,656.00	\$ 7,390,995.97	\$ 35,866,039.72	\$ 65,248,620.31	39.87%	\$ 110,171,610.52	\$ 5,366,900.22	\$ 48,340,716.24	\$ 56,463,994.06	48.75%
LINE ITEM EXPENDITURE SUMMARY											
Personal services	100.00	\$ 4,816,457.32	\$ 1,159,001.09	\$ -	\$ 3,657,456.23	24.06%	\$ 4,722,592.59	\$ 1,112,608.62	\$ -	\$ 3,609,983.97	23.56%
Support services	200.00	\$ 1,672,154.95	\$ 320,434.09	\$ 100,416.12	\$ 1,251,304.74	25.17%	\$ 1,652,264.35	\$ 343,488.21	\$ 114,006.76	\$ 1,194,769.38	27.69%
Central data services	400.00	\$ 114,126.99	\$ 17,467.97	\$ -	\$ 96,659.02	15.31%	\$ 133,770.07	\$ 24,317.75	\$ 29,242.74	\$ 80,209.58	40.04%
Grants	600.00	\$ 91,578,939.16	\$ 4,984,303.29	\$ 32,732,256.24	\$ 53,862,379.63	41.18%	\$ 90,102,799.74	\$ 2,641,042.13	\$ 40,099,335.04	\$ 47,362,422.57	47.44%
Non-operating expenses	800.00	\$ 4,634,017.15	\$ 72.64	\$ 546,057.00	\$ 4,087,887.51	11.79%	\$ 7,846,108.07	\$ 313,794.95	\$ 4,326,738.00	\$ 3,205,575.12	59.14%
Professional services	900.00	\$ 5,689,960.43	\$ 909,716.89	\$ 2,487,310.36	\$ 2,292,933.18	59.70%	\$ 5,714,075.70	\$ 931,648.56	\$ 3,771,393.70	\$ 1,011,033.44	82.31%
TOTAL		\$ 108,505,656.00	\$ 7,390,995.97	\$ 35,866,039.72	\$ 65,248,620.31	39.87%	\$ 110,171,610.52	\$ 5,366,900.22	\$ 48,340,716.24	\$ 56,463,994.06	48.75%
EXPENDITURES BY FUNDING SOURCE											
General Funds		\$ 97,669,925.96	\$ 7,160,405.31	\$ 33,078,895.82	\$ 57,430,624.83	41.20%	\$ 101,055,742.75	\$ 4,486,324.68	\$ 46,497,861.13	\$ 50,071,556.94	50.45%
Other Funds		\$ 225,984.00	\$ 46,654.69	\$ -	\$ 179,329.31	20.65%	\$ 431,760.06	\$ 52,775.00	\$ -	\$ 378,985.06	12.22%
Federal Funds		\$ 6,292,275.04	\$ 127,785.07	\$ 2,571,642.67	\$ 3,592,847.30	42.90%	\$ 4,537,257.73	\$ 443,978.76	\$ 1,428,813.11	\$ 2,664,465.86	41.28%
Agency Funds		\$ 4,317,471.00	\$ 56,150.90	\$ 215,501.23	\$ 4,045,818.87	6.29%	\$ 4,146,849.98	\$ 383,821.78	\$ 414,042.00	\$ 3,348,986.20	19.24%
TOTAL		\$ 108,505,656.00	\$ 7,390,995.97	\$ 35,866,039.72	\$ 65,248,620.31	39.87%	\$ 110,171,610.52	\$ 5,366,900.22	\$ 48,340,716.24	\$ 56,463,994.06	48.75%
Note 1 - Current fiscal year of 2016 is the second year of the 2015/16 biennium which ends June 30, 2016.											
For comparative purposes, following is the total appropriation for the WBC, excluding tourism, for these bienniums:											
		2015/16	\$ 92,202,246.00								
		2013/14	\$ 83,838,005.00								
		2011/12	\$ 87,093,216.00								
		2009/10	\$ 119,594,084.00								
		2007/08	\$ 141,827,683.00								
		2005/06	\$ 67,583,125.00								
		2003/04	\$ 20,855,289.00								
		2001/02	\$ 11,277,264.00								
		1999/00	\$ 11,564,998.00								
Note 2 - Current year expenditures against prior biennium encumbrances are not included in the FY16 amounts. The total amount of FY16 expenditures made out of prior biennium encumbrances is \$2,260,075 and is comprised of the following:											
				Investment Ready Communities (BRC/CFP/CDBG)	\$	2,199,858					
				Other	\$	60,217					
					\$	2,260,075					
Note 3 - Current fiscal year-to-date amounts reflect reorganization and budget reclassifications that became effective July 1. Previous fiscal year-to-date amounts have not been restated.											

Expenditures by Program



Expenditures by Funding Source



WYOMING BUSINESS COUNCIL

List of Encumbrances

September 30, 2015 - Unaudited

Vendor Name	Division	End Date	Encumbrance	Total	Outstanding Encumbrances	Prior BFY	Description	Prior Blenium or Expired Encumbrance Status
Civic Resource Group LLC	Administration	30-Jun-16	\$ 28,800	\$ 28,800	\$ 24,000	\$ -	Maintenance of WBC website	
Dona Playton	Administration	31-Dec-15	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	Review and update WCWI handbook	
Edifice Lex Partnership	Administration	30-Jun-16	\$ 2,700	\$ 2,700	\$ 2,025	\$ -	Office Lease	
Eightcloud	Administration	31-Oct-15	\$ 33,600	\$ 33,600	\$ 5,300	\$ -	Consulting and support for Salesforce	
Green House Data	Administration	30-Jun-16	\$ 9,812	\$ 9,812	\$ 8,028	\$ -	Hosting WBC websites	
Kleen Sweep Janitorial Inc.	Administration	30-Jun-16	\$ 21,197	\$ 21,197	\$ 15,918	\$ -	Janitorial services	
Land Investment LLC	Administration	30-Jun-16	\$ 113,436	\$ 113,436	\$ 75,624	\$ -	Office Lease	
McGee, Hearne, Paiz, LLC	Administration	30-Jun-16	\$ 36,400	\$ 36,400	\$ 36,400	\$ -	Audit Services	
End of year encumbrances	Administration	Various	\$ 163	\$ 163	\$ 95	\$ -	Telecommunications, Central Mail, Motor Vehicles, Copiers, Workers' Comp., etc.	
			\$ 249,108	\$ 170,390	\$ -	\$ -		
Mike Ridenour	Agribusiness	30-Jun-15	\$ 5,000	\$ 5,000	\$ 3,917	\$ -	Ag diversification specialist	Final invoices processing-to be closed out
Trade Show Incentive grants	Agribusiness	Various	\$ 13,984	\$ 13,984	\$ 13,984	\$ -	Various	
End of year encumbrances	Agribusiness	Various	\$ 19,720	\$ 16,665	\$ -	\$ -	Telecommunications, Central Mail, Motor Vehicles, Copiers, Workers' Comp., etc.	
			\$ 38,714	\$ 34,568	\$ -	\$ -		
Bizwest Media LLC	Business & Industry	30-Jun-16	\$ 26,700	\$ 26,700	\$ 21,450	\$ -	Publishing services	
Brentwood Inn LLC	Business & Industry	31-Dec-15	\$ 5,000	\$ 5,000	\$ 5	\$ -	Small business energy audit and retrofit	
Caprio LLC	Business & Industry	30-Jun-16	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	Level 2 Energy audit and retrofits	
Cheyenne Family YMCA	Business & Industry	31-Dec-15	\$ 5,000	\$ 5,000	\$ 2,500	\$ -	Small business energy audit and retrofit	
Clifford D. Root	Business & Industry	30-Jun-16	\$ 10,000	\$ 10,000	\$ -	\$ 9,515	Analysis, research and planning to improve rail service in Wyoming	
Eightcloud Inc.	Business & Industry	31-Oct-15	\$ 840	\$ 840	\$ 140	\$ -	Consulting and support for Salesforce	
High West Energy Inc.	Business & Industry	31-Dec-15	\$ 5,000	\$ 5,000	\$ 3,125	\$ -	Small business energy audit and retrofits	
HMC Global Limited	Business & Industry	30-Jun-16	\$ 81,800	\$ 81,800	\$ -	\$ 40,100	Recruit european companies interested in expanding in Wyoming	
Idea Inc.	Business & Industry	31-Dec-15	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	Small business energy audit and retrofit	
Kleen Sweep Janitorial Inc.	Business & Industry	30-Jun-16	\$ 583	\$ 583	\$ 417	\$ -	Janitorial services	
Land Investment LLC	Business & Industry	30-Jun-16	\$ 6,120	\$ 6,120	\$ 4,080	\$ -	Office lease	
Markee Escrow Services Inc.	Business & Industry	30-Jun-16	\$ 25,000	\$ 25,000	\$ 23,691	\$ -	Loan servicing and reporting	
McCallum Sweeney Consulting Inc.	Business & Industry	30-Jun-16	\$ 9,109	\$ 9,109	\$ -	\$ 9,109	To create guidelines for a shovel-ready site evaluation and certificate program	
Management Network Group Inc	Business & Industry	30-Jun-16	\$ 15,000	\$ 15,000	\$ -	\$ 5,376	Statewide assessment of infrastructure necessary for data centers	
National Council for Community Development	Business & Industry	30-Jun-16	\$ 10,000	\$ 10,000	\$ 8,333	\$ -	Reviewing, structuring, and financing projects for the Council	
P. Olsen Snider	Business & Industry	30-Jun-16	\$ 20,000	\$ 20,000	\$ 16,810	\$ -	Prepare loan documents	
Powder River Energy Corp	Business & Industry	31-Dec-15	\$ 5,100	\$ 5,100	\$ -	\$ 5,100	Renewable energy credits	
Powell Mercantile Inc.	Business & Industry	30-Jun-16	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	Level 2 Energy audit and retrofits	
Steel Mark Analysis Corporation	Business & Industry	30-Jun-16	\$ 22,541	\$ 22,541	\$ -	\$ 17,131	To determine feasibility of expanding iron mining and steel processing in Wyoming	
Taco John's International Inc.	Business & Industry	31-Dec-15	\$ 20,000	\$ 20,000	\$ 14,600	\$ -	Small business energy audit and retrofit-various locations	
The Local Restaurant LLC	Business & Industry	30-Jun-16	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	Level 2 Energy audit and retrofits	
Trident Energy Services	Business & Industry	30-Jun-16	\$ 100,000	\$ 100,000	\$ 80,836	\$ -	WYECIP	
University of Wyoming	Business & Industry	30-Jun-16	\$ 175,000	\$ 175,000	\$ 175,000	\$ -	Manufacturing works	
University of Wyoming	Business & Industry	30-Jun-16	\$ 304,128	\$ 304,128	\$ 12,990	\$ -	SBIR-research and development products	
University of Wyoming	Business & Industry	30-Jun-16	\$ 806,278	\$ 806,278	\$ 63,999	\$ -	Small Business Development Centers-training for new and existing business	
University of Wyoming	Business & Industry	30-Jun-16	\$ 702,150	\$ 702,150	\$ 30,436	\$ -	High capacity internet connectivity service to WY Tech Business Center	
University of Wyoming	Business & Industry	30-Jun-16	\$ 312,476	\$ 312,476	\$ 19,727	\$ -	Market Research Center	
University of Wyoming	Business & Industry	30-Jun-16	\$ 133,887	\$ 133,887	\$ 1,328	\$ -	PTAC-procurement technology assistance center	
University of Wyoming	Business & Industry	30-Jun-16	\$ 98,295	\$ 98,295	\$ 19,450	\$ -	Research Product Center	
Voltegrade Inc.	Business & Industry	30-Jun-16	\$ 2,000	\$ 2,000	\$ 311	\$ -	Training for local economic development organizations	
Washakie County Treasurer	Business & Industry	30-Jun-16	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	Retrofits as identified in energy assessment	
Wyoming Association of Municipalities	Business & Industry	30-Jun-16	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	Small business energy audits and retrofits	
Wyoming Department of Transportation	Business & Industry	30-Jun-15	\$ 50,000	\$ 50,000	\$ -	\$ 22,791	Update rail plan and an economic development component	To be closed out
Wyoming Chamber of Commerce	Business & Industry	30-Jun-16	\$ 51,300	\$ 51,300	\$ 25,153	\$ -	Conduct professional development	
Wyoming Economic Development	Business & Industry	30-Sep-15	\$ 113,570	\$ 113,570	\$ 70,509	\$ -	Provide services to local economic development organizations	
Wyoming Women's Business Center	Business & Industry	30-Sep-16	\$ 194,136	\$ 194,136	\$ 40,907	\$ -	Assist small business & entrepreneurs throughout Wyoming	
End of year encumbrances	Business & Industry	Various	\$ 45	\$ 45	\$ -	\$ -	Telecommunications, Central Mail, Motor Vehicles, Copiers, Workers' Comp., etc.	
			\$ 3,356,058	\$ 680,841	\$ 109,122	\$ -		
Albany County Treasurer	Invest. Ready Commun.	30-Jun-19	\$ 500,000	\$ 500,000	\$ -	\$ -	BRC grant: BBBS Mentoring Center Renovation(Nellie Isles School Bldg.)	
Albany County Treasurer	Invest. Ready Commun.	30-Jun-19	\$ 829,754	\$ 785,636	\$ -	\$ -	CFP grant: BBBS Mentoring Center Renovation(Nellie Isles School Bldg.)	
Albany County Treasurer	Invest. Ready Commun.	31-Aug-16	\$ 408,744	\$ 408,744	\$ -	\$ -	CDBG grant: Hospice project	
Albany County Treasurer	Invest. Ready Commun.	30-Nov-16	\$ 25,000	\$ 25,000	\$ -	\$ -	BRC grant: Albany County Event Center plan	
Albany County Treasurer	Invest. Ready Commun.	30-Jun-19	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	BRC grant: Hospice House	
Albany County Treasurer	Invest. Ready Commun.	30-Jun-20	\$ 1,459,807	\$ 1,459,807	\$ -	\$ -	BRC grant: PL&S Quarry & Lime Plant	
Big Horn County	Invest. Ready Commun.	30-Jun-16	\$ 500,000	\$ 500,000	\$ -	\$ 227,859	BRC grant: Big Horn County multi-purpose fairgrounds building	
Buffalo Development Association	Invest. Ready Commun.	30-Jun-16	\$ 38,400	\$ 31,758	\$ -	\$ -	Main Street grant: Technical assistance	
Buffalo Johnson Commerce JPB	Invest. Ready Commun.	30-Nov-16	\$ 20,212	\$ 14,062	\$ -	\$ -	BRC grant: East Corridor Feasibility Study	
Buffalo Johnson Commerce JPB	Invest. Ready Commun.	30-Jun-16	\$ 1,000,000	\$ 117,272	\$ -	\$ -	CFP grant: Renovate portion of former Clear Creek Elementary School	
Campbell County Treasurer	Invest. Ready Commun.	30-Jun-17	\$ 2,100,000	\$ -	\$ -	\$ 235,430	BRC grant: Southern Industrial Roads	
Carbon County Treasurer	Invest. Ready Commun.	30-Jun-16	\$ 849,715	\$ -	\$ -	\$ 57,048	BRC grant: COECH Harshman Road extension	
Cheyenne Downtown Development Authority	Invest. Ready Commun.	31-Dec-15	\$ 38,000	\$ 30,025	\$ -	\$ -	Main Street grant: Technical assistance	deobligated after 9/30/15
Cheyenne Downtown Development Authority	Invest. Ready Commun.	30-Nov-16	\$ 24,338	\$ 17,280	\$ -	\$ -	BRC grant: Eastern Corridor Tech Park study	
City of Buffalo	Invest. Ready Commun.	30-Jun-16	\$ 100,000	\$ 100,000	\$ -	\$ -	BRC Grant: Tri-Cities Marketing Initiative	
City of Buffalo	Invest. Ready Commun.	30-Jun-20	\$ 1,758,961	\$ 1,758,961	\$ -	\$ -	BRC Grant: Beniteen-Lobba-Fetterman	

WYOMING BUSINESS COUNCIL

List of Encumbrances

September 30, 2015 - Unaudited

Vendor Name	Division	End Date	Total Encumbrance	Outstanding Encumbrances	Prior FY	Description	Prior Blenium or Expired Encumbrance Status
City of Casper	Invest. Ready Commun.	30-Jun-18	\$ 185,580	\$ -	\$ 22,146	BRC grant: Casper downtown public restroom	
City of Casper	Invest. Ready Commun.	30-Jun-18	\$ 1,000,000	\$ -	\$ 1,000,000	BRC grant: Old Yellowstone District Infrastructure	
City of Casper	Invest. Ready Commun.	30-Jun-18	\$ 500,000	\$ 500,000	\$ -	BRC grant: Platte River revival	
City of Cheyenne	Invest. Ready Commun.	30-Jun-18	\$ 2,250,000	\$ -	\$ 1,102,584	BRC grant: Thought Equity in Motion Data Center	deobligated after 9/30/15
City of Cody	Invest. Ready Commun.	30-Jun-26	\$ 3,000,000	\$ 546,057	\$ -	BRC grant: Loan Rail Spur development with Swan Ranch Development	
City of Cody	Invest. Ready Commun.	30-Jun-16	\$ 25,000	\$ -	\$ 9,903	BRC grant: Gunsmitting School	
City of Cody	Invest. Ready Commun.	31-Oct-15	\$ 395,000	\$ -	\$ 20,889	CDBG grant: Mountain Spirit Habitat for Humanity Infrastructure	
City of Evanston	Invest. Ready Commun.	31-Dec-15	\$ 50,000	\$ -	\$ 20,889	CDBG grant: Evanston Rail Access Business Park Plan	
City of Evanston	Invest. Ready Commun.	30-Jun-19	\$ 498,655	\$ 324,699	\$ -	BRC grant: Bear Meadows Enhancement Plan	
City of Gillette	Invest. Ready Commun.	30-Nov-15	\$ 50,000	\$ -	\$ 23,385	BRC grant: Broadband Study	
City of Gillette	Invest. Ready Commun.	30-Jun-19	\$ 500,000	\$ 447,539	\$ -	BRC grant: Gillette Convertible ST-Public Plaza	
City of Green River	Invest. Ready Commun.	30-Jun-17	\$ 867,670	\$ 693,046	\$ -	CFP grant: Gillette Youth Learning Center	
City of Green River	Invest. Ready Commun.	30-Jun-17	\$ 25,000	\$ -	\$ 25,000	BRC grant: Greater Green River intergalactic airport feasibility study	
City of Kemmerer	Invest. Ready Commun.	30-Jun-19	\$ 22,000	\$ 2,000	\$ 3,000	Main Street grant: Technical assistance	
City of Kemmerer	Invest. Ready Commun.	30-Jun-19	\$ 500,000	\$ 500,000	\$ -	BRC grant: Sports Field Access & Packing Facilities	
City of Kemmerer	Invest. Ready Commun.	31-Dec-15	\$ 15,000	\$ 15,000	\$ -	CDBG grant: Wilcox Building feasibility study	
City of Kemmerer	Invest. Ready Commun.	30-Jun-20	\$ 1,925,500	\$ 1,925,500	\$ -	BRC grant: Water Storage Tank Project	
City of Kemmerer	Invest. Ready Commun.	31-Dec-14	\$ 27,000	\$ -	\$ 23,795	Main Street grant: Technical assistance	To be closed out
City of Laramie	Invest. Ready Commun.	30-Jun-15	\$ 519,477	\$ -	\$ 1,102	BRC grant: HIVZ Corporate Headquarters	To be closed out
City of Laramie	Invest. Ready Commun.	30-Nov-16	\$ 50,000	\$ 50,000	\$ -	BRC grant: Retail leakage analysis	
City of Laramie	Invest. Ready Commun.	30-Jun-17	\$ 2,983,879	\$ 2,764,336	\$ -	BRC grant: Bus committed funds for construction of facility the Cirrus Sky Park	
City of Powell	Invest. Ready Commun.	31-Dec-15	\$ 946,404	\$ -	\$ 920,617	BRC grant: GFO Inc. - phase 2	
City of Rawlins	Invest. Ready Commun.	30-Jun-17	\$ 25,363	\$ 4,382	\$ -	BRC grant: ED Plan With PEP	
City of Rawlins	Invest. Ready Commun.	30-Jun-17	\$ 99,945	\$ -	\$ 63,680	BRC grant: Rainbow Teton Entrepreneur Center	deobligated after 9/30/15
City of Rawlins	Invest. Ready Commun.	30-Jun-18	\$ 297,475	\$ -	\$ 297,475	BRC grant: Rawlins Wayfinding	
City of Rawlins	Invest. Ready Commun.	30-Jun-19	\$ 1,000,000	\$ -	\$ 1,000,000	BRC grant: Downtown Façade Easement Program	
City of Rawlins	Invest. Ready Commun.	30-Apr-16	\$ 250,000	\$ -	\$ 250,000	CDBG grant: Downtown Façade Easement Program	
City of Rawlins	Invest. Ready Commun.	22-Sep-16	\$ 250,000	\$ 250,000	\$ -	CDBG grant: Downtown Façade Easement Program phase 2	
City of Rawlins	Invest. Ready Commun.	30-Jun-19	\$ 442,000	\$ 70,502	\$ -	BRC grant: Rawlins Road Improvements/Fairfield Inn	
City of Riverton	Invest. Ready Commun.	30-Jun-16	\$ 80,000	\$ 40,000	\$ 39,364	Main Street grant: Technical assistance	
City of Rock Springs	Invest. Ready Commun.	30-Jun-18	\$ 1,500,000.00	\$ -	\$ 1,104,963.00	BRC grant: site work and infrastructure for Wind River Job Corps	deobligated after 9/30/15
City of Rock Springs	Invest. Ready Commun.	30-Jun-19	\$ 500,000	\$ 500,000	\$ -	BRC grant: Community and Visitors Center	
City of Sheridan	Invest. Ready Commun.	23-Sep-16	\$ 300,000	\$ 300,000	\$ -	CDBG grant: Community and Visitor's Center	
City of Sheridan	Invest. Ready Commun.	30-Jun-18	\$ 1,000,000	\$ -	\$ 94,744	BRC grant: NW infrastructure project	
City of Sheridan	Invest. Ready Commun.	31-Dec-15	\$ 15,000	\$ 15,000	\$ -	CDBG grant: Sheridan Administration and Bain injury study (planning)	
City of Sundance	Invest. Ready Commun.	30-Jun-19	\$ 500,000	\$ 477,714	\$ -	BRC grant: Daybreak Facility Senior Center	
City of Torrington	Invest. Ready Commun.	30-Jun-19	\$ 1,356,780	\$ -	\$ 125,775	BRC grant: Croell Red-mix Infrastructure Development	
City of Torrington	Invest. Ready Commun.	30-Jun-18	\$ 957,830	\$ -	\$ 37,477	BRC grant: 21st and Main Street Downtown Development project	
City of Worland	Invest. Ready Commun.	31-Jul-15	\$ 1,887,101	\$ 1,887,101	\$ -	BRC grant: Cold Springs Substation	To be closed out
Converse Area New Development	Invest. Ready Commun.	31-Dec-15	\$ 20,200	\$ 13,200	\$ 306	CDBG grant: Comprehensive ED/CD Master Plan	
Converse County Treasurer	Invest. Ready Commun.	30-Nov-15	\$ 18,750	\$ 3,514	\$ 37	Main Street grant: Technical assistance	
CTA Architects	Invest. Ready Commun.	30-Jun-15	\$ 5,000	\$ 5,000	\$ -	BRC grant: Fiber Feasibility Study	
Downtown Sheridan Association	Invest. Ready Commun.	30-Jun-16	\$ 20,000	\$ 20,000	\$ -	Main Street grant: SOW #1 Brock Ninker	
Downtown Sheridan Association	Invest. Ready Commun.	1-Feb-16	\$ 14,061	\$ 8,942	\$ -	Main Street grant: QR Codes for public art sculptures	
Economic Joint Powers Board	Invest. Ready Commun.	30-Jun-19	\$ 994,193	\$ 422,804	\$ -	BRC grant: CAEDA Spec. Building	
Eightcloud	Invest. Ready Commun.	31-Oct-15	\$ 3,360	\$ 560	\$ -	CDBG grant: Consulting and support for Salesforce	
Evansville Urban Renewal Agency	Invest. Ready Commun.	30-Jun-16	\$ 19,630	\$ 19,630	\$ -	Main Street grant: Technical assistance	
Fremont County Treasurer	Invest. Ready Commun.	21-Aug-16	\$ 150,000	\$ 150,000	\$ -	CDBG grant: Fremont County Courthouse and Extension building ADA	
Gillette Main Street	Invest. Ready Commun.	30-Jun-16	\$ 47,000	\$ 20,000	\$ 4,861	Main Street grant: Technical assistance	
Goshen County Treasurer	Invest. Ready Commun.	30-Jun-18	\$ 345,819	\$ -	\$ 253,505	BRC grant: Schlager Manufacturing Inc. expansion	
Goshen County Treasurer	Invest. Ready Commun.	30-Jun-20	\$ 1,000,000	\$ 979,110	\$ -	BRC grant: Goshen County Care Center Expansion	
Hot Springs County Treasurer	Invest. Ready Commun.	31-Dec-15	\$ 428,812	\$ 428,812	\$ -	CDBG grant: South Thermopolis Water System Expansion	
Jackson Hole Energy Sustainability Project	Invest. Ready Commun.	30-Jun-18	\$ 766,665	\$ 766,665	\$ -	BRC grant: Compressed natural gas fueling station	
Laramie County Treasurer	Invest. Ready Commun.	30-Jun-18	\$ 5,000,000	\$ -	\$ 4,000,000	BRC grant: Microsoft (project submit)	
Laramie County Treasurer	Invest. Ready Commun.	30-Jun-18	\$ 2,250,000	\$ -	\$ 1,500,000	BRC grant: Microsoft 2013 expansion	
Laramie County Treasurer	Invest. Ready Commun.	30-Jun-18	\$ 2,250,000	\$ -	\$ 750,000	BRC grant: Green House Data Center CHY2 Data Center	
Laramie County Treasurer	Invest. Ready Commun.	30-Jun-16	\$ 50,000	\$ -	\$ 27,480	BRC grant: Regional Fiber/Broadband plan	
Laramie County Treasurer	Invest. Ready Commun.	31-Dec-15	\$ 3,750	\$ -	\$ 1,237	CDBG grant: Homeless youth Tech Assistance	
Laramie Main Street Alliance	Invest. Ready Commun.	30-Jun-16	\$ 39,035	\$ 19,928	\$ -	Main Street grant: Technical assistance	
Lincoln County Treasurer	Invest. Ready Commun.	30-Jun-19	\$ 1,401,456	\$ 1,401,456	\$ -	BRC grant: Fiber Optics Extension	
Main Street Pinedale	Invest. Ready Commun.	30-Jun-16	\$ 7,000	\$ 7,000	\$ -	Main Street grant: Technical assistance	
Main Street Thermopolis	Invest. Ready Commun.	30-Jun-16	\$ 7,000	\$ 7,000	\$ -	Main Street grant: Technical assistance	
Natrona County Treasurer	Invest. Ready Commun.	30-Jun-18	\$ 1,500,000	\$ -	\$ 410,172	BRC grant: CCR water and sewer infrastructure	
Natrona County Treasurer	Invest. Ready Commun.	30-Jun-19	\$ 905,249	\$ -	\$ 905,249	BRC grant: Mountain West Data Center cost reduction	
Natrona County Treasurer	Invest. Ready Commun.	30-Jun-20	\$ 2,578,000	\$ 2,516,797	\$ -	BRC grant: CNC International Airport Spec Hanger	
Natrona County Treasurer	Invest. Ready Commun.	30-Jun-20	\$ 500,000	\$ 500,000	\$ -	BRC grant: Casper Mountain Bialtrah Facility	
Natrona County Treasurer	Invest. Ready Commun.	30-Jun-19	\$ 485,391	\$ 222,702	\$ -	BRC grant: Park County Fairgrounds Facility	
Park County	Invest. Ready Commun.	30-Nov-16	\$ 50,000	\$ 50,000	\$ -	BRC grant: S.E. Wyoming Energy and Transmission Plan	
Platte County Treasurer	Invest. Ready Commun.	30-Jun-17	\$ 1,000,000	\$ -	\$ 7,188	BRC grant: Airport water infrastructure project	deobligated after 9/30/15
Rock Springs Sweetwater County Airport	Invest. Ready Commun.	30-Jun-17	\$ 1,000,000	\$ -	\$ 50,000	BRC grant: Arts and Cultural Economy Sheridan and Johnson County	
Sheridan Economic & Educational Development	Invest. Ready Commun.	30-Nov-15	\$ 50,000	\$ -	\$ -		

WYOMING BUSINESS COUNCIL

List of Encumbrances

September 30, 2015 - Unaudited

Vendor Name	Division	End Date	Total Encumbrance	Current BFY	Prior BFY	Description	Prior Biennium or Expired Encumbrance Status
SE Wyoming Economic Development District	Invest. Ready Commun.	30-Jun-15	\$ 32,494	\$ 5,946	\$ 4,000	Main Street grant: Technical assistance	Contract renewal for o/s balance in process
Sublette County Treasurer	Invest. Ready Commun.	31-Dec-15	\$ 50,191	\$ -	\$ 50,000	CDBG grant: ED master plan	
Teton County	Invest. Ready Commun.	30-Jun-18	\$ 889,173	\$ -	\$ 5,378	BRC grant: Adams Canyon Sewer Project	
Town of Afton	Invest. Ready Commun.	30-Jun-18	\$ 3,000,000	\$ 1,413,779	\$ -	BRC grant: Afton Transformation Initiative	
Town of Alpine	Invest. Ready Commun.	30-Jun-18	\$ 550,250	\$ -	\$ -	BRC grant: Snake River Transmission Line	
Town of Alpine	Invest. Ready Commun.	30-Jun-18	\$ 2,949,425	\$ 551,696	\$ -	BRC grant: Melvin Brewing Expansion	
Town of Alpine	Invest. Ready Commun.	30-Jun-20	\$ 3,000,000	\$ 3,000,000	\$ -	BRC grant: Water and sewer infrastructure purchase from North Star Utility	
Town of Baggs	Invest. Ready Commun.	30-Jun-18	\$ 749,003	\$ -	\$ 15,166	BRC grant: Little Rascals Preschool	
Town of Basin	Invest. Ready Commun.	21-Aug-16	\$ 38,800	\$ 36,619	\$ -	CDBG grant: Town Hall ADA	
Town of Bear River	Invest. Ready Commun.	31-Dec-15	\$ 37,500	\$ 16,159	\$ -	CDBG grant: Bear River Strategic Plan	
Town of Cowley	Invest. Ready Commun.	30-Jun-19	\$ 500,000	\$ 101,422	\$ -	BRC grant: Cowley Recreation Complex	
Town of Dubois	Invest. Ready Commun.	30-Jun-16	\$ 25,000	\$ 25,000	\$ -	BRC grant: Wind River Discoveries	
Town of Edgerton	Invest. Ready Commun.	30-Jun-19	\$ 243,800	\$ 9	\$ -	BRC grant: Edgerton sewer water project	
Town of Glendo	Invest. Ready Commun.	30-Jun-17	\$ 754,294	\$ -	\$ 29,155	BRC grant: Glendo Business Park	
Town of Glenrock	Invest. Ready Commun.	30-Jun-20	\$ 7,000	\$ 7,000	\$ -	Main Street grant: Technical assistance	
Town of Granger	Invest. Ready Commun.	30-Jun-18	\$ 1,350,000	\$ 1,035,000	\$ -	BRC grant: McGinley Orthopedic Innovations Building	
Town of Jackson	Invest. Ready Commun.	30-Jun-19	\$ 1,000,000	\$ -	\$ 271,110	CFF grant: George Patton Community Center	
Town of Greybull	Invest. Ready Commun.	30-Jun-19	\$ 320,000	\$ 194,749	\$ -	BRC grant: Herb Asp Recreation Center renovation	
Town of Greybull	Invest. Ready Commun.	31-Dec-15	\$ 15,000	\$ 56	\$ -	CDBG grant: Housing planning	
Town of Guernsey	Invest. Ready Commun.	30-Jun-17	\$ 1,485,000	\$ -	\$ 18,627	BRC grant: Guernsey Industrial Park infrastructure expansion	
Town of Guernsey	Invest. Ready Commun.	22-Aug-16	\$ 197,792	\$ 197,792	\$ -	CDBG grant: Guernsey Fire Hall addition	
Town of Guernsey	Invest. Ready Commun.	30-Nov-16	\$ 22,500	\$ 3,750	\$ -	BRC grant: Rollins Road Designs	
Town of Guernsey	Invest. Ready Commun.	30-Jun-20	\$ 437,650	\$ 433,335	\$ -	BRC grant: Electrical Substation	
Town of Jackson	Invest. Ready Commun.	30-Jun-18	\$ 1,500,000	\$ -	\$ 693,241	BRC grant: Vertical hydroponic greenhouse	
Town of Kirby	Invest. Ready Commun.	22-Sep-16	\$ 86,000	\$ 86,000	\$ -	CDBG grant: Town Hall ADA retrofit	
Town of Lingle	Invest. Ready Commun.	30-Jun-18	\$ 236,832	\$ -	\$ 236,832	BRC grant: Electric Substation expansion	
Town of Marbleton	Invest. Ready Commun.	31-Dec-15	\$ 347,828	\$ -	\$ 40,447	BRC grant: Sleepy Hollow Industrial Park Waterline Extension	
Town of Mills	Invest. Ready Commun.	22-Aug-16	\$ 462,280	\$ 462,280	\$ -	CDBG grant: Wyoming Blvd. water main replacement	
Town of Pine Bluffs	Invest. Ready Commun.	30-Jun-20	\$ 123,935	\$ 99,900	\$ -	CDBG grant: Water storage tank and water main upgrade	
Town of Ranchester	Invest. Ready Commun.	30-Jun-19	\$ 977,500	\$ -	\$ 533,605	BRC grant: Pine Bluffs Veteran's Memorial	
Town of Saratoga	Invest. Ready Commun.	31-Dec-15	\$ 49,500	\$ 49,500	\$ -	BRC grant: Ranchester Merchandise (formerly Commercial Development)	
Town of Thayne	Invest. Ready Commun.	30-Nov-16	\$ 46,875	\$ 7,500	\$ -	BRC grant: Saratoga master plan	
Town of Thermopolis	Invest. Ready Commun.	30-Jun-20	\$ 1,141,086	\$ 527,537	\$ -	BRC grant: High Tech Regional targeted industry study	
Town of Upion	Invest. Ready Commun.	31-Oct-15	\$ 469,170	\$ -	\$ 15,152	BRC grant: Thayne Business Ready Lots	
Town of Wheatland	Invest. Ready Commun.	30-Jun-18	\$ 1,377,247	\$ -	\$ 10,128	CDBG grant: HOPE agency facility	
Town of Wheatland	Invest. Ready Commun.	30-Nov-16	\$ 50,000	\$ 49,017	\$ -	BRC grant: Upton Industrial Park-water and sewer	
Weston County Treasurer	Invest. Ready Commun.	31-Jan-16	\$ 14,546	\$ 14,546	\$ -	BRC grant: 16th Street reconstruction plan	
End of year encumbrances	Invest. Ready Commun.	30-Jun-16	\$ 25,000	\$ -	\$ 7,680	Main Street grant: Technical assistance	
	Invest. Ready Commun.	Various	\$ 405	\$ 289	\$ -	BRC grant: Upton Logistics Center traffic study	
			\$ 84,207,596	\$ 33,443,423	\$ 16,819,374	Telecommunications, Central Mail, Motor Vehicles, Copiers, Workers' Comp., etc.	
University of Wyoming	Performance & Planning	30-Jun-16	\$ 304,128	\$ 250,610	\$ -	SBIR-research and development products	
University of Wyoming	Performance & Planning	30-Jun-16	\$ 98,295	\$ 73,449	\$ -	Research Product Center	
University of Wyoming	Performance & Planning	30-Jun-16	\$ 702,150	\$ 604,619	\$ -	High capacity internet connectivity service to WY Tech Business Center	
University of Wyoming	Performance & Planning	30-Jun-16	\$ 312,476	\$ 269,142	\$ -	Market Research Center	
University of Wyoming	Performance & Planning	30-Jun-16	\$ 433,853	\$ 327,353	\$ -	Manufacturing works	
			\$ 1,850,902	\$ 1,525,173	\$ -		
City of Cody	Regional Offices	31-Dec-15	\$ 2,000	\$ -	\$ 2,000	Sponsorship of Cody Citizens Academy	
Eastern Wyoming College	Regional Offices	30-Jun-16	\$ 4,200	\$ 3,500	\$ -	Office lease	
Edifice Lex Partnership	Regional Offices	30-Jun-16	\$ 2,700	\$ 2,025	\$ -	Office lease	
Roy Marksgard	Regional Offices	15-Dec-16	\$ 1,800	\$ 600	\$ -	Office lease	
University of Wyoming	Regional Offices	31-Jan-16	\$ 2,310	\$ 1,320	\$ -	Office lease	
Wells Fargo Bank of Northwest	Regional Offices	30-Jun-16	\$ 5,775	\$ 4,200	\$ -	Office lease	
End of year encumbrances	Regional Offices	Various	\$ 18,785	\$ 11,645	\$ 2,000	Telecommunications, Central Mail, Motor Vehicles, Copiers, Workers' Comp., etc.	
			\$ 89,721,164	\$ 35,866,039	\$ 16,930,496		

WYOMING BUSINESS COUNCIL

Statement of Cash Balances

September 30, 2015 - Unaudited

Wyoming Business Council Funds						
	Petty Cash	Economic Development (Note 1)	WBC	Seed Capital (Note 2)	Rural Rehabilitation (Note 3)	Business Ready Communities
Cash balance before obligations	\$ 250.00	\$ 18,789,197.37	\$ 256,438.07	\$ 607,437.24	\$ 4,468,867.62	\$ 100,885.40
Obligated funds:						
Undistributed WIDC challenge loan LOC	\$ -	\$ (1,100,000.00)	\$ -	\$ -	\$ -	\$ -
Encumbered funds**	\$ -	\$ (215,501.23)	\$ -	\$ -	\$ -	\$ (81,253.00)
Accounts payable & other liabilities, and deferred revenue	\$ -	\$ -	\$ (230.20)	\$ -	\$ -	\$ -
Unobligated 2015/2016 biennium budget	\$ -	\$ (314,351.32)	\$ (22,505.16)	\$ -	\$ (64,587.25)	\$ (14,709.00)
Total obligated funds	\$ -	\$ (1,629,852.55)	\$ (22,735.36)	\$ -	\$ (64,587.25)	\$ (95,962.00)
Cash balance	\$ 250.00	\$ 17,159,344.82	\$ 233,702.71	\$ 607,437.24	\$ 4,404,280.37	\$ 4,923.40
Year-to-date receipts	\$ -	\$ 94,348.14	\$ 8,260.77	\$ 2,279.25	\$ 16,780.42	\$ -
Note 1 - Amendment IV, Challenge and Bridge loans						
Note 2 - STEA and Seed Capital Fund						
Note 3 - Funds must be spent according to the terms of an agreement with the US Farmers Home Administration						

Governor's Office Funds - Petroleum Violation Escrows -- as of 09/30/15						
	Exxon	Diamond Shamrock	Stripper Wells			
Cash balance before obligations	\$ 3,328,613.43	\$ 38,541.77	\$ 1,081,279.96			
Obligated funds:						
Encumbered funds**	\$ (220,628.60)	\$ -	\$ (72,497.40)			
Accounts payable & other liabilities, and deferred revenue	\$ -	\$ -	\$ (239.42)			
Unspent State Energy Plan	\$ (451,360.00)	\$ -	\$ (4,479.23)			
Total obligated funds	\$ (671,988.60)	\$ -	\$ (77,216.05)			
Cash balance	\$ 2,656,624.83	\$ 38,541.77	\$ 1,004,063.91			
Year-to-date receipts	\$ 12,649.42	\$ 144.62	\$ 4,071.98			
** does not include contracts that have not been fully executed (i.e. - all signatures obtained)						

WYOMING BUSINESS COUNCIL

Loans Receivable - Unaudited

	Origination Date	Balances as of September 30, 2015				Cash Receipts Since 7/01/15		Comments
		Loan Balance	Allowance	Write-off	Net Balance	Principal	Interest	
Economic Disaster loans (see Notes 1 and 2)								
Beet growers (see attached detail)		\$ 405,216	\$ 42,548	-	\$ 362,669	\$ -	\$ -	-
		\$ 405,216	\$ 42,548	-	\$ 362,669	\$ -	\$ -	-
Challenge loans								
Ascent 2000 (see Note 1)	12/19/06	\$ 23,044	\$ 23,044	-	\$ 0	\$ 684	\$ 161	100% reserve against loan balance
		\$ 23,044	\$ 23,044	-	\$ 0	\$ 684	\$ 161	
Bridge loans (see Note 1)								
Cowboy Inn	8/22/13	\$ 171,442	-	-	\$ 171,442	\$ 2,683	\$ 1,542	
Gluten Free Oats	12/2/09	\$ 118,199	-	-	\$ 118,199	\$ 2,751	\$ 1,202	
L & L Ventures LLC	7/23/13	\$ 93,530	-	-	\$ 93,530	\$ 1,288	\$ 742	
Triphyto, LLC	6/12/06	\$ 34,158	-	-	\$ 34,158	\$ 875	\$ 249	
		\$ 417,328	-	-	\$ 417,328	\$ 7,597	\$ 3,735	
Mainstreet loans (see Note 1)								
65Coffee LLC	1/27/10	\$ 13,075	-	-	\$ 13,075	\$ 751	\$ 101	
Grimshaw Investments LLC	4/20/10	\$ 39,730	-	-	\$ 39,730	\$ 1,905	\$ 311	
		\$ 52,805	-	-	\$ 52,805	\$ 2,656	\$ 412	
Amendment IV loans (see Note 1)								
Tenupah, LLC	5/12/95	\$ 377,298	\$ 200,000	-	\$ 177,298	\$ 8,046	\$ 574	
		\$ 377,298	\$ 200,000	-	\$ 177,298	\$ 8,046	\$ 574	
Natural Gas Infrastructure loans (see Note 4)								
Star Valley Natural Gas LLC	9/22/14	\$ 234,440	-	-	\$ 234,440	\$ -	\$ -	
		\$ 234,440	-	-	\$ 234,440	\$ -	\$ -	
BRC loans (see Note 2)								
City of Cheyenne (Svan Ranch)	4/9/15	\$ 2,453,943	\$ -	-	\$ 2,453,943	\$ -	\$ -	
City of Lander	10/23/14	\$ 150,000	\$ -	-	\$ 150,000	\$ -	\$ -	
City of Laramie - HIVIZ Corporation	6/25/15	\$ 518,375	\$ -	-	\$ 518,375	\$ -	\$ -	
Jackson Hole Airport Board-1	1/7/10	\$ 768,649	\$ -	-	\$ 768,649	\$ -	\$ -	
Jackson Hole Airport Board-2	5/11/15	\$ 3,000,000	\$ -	-	\$ 3,000,000	\$ -	\$ -	
Teton County	12/6/10	\$ 931,882	\$ -	-	\$ 931,882	\$ -	\$ -	
Town of Jackson - Snow King Mountain	3/31/15	\$ 1,000,000	\$ -	-	\$ 1,000,000	\$ -	\$ -	
		\$ 8,822,848	\$ -	-	\$ 8,822,848	\$ -	\$ -	
ARRA SEP loans (see Note 3)								
Town of Basin	5/8/12	\$ 87,931	\$ -	-	\$ 87,931	\$ -	\$ -	
Lower Valley Energy	6/27/12	\$ 1,318,965	\$ -	-	\$ 1,318,965	\$ -	\$ -	
		\$ 1,406,896	\$ -	-	\$ 1,406,896	\$ -	\$ -	
Unallocated allowance		\$ -	\$ 107,492	-	\$ (107,492)			
Total		\$ 11,739,876	\$ 373,084	\$ -	\$ 11,366,793	\$ 18,983	\$ 4,883	

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

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

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

Note 4 - deferred interest is accrued and added to the principal balance. Deferred interest \$9,440.43 as of 9/30/15.

WYOMING BUSINESS COUNCIL

Loans Receivable - Economic Disaster Loans Detail - Unaudited

	Origination Date	Balances as of September 30, 2015				Cash Receipts Since 7/1/15		
		Loan Balance	Allowance	Write-off	Net Balance	Principal	Interest	Comments
Beef Grower Loans								
Adobe Butte Ranch	4/25/07	\$ 4,789	\$ -	\$ -	\$ 4,789	\$ -	\$ -	-
Berthod, Michael	4/27/07	\$ 5,048	\$ -	\$ -	\$ 5,048	\$ -	\$ -	-
Big Horn Land/Livestock	4/26/07	\$ 2,286	\$ -	\$ -	\$ 2,286	\$ -	\$ -	-
Christensen, Dennis	4/27/07	\$ 6,804	\$ -	\$ -	\$ 6,804	\$ -	\$ -	-
Christensen, Kent	8/3/07	\$ 5,007	\$ -	\$ -	\$ 5,007	\$ -	\$ -	-
Clark Enterprises	4/25/07	\$ 3,412	\$ -	\$ -	\$ 3,412	\$ -	\$ -	-
Craft, Lloyd	4/26/07	\$ 5,060	\$ -	\$ -	\$ 5,060	\$ -	\$ -	-
Dellos Farms	4/26/07	\$ 7,757	\$ -	\$ -	\$ 7,757	\$ -	\$ -	-
Edwards Ranch	4/25/07	\$ 14,131	\$ -	\$ -	\$ 14,131	\$ -	\$ -	-
Eugene Miller & Sons	4/26/07	\$ 17,390	\$ -	\$ -	\$ 17,390	\$ -	\$ -	-
Foss, Lucas	8/2/07	\$ 5,964	\$ -	\$ -	\$ 5,964	\$ -	\$ -	-
Foss, Jerry	8/2/07	\$ 3,174	\$ -	\$ -	\$ 3,174	\$ -	\$ -	-
Geis, Nick	4/25/07	\$ 13,943	\$ -	\$ -	\$ 13,943	\$ -	\$ -	-
Haun Farms	4/26/07	\$ 5,578	\$ -	\$ -	\$ 5,578	\$ -	\$ -	-
Jennings, James	4/27/07	\$ 1,178	\$ -	\$ -	\$ 1,178	\$ -	\$ -	-
Jordan Farms	4/26/07	\$ 14,772	\$ -	\$ -	\$ 14,772	\$ -	\$ -	-
Keller Farms	4/26/07	\$ 10,687	\$ -	\$ -	\$ 10,687	\$ -	\$ -	-
Keller, Kevin	4/25/07	\$ 12,788	\$ -	\$ -	\$ 12,788	\$ -	\$ -	-
Madden, Danny	8/2/07	\$ 11,644	\$ -	\$ -	\$ 11,644	\$ -	\$ -	-
Mendez Brothers	4/25/07	\$ 12,283	\$ -	\$ -	\$ 12,283	\$ -	\$ -	-
Michael Vigil Farms	4/25/07	\$ 8,604	\$ -	\$ -	\$ 8,604	\$ -	\$ -	-
Ondo, Mike	4/26/07	\$ 5,704	\$ -	\$ -	\$ 5,704	\$ -	\$ -	-
Palesk Farms	4/26/07	\$ 30,769	\$ -	\$ -	\$ 30,769	\$ -	\$ -	-
Pince, Daniel	4/27/07	\$ 19,214	\$ -	\$ -	\$ 19,214	\$ -	\$ -	-
Propp Farms	4/25/07	\$ 7,940	\$ -	\$ -	\$ 7,940	\$ -	\$ -	-
Sage Creek Land & Cattle Co.	4/25/07	\$ 15,340	\$ -	\$ -	\$ 15,340	\$ -	\$ -	-
Sage Creek Land & Cattle Partnership	4/25/07	\$ 13,481	\$ -	\$ -	\$ 13,481	\$ -	\$ -	-
South Flat Land & Livestock	4/26/07	\$ 33,411	\$ -	\$ -	\$ 33,411	\$ -	\$ -	-
TD Farms	4/26/07	\$ 24,189	\$ -	\$ -	\$ 24,189	\$ -	\$ -	-
Taylor, Dustin	4/27/07	\$ 8,053	\$ -	\$ -	\$ 8,053	\$ -	\$ -	-
Wildman, Howard	4/25/07	\$ 17,217	\$ -	\$ -	\$ 17,217	\$ -	\$ -	-
Weber & Sons	4/25/07	\$ 9,475	\$ -	\$ -	\$ 9,475	\$ -	\$ -	-
Weber Ag	4/26/07	\$ 33,333	\$ -	\$ -	\$ 33,333	\$ -	\$ -	-
Weliever, Jearld	4/27/07	\$ 14,795	\$ -	\$ -	\$ 14,795	\$ -	\$ -	-
Allowance against loan pool (non-specific loans)		\$ -	\$ 42,548	\$ -	\$ (42,548)			
Total Beef Grower loans		\$ 405,216	\$ 42,548	\$ -	\$ 362,669	\$ -	\$ -	-

WYOMING BUSINESS COUNCIL

FY2016 Dues and Memberships Expenditures
Three months ended September 30, 2015 - Unaudited

Vendor Name	Division	Current		Previous	
		Year to	Date	Year	Totals
American Society for Training and Development	Administration	\$	-	\$	-
Association for Talent Development	Administration	\$	-	\$	150
Corenet Global Inc.	Administration	\$	-	\$	-
EdutainmentLIVE ITPro.TV	Administration	\$	-	\$	-
ISC2-Certified Information Systems Security Professional	Administration	\$	-	\$	170
CXO Executives Network	Administration	\$	-	\$	379
Government Finance Officer Association	Administration	\$	-	\$	320
Grant Station	Administration	\$	-	\$	249
Information System Security Association	Administration	\$	-	\$	-
International Economic Development Council	Administration	\$	-	\$	165
Mountain States Employers Council Inc.	Administration	\$	-	\$	5,100
National Association of Commissions for Women-WCWI	Administration	\$	-	\$	229
National Council for Public Private Partnerships	Administration	\$	-	\$	-
Society for Human Resource Management Organization	Administration	\$	-	\$	375
The Council for Community and Economic Research	Administration	\$	-	\$	-
Wyoming Association of Broadcasters	Administration	\$	-	\$	125
Wyoming Association of Municipalities	Administration	\$	-	\$	350
Wyoming Association of Non Profit Organizations	Administration	\$	300	\$	300
Wyoming Economic Development Association	Administration	\$	-	\$	1,035
Wyoming Taxpayers Association	Administration	\$	-	\$	195
Wyoming Press Association	Administration	\$	-	\$	-
		\$	300	\$	9,142
CattleFax	Agribusiness	\$	-	\$	400
International Organic Inspectors Association	Agribusiness	\$	-	\$	160
Livestock Publications Council	Agribusiness	\$	-	\$	160
Nebraska Alfalfa Marketing Association	Agribusiness	\$	-	\$	75
North American Agricultural Marketing Officials	Agribusiness	\$	-	\$	300
National Association of Rural Rehabilitation Corporations	Agribusiness	\$	-	\$	150
National Cattlemen's Beef Association	Agribusiness	\$	-	\$	100
National Western Stock Show	Agribusiness	\$	-	\$	-
Samson LLC (previously Ag Info Link)	Agribusiness	\$	-	\$	1,000
Stockgrowers Association	Agribusiness	\$	-	\$	100
Western U.S. Agricultural Trade Association	Agribusiness	\$	-	\$	3,369
Wyoming Cowboy Hall of Fame	Agribusiness	\$	-	\$	1,000

WYOMING BUSINESS COUNCIL

FY2016 Dues and Memberships Expenditures

Three months ended September 30, 2015 - Unaudited

			Current		Previous
			Year to		Year
Vendor Name	Division	Date	Totals		
Wyoming Crop Improvement Association	Agribusiness		\$	-	\$ 10
Wyoming Economic Development Association	Agribusiness		\$	-	\$ 85
Wyoming Farmers Market Assoc./Buy Fresh Buy Local	Agribusiness		\$	-	\$ -
Wyoming Stockgrowers Association	Agribusiness		\$	-	\$ -
Wyoming Wheat Growers Association	Agribusiness		\$	-	\$ -
			\$	-	\$ 6,909
American Wind Energy Association	Business & Industry		\$	-	\$ -
Business Retention and Expansion International	Business & Industry		\$	-	\$ 100
Corenet Global	Business & Industry		\$	-	\$ 340
Council of Development Finance	Business & Industry		\$	-	\$ 400
Energy Services Coalition	Business & Industry		\$	140	\$ 140
Industrial Asset Management Council	Business & Industry		\$	1,495	\$ 1,495
International Code Council	Business & Industry		\$	-	\$ 350
International Economic Development Council	Business & Industry		\$	-	\$ 1,295
National Association of State Energy Officials	Business & Industry		\$	-	\$ -
National Rural Economic Developers Association	Business & Industry		\$	-	\$ 1,250
National Shooting Sports Foundation Inc.	Business & Industry		\$	-	\$ 200
Wyoming Bankers Association	Business & Industry		\$	-	\$ 300
Wyoming Economic Development Association	Business & Industry		\$	-	\$ 340
			\$	1,635	\$ 6,210
Council of State Community Development Agencies	Investment Ready Communities		\$	-	\$ -
Gillette Main Street	Rural Development/Main Street		\$	-	\$ 350
International Economic Development Council	Investment Ready Communities		\$	-	\$ -
National Main Street Center Inc.	Rural Development/Main Street		\$	-	\$ 4,100
National Trust for Historic Preservation	Rural Development/Main Street		\$	-	\$ 250
Wyoming Association of Housing and Redevelopment	Investment Ready Communities		\$	-	\$ 75
Wyoming Economic Development Association	Investment Ready Communities		\$	-	\$ 1,640
			\$	-	\$ 6,415

WYOMING BUSINESS COUNCIL FY2016 Dues and Memberships Expenditures Three months ended September 30, 2015 - Unaudited					
Vendor Name	Division	Current		Previous	
		Year to		Year	
		Date		Totals	
Basin Chamber of Commerce	Regional Offices	\$	-	\$	40
Casper Area Chamber of Commerce	Regional Offices	\$	300	\$	-
Casper Area Economic Development Association	Regional Offices	\$	-	\$	250
Cody County Chamber of Commerce	Regional Offices	\$	-	\$	150
Forward Casper-Casper Area Economic Development Association	Regional Offices	\$	-	\$	-
Goshen County Economic Development	Regional Offices	\$	200	\$	-
International Economic Development Council	Regional Offices	\$	-	\$	495
Lovell Area Chamber of Commerce	Regional Offices	\$	-	\$	85
Meeteetse Visitor Center/Chamber of Commerce	Regional Offices	\$	-	\$	30
Niobrara Chamber of Commerce	Regional Offices	\$	-	\$	-
Powell Economic Partnership Inc.	Regional Offices	\$	-	\$	150
Powell Valley Chamber of Commerce	Regional Offices	\$	-	\$	150
Platte County Economic Development Corporation	Regional Offices	\$	-	\$	200
Thermopolis-Hot Springs Chamber of Commerce	Regional Offices	\$	-	\$	175
Washakie Development Association	Regional Offices	\$	100	\$	100
Worland-Ten Sleep Chamber of Commerce	Regional Offices	\$	-	\$	225
Wyoming Economic Development Association	Regional Offices	\$	-	\$	680
Wyoming Planning Association	Regional Offices	\$	-	\$	-
		\$	600	\$	2,730
Total		\$	2,535	\$	31,406

WYOMING BUSINESS COUNCIL					
Investment Ready Community (IRC) Reconciliation					
September 30, 2015 - Unaudited					
Total IRC available funds per Financial Statements 9/30/15			\$ 54,530,423.97		
Reduce IRC available funds for non-BRC amounts:					
IRC Administration			\$ (398,591.01)		
Community Facilities Program			\$ (1,000,000.00)		
Community Development Block Grant Program			\$ (2,945,676.00)		
Main Street Program			\$ (311,163.46)		
			<u>\$ 49,874,993.50</u>		
Add: BRC encumbrance deobligations posted after 9/30/15			\$ 2,851,604.30		
Add: BRC loan repayment received after 9/30/15			\$ 31,945.20		
Less: BRC awards approved but not encumbered as of 9/30/15			<u>\$ (19,670,137.00)</u>		
Balance per BRC Available Funds Summary (see Note 1)			<u>\$ 33,088,406.00</u>		
Note 1	BRC available funds balance broken down into the following categories:				
	Large Business Infrastructure Projects		\$ 10,000,000.00		
	"Regular" Business Ready Communities Projects		\$ 23,088,406.00		

WYOMING BUSINESS COUNCIL

Proposed Budget Reductions

Background:

Due to the decline in mineral prices and production, State revenues from these sources is significantly lower than previous estimates. The Governor has directed all State agencies to re-examine their budgets and adjust their spending in relation to these lower revenue estimates.

In order to accomplish this, the Governor has implemented a hiring freeze and advised State agencies to limit expenditures to those that are essential. He has also directed State agencies to identify all reasonable and potential budget cuts out of the fiscal year 2016 budget and the 2017-18 biennium budget. (See attached memos from the Governor.)

Proposed Budget Reductions:

The WBC has submitted the following proposed reductions to the Governor for the current fiscal year (2016) and for the upcoming 2017-18 biennium.

	<u>FY2016</u>	<u>FY2017-18</u>
Elimination of vacant positions (a)	\$ 283,263	\$ 265,965
Various support and special projects costs	163,600	220,000
Various contract reductions	-	264,035
Community Facilities (b)	1,000,000	-
Business Ready Communities (c)	<u>1,600,000</u>	<u>5,230,000</u>
	\$3,046,863	\$5,980,000
Proposed reduction as a % of		
General fund budget	8.2%	8.0%

(a) total of four (4) positions eliminated. Funding cuts for three (3) of those positions reflected in both the FY2016 and FY2017-18 amounts above. The funding for the 4th had already been cut out of our FY2017-18 budget request but was still in our FY2016 budget; the FY2016 cut above now includes that 4th position as well.

(b) deobligated funds on a project that will not move forward

(c) we have recommended that the \$1.6M reduction for FY2016 comes out of the \$10M set aside for large business infrastructure projects

Next Steps:

We have no indication yet from the Governor's office or the State Budget office how much our actual cuts will be.

The Governor's budget is due to the Legislature on December 1.



Office of the Governor

MEMORANDUM

TO: Agency Directors

FROM: Matthew H. Mead, Governor

SUBJECT: Budget Reductions

DATE: October 6, 2015

While Wyoming has had great success in attracting businesses that diversify and strengthen Wyoming's economy, minerals continue to contribute the lion's share of state and local revenue. As we prepare for the 2017-2018 budget, we recognize mineral prices and production have declined and revenue is depressed. This requires us to re-examine every budget and the budget in total and to adjust spending in relation to revenue.

In the event available revenues do not cover amounts appropriated, the law requires 2015-2016 budgets be adjusted so appropriations do not exceed revenue. Each agency should prepare for this by examining 2015-2016 budgets and assessing any potential for reduction.

I ask each agency to identify opportunities to reduce its budget for the current biennium and the upcoming biennium. In doing so, I ask that you look to your program priorities and the core mission of your agency. I am not generally in favor of across-the-board reductions where agencies are asked to perform the same mission with less resources. It makes sense to me that agencies evaluate programs. Where those programs are not directly connected to the agency mission or they have successfully accomplished the original objective, consider recommending these as part of your budget reduction. I ask each of you to provide budget reduction recommendations within two weeks.

Additionally, I am implementing a position freeze. Effective immediately, no vacancy (permanent full-time or part-time position) should be filled until further notification. On a case-by-case basis, vacancies may be brought to my attention and where the position is of crucial necessity to the operation of state government, I may authorize an exception.

I remind you that exception requests in your 2017-2018 budget requests must be limited and absolutely necessary and necessary during the upcoming biennium. Reasonable places to achieve savings include computer equipment and vehicle replacement. Where these are being replaced as part of a schedule and they will function effectively do not replace them. Do not enter into software contracts of \$100,000 or greater without prior approval from the Governor's Office. As you look at budget reductions, you need to re-examine exception requests. Only those critical to the mission of the agency will be considered.

Please call my Chief of Staff, Kari Gray, or Kevin Hibbard if you have questions.



Office of the Governor

MEMORANDUM

TO: Agency Directors

FROM: Kari Jo Gray, Chief of Staff

SUBJECT: Budget Reductions

DATE: October 7, 2015

A handwritten signature in blue ink, appearing to read "Kari Jo Gray", is written over the "FROM:" line of the memorandum.

Thank you for the input and information on the budget.

Based on your questions and information, the Governor has supplemented his letter as follows:

1. All contracts greater than 100,000.00 require the Governor's prior approval.
2. Expenditures from 200, 600 or 900 series should be limited to essential expenses.
3. Agencies should identify all reasonable potential general fund reductions from their fiscal year 2016 budgets. These proposals should be presented at your budget meeting. If your budget meeting has already taken place, provide these to your budget analyst.

We have had questions ranging from hiring interviews, to contracts and travel. These have helped the agency and the Governor's office in thinking through a variety of situations. Please call if you have questions.



BYLAWS AD-HOC COMMITTEE REPORT

Amended and Restated, December __, 2015

BYLAWS OF THE WYOMING BUSINESS COUNCIL

ARTICLE I. NAME AND OFFICE

The name of the body corporate shall be the Wyoming Business Council (WBC). The principal office shall be located in Cheyenne, Wyoming or at a location otherwise agreed upon and established by the WBC Board of Directors (Board). The WBC may also have offices at such other places as the Board may from time to time determine or the WBC's business may require.

ARTICLE II. OBJECTIVES

The WBC is a body corporate and state instrumentality operated solely for the public benefit and created by the Wyoming Economic Development Act under the laws of the State of Wyoming as authorized by W.S. § 9-12-101 through 9-12-1312 et seq. (Act). The WBC may adopt rules and regulations to implement the programs and functions assigned by the Act, in accordance with Wyoming law.

ARTICLE III. BOARD OF DIRECTORS

A. Composition of the Board. A Board consisting of fifteen (15) voting Directors (Directors) shall govern the WBC. The Governor of the State of Wyoming (Governor) shall be a member and Co-Chairman of the Board, but shall not vote.

B. Appointment. The Governor shall appoint Directors with the advice and consent of the Wyoming Senate. All of the appointed Directors shall be at large members.

C. Qualifications. The Directors shall have demonstrated leadership and business expertise. At least twelve (12) of the Directors shall be residents of the State of Wyoming.

D. Terms. Directors shall serve for terms of three (3) years. No Director shall serve more than two (2) full successive three (3) year terms. A Director appointed to fill a vacancy shall be eligible to serve two (2) full successive three (3) year terms in addition to the vacant term s/he is fulfilling.

E. Removal. The Governor may remove any Director s/he appoints for cause and shall remove any Director who fails to attend three (3) consecutive regular meetings of the Board.

F. Resignations. Any Director may resign from the Board at any time upon written notice to the Governor, Co-Chairman of the Board and Chief Executive Officer. Such resignation

shall take effect at the time specified therein or, if no time is specified therein, shall take effect upon receipt thereof by the Co-Chairman or the Governor, and unless otherwise specified therein, the acceptance of such resignation by the Board shall not be necessary to make it effective.

G. Vacancies. If a vacancy occurs, the Governor shall appoint a successor Director with the advice and consent of the Wyoming Senate. The Governor may fill any vacancy occurring between sessions of the legislature by temporary appointment to be effective until March 1 of the ensuing calendar year.

H. Compensation/Reimbursement. Directors shall receive per diem for attending Board meetings in the same amount as state legislators and shall receive no other compensation for serving on the Board. Directors may receive reimbursement for mileage at the current federal IRS reimbursement rate.

I. Conflicts of Interest. Directors shall be subject to the provisions and requirements of W.S. § 16-6-118 and shall abstain from voting in accordance therewith. Any Director shall abstain from voting on any issue before the Board if a conflict of interest exists whereupon an action by the Board will have a direct bearing on the personal interests of the Director.

J. Committees. The Board may form committees and advisory councils. Each committee shall have as a member one or more of the members of the Board, not to constitute a quorum of the Board, and such other individuals as may be appointed by the Co-Chairman to undertake more extensive study and discussion of issues before the Board.

ARTICLE IV. OFFICERS

A. Officers. The Board shall elect one of its Directors to act as Co-Chairman with the Governor. The Board may elect other officers as prescribed by these Bylaws.

B. Co-Chairman. The elected Co-Chairman of the Board shall preside at all meetings of the Board, and shall exercise and perform such other powers and duties as may be from time to time be assigned to the Co-Chairman by the Board or prescribed by these Bylaws.

C. Vice Chairman. In the absence or disability of the Co-Chairman, the Vice-Chairman or other officer or officers, in order of their rank as fixed by the Board, shall perform all the duties and shall have all of the powers of the Co-Chairman. The Vice-Chairman shall have such other powers and duties that the Board or these Bylaws may prescribe for him/her.

D. Secretary/Treasurer. The Secretary/Treasurer shall keep, or cause to be kept, a book of minutes at the principal office or such other place as the Board may order, with the time and place of holding, whether regular or special, and if special, how authorized, the notice thereof given, the names of those present at meetings, and the proceedings thereof.

E. Executive Committee. The Executive Committee shall consist of the Co-Chairman, Vice-Chairman, Secretary/Treasurer and two other Directors of the Board. They shall meet as needed to plan for the Board's work and to fulfill tasks as may be assigned or undertaken.

F. Election and Terms. The Directors shall elect Officers annually at the regular meeting of the Board held in the third quarter of each fiscal year, unless otherwise determined by the Board.

ARTICLE V. STAFF

A. Chief Executive Officer. The Board shall retain a Chief Executive Officer (CEO) and fix the salary. The CEO serves at the pleasure of the Board. With the approval of the Board, the CEO shall determine the terms of employment, tenure, duties, working conditions promotion and termination of all other employees as necessary to carry out the purposes and functions of the WBC.

B. Appointment of Interim Chief Executive Officer. The Board may, at its discretion, appoint an Interim Chief Executive Officer to serve at the pleasure of the Board or until the permanent CEO is retained to carry out the functions and duties of the CEO.

C. Employees. Employees of the WBC serve at the pleasure of the CEO. The WBC is an at-will employer and reserves the right to terminate an employment relationship at any time and for any reason not prohibited by law. WBC employees shall be covered by the Wyoming Retirement Act, the State Employees and Officials Group Insurance Act and the Wyoming Deferred Compensation Act.

ARTICLE VI. MEETINGS OF THE BOARD

A. Quorum. A majority of the voting Directors constitutes a quorum for the transaction of any business or the exercise of any power of function of the WBC.

B. Actions of the Board. In the event of a quorum, a majority vote of the Directors present shall decide any matter brought before the WBC unless otherwise defined by law, in which case, such express provision shall govern and control the action of the Board.

C. Regular Meetings of the Board. The Directors shall set the date and location of all regular meetings of the Board. The Directors shall hold regular meetings of the Board on a quarterly basis, unless otherwise prescribed and determined by the Board. All regular meetings of the Board shall be held at a place within the State of Wyoming and as designated from time to time by the Board with public notice.

D. Special Meetings of the Board. The Co-Chairman, the Chief Executive Officer, a majority of a quorum of the Board or upon the written request of at least two (2) Directors, may request a special meeting in addition to, or in place of, a regular meeting of the Board, for any purpose or purposes, unless otherwise prescribed by statute. Such request shall state the nature of the business to be transacted, the purpose or purposes of the proposed meeting, and the place, day and hour of such meeting. Business transacted at any special meeting of the Board of Directors shall be limited to the purposes stated in the notice.

E. Emergency Meetings of the Board. The Co-Chairman or Chief Executive Officer may call emergency meetings of the Board to take temporary action on matters of serious immediate concern. A majority of a quorum of the Board shall ratify actions taken at emergency meetings at its next regular meeting.

F. Notice. The Chief Executive Officer, with the advice and consent of the Board, shall set, at a minimum, the date and location of the next regular meeting before the adjournment of the preceding regular meeting. The Chief Executive Officer or his/her designee shall notify each Director of the date, time and location of all regular meetings at least thirty (30) days prior to the meeting date. The Chief Executive Officer or his/her designee shall provide each Director with advance notice of any special or emergency meeting of the Board. Public notice of regular meetings of the Board shall state the place, date and hour of the meeting, and, in the case of a special meeting, additionally, the purpose or purposes of the meeting.

G. Other Action. The Board may conduct meetings by electronic means or any other form of communication by which all persons participating in the meeting can hear, read or otherwise discern meeting discussion contemporaneously. In the case of meetings held via electronic means, the WBC must make adequate provision for public participation to the extent required by the Wyoming Public Meetings Act.

H. Proxies. No Director shall send a designee to attend a Board meeting, nor vote by proxy.

I. Wyoming Public Meetings Requirements. The meetings of the Board shall be open to the public and comply with the requirements of the Wyoming Public Meetings Act, W.S. 16-4-401 through 16-4-408 et seq. (Wyoming Public Meetings Act). Notice of meetings of the Board shall also comply with the requirements of the Wyoming Public Meetings Act. At the request of the Co-Chairman, a majority of a quorum of the Board, or the CEO, an official meeting or portions thereof may adjourn into executive session pursuant to the applicable provisions of the Wyoming Public Meetings Act.

ARTICLE VII. RECORDS

A. Minutes. The WBC shall take minutes of all meetings of the Board. Official written minutes of the previous Board meeting shall be prepared and presented to the Board as the first item on the agenda. The WBC shall record, but not publish, minutes of a meeting where the Board takes no action. The WBC is not required to record or publish minutes for day-to-day administrative activities of the WBC, its officers or employees.

B. Inspection of Records. The books of account and minutes of proceedings of the Board and committees of the Board shall be open to inspection upon request to the extent prescribed by the Wyoming Public Records Act.

C. Inspection of Bylaws. WBC shall keep in its principal office the original or a copy of these Bylaws, and any amendments to these Bylaws, which shall be open to inspection at all reasonable times during ordinary business hours.

D. Wyoming Public Records Requirements. The records of the WBC shall be open to the public and comply with the requirements of the Wyoming Public Records Act.

ARTICLE VIII. FINANCES

A. Fiscal Year. The fiscal year for the WBC shall run July 1 through June 30 unless otherwise established by the Board or law.

B. Budget. The WBC shall prepare, maintain and submit an annual report and budget complete with requirements as provided by W.S. § 9-12-112 and Wyoming law.

C. Fiscal Policy. The Board shall adopt and from time to time review a fiscal policy setting out a formal procedure that shall govern internal controls, the signing of checks, the obligation of funds, approval of contracts, leases, deed and mortgages and other significant aspects of the WBC operation that are consistent with Wyoming law.

D. Depository. The WBC may designate an official depository(ies) for its funds, accounts and transactions in addition to the bank utilized by the State of Wyoming. The WBC may deposit any of its funds in any financial institution located within the State of Wyoming.

E. Seal. The WBC may have a common seal. The signature of the name of WBC by an authorized person(s) shall be legal and binding with or without a seal.

ARTICLE IX. PARLIAMENTARY PROCEDURES

Robert's Rules of Order, most current available edition, shall be the parliamentary authority for all matters of procedure not specifically covered by these Bylaws.

ARTICLE X. IMMUNITY AND INDEMNIFICATION

These Bylaws do not waive or otherwise modify any immunity afforded to the Directors or WBC pursuant to law. Additionally, to the extent permitted by the Wyoming Constitution and other applicable law, the WBC shall indemnify and hold harmless from liability and expenses any Director of the WBC who is serving at the request of the WBC and acting within his/her official duties as an Officer or Director of the WBC.

ARTICLE XI. SEVERABILITY AND WAIVER

The invalidity of any provision of these Bylaws does not affect the validity of the remaining provisions, and for this purpose, these Bylaws are severable. The Directors may waive any provision of these Bylaws by unanimous consent, provided such waiver and action is not otherwise prohibited by law.

ARTICLE XII. AMENDMENTS OF THE BYLAWS

These Bylaws may be amended, supplemented or repealed by a two-thirds or greater vote of the Directors present at any meeting of the Board in which a quorum is present. The Chief Executive Officer or his/her designee shall provide notice of any amendment of the Bylaws to each Director having voting rights at least ten (10) days prior to any meeting whereby the Board shall consider such amendments.

KNOW BY THESE PRESENTS, THAT THE FOREGOING BYLAWS WERE ADOPTED AS THE BYLAWS OF THE WYOMING BUSINESS COUNCIL BY A VOTE OF AT LEAST TWO-THIRDS OF THE BOARD OF DIRECTORS AT A REGULAR MEETING OF THE BOARD OF DIRECTORS HELD ON THE ____ DAY OF DECEMBER 2015.

IN WITNESS WHEREOF, I have hereunto signed my name this ____ day of December 2015.

Lynne Michelena
Co-Chairman

IN WITNESS WHEREOF, I have hereunto signed my name this ____ day of December, 2015.

Michael Wandler
Vice Chairman



BUSINESS CONTRACT AND LOAN COMMITTEE



AGENDA ITEMS

December 9, 2015

Business Contract and Loan Committee:

- C-5** Loan Participation request Security First Bank/Cheyenne YMCA
- C-16** Challenge Loan Reporting Requirements



Credit Memorandum

Applicant: Security First Bank
Client: Cheyenne YMCA
Date: 11-12-2015
Purpose: To fund upgrades for utility and energy efficiencies

Proposal:

Security First Bank has requested the WBC to participate under the "Bridge Loan Participation" provision of the Wyoming Partnership Challenge Loan program to provide a term loan to the Cheyenne YMCA.

Project:

See the attached loan presentation prepared by Security First Bank. The YMCA has approximately 6,000 members, both families and individuals. In addition, the YMCA serves about 12,000 people outside of their membership through various classes, swimming lessons, childcare etc. It caters to all kinds of local groups, including youth, seniors and organizations like Peak Wellness and Magic City Enterprises.

According to Patty Walters, CEO of the YMCA, with the help of this loan participation, the YMCA will be able to complete energy efficiency upgrades throughout the facility that will enable the organization to better serve the community. The savings will retain current staffing numbers and will position the YMCA for growth including the addition of more employees.

The net available balance in the Economic Development fund is \$17,159,342.

Total Project	\$ 460,000 (see bank credit narrative)
Total Loan	\$ 460,000
Bank Portion	\$ 299,000
WBC Portion	\$ 161,000 (35% of the project)

Amount Refinanced \$0

Collateral 2nd real estate mortgage – commercial real estate

Collateral Value	Commercial Property 55,000 s/f	\$3,600,000
	1st Mortgage US Bank	\$700,000

The property was appraised for US Bank approximately two years ago with a value of \$3,600,000. Funding is contingent upon an updated appraisal

Loan to Value 32%

Repayment Monthly (P&I) approximately \$5,000 per month
10 year amortization

Co-Borrowers/
Guarantors None

Fees	1% loan fee \$1,610
Interest Rate	4% fixed for the first five years, increase to the rate of the master bank note thereafter.

Proceeds will fund the following improvements:

1. Interior Lighting
2. Pool Covers
3. Boiler Replacement
4. Replacement of Air Handling Unit (Wellness Center)

Final estimated costs per improvement will be identified when the energy audit is complete which should be in the next few weeks. The initial draft energy audit improvements are projected to save the YMCA \$60k per year, which is equivalent to proposed debt service.

Cash Flow:

Based on the financials for years 2012-2014, the YMCA exhibits the ability to service the existing and the proposed debt with an average DSCR of 1.65. The analysis does not assume the projected savings; therefore, cash flow is expected to improve based on the energy savings.

Bank Risk Rating:

The loan is presented as a pass credit with Security First Bank, based on positive cash flow and sufficient collateral.

Recommendation:

Staff recommends that the Board of Directors of the Wyoming Business Council approve the loan participation in the amount of \$161,000 (one hundred sixty one thousand and 00/100 cents) as presented in this Credit Memorandum. This participation will be with the Security First Bank in Cheyenne as the lead bank. The loan recipient will be Cheyenne YMCA.

Ben E. Avery
Business and Industry Division Director

Attachment 1
Applicable Statute

Attachment 2
Security First Bank – Credit Narrative
dated October 5, 2015

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;

Attachment 2



LOAN PRESENTATION MEMORANDUM

Date: 10/5/15
10/20/15

A. Name: Cheyenne YMCA
Address: 1426 E. Lincolnway
Cheyenne, WY 82001
Phone #: 307-634-9622
SS/TIN#: 83-0179528

Officer: SH
Port No.:
Loan Rating:
NAICS code:

Address:

Port No.:
Loan
Rating:4
NAICS code:

Phone #:
SS/TIN#:

MAXIMUM DEBT

In-house: \$260,000
299,000
State of WYO \$140,000
161,000 Part
Both may
increase***

Total for Each Participant:

(list participant & their

share of the total amount)

Gross Total: \$400,000
May increase***
\$460,000

Total Amount of Related Debts:

PROPOSED CREDITS

ID	Amount	Purpose	Terms/Fees	Rate/Floor/Ceiling	Collateral	Maturity
A	\$400,000*** \$460,000	To fund upgrades for utility and energy efficiencies	7-10 years 1% plus costs	5.5% for three years, then annually NYP+2%	2 nd REM on 1426 E Lincolnway, Cheyenne WY 82001	Same date as the USB 1 st REM Oct. 2018

(Include information about discounts in the "Amount" field. Include information about a dealer rate (if any) in the "Rate" field. Include information about pre-payment and how often interest and principal are collected in the "Terms" field.)

EXISTING CREDITS

ID	Original Amount	Current Amount Outstanding	Purpose	Terms/ Fees Charged	Rate/Floor /Ceiling	Collateral	Maturity
	NONE						

PARTICIPATIONS

Proposed:

ID	Participants	Amount & Percentage	Service Fee	Loan Fees	Dealer Rate Passed On?	Discount Information
A	State of Wyoming WYCEP	35% or \$140,000 at 3% rate. May Increase \$161,000	½% + ½% to Marquee	Prorated		

Existing:

ID	Participants	Amount & Percentage	Service Fee	Dealer Passed On?	Rate	Discount Information

(In the "Loan Fees" field, indicate each participant's share of the loan fees in dollar amounts. In the "Dealer Rate" field, indicate whether the participant will receive interest net of the dealer rate.)

RELATED CREDITS

ID	Name	Port. No.	Orig. Amount	Amount	Purpose	Terms	Rate (F/M)	Collateral	Maturity

1. **MANAGEMENT/BACKGROUND INFORMATION:** The Cheyenne YMCA was originally constructed in 1965. It has since had several remodels and additions, most notably the gym and pool area in the 1970's and admin and workout areas in the 1980's. The building is very inefficient in several areas, including the pool, mechanical and lighting.

The Y has approximately 6,000 members, both families and individuals. In addition the Y serves about 12,000 people outside of their membership through various classes, swimming lessons, childcare etc. It caters to all kinds of local groups, including youth, seniors and organizations like Peak Wellness and Magic City Enterprises. The Y is currently served by a 10 member board that is very committed and diverse in numerous areas of expertise.

It must be pointed out that the Y has experienced periods of severe struggle. During 2011 and 2012 they fell behind on their first mortgage with US Bank and discovered that previous management had failed to pay their obligations to the National Y. This created a new Note Payable of \$100M to their parent, and because the note to US Bank was more than 30 days past due it was reclassified as a Current Liability according to the Loan Agreement. In 2013 this Note was refinanced by US Bank and both the Y note and the US Bank note are current.

A new CEO was hired in 2010 and was not able to turn things around. In 2012 the Y hired Patty Walters as CEO, and she has made substantial progress with the support of the board. Cash flow is currently sufficient to service all their obligations and they are watching expenses very carefully.

The YMCA is currently in the process of upgrading the entire building to take advantage of energy efficiencies and government programs related to this effort. In order to accomplish this they have hired Iconergy Ltd. out of Denver to conduct an ASHRAE Level II energy audit. This company has done over a 100 similar programs prior to this engagement. The audit will assess capital improvements and low cost measures to achieve energy savings throughout the building, such as:

1. Interior lighting
2. Pool covers
3. Boiler replacements
4. Replacement of the AHU (Wellness Center)

The current goal of savings is to at least cover the estimated payment for this loan over 7-10 years.

A key to our comfort level with this estimate is a separate audit to be performed by the State of Wyoming in order to approve the State participation in this credit at 35%.

2. **PURPOSE OF LOAN:** To fund the necessary capital improvements necessary to achieve energy savings sufficient to adequately repay this loan and to pay for itself over 7-10 years.

This request comes to us through Ryan Whitehead at the State of Wyoming Business Council.

3. REPAYMENT PROGRAM AND SOURCE: (Outline any unusual payment terms. Discuss primary and secondary sources of repayment and include cash flow analysis.)

We have four years of operating results for the Y showing a fair amount of consistency from 2012-2014. This shows a pretty strong attention to the financial wellbeing of the institution by the Board and management. The below number are updated as a result of obtaining the Audited Statements for the last 4 years.

	2011 (000)	2012	2013	2014	
Contributions/Grants	124	189	291	142	
Membership Dues/Fees	1,580	1,522	1,429	1,482	
Total Income	1,720	1,732	1,730	1,630	
Gen. Adm. Exp.	332	276	291	395	
Interest	42	47	46	38	
Depreciation	173	140	120	124	
Total Expenses	1,947	1,760	1,760	1,660	
Net Income	< 227>	< 27>	< 30>	< 29>	
Add Forgiveness of Debt		31	27		
Building Grant				100	
Change is Assets	< 227>	4	< 3>	71	
Change in Assets	< 227>	4	< 3>	71	
Interest	42	47	46	38	
Depreciation	173	140	120	124	Average
Cash Throw Off	< 12>	191	163	232	143
Current payment to USB	60	60	60	60	
Estimated 2 nd REM	58	58	58	58	
Total Payment	118	118	118	118	
Excess/<Deficit>	<130>	73	45	114	25
Coverage	Neg.	1.62	1.39	1.97	1.24

The above analysis does not add back any assumed energy savings nor deduct for the short term payback to the National Y. It does, however, assume the new 2nd is fully drawn at \$400M over 8.5 years. The request may be adjusted to an amount anywhere from \$300,000 to \$500,000 depending on the final costs and audit by State. ***I would ask that we consider up to \$460,000 with a similar adjustment for the State participation, again subject to all final audits. In this case the annual payment would go to \$60M over 10 years or equal to the estimated savings.

The last three years of financials show a fairly good ability to service all current debts as well as this request. It should be noted that the Y is a non-profit organization that is completely dependent on the continued ability to attract membership, contributions and grants. It is also affected by its ability to upgrade the facility to be able to compete for members.

By far the largest asset is the building itself. The facility was appraised in 2013 at \$3,600,000, although the Y has it valued at cost of \$4,4MM in its financials. Otherwise the balance sheet is highlighted as follows:

	2011	2012	2013	2014
Cash	32	8	4	93
Current Assets	43	29	24	119
Land	26	26	26	26
Building	4,372	4,372	4,427	4,427
Equipment	427	438	442	444
<Total Depr.>	<3,400>	<3,532>	<3,599>	<3,692>
Asset	1,581	1,436	1,483	1,483
A/P + Exp.	485	281	211	158
CMLTD	605	589	43	45
Current Liabilities	1,187	958	285	242
LT Debt	0	80	803	759
Liabilities	1,187	1,038	1,088	1,001
Fund Balance	394	398	395	466

The above spread shows a company in recovery from significant difficulties. From my discussions with the CEO, there is still work to do. They have overcome a majority of the issues that were ignored or simply pushed aside by previous management. Attention is being paid to membership, increased revenues and lowering expenses. Currently the Y is trying to overcome the inefficiencies of an older building, especially in the energy use and associated expense. The savings from this project are projected to cut approximately \$60,000 in occupancy expenses.

This request is subject to this assumption as it will provide much of the cash flow for the repayment of this loan. The higher the estimated cost, the more the savings

4. LOAN RATING JUSTIFICATION: *(Discuss favorable and unfavorable factors that underlie the loan rating assigned. Outline any circumstances that mitigate the unfavorable factors.)*

The loan, as it is presented, should be graded a 4. Although it shows adequate cash flow and a strong collateral LTV, this a non-profit where the financials are supported by continued strong member support and fundraising. The collateral, as in all loans of this sort, does not lend a lot of comfort as a repayment source, other than as a last resort when all other sources are exhausted. As such there is reputation risk associated with this loan for the bank.

5. OTHER COMMENTS/RECOMMENDATIONS: *(Indicate recommended conditions of approval, including any loan monitoring requirements.)*

A key to this loan is in how it is structured. Although this loan is of shorter amortization than the first mortgage, the first has a shorter maturity date of 2018. I would suggest that we have two options:

1. The second mortgage mirrors the maturity of the first mortgage
2. SFB takes out the first and combines the two into one loan **(Not part of this approval)**

Either way, the following must occur:

1. The appraisal, which is two years old will need to be updated
2. The energy audit will need to be completed and certified by the State
3. The State will need to approve the 35% participation in the new monies for this request

Additionally, the State of Wyoming will need a statement from the Y that it will either save jobs or add jobs. The CEO has indicated that the Y will save at least one job at this time.

COLLATERAL

ID	Description	Value and Coverage	Valuation Method (For real estate – list either appraisal, evaluation or verification of established value)	Lien Position	Environmental Assessment Required?
A	1st REM on 1426 E. Lincolnway The building consists of two floors, concrete and pressed concrete in the total size of 55,000 sf.	\$3,600,000 X 75%, less first and second. =\$2,700,000 less \$700,000 1st =\$2,000,000 less \$400,000 2nd =\$1,600,000 excess value LTV on 2nd = 20% Total combined LTV 31%	Property to be appraised	2nd REM	Yes

(List the collateral for proposed credits first. In the "Value and Coverage" field, include dollar value of collateral and LTV. In the "Valuation Method" field, indicate how the value was determined. For real estate collateral, indicate whether an appraisal or evaluation was used. A verification of value may be needed for renewals or extensions or situations where the loan will be cross-collateralized with real estate that was previously valued. In the "Environmental Assessment Required?" field, indicate yes, no or not applicable (N/A). Explain why an environmental assessment is required in section five (Other Comments/Recommendations).)

QCD DETERMINATION

Indicate (Yes/No) whether the proposed loan is eligible to pledge as collateral to the FHLB:

If "No," explain why the loan is ineligible:

GUARANTORS

(Indicate amount or percentage of guaranty. Include discussion of outside net worth, liquidity and ability to service debt (NAD!))

Name(s): NONE

MISCELLANEOUS INFORMATION

		Yes	No	Amount	Amount Pledged to SFB	Insured/Amount of Coverage	
1.	Life Insurance?						
2.	Disability Insurance?						
3.	Health Insurance?						
4.	Hazard Insurance Required?	XX					
5.	Financial Statement?	XX		Date Last Statement:	12/31/2014		
6.	Tax Returns?			Date Last Tax Return:		Reconciling Pages Attached?	Yes or No
7.	Delinquent Taxes?			Amount & Type:		Date Last Paid:	
8.	Form of Business:			A.	B.		
9.	Fiscal Year:12/31			A.	B.		
10.	Escrow for Taxes/Insurance?		NO				
11.	Title Insurance?	Yes					
12.	Title Search?						

11. Credit Scores:

If any bankruptcies, collections, judgments, tax liens, past dues, provide details:

12. Exceptions to Policy: (Include detail and justification)

DEPOSIT RELATIONSHIP

ID	Acct. No.	Acct. Type	Date Opened	Avg. Avail. Balance/Period	Current Balance

OPERATING LINE USAGE

Note #

Note #

Note#

High Balance:

Low Balance:

Days Paid to Zero:

EXISTING RELATIONSHIPS & CROSS-SELLING OPPORTUNITIES

Name(s):

Port. No.:

Opportunities: Future take out of 1st REM plus all accounts and card processing

APPROVALS

OFFICER: _____ DATE: _____ OLC: _____ DATE: _____
SLC: _____ DATE: _____ BLC: _____ DATE: _____

CONDITIONS OF APPROVAL:

ATTACHMENTS: *(List in order that are attached. Attach only the pages of a tax return that allow a reconciliation to page one of the return, e.g. Schedules C, E & F.)*

- 1. 2014 financials
- 2. Summary of Energy Savings
- 3.



**FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

Nov. 3, 2015

**Ryan Whitehead
Wyoming Business Council
Manager, Business Finance**

Ryan,

Thank you for the opportunity for the Cheyenne Family YMCA to be involved in the Wyoming Business Council's Challenge Loan Program. With the help of this loan the Y will be able to work with Security First and Iconergy to make retrofits to our facility that will help us improve our energy efficiency. The project will also allow us to do upgrades throughout our facility that will enable us to better serve our community. This loan program will enable the Y to stay in the game in an evermore competitive environment. In this way we will be able to retain our current staffing numbers and hope that in the coming years we may be better positioned for growth and the addition of more employees.

Thank you for your consideration and support of the Cheyenne Family YMCA.

Sincerely,

Patty Walters

**Cheyenne Family YMCA
1426 East Lincolnway • Cheyenne, Wyoming 82001**

**Patty Walters, CEO
pwalters@cheyenneyymca.org**



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: Ben Avery
Subject: Challenge Loan Reporting Requirements
Date: November 12, 2015

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

- There are no loans past due during the quarter ending September 30, 2015.

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

- As of November 3, 2015 no loans were 30 days or more past due.
- Council staff recommends a reserve allocation of 10% for the combined balance of the Economic Emergency Loans (Seed Grower, Bean Grower and Beet Grower Loans). The current balance in that reserve is 10% or \$40,522.
- The unallocated reserve is more than adequate with a balance of \$107,492 while policy requires a minimum of \$57,382.
- There are no identified credits that are not past due but could present collection problems in the future.

3. **Charge off balances.**

- None to report.

Staff Recommendation: Staff recommends acceptance of this report.

COMMUNITY GRANT AND LOAN COMMITTEE





Community Development Block Grant Program

Report and Recommendations to the Wyoming Business Council

December 9, 2015

CONTENTS

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CDBG Financial Summary

2015 CDBG Appropriation Summary	
2015 Grant Year Appropriation	\$ 2,784,365
2014 Remaining Balance (Carryover)	\$ 575,630
Balance	\$ 3,359,995
Proposed Grant Uses For 2015	
Administrative funds for 2015	\$ (183,531)
Planning Projects	\$ 97,235
Economic Development Projects	\$ 1,238,460
Community Development Projects	\$ 1,800,769
Homeowners Assistance Projects	\$ 40,000
Total CDBG Project Funds for 2015	\$ 3,176,464
CDBG Awards from September 2015 Board Meeting	\$ 2,312,838
CDBG Total Available for 2015	\$ 863,626

CDBG Application and Program Summary

The Wyoming Business Council received seven applications for the Aug. 1, 2015 deadline. Three applicants tabled their applications. Staff will review the tabled applications against new applications received for the March 1, 2016 deadline. The four remaining grant applications total \$863,626. There is \$863,626 available in Community Development Block Grant (CDBG) funds.

CDBG Application Summary						
	Applicant	Project	Project Type	Requested	Recommendation	Consent List
1	Fort Laramie	Public Infrastructure	Electrical Distribution System Upgrade	\$418,750	\$418,750	x
2	Meeteetse	Public Infrastructure	Warren Street Sidewalk	\$31,515	\$31,515	x
3	Torrington	Public Infrastructure	Sanitary Sewer and Water Improvements	\$398,361	\$398,361	x
4	Kemmerer	Planning	Senior Citizen Association Feasibility Study	\$15,000	\$15,000	x
TOTAL				\$863,626	\$863,626	
Available CDBG Funds					\$863,626	
Remaining CDBG funding if projects are funded					\$0	

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





**Business Ready
Community Grant
and Loan Program**

FORT LARAMIE

**\$418,750 CDBG Community Development
Public Infrastructure**

Electrical Distribution System Upgrade

Staff Recommendation:
Fund as requested

Project Description

The town of Fort Laramie requests a \$418,750 CDBG Community Development Public Infrastructure grant to upgrade a nominally operating, town-owned electric system. Specifically, the funding will be used to rebuild a 34.5-kV supply line and substation that were installed in the 1930s. The substation is located at 319 N. Laramie Ave. The utilities are dilapidated and could fail at any time. The system serves the town's businesses and residences. In a 2007 community assessment, the town identified the need to update its electrical system to address immediate and long-term growth and sustainability.

Project Goals and Benefits

Fort Laramie has the only remaining delta electrical system (a three-phase electrical power system) in Wyoming. Parts for the system are hard to find and can take months to be manufactured and delivered. Some of the equipment no longer meets industry standards. Fort Laramie's electrical system has not yet suffered extended outages; however, the town wants to prevent a devastating outage. It will be difficult for Fort Laramie to retain or attract businesses without improvements to the electrical system.

Fort Laramie raised the electrical rates in January 2013. The average monthly charge per household is \$67. The town does not plan to increase customers' rates; however, with the cost savings of the new electrical system, the town will be able to put additional funds into its depreciation account which, by town ordinance, can only be used for the maintenance and operation of the system. This town ordinance and was adopted in January 2013. The electrical system generates revenue for other operations of the town.

Fort Laramie is a community of 59.9 percent low—to-moderate-income people (2010 Census). Many residents are elderly. An electrical outage could be life-threatening. Fort Laramie officials believe the electrical improvements would create a more economically sustainable system.

Project Funding

Total project cost is \$1,675,000, of which \$418,750 is the CDBG request. The additional funding is a State Loan and Investment Board Mineral Royalty Grant (MRG) request for \$1,256,250. The MRG will be decided in December 2015. Baker and Associates completed the certified cost estimates.

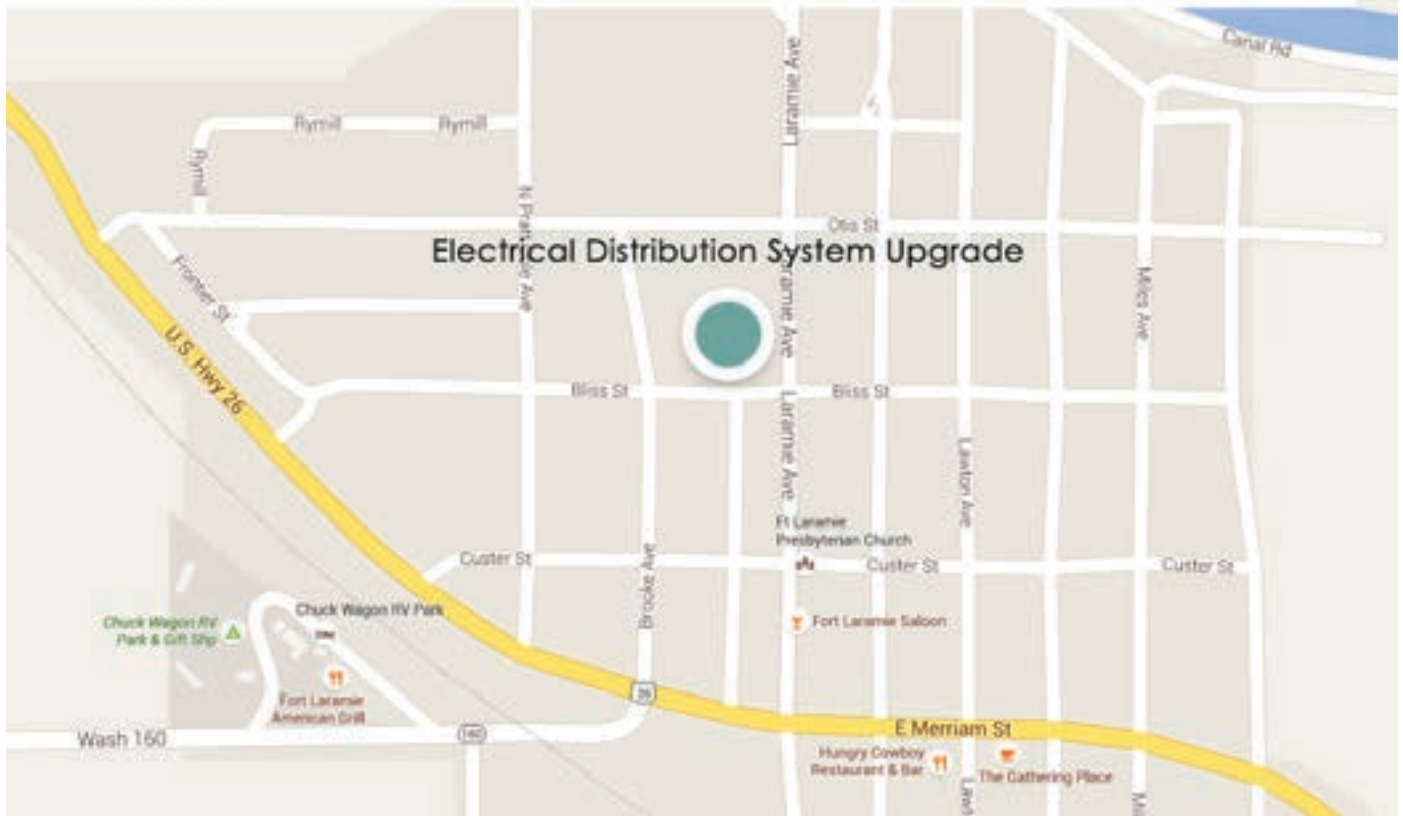
Sources	
CDBG amount	\$ 418,750
Cash Match	\$ 1,256,250
Total eligible project cost	\$1,675,000
CDBG % of total eligible project costs	25%
Local % of total eligible project costs	75%
Uses	
Construction Costs	
Rehabilitation	\$ 1,507,500
Contingencies 10%	\$ 167,500
Total Uses	\$1,675,000

Staff Recommendation

Staff recommends funding the Fort Laramie Public Infrastructure grant in the amount of \$418,750, as requested. The project addresses the national objective of serving low-to-moderate-income areas.

Fort Laramie Electrical Distribution System Upgrade				
Purpose	To upgrade the electrical system and substation.			
Project Budget	Projected Grant Expenditure Schedule			
	Description	CDBG	Match	Total
			SLIB grant	
	Construction Costs	\$ 418,750	\$ 1,256,250	\$ 1,675,000
	Total Project Cost	\$ 418,750	\$ 1,256,250	\$ 1,675,000
Performance Project	Measure	Quantity		Notes
	Electrical	230 population		

FORT LARAMIE, WY







**Business Ready
Community Grant
and Loan Program**

MEETEETSE

**\$31,515 CDBG Community Development
Public Infrastructure**

Warren Street Sidewalk

Staff Recommendation:
Fund as requested

Project Description

The town of Meeteetse requests a \$31,515 CDBG Community Development Public Infrastructure grant to widen the Warren Street walkway and create a bicycle lane from Highway 290 to Highland Street. The proposed improvements will provide a 5-foot-wide concrete sidewalk with curb and gutter, an alley valley pan and ADA ramps. Meeteetse has one sidewalk in town along Highway 290, which is only on one side and stops at the end of the football field. The route from Highway 290 along Warren Street to Highland Street is well-traveled among youth and adults. This route is used to go to the school, public library and public swimming pool.

Project Goals and Benefits

Meeteetse is a community of 61.5 percent low-to-moderate-income people (2010 Census). This project will assist disable, youth, and senior populations. The project will also create safer crossing of a heavily traveled road and provide access for disabled people on the walkway. The town of Meeteetse completed a travel plan in 2011 which includes a section on safe walking routes. The plan ensures students can walk and bike safely to school by implementing a Safe Routes to School program. Besides serving youth, this project will benefit senior citizens, people with disabilities and anyone who uses the path.

Project Funding

Total project cost is \$157,574, of which \$31,515 is a CDBG request. The town received a Wyoming Transportation Alternative Program (TAP) grant for \$126,059. James Gores and Associates prepared the certified cost estimates.

Sources	
CDBG amount	\$ 31,515
Tap Grant	\$ 126,059
Total eligible project cost	\$ 157,574
CDBG % of total eligible project costs	20%
Local % of total eligible project costs	80%
Uses	
Non-Construction Costs	
Architectural and Engineering fees	\$ 36,400
Construction Costs	
Construction	\$ 105,369
Contingencies (10%)	\$ 15,805
Total Uses	\$ 157,574

Staff Recommendation

Staff recommends funding the Meeteetse Warren Street Sidewalk project in the amount of \$31,515, as requested. The national objective will be met by serving low-to-moderate-income people.

Meeteetse Warren Street Sidewalk				
Purpose	To widen Warren Street sidewalk, make it ADA accessible and install sidewalk and curb and gutter.			
Project Budget	Projected Grant Expenditure Schedule			
	Description	CDBG	Match	Total
			Cash	
	Non-Construction Costs	\$ 7,280	\$ 29,120	\$ 36,400
	Construction Costs	\$ 24,235	\$ 96,939	\$ 121,174
	Total Project Cost	\$ 31,515	\$ 126,059	\$ 157,574





**Business Ready
Community Grant
and Loan Program**

TORRINGTON

**\$398,361 CDBG Community Development
Public Infrastructure**

Sanitary Sewer and Water System Improvements

Staff Recommendation:
Fund as requested

Project Description

The city of Torrington requests a \$398,361 Community Development Public Infrastructure grant to remove and rehabilitate sanitary sewer lines located at West B Street north of 11th Avenue and rehabilitate a main water line located at West C Street from 19th to 22nd avenues. Public Infrastructure CDBG funds were granted in 2007 and 2008 for removal and replacement of sanitary sewer lines in the same general area of the city. The city plans to request CDBG funds in the future for additional necessary water and sewer work.

Project Goals and Benefit

The current comprehensive economic development strategy states the objectives of this project are to expand and improve existing infrastructure. The project will help improve existing infrastructure in an area with affordable workforce housing.

This project serves elderly and low-to-moderate-income residents. A survey was sent to 39 residences to calculate the low-to-moderate-income rate for the area. Of those residences, 59 percent responded and 70 percent of the households are low-to-moderate-income.

The project will become part of the city maintenance program, which includes annual cleaning. User fees will fund maintenance costs. Maintenance costs will decrease since the sewer pipes will only need to be cleaned annually instead of weekly.

Project Funding

The total project cost is \$415,161. Funding includes \$398,361 in CDBG funding and a \$16,800 cash match by the city. Robert Juve, professional engineer for the city of Cody, provided the certified costs estimates.

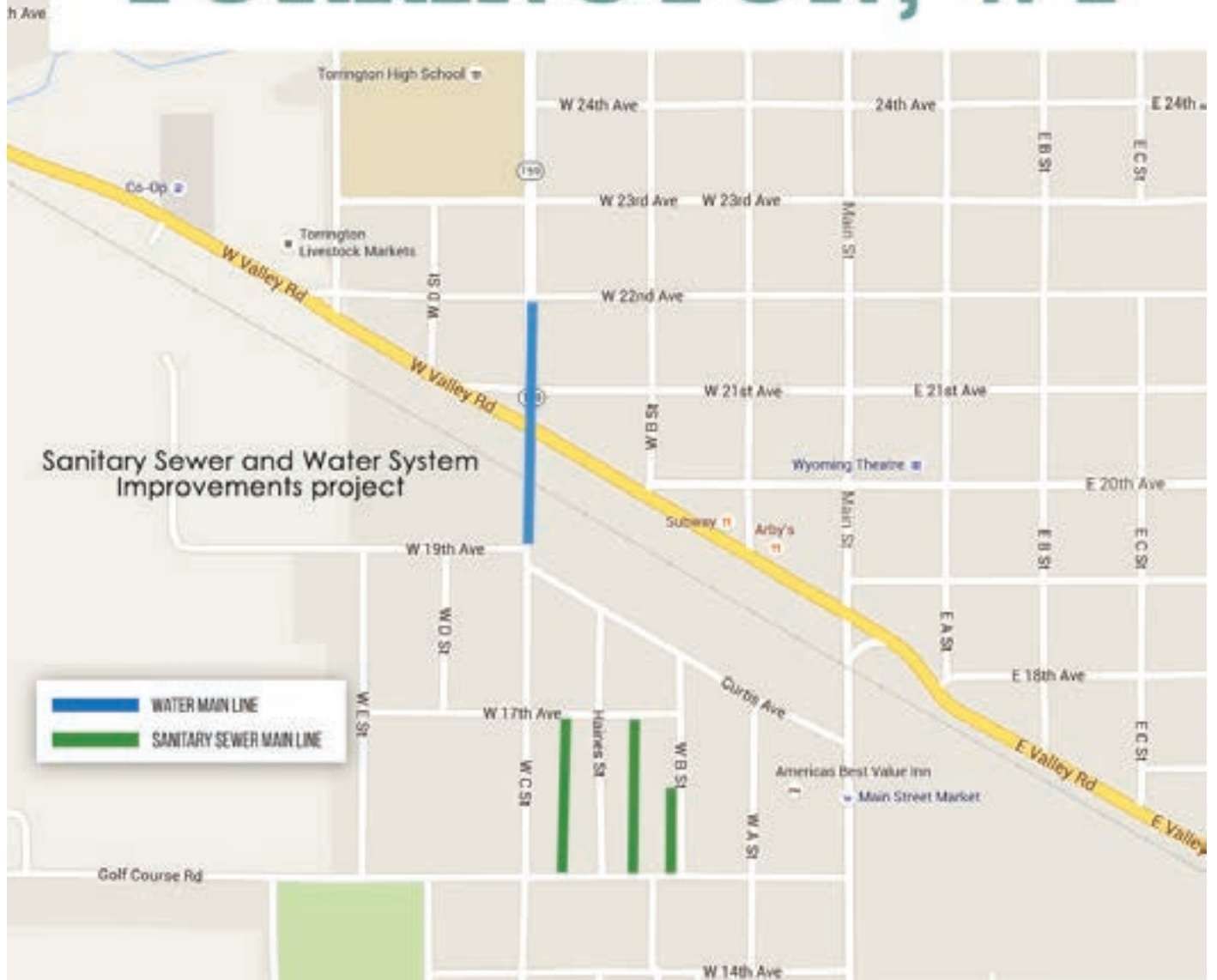
Sources	
CDBG amount	\$ 398,361
Cash Match	\$ 16,800
Total eligible project cost	\$ 415,161
CDBG % of total eligible project costs	96%
Uses	
Non-Construction Costs	
Architectural and Engineering fees	\$ 24,809
Construction Costs	
Rehabilitation	\$ 354,865
Contingencies 10%	\$ 35,487
Total Uses	\$ 415,161

Staff recommendation

Staff recommends funding the Torrington Sanitary Sewer and Water System Improvements in the amount of \$398,361, as requested. The national objective will be met by serving a low-to-moderate-income area.

Torrington Sanitary Sewer and Water System Improvements				
Purpose	To remove and rehabilitate sanitary sewer lines and rehabilitate a main water line.			
Project Budget	Projected Grant Expenditure Schedule			
	Description	CDBG	Match	Total
			Cash	
	Non-Construction Costs	\$ 8,009	\$ 16,800	\$ 24,809
	Construction Costs	\$ 390,352		\$ 390,352
	Total Project Cost	\$ 398,361	\$ 16,800	\$ 415,161
Performance Project Infrastructure	Measure		Quantity	Notes
	Water		485 linear feet	
	Sewer		2,136 linear feet	

TORRINGTON, WY







Business Ready Community Grant and Loan Program

KEMMERER

\$15,000 CDBG Community Development Feasibility Study

Senior Citizens Association Planning Grant

Staff Recommendation:
Fund as requested

Project Description

Lincoln County requests a \$15,000 Community Development Planning grant to study the feasibility of relocating the Kemmerer Senior Center. The current senior center was built 39 years ago. The building is not energy efficient and is poorly designed. The current location is a deterrent to a successful senior center. The study intends to answer:

- Where should the senior center be located?
- Is there a suitable existing building and if so is it energy efficient?
- Can an identified building be remodeled or expanded?
- What are the costs to complete this project?

Regional Director comments by Elaina Zempel

The Kemmerer Senior Center is in dire need of replacement/renovation/relocation. The structure is not energy efficient and makes operations increasingly difficult to manage. Additionally, the handicap access is very limited. The discussion of relocation/renovation of the Kemmerer Senior Center has been ongoing for many years. For the senior center board and other elected officials to determine a direction, they need accurate and unbiased information. This is a very important first step for the Kemmerer community.

Project Funding

The total project cost is \$20,000 including \$15,000 in CDBG Planning grant funding and a \$5,000 cash match from Lincoln County.

Staff Recommendation

Staff recommends funding the Kemmerer Senior Citizens Feasibility Study in the amount of \$15,000, as requested.

Sources	
CDBG amount	\$ 15,000
Cash Match	\$ 5,000
Total eligible project cost	\$ 20,000
CDBG % of total eligible project costs	75%
Local % of total eligible project costs	25%
Uses	
Planning	\$ 20,000
Total Uses	\$ 20,000



Addendum *Correspondence*

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Meeteetse

Warren Street Sidewalk 2 pages



Park County School District #16

Meeteetse Schools

Jay Curtis
Superintendent

Cory J. Dziowgo
Principal/Athletic Director

Tracy Turnell-Thomas
Director of Business Services

2107 Idaho Street
PO Box 218
Meeteetse, WY 82433

Phone: 307-868-2501
Fax: 307-868-9264
www.park16.org

7-14-15

Re: Safe Routes to School

To Whom It May Concern,

As superintendent of Park County School District #16 in Meeteetse, Wyoming, I would like to offer a letter of support for our Town to receive the Safe Routes to School Grant. Meeteetse is a rural town that contains a great number of streets without sidewalks. This can pose significant dangers to students walking to and from school, particularly during times of inclement weather. Put simply, when visibility is poor, students are at risk. We believe that there is a strong need for our students to have safe routes that they can utilize while traveling to and from school, and that this grant is potentially the vehicle to help us achieve that in our town.

The school is a major component of our community, and would be considered a "hub of activity" for many students and their families. I am a strong supporter for creating a safe route for our students to walk to school. I am also aware of the health benefits of walking to school. I believe that if Meeteetse provided more sidewalks and additional signage for our town, our students will benefit from walking to school. Parents will feel more at ease with allowing their students to walk to school knowing that they have been provided the necessary route for travel to their school. The school will also do their part in providing training for students and parents, addressing the new changes throughout the town. Thank you for your consideration.

Sincerely,



Jay Curtis, Superintendent



THE STATE OF WYOMING PROVIDES HATHAWAY MERIT AND NEED SCHOLARSHIPS TO WYOMING STUDENTS ATTENDING THE UNIVERSITY OF WYOMING AND WYOMING COMMUNITY COLLEGES. EVERY WYOMING STUDENT WHO MEETS THE MERIT REQUIREMENTS CAN EARN A HATHAWAY MERIT SCHOLARSHIP. CONTACT YOUR SCHOOL COUNSELOR FOR MORE INFORMATION.



MEETEETSE RECREATION DISTRICT
1010 Park Avenue
P.O. Box 446
Meeteetse, WY 82433-0446
Phone (307)868-2603

Date: 7/13/2015

To: Safe Route to School Grant

From: Meeteetse Recreation District

Dear Concerned:

The Meeteetse Recreation District provides recreation and educational opportunities for our youth to become adjusted members of our society. As an educational opportunity the Meeteetse Recreation District would be happy to provide a Bike Safety Rodeo for our youth and teach our kids the importance of safety. With the safety equipment provided through the Safe Route to School Grant we can educate our children as well as equip them correctly. Thank you so much for your partnership in this important endeavor.

John Fernandez

Director – Meeteetse Recreation District

A handwritten signature in dark ink, appearing to read "John Fernandez", is written over the printed name and title.



Business Ready Community Grant and Loan Program

Report and Recommendations to the Wyoming Business Council

December 9, 2015

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BRC Financial Summary

Available Funds Summary			
	BRC	Large Infrastructure	Total
Net Appropriations	\$ 336,261,255	\$ 25,000,000	\$ 361,261,255
Awards Adjusted by Deobligations	\$ (319,333,731)	\$ (10,300,000)	\$ (329,633,731)
BRC Loan Principal and Interest Payments Received to Date	\$ 1,460,882	\$ -	\$ 1,460,882
Expiration of 2013/2014 budget footnote, transfer of unobligated funds to regular BRC	\$ 4,700,000	\$ (4,700,000)	\$ -
Total Available Funds	\$ 23,088,406	\$ 10,000,000	\$ 33,088,406

BRC Application and Program Summary

The office of the Attorney General conducts a review of each application and project structure. Awards are contingent on satisfactory execution and administration of previous grants or loans by an applicant. Other contingencies, if any, are defined in the project descriptions.

BRC APPLICATION SUMMARY				
Applicant	Project Name	Project Type	Requested Amount	Staff Recommendation
1. Alpine, Town of	Teton Distillery	Business Committed	\$ 2,873,798	\$ 2,873,798
2. Casper-Natrona Co Economic Development JPB	33-Mile Sewer Infrastructure Project (Fabtech)	Business Committed	\$ 1,855,433	\$ 1,855,433
3a. Campbell County	Intertech Land & Property Purchase	Community Readiness - Grant	\$ 1,465,000	\$ 1,240,000
3b. Campbell County	Intertech Land & Property Purchase	Community Readiness - Loan	\$ 260,000	\$ 280,000
4. Bear River, Town of	Community Center/Town Hall/Public Works	Community Enhancement	\$ 380,000	\$ -
5. Chugwater, Town of	Chugwater Park Improvements	Community Enhancement	\$ 100,645	\$ -
6. Cody, City of	Mentock Park Handicapp Accessible Park	Community Enhancement	\$ 450,644	\$ -
7. LaBarge, Town of	Senior/Community Gathering Center	Community Enhancement	\$ 248,816	\$ -
8. Newcastle, City of	Recreation Enhancement Project	Community Enhancement	\$ 427,615	\$ -
9. Carbon County	Assisted Care Facility Feasibility Study	Planning	\$ 25,000	\$ -
10. Glenrock, Town of	Comprehensive Development Plan	Planning	\$ 37,500	\$ -
11. Platte County	South Guernsey Tank Farm Road Study	Planning	\$ 22,500	\$ -
Total Requests			\$ 8,146,951	\$ 6,249,231
Available BRC Funds (less Governor's Large Infrastructure funds)			\$ 23,088,406	\$ 23,088,406
Balance remaining if awarded			\$ 14,941,455	\$ 16,839,175
Balance remaining if Tungsten Heavy Powder & Parts Awarded, SLIB review 12.10.15			\$ 12,005,531	\$ 13,903,251





**Business Ready
Community Grant
and Loan Program**

ALPINE

\$2,873,798 Business Committed Grant Request

Grand Teton Distillery

Staff Recommendation:
Fund as requested

Project Description

The town of Alpine requests a \$2,873,798 Business Committed grant for the purchase of 3.6 acres of undeveloped land, construction of a 20,000 square-foot building to house a distillery, the extension and upgrade of an existing road to the property and the extension of an 8-inch water main loop to improve fire suppression supply and system reliability. The purpose of the project is the recruitment of the corporate headquarters and distilling facility for Grand Teton Distillery, a craft distillery currently based in Idaho.

The Business

Grand Teton Vodka, Incorporated, dba Grand Teton Distillery (GTD), is a craft distillery in Driggs, Idaho, whose hallmark product is potato vodka. Most vodka is distilled from wheat or corn because it is less costly and has higher yields. However, because of the abundance of potatoes in Idaho, the company decided to distill its vodka from potatoes. The company was incorporated in 2011 and began production in July 2012. Presently, the company boasts the No. 1-ranked vodka in the United States and the No. 2-ranked vodka globally.

The company has been planning expansion for six months. It is possible to expand on the current site in Idaho but there are regulatory and expense issues that may be impediments. The company prefers Alpine because of the friendly tax climate, closer proximity to potato suppliers and overall environment. If the company opens a new distillery in Alpine, it will be the corporate headquarters and primary distillery. The Driggs site would continue to operate and would be used for private label clients or specialty products.

Sources	
BRC amount	\$2,873,798
Cash Match	\$ 206,403
In Kind Match	\$ 344,400
Total eligible project cost	\$3,424,601
BRC % of total eligible project costs	84%
Local % of total eligible project costs	16%
Uses	
Land Acquisition Costs	
Land	\$ 262,206
Non-Construction Costs	
Architectural and Engineering fees	\$ 181,365
Other fees (surveys, tests, etc.)	\$ 2,580
Project inspection fees	\$ 127,910
Construction Costs	
Site work	\$ 90,000
<i>Building Components:</i>	
Electrical Systems	\$ 170,000
Mechanical, plumbing, HVAC systems	\$ 200,000
Landscaping	\$ 50,000
Foundation and/or Structural Framing system	\$ 1,050,000
Interior Finishes	\$ 120,000
Fire Protection	\$ 80,000
Road extension, water main looping,	\$ 579,100
Sewer & water tap fees	\$ 130,120
Contingencies (14%)	\$ 381,320
Total Uses	\$3,424,601

Project Goals and Benefits

GTD projects hiring 30 employees within three years at an average wage of \$14.67 per hour with benefits averaging \$2.33 per hour including paid vacation, paid family or sick leave, flex scheduling, training, promotions within the company, 401(K), stock options, medical savings accounts and assistance with enrolling in the Affordable Care Act health insurance.

This project provides an opportunity for the town of Alpine to purchase a 17-acre property that currently belongs to the Wyoming Game and Fish Department, which considers the property nonessential.

If Alpine purchases the property, it will secure 5.1 acres where the wastewater treatment facility is located (presently on a 50-year lease), provide the 3.6 acres of developable land for GTD, and make an additional 8.3 acres available for future development in Alpine.

The access road to be constructed for the GTD project will provide another means of access for the Melvin Brewing plant, which is constructed and ready for the company to begin brewing. Further, this road will be an alternate recreational access to Palisades Lake, a popular destination spot. Finally, completion of a water main loop will provide redundant supply and increased fire flow to the wastewater treatment plant and to the main line that will serve both GTD and Melvin Brewing.

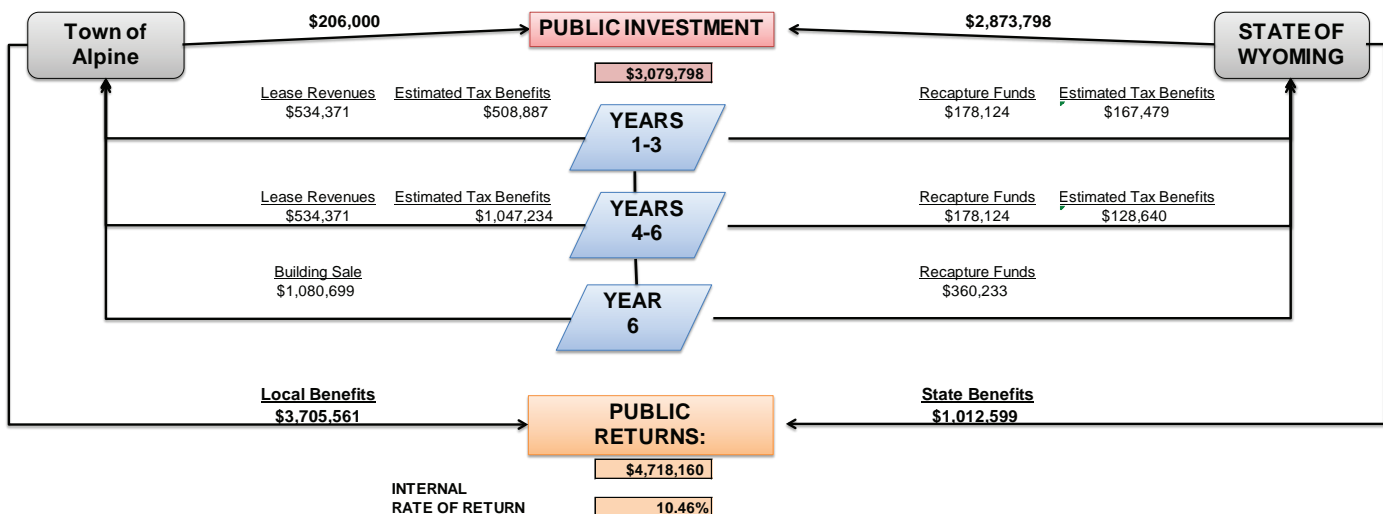
Timeline

The applicant estimates the project will be complete by December 2016.

Funding

The total project cost is \$3,424,601 of which \$2,873,798 represents a BRC Business Committed grant; \$206,403 in cash from the town of Alpine (\$131,103 in cash toward the purchase of the land and \$75,300 in water and sewer tap fees the town will waive/contribute), \$344,400 from GTD in feeds paid to TD Architecture and future tap fees that will be paid).

Rendezvous Engineering provided cost estimates. Cost per square foot is \$116.



Lease and Revenue Recapture

Alpine will lease the land and building to GTD for 15 years with an option to purchase any time after five years. Annual lease rate will be \$102,474. GTD will also be responsible for the payment of all taxes, insurance and utilities. Should the business exercise the option to purchase, the purchase price will be the amount of the BRC grant less the cost of the off-site utility extension and less the total amount paid in lease fees by GTD.

GTD will be responsible for all fixtures and equipment.

Revenue recapture will be accomplished through lease payments and sale of the building (including on-site infrastructure and land). It excludes the cost of off-site infrastructure. The town of Alpine has also included three percent interest in lease payments which may be forgivable based on job creation, job retention and timely lease payments. A budget line item will delineate these funds from other funds.

The town will use funds (in these approximate percentages) for:

- 30 percent: Land payments on the Game and Fish property.
- 25 percent: Return to the WBC.
- 45 percent: For economic development projects in the community.

Regional Comments by Elaina Zempel

The Teton Distillery project will be a great fit for the town of Alpine. The 30-plus jobs added to the area will help Alpine develop its own residential base with local jobs.

The town of Alpine's capacity to manage another grant is a concern. However, the sewer extension over the bridge on the Snake River is on the final punch list with major construction complete. Melvin Brewing is currently putting in equipment and was expected to receive its Certificate of Occupancy on Dec. 3. The North Star Utility is a non-construction project with the paperwork expected completed in mid-November 2015. The related ongoing annexation efforts are in the hands of Alpine's legal team. There should be no competing grants for the town of Alpine's attention by the time the Teton Distillery project is ready for construction.



Staff Recommendation

Staff recommends funding as a Business Committed grant in the amount of \$2,873,798, as requested contingent upon the sale of the Game and Fish property being approved by the Attorney General's office.

Performance measures for this project include the procurement of the Game and Fish property, construction of the 20,000-square foot distilling facility, construction of the access road, looping the main water line, the creation of 30 jobs at GTD during the next three years, additional sales and capital expenditures.

Project Overview

	Town of Alpine - Teton Distillery				
Purpose	The town of Alpine requests a \$2,873,798 Business Committed grant for the purchase of 3.6 acres of undeveloped land, construction of a 20,000 square-foot building to house a distillery, the extension and upgrade of an existing road to the property and the extension of a 8-inch water main loop to improve fire suppression supply and system reliability. The purpose of the project is the recruitment of the corporate headquarters and distilling facility for Grand Teton Distillery, a craft distillery currently based in Idaho.				
Project Budget	Projected Grant Expenditure Schedule				
	Description	BRC	Match		Total
			Cash	In Kind	
	Land	\$ 244,636	\$ 17,570	\$ -	\$ 262,206
	Non-Construction Costs	\$ 253,638	\$ 18,217	\$ 40,000	\$ 311,855
	Construction Costs	\$ 2,375,524	\$ 170,616	\$ 304,400	\$ 2,850,540
	Total Project Cost	\$ 2,873,798	\$ 206,403	\$ 344,400	\$ 3,424,601
Performance Measures	Measure		Quantity	Notes	
	Businesses Assisted		2	Grand Teton Distillery and Melvin Brewing	
	Return on Investment		10.46%		
	Revenue Recapture		\$ 2,049,473	\$512,368-WBC, \$1,537,105-Alpine	
	County Median Wage		\$ 12.83		
	Median Wage of Jobs Created		\$ 14.67		
	Jobs to be Created (3 Year Projection)		30		
	Additional Investment		\$ 1,087,700	Equipment	
	Acres Developed		3.6		
	Acres Total to Alpine		17		
	New Building Construction		20,000 sf		
	Water		2,250 lf	Looped line	
	Sewer		1	Pump station to connect to the force main	
	Roads		4,500 lf	3,900 asphalt and 600 gravel	

ALPINE, WY







Business Ready Community Grant and Loan Program

NATRONA COUNTY/CASPER ECONOMIC DEVELOPMENT JOINT POWERS BOARD

\$1,855,433 Business Committed Grant Request

Nalco FabTech Sewer Line

Staff Recommendation:
Fund as requested

Project Description:

The Natrona County/City of Casper Economic Development Joint Powers Board requests a \$1,855,433 Business Committed grant for construction of a sewer line along U.S. Highway 20/26 west of Casper to 33-Mile Road. This will allow businesses such as Nalco FabTech (FabTech) to expand and grow. The sewer infrastructure is important for any additional development in the area.

Existing businesses in the area have water services but use septic tanks and leech fields to manage sewer needs. Nearby water and sewer districts and/or improvement and service districts do not want to assume sewer operations.

FabTech has 140 employees. The company is ready to expand operations and plans to hire an additional 60 employees. Its current septic system is at capacity and, because of water table issues, the Department of Environmental Quality (DEQ) will not permit any expansion of the septic and leech field. Currently, the system is emptied once a week. FabTech's parent company, Ecolab, states it will seriously consider relocation of the operations at FabTech to the company's Canadian site if the sewer issues are not addressed.

The system will consist of 13,000 feet of gravity sewer line, one lift station and a 7,100-foot force main from the Highway 20/26 area. This will connect into the tributary main connect to the city of Casper-owned airport interceptor sewer located east of the Casper/Natrona County International Airport. The city of Casper will own, operate and maintain the infrastructure through an Outside City Sewer Agreement.

The Business

FabTech specializes in custom design, engineering and fabrication of oil and gas field equipment. The company was founded in 2000. In 2010, FabTech was purchased by Nalco Company, which co-developed BrightWater®, a patented technology that improves enhanced oil recovery. Nalco merged with Ecolab in 2011. FabTech is operated by Nalco under a single leadership team. These companies complete a consortium that, together, offers an array of services related to enhanced oil recovery solutions.



FabTech is located northwest of Casper on 33-Mile Road (just off U.S. Highway 20/26) on a 24-acre campus. The shops and equipment on the campus provide everything the company needs to meet the needs of its customers worldwide.

Project Goals and Benefits

If the grant is awarded, FabTech anticipates additional investment of \$2.5 million to \$5 million annually on tools, equipment and buildings for three to four years. Revenues are projected to increase by \$23 million during the next three years. This additional business will require more employees. The company plans to add 60 jobs within three years. Employees are compensated better than the area median wage and are provided a benefits package that includes medical, dental and vision insurance and 401K with employer match.

The sewer line will be available to other businesses in the area, several of which have expressed interest.

Timeline

The applicant estimates the project will be complete by December 2016.

Funding

The total project cost is \$2,112,063, of which \$1,855,433 represents a BRC Business Committed grant; \$102,630 in cash from FabTech and \$154,000 in-kind from FabTech including the necessary lift pump/station buildings valued at \$60,000, payment for easements valued at \$19,000 and engineering services from JKC Engineering. JKC Engineering provided cost estimates.

Revenue Recapture

This is not a revenue-generating project.

Sources	
BRC amount	\$ 1,855,433
Cash Match	\$ 102,630
In Kind Match	\$ 154,000
Total eligible project cost	\$2,112,063
BRC % of total eligible project costs	88%
Local % of total eligible project costs	12%
Uses	
Land Acquisition Costs	
Land	\$ 15,000
Non-Construction Costs	
Architectural and Engineering fees	\$ 75,000
Other fees (surveys, tests, etc.)	\$ 35,000
Project inspection fees	\$ 45,000
Construction Costs	
Site work	\$ 100,000
<i>Building Components:</i>	
Electrical Systems	\$ 30,000
Landscaping	\$ 50,000
Foundation and/or Structural Framing system	\$ 196,500
8" sanitary sewer, manholes, 4" force main	\$ 1,312,250
Contingencies (14%)	\$ 253,313
Total Uses	\$2,112,063

Regional Comments by Kim Rightmer

FabTech is a well-established manufacturing firm in Natrona County. It currently employs 140 people and has plans to increase to 200 employees in the next few years. The facility is currently served by a septic system. DEQ will not allow the company to expand the physical system and states the existing one cannot support additional usage driven by the company's planned expansion. The only options are to extend a sewer line from the city's nearest existing line or to move the Natrona County facility closer to other company operations in Canada. The loss of FabTech would result in a significantly negative economic impact on the community.

Staff Recommendation

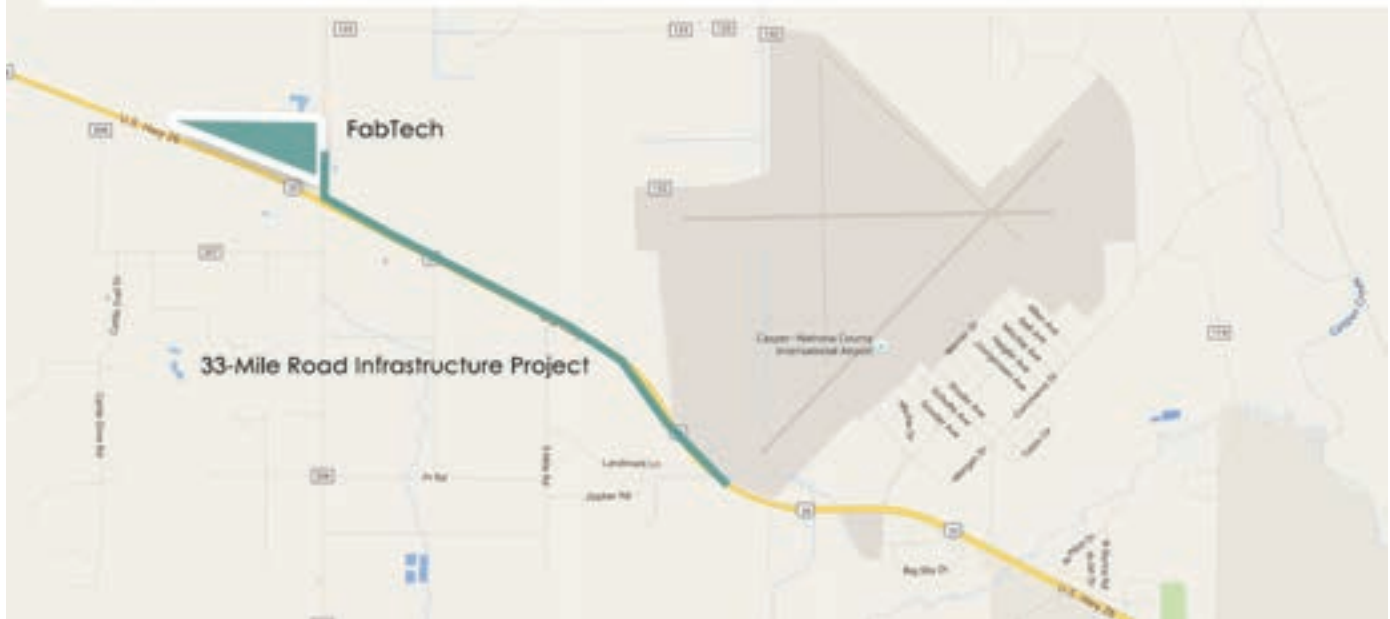
Staff recommends funding as a Business Committed grant in the amount of \$1,855,433, as requested.

Performance measures for this project include the construction of the sewer line and lift station, the retention of 160 FabTech employees, the addition of 60 FabTech employees in the next three years, additional businesses that are able to use the sewer system, additional sales and capital expenditures.

Project Overview

	Casper-Natrona Co ED JPB - FabTech Sewer Line				
Purpose	: The Natrona County/City of Casper Economic Development Joint Powers Board requests a \$1,855,433 Business Committed grant for construction of a sewer line along U.S. Highway 20/26 west of Casper to 33-Mile Road. This will allow businesses such as Nalco FabTech (FabTech) to expand and grow their business. The sewer infrastructure is important for any additional development in the area.				
Project Budget	Projected Grant Expenditure Schedule				
	Description	BRC	Match		Total
			Cash	In Kind	
	Land	\$ -	\$ -	\$ 15,000	\$ 15,000
	Non-Construction Costs	\$ 72,017	\$ 3,983	\$ 79,000	\$ 155,000
	Construction Costs	\$ 1,783,416	\$ 98,647	\$ 60,000	\$ 1,942,063
	Total Project Cost	\$ 1,855,433	\$ 102,630	\$ 154,000	\$ 2,112,063
Performance Measures	Measure		Quantity	Notes	
	Businesses Assisted		1		
	Return on Investment		11%		
	County Median Wage		\$ 18.45		
	Median Wage of Jobs Created		\$ 32.50		
	Jobs to be Created (3 Year Projection)		60		
	Jobs to be Retained		140		
	Additional Investment		\$5 million	annually	
	Acres Developed		24	FabTech Campus that will be improved	
	Sewer		13,000 lf	Gravity sewer line	
	Sewer		7,100 lf	Force main	
	Lift station		1		

CASPER/NATRONA COUNTY, WY





CAMPBELL COUNTY

\$1,725,000 Community Readiness Grant and Loan Request

Intertech Land and Property Purchase

Business Ready Community Grant and Loan Program

Staff Recommendation:
Partial funding

Project Description

Campbell County requests a \$1,465,000 Community Readiness grant and a \$260,000 Business Ready Community loan for the acquisition of land and buildings owned by Overland Investments located at 345 Sinclair St. in Campbell County, just outside the city limits of Gillette. The 3.7-acre property includes five buildings:

- Main office building – 8,960 sf
- Lab/office building – 3,990 sf
- Studio building – 1,304 sf
- Garage – 535 sf
- Metal shed – 120 sf

Funds will also be used to pave the parking lot. Campbell County will own the property and lease it to Energy Capital Economic Development.

The buildings were previously fully occupied by APEX (originally Intertech), a company that offers comprehensive professional and field services related to environmental services. APEX presently occupies a portion of the space because of downsizing. It will continue to lease space as an anchor tenant. The remaining space will be marketed by Energy Capital Economic Development.



Project Goals and Benefits

The project will assist an existing business. The current tenant is burdened by a large facility it no longer fully occupies or needs. It will be more affordable for APEX to lease only the portion it uses and match the correct size for its operations. Additionally, an underutilized facility will be made available to house start-up companies and small businesses needing a place to get started. The largest building can accommodate multiple tenants and the other buildings will be good space for small manufacturing, lab space or shop space (i.e. welding shop). Finally, revenue generated from the facility will ensure a stable funding source for Energy Capital and will allow the creation of an economic development fund for future opportunities.

Lease and Revenue Recapture

APEX committed to a five-year, triple-net lease paying \$4,500 per month. Additional revenue will be generated as additional tenants are acquired. Lease payments from APEX will be used to pay the BRC loan payment and for operations and maintenance for portions of the building not yet leased.

Revenues in excess of what is necessary to maintain the project will be used by Energy Capital Economic Development as follows:

- General reserve fund: 10 percent.
- Opportunity/Advocacy: 10 percent.
- Future project fund: 30 percent.
- Operations: 30 percent.
- Business Grant/Loan fund: 10 percent.
- Training/Travel: 5 percent.
- Events: 5 percent.

The percentages are approximate so as to be flexible and responsive to opportunities that may arise. Recaptured funds will be tracked in separate general ledger accounts.

Loan Terms

Total Project: \$1,725,000.

Total Loan: \$260,000.

BRC Grant: \$1,465,000.

Collateral: Building/lot located at 345 Sinclair St., Gillette, WY.

Repayment: Lease payment from APEX to Energy Capital Economic Development.

Term: 10 years.

Interest Rate: 0 percent.

Fees: 0.5 percent loan fee (not to exceed \$5,000) – applicant requests this fee be waived.

Other fees (i.e. loan documentation, appraisal, filing, etc.) are the responsibility of Campbell County and Energy Capital Economic Development.

The BRC program will recapture \$260,000 in principal.

Timeline

The applicant estimates the project will be complete by August 2016.

Funding

The total project cost is \$1,725,000, of which \$1,465,000 represents a Community Readiness grant and \$260,000 represents a Business Ready Community loan.

The property was appraised between \$1,840,000 and \$1,965,000. Zabel & Associates provided the appraisal. Energy Capital has an option on the property for \$1,225,000 but not to exceed \$1,500,000. Since the appraised amount of the property is higher than the upper limit indicated on the option for the property, the sale price was agreed upon at \$1,500,000.

EarthWork Solutions provided cost estimates for the parking lot improvements.

Sources	
BRC amount	\$ 1,465,000
Cash Match (BRC Loan)	\$ 260,000
Total eligible project cost	\$ 1,725,000
BRC % of total eligible project costs	85%
Local % of total eligible project costs	15%
Uses	
Property Acquisition Costs	\$ 1,500,000
Non-Construction Costs	
Architectural and Engineering fees	\$ 6,000
Other fees (surveys, tests, etc.)	\$ 10,000
Construction Costs	
Site work	\$ 166,800
Demolition and removal	\$ 5,000
Contingencies (17%)	\$ 37,200
Total Uses	\$ 1,725,000

Regional Comments by Dave Spencer

The building is well suited to adaption for economic development purposes to house start-ups and small businesses needing a place to get started. The presence of an anchor tenant with a commitment to pay market rate rent for several years will ensure a stable start for the endeavor. The loan proposed is small in relation to the value of the building. It represents a good investment if it can be purchase well below market value. The recapture plan is detailed and appropriate for the project and will help with the stability of funding for Energy Capital EDC.

The public benefits consist of providing an environment for start-ups, stable funding for the economic development organization through recapture and helping an existing business adjust to changing market conditions.

Staff Recommendation

Staff recommends funding as a Community Readiness grant in the amount of \$1,240,000 and a BRC loan in the amount of \$280,000 for the purchase of the property (including closing costs). Given limited funding, staff does not recommend additional funds for the parking lot improvements. Additionally, staff does not recommend waiving the loan servicing fee of .5% (not to exceed \$5,000).

Performance measures for this project include the purchase of the property, executed lease agreement with APEX and additional tenants.

Project Overview

Campbell County - Intertech Property Purchase				
Purpose	Campbell County requests a \$1,465,000 Community Readiness grant and a \$260,000 Business Ready Community loan for the acquisition of 3.7 acres of land and five buildings owned by Overland Investments located at 345 Sinclair Street in Campbell County, just outside the city limits of Gillette.			
Project Budget	Projected Grant Expenditure Schedule			
	Description	BRC	Match	
			Cash	In Kind
	Land	\$ 1,273,913	\$ 226,087	\$ -
	Non-Construction Costs	\$ 13,588	\$ 2,412	\$ -
	Construction Costs	\$ 177,499	\$ 31,501	\$ -
	Total Project Cost	\$ 1,465,000	\$ 260,000	\$ -
Performance Measures	Measure	Quantity		Notes
	Businesses Assisted	1		APEX and others that may lease in the future
	Return on Investment	4.50%		
	Revenue Recapture	\$ 260,000		Loan principal
Project Infrastructure	Land	3.7 acres		
	Parking lot	23,160 sf		





BEAR RIVER

**\$380,000 Community Enhancement
Grant Request**

Multi-functional Community Space

**Business Ready
Community Grant
and Loan Program**

Staff Recommendation:
Do not fund

Project Description

The town of Bear River requests a \$380,000 Community Enhancement grant. Bear River, population 518, was incorporated June 1, 2001. It is located on the Wyoming-Utah border of Highway WY89/UT16. Bear River hosts Wyoming Downs (a horse racing operation) and has a large visiting population when the track is operating.

There is a need to provide public infrastructure that strengthens community cohesiveness and efficiency as the town matures and grows. Currently, the town hall and the community's only gathering space is a 1980s double-wide trailer. The trailer was donated to the town in 2001 and is in serious need of updates for energy efficiency, code compliance and general repair. The town council determined that attempts to retrofit a 30-plus-year-old trailer is not in the best interest of the community. Additionally, the fire hall, which once housed the town's equipment, is unavailable, as the fire hall and associated functions now rest with Uinta County.

The town lacks the revenue to operate and maintain multiple facilities because of its small population. The town intends to replace the trailer with a multifunctional building for the community to use and that would be inviting to potential business looking for a place to locate. After the trailer is moved (and possibly demolished), the town will construct a new facility on that site at 81 Elk Dr. The lot is one acre and has all utilities on site.



The new 5,400 square-foot facility will include a small space for Bear River offices and a shop to house equipment the town owns. The remainder of the facility will be used for community civic functions such as receptions, club meetings and other events. The community space will be scheduled by town personnel and maintained and operated by the town of Bear River.

Project Benefits and Goals

The likelihood of a business being interested in what the community of Bear River has to offer will increase with the addition of a professional building. A community gathering space will accommodate functions that would presently be scheduled out of town. The town will realize a savings in utility costs given the inefficiencies of the current structure. Such a facility will be a source of pride and a focal point of the community.

Timeline

The applicant estimates the project will be complete by January 2017.

Funding

The total project cost is \$792,000, of which \$380,000 represents a Community Enhancement grant. The grant is matched by \$380,000 in cash (consensus funds), \$12,000 in-kind (value of the land), and \$20,000 in preliminary engineering fees paid by the town (from the consensus funds). Cost per square foot is \$147.

Cook-Sanders Associates, Inc. provided cost estimates.

Regional Comments by Elaina Zempel

The town has saved \$380,000 of its allotted consensus funding to help meet the fundamental infrastructure needs of the proposed building. Bear River has put a lot of thought into the construction of this multipurpose facility - cognizant of its small population and ongoing sustainability of the building.

Staff Recommendation

Staff evaluates projects against a number of evaluation criteria established in rule. Criteria relevant to Community Enhancement projects include:

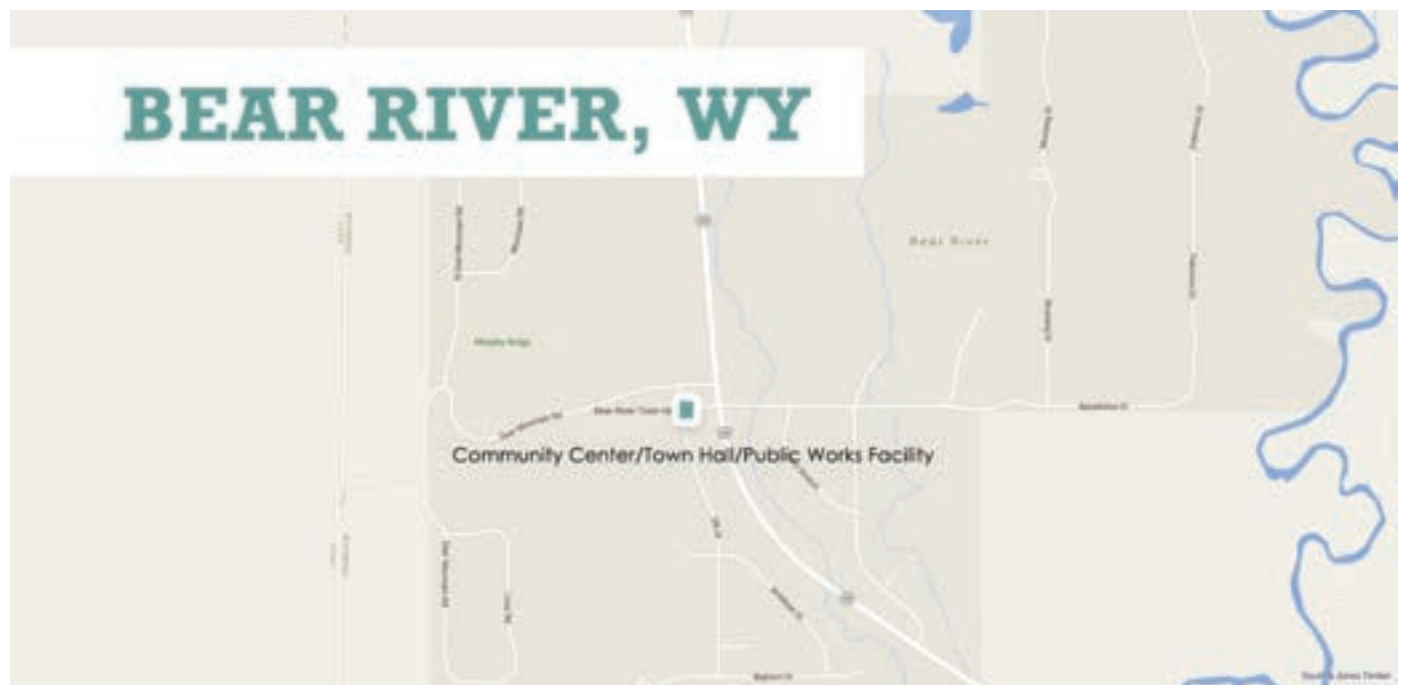
- The extent to which the project helps an applicant fulfill community development goals related to economic development
- The extent to which the project will increase overnight visitors, local sales and lodging tax revenue and local employment opportunities and earnings

Staff believes the applicant has made a tie between the project and economic development; however, staff does not recommend funding because of limited available funds for the remainder of the fiscal year. Staff recommends the applicant resubmit the project in the next fiscal year for re-evaluation against other Community Enhancement projects.

Sources	
BRC amount	\$ 380,000
Cash Match	\$ 380,000
In Kind Match	\$ 32,000
Total eligible project cost	\$ 792,000
BRC % of total eligible project costs	48%
Local % of total eligible project costs	52%
Uses	
Land Acquisition Costs	
Land	\$ 12,000
Non-Construction Costs	
Architectural and Engineering fees	\$ 20,000
Other fees (surveys, tests, etc.)	\$ 15,000
Project inspection fees	\$ 25,000
Construction Costs	
Site work	\$ 30,000
<i>Building Components:</i>	
Electrical Systems	\$ 88,000
Mechanical, plumbing, HVAC systems	\$ 75,000
Landscaping	\$ 12,500
Foundation and/or Structural Framing system	\$ 348,000
Interior Finishes	\$ 85,000
Fire Protection	\$ 42,500
Contingencies (5%)	\$ 39,000
Total Uses	\$ 792,000

Project Overview

Bear River Community Center/Town Hall/Public Works Facility				
Purpose	The town of Bear River requests a \$380,000 Community Enhancement grant. Bear River, population 518, was incorporated June 1, 2001. The town wishes to construct a public facility.			
Project Budget	Projected Grant Expenditure Schedule			
	Description	BRC	Match	Total
			Cash	In Kind
	Land	\$ -	\$ -	\$ 12,000
	Non-Construction Costs	\$ 20,000	\$ 20,000	\$ 60,000
	Construction Costs	\$ 360,000	\$ 360,000	\$ 720,000
	Total Project Cost	\$ 380,000	\$ 380,000	\$ 792,000
Performance Measures	Measure	Quantity		Notes
	Functions at the center			To be determined.
	Acres Developed	1		
	New Building Construction	5,400 sf		







CHUGWATER

**\$100,645 Community Enhancement
Grant Request**

Park Improvement

**Business Ready
Community Grant
and Loan Program**

Staff Recommendation:
Do not fund

Project Description

The town of Chugwater requests a \$100,645 Community Enhancement grant. The town plans to remove the current restrooms in the town park and replace them with a facility that will provide ADA-compliant restrooms, a utility room and a concession area. Additionally, the town plans a covered patio for picnic tables and a band shelter.

The current restrooms were built in 1990. Several repairs have been done in an effort to make them ADA compliant; however, they are not very private. The town's engineer advised that replacing them would be more cost effective than continuing to attempt to retrofit them.

The current picnic area is on natural ground with just one protected table. The improvements will shelter all of the tables and provide a concrete base. The concession area and band shell will make the park more usable for events such as the Chili Cook-Off and will complete an important and affordable amenity for the community in their downtown business district.



Project Benefits and Goals

The objective of this project is to increase the usability and accessibility of the park.

Timeline

The applicant estimates the project will be complete by June 2016.

Funding

The total project cost is \$201,530, of which \$100,645 represents a Community Enhancement grant. The grant is matched by \$50,000 cash (consensus funds), \$50,000 Land and Water Conservation funds, and \$885 in-kind (town equipment usage, water and sewer hook-ups and inspections).

Baker Associates, Inc. provided cost estimates.

Regional Comments by Heather Tupper

The Town of Chugwater has few amenities for the community and visitors to enjoy. The town park is a gathering place for both. It is also the location of one of the largest, most well-attended events in the community. Adequate restroom facilities at the park are necessary for the overall public perception of the community as the park is one of the few places that many visitors see. Increasing the usefulness of the park will help provide additional opportunities for events for the community to enjoy.

The town has secured funding from additional sources to complete this project. There is public support for improvements to make the main community gathering place more accessible and pleasant for all visitors.

Staff Recommendation

Staff evaluates projects against a number of evaluation criteria established in rule. Criteria relevant to Community Enhancement projects include:

- The extent to which the project helps an applicant fulfill community development goals related to economic development
- The extent to which the project will increase overnight visitors, local sales and lodging tax revenue and local employment opportunities and earnings

Staff believes the applicant has made a tie between the project and economic development; however, staff does not recommend funding because of limited available funds for the remainder of the fiscal year. Staff recommends the applicant resubmit the project in the next fiscal year for re-evaluation against other Community Enhancement projects.

Sources	
BRC amount	\$ 100,645
Cash Match	\$ 100,000
In Kind Match	\$ 885
Total eligible project cost	\$ 201,530
BRC % of total eligible project costs	50%
Local % of total eligible project costs	50%
Uses	
Non-Construction Costs	
Architectural and Engineering fees	\$ 15,088
Construction Costs	
Site work	\$ 6,000
Demolition and removal	\$ 4,015
<i>Building Components:</i>	
Electrical Systems	\$ 6,240
Mechanical, plumbing, HVAC systems	\$ 4,788
Landscaping	\$ 5,500
Foundation and/or Structural Framing system	\$ 82,355
Interior Finishes	\$ 13,662
Bandshell	\$ 43,766
Contractor P & O	\$ 10,058
Contingencies (5%)	\$ 10,058
Total Uses	\$ 201,530

Project Overview

Chugwater - Chugwater Park Improvements				
Purpose	The town of Chugwater requests a \$100,645 Community Enhancement grant. The town plans to remove the current non-compliant restrooms in the town park and replace them with a facility that will provide ADA-compliant restrooms, a utility room and concession area. Additionally, the town plans a covered patio for picnic tables and a band shelter.			
Project Budget	Projected Grant Expenditure Schedule			
	Description	BRC	Match	
			Cash	In Kind
	Land	\$ -	\$ -	\$ -
	Non-Construction Costs	\$ 7,375	\$ 7,328	\$ 385.00
	Construction Costs	\$ 93,270	\$ 92,672	\$ 500.00
	Total Project Cost	\$ 100,645	\$ 100,000	\$ 885
Performance Measures	Measure	Quantity		Notes
	Number of events			To be determined
	New Building Construction	915 sf		ADA restrooms, concession stand, utility room
	Construction of band shell	1		
	Construction of covered patio/picnic table area	1		







**Business Ready
Community Grant
and Loan Program**

CODY

\$450,644 Community Enhancement Grant Request

Mentock Park Improvement

Staff Recommendation:
Do not fund

Project Description

The city of Cody requests a \$450,644 Community Enhancement grant to demolish broken and noncompliant park equipment at Mentock Park, located at 901 Blackburn. The project also includes the installation of new ADA-compliant and all-inclusive park equipment.

Mentock Park serves the entire city of Cody and Park County with an array of facilities. Events at the park include high school soccer games and children's athletics including soccer, football, lacrosse, tennis and baseball. Mentock Park has one of Cody's largest picnic shelters available for reservation, restroom facilities, a skate park and children's playground equipment.

Project Goals and Benefits

Mentock Park play equipment installed in 1987 is due for an upgrade, and the new equipment will be ADA-compliant. Cody believes being all-inclusive is the essence of hospitality and that is the core of the city's tourism economy.

Because Cody's application and planning documents did not specifically focus on a universally accessible playground, WBC staff suggested consulting with the business community in order to determine if the park was indeed a business priority and why.

In cooperation with the Cody Country Chamber of Commerce, the city of Cody completed a community amenity survey of local businesses in order to better understand what amenities the business community valued for recruitment and retention of employees and what would be integral to the community's economic development. The WBC staff provided guidance regarding the survey questions and the number of responses required to make the results statistically valid. Of 335 surveyed, 182 responded, which comported with the WBC guidance.



The survey showed 29 respondents selected the park as their first choice for a community amenity. Twenty-six selected it as their second choice. Overall, the park project ranked fifth out of eight. Additionally, the survey asked why amenities were important to the businesses and their employees. In rank order, with the first response being the one most often selected, their responses were:

1. They would add to the quality of life of the area in general.
2. They would enhance my business in some way.
3. They would help me retain my existing employees.
4. They would help me recruit new employees.
5. They could be located in close proximity to my business.

Timeline

The applicant estimates completing the project by October 2017.

Funding

The total project cost is \$901,725, of which \$450,644 represents a Community Enhancement grant. The grant is matched by \$250,000 cash (\$75,000 consensus funds, \$100,000 Cody Rotary, \$25,000 Shoshone Recreation District, \$25,000 Park County Parks and Recreation Board and \$25,000 Cody Recreation Foundation), and \$201,081 in-kind (demolition to be completed by city employees, \$5,120; volunteer labor, \$ 12,800, and the value of the land, \$183,161).

Stephen W. Payne, a civil engineer and Cody's Public Works director and an equipment supplier (Children's Playstructure and Recreation), provided cost estimates.

Sources	
BRC amount	\$ 450,644
Cash Match	\$ 250,000
In Kind Match	\$ 201,081
Total eligible project cost	\$ 901,725
BRC % of total eligible project costs	50%
Local % of total eligible project costs	50%
Uses	
Land	\$ 183,161
Non-Construction Costs	
Architectural and Engineering fees	\$ 62,213
Other fees (surveys, tests, etc.)	\$ 572,043
Project inspection fees	\$ 749
Construction Costs	
Site work	\$ 12,800
Demolition and removal	\$ 5,120
<i>Building Components:</i>	
Landscaping & Finishing	\$ 11,821
Safety Perimeter Fence	\$ 19,600
Contingencies (5%)	\$ 34,218
Total Uses	\$ 901,725

Regional Comments by Leah Bruscino

This project has been on the drawing board for several years and is now coming together with a developed concept and funding. The partners are not only supportive of the concept but are also providing cash toward the total project costs. The importance of this project is also demonstrated by the willingness of the city to apply limited county-wide consensus funding.

The city of Cody and organizations within the community have made recreation, outdoor recreation and accessibility to recreation opportunities a quality-of-life priority. Quality of life is an essential economic development building block that supports business and workforce development efforts. This project makes a component of recreation accessible to everyone in the community. A "handicap-able" play space is not only available to children with various disabilities and abilities, it also opens the doors for handicap-able adults (parents, grandparents, family members and friends) to be involved in supporting playground activities that are an important part of growing up.

Other WBC-supported quality-of-life projects in Cody in recent years include greatly expanding handicapped accessibility at the Cody rodeo grounds to meet the needs of residents and the traveling public. Similarly, spectator seating at the Riley Ice Arena created handicapped accessible seating. The Sleeping Giant project created an outdoor recreation amenity that is popular with youth and adults with various physical abilities. Sleeping Giant and the Riley Ice Arena projects were viewed as such important quality-of-life amenities by Forward Cody that the group was willing to be the community development organization that made the BRC Community Enhancement funding possible. The city of Cody and Forward Cody recognize that people don't live in business parks.

As evidenced by the variety of supportive letters for this project, community amenities make a community more livable and when they can be accessed by all people, it creates a community that businesses and workforce want to invest in. It also helps create an affinity for the community and increases the likelihood that children who grow up participating in recreational pursuits will want to stay in the community or come back after college.

Staff Recommendation

Staff evaluates projects against a number of evaluation criteria established in rule. Criteria relevant to Community Enhancement projects include:

- The extent to which the project helps an applicant fulfill community development goals related to economic development
- The extent to which the project will increase overnight visitors, local sales and lodging tax revenue and local employment opportunities and earnings

Staff does not recommend funding because the applicant has not established a strong tie between this project and evaluation criteria.

Project Overview

	Cody - Mentock Park Handicap Accessible Playground				
Purpose	The city of Cody requests a \$450,644 Community Enhancement grant to demolish broken and non-compliant park equipment at Mentock Park, located at 901 Blackburn. The project also includes the installation of new ADA-compliant and all-inclusive park equipment.				
Project Budget	Projected Grant Expenditure Schedule				
	Description	BRC	Match		Total
			Cash	In Kind	
	Land	\$ -	\$ -	\$ 183,161.00	\$ 183,161
	Non-Construction Costs	\$ 405,133	\$ 224,752	\$ 5,120.00	\$ 635,005
	Construction Costs	\$ 45,511	\$ 25,248	\$ 12,800.00	\$ 83,559
	Total Project Cost	\$ 450,644	\$ 250,000	\$ 201,081	\$ 901,725
Performance Measures	Measure	Quantity		Notes	
	Businesses Assisted			Overall community benefit.	
Project Infrastructure	Playground equipment and base	1			





**Business Ready
Community Grant
and Loan Program**

LABARGE

\$248,816 Community Enhancement Grant Request

Senior/community Gathering Center

Staff Recommendation:
Do not fund

Project Description

The town of LaBarge requests a \$248,816 Community Enhancement grant to purchase a building to house a new senior/community gathering center as well as the LaBarge food bank. The property, located at 212 Alpine Dr., was formerly a restaurant and has a commercial kitchen well suited to the meal services that are provided to the seniors, as well as food storage that would accommodate both the seniors, community events with food and drinks, as well as food storage for the food bank items. Additionally, the larger space could accommodate other functions. Several businesses in the area indicated an interest in using such a facility for safety meetings (one example) rather than having to travel to other communities. The facility could also be rented for special events.

The town will own the building and will lease it to the senior citizens. The senior citizens will also be responsible for the operations and maintenance included in their lease agreement.

Total lot size is 22,172 square feet. The 3,321 square-foot building was constructed in 1985. A structural assessment indicates the building is in good structural condition. The property is currently owned by Woody and Patricia Studt. They signed an option agreement with the town for a purchase price of \$140,000.

Project Goals and Benefits

The goals of this project are to provide the area's senior population with sufficient gathering space and training space for local businesses. In addition, the facility will be large enough to have a proper food bank and community gathering space.

Area companies indicated interest in using the facility for meetings and other company events.

This project would use a building that is in good condition and it currently vacant. Further, there is an interested buyer for the building currently occupied by the Senior Center.

Sources	
BRC amount	\$ 248,816
Cash Match	\$ 248,816
Total eligible project cost	\$ 497,632
BRC % of total eligible project costs	50%
Local % of total eligible project costs	50%
Uses	
Land Acquisition Costs	
Land	\$ 140,000
Non-Construction Costs	
Architectural and Engineering fees	\$ 62,445
Other fees (surveys, tests, etc.)	\$ 5,000
Project inspection fees	\$ 30,000
Construction Costs	
<i>Building Components:</i>	
Electrical Systems	\$ 14,000
Mechanical, plumbing, HVAC systems	\$ 44,000
Landscaping	\$ 7,500
Foundation and/or Structural Framing system	\$ 7,500
Interior Finishes	\$ 114,750
ADA entrance, building staining, signage	\$ 16,000
Asphalt	\$ 22,500
Contingencies (10%)	\$ 33,937
Total Uses	\$ 497,632

Timeline

The applicant estimates completing the project by October 2017.

Funding

The total project cost is \$497,632, of which \$248,816 represents a Community Enhancement grant. The grant will be matched by a \$248,816 Mineral Royalty grant. The match is pending award by the State Loan and Investment Board on Jan. 21, 2016.

Dennis Smith, a professional engineer with Forsgren Associates, provided cost estimates.

Regional Director Comments by Elaina Zempel

The town of LaBarge has long identified the need to expand its senior center. Initial discussions took place in 2008 when the local school building was available for purchase. It was determined at that time that the school was over-adequate for the prescribed use. The current senior center occupancy is 38 while there are more than 75 center members.

Recently, an existing vacant building was identified as a potential site for a senior center. The building is large enough to also provide LaBarge a community gathering space and co-locate the food bank. By combining these uses, the town will realize cost and labor efficiencies.

The 1985 building is for sale at less than the appraised value. The location of the building allows for abundant off-street parking, and the current senior center has an interested buyer.

The agreement between the town of LaBarge and the senior center as on-site manager of the facility should be finalized before a grant award. The agreement is in draft stage.



Staff Recommendation

Staff evaluates projects against a number of evaluation criteria established in rule. Criteria relevant to Community Enhancement projects include:

- The extent to which the project helps an applicant fulfill community development goals related to economic development
- The extent to which the project will increase overnight visitors, local sales and lodging tax revenue and local employment opportunities and earnings

Staff believes the applicant has made a tie between the project and economic development; however, staff does not recommend funding because of limited available funds for the remainder of the fiscal year. Staff recommends the applicant resubmit the project in the next fiscal year for re-evaluation against other Community Enhancement projects.

Project Overview

LaBarge Senior/Community Gathering Center				
Purpose	The town of LaBarge requests a \$248,816 Community Enhancement grant to purchase a building to house a new senior/community gathering center as well as the LaBarge food bank. The property, located at 212 Alpine Drive, was formerly a restaurant and has a commercial kitchen well suited to the meal services that are provided to the seniors as well as food storage which would accommodate both the seniors, community events with food and drinks as well as food storage for the food bank items. Additionally, the larger space could accommodate other functions. Several businesses in the area have indicated an interest in using such a facility for safety meetings (one example) rather than having to travel to other communities.			
Project Budget	Projected Grant Expenditure Schedule			
	Description	BRC	Match	
			Cash	In Kind
	Land	\$ 70,000	\$ 70,000	\$ -
	Non-Construction Costs	\$ 48,722	\$ 48,723	\$ -
	Construction Costs	\$ 130,094	\$ 130,093	\$ -
	Total Project Cost	\$ 248,816	\$ 248,816	\$ -
Performance Measures	Measure	Quantity		Notes
	Businesses Assisted	2		Senior Center and Food Bank. Others as scheduling the facility will allow.
Project Infrastructure	Lot	22,172 sf		
	Existing Building Renovation	3,321 sf		







**Business Ready
Community Grant
and Loan Program**

NEWCASTLE

**\$427,615 Community Enhancement
Grant Request**

RECREATION ENHANCEMENTS

Staff Recommendation:
Do not fund

Project Description

The city of Newcastle requests a \$427,615 Community Enhancement grant for construction of recreation sites in the community. Newcastle's residents indicated a desire for a recreation facility for some time. The city evaluated that possibility and concluded that it is not feasible in terms of the initial construction costs and ongoing operations and maintenance. In the absence of a recreation facility, Newcastle proposes to link existing recreation sites including the gym, weight room, track and pool located in the high school with the tennis court across from the high school, construct a restroom facility and extend the current bike and walking path. The city will maintain the tennis courts, restroom and path. The city and school recreation board will jointly fund a recreation director position to promote and manage activities.

Wyoming Refinery, a large employer for Newcastle, is investing in the refinery and in the community. Other businesses that supply parts and services for the refinery have opened shops in Newcastle. The refinery partnered with the Wyoming Game and Fish Department to create a fishing pond with excess water from refinery processes. Newcastle is highly motivated to join local businesses in creating a more livable community.

Project Goals and Benefits

The community hopes to meet the recreation needs expressed in community assessments and other public input opportunities. Additionally, by contributing to quality of life of the community, the business environment will be more attractive for recruiting and retaining businesses and their employees.

The city and school recreation board will jointly fund a recreation director position to promote and manage activities.

The recreation additions build on plans the city of Newcastle has worked diligently to bring to fruition. Providing safe routes for school children is a goal of the city's Master Plan. Additionally, Newcastle developed a "Safe Routes to School" study and completed priority one in that study in 2013. This project would address priority two.

Finally, Newcastle was successful in obtaining a \$250,000 Wyoming Department of Transportation Alternative grant to use as match for this project.

Timeline

The applicant estimates completing the tennis court by the summer of 2016 and the bike path and restroom facility by the summer of 2017.

Funding

The total project cost is \$789,315, of which \$427,615 represents the Community Enhancement grant. The grant will be matched by \$361,700 in cash from the Newcastle Pathways Fund (\$25,000), a WYDOT Transportation Alternative grant (\$250,000) and the Weston County School Recreation Board and city of Newcastle (\$86,700).

Robert Hartley, a professional engineer, provided cost estimates.

Sources		
BRC amount	\$	427,615
Cash Match	\$	361,700
Total eligible project cost	\$	789,315
BRC % of total eligible project costs		54%
Local % of total eligible project costs		46%
Uses		
Non-Construction Costs		
Architectural and Engineering fees	\$	131,502
Other fees (surveys, tests, etc.)	\$	5,000
Construction Costs		
Site work	\$	125,350
Sidewalk construction	\$	154,048
Restroom facility	\$	60,000
Golf protection	\$	55,000
Gravel/Concrete	\$	136,800
Lighting/signage	\$	42,500
10' Chainlink fencing/ Nets & Posts	\$	19,500
Contingencies (10%)	\$	59,615
Total Uses	\$	789,315

Regional Comments by Dave Spencer

The city of Newcastle and school district recreation board partnered to provide a better environment for coal employees, as well as make the community more attractive to prospective businesses. The city has been developing its pathway system during the past several years and has also worked on development of trails outside the city in the surrounding hills. The tennis courts and restrooms are part of an upgrade to the city park and have also been identified as a priority for public investment.

The bike path will provide access to the Newcastle path system and provide recreation for residents. The restroom facility halfway from the Saddle subdivision on the west side of Newcastle and Centennial Park will provide public facilities. The tennis court is a recreation facility not currently available in Newcastle. All of these facilities will enhance offerings to residents and are facilities local businesses are requesting for their employees. This will enhance the whole community for future business.

This project is part of a comprehensive effort to improve the quality of life in the community and provides a very high match leverage from local funding and a WYDOT grant. If it is successful it will encourage the community and other local governments to become more proactive in trying to develop the economy of an area on a more comprehensive basis.

Staff Recommendation

Staff evaluates projects against a number of evaluation criteria established in rule. Criteria relevant to Community Enhancement projects include:

- The extent to which the project helps an applicant fulfill community development goals related to economic development
- The extent to which the project will increase overnight visitors, local sales and lodging tax revenue and local employment opportunities and earnings

Staff believes the applicant has made a tie between the project and economic development; however, staff does not recommend funding because of limited available funds for the remainder of the fiscal year. Staff recommends the applicant resubmit the project in the next fiscal year for re-evaluation against other Community Enhancement projects.

Project Overview

	Newcastle Recreation Enhancement Project				
Purpose	The city of Newcastle requests a \$427,615 Community Enhancement grant for construction of recreation sites in the community. Newcastle proposes to link existing recreation sites including the gym, weight room, track and pool located in the high school with the tennis court (just across from the high school), construct a restroom facility and extend the current bike and walking path.				
Project Budget	Projected Grant Expenditure Schedule				
	Description	BRC	Match		Total
			Cash	In Kind	
	Non-Construction Costs	\$ 73,951	\$ 62,551	\$ -	\$ 136,502
	Construction Costs	\$ 353,664	\$ 299,149	\$ -	\$ 652,813
	Total Project Cost	\$ 427,615	\$ 361,700	\$ -	\$ 789,315
Performance Measures	Measure	Quantity		Notes	
	Facility Use	TBD			
	Job Creation	1		Activities Director	
Project Infrastructure	Tennis court	1			
	Restroom Facility	1			







Business Ready Community Grant and Loan Program

CARBON COUNTY

\$25,000 Planning Grant Request

Assisted Living Feasibility Study

Staff Recommendation:
Do not fund

Project Description

Carbon County requests a \$25,000 Planning grant to contract with a consultant for the purposes of determining the need, social and economic support for senior and at-risk housing alternatives in the Little Snake River communities.

Project Goals and Benefits

The goal of the project is a completed plan that will guide additional decision making regarding the feasibility of an assisted-living facility in the Snake River Valley. Planning benefits the community in terms of understanding the costs and potential for success if such a facility were to be constructed.

Timeline

The applicant estimates completing the plan by September 2016.

Funding

The total project cost is \$33,333, of which \$25,000 represents the BRC Planning grant and an \$8,333 cash match from the Assisted Care Facility group.

Sources	
BRC amount	\$ 25,000
Cash Match	\$ 8,333
Total eligible project cost	\$ 33,333
BRC % of total eligible project costs	75%
Local % of total eligible project costs	25%
Uses	
Consultant fees	\$ 33,333
Total Uses	\$ 33,333

Regional Director Comments by Pat Robbins

The Carbon County Commissioners in partnership with the Baggs Assisted Care Facility group seek to determine the feasibility, scope and cost of an assisted-living center in the Baggs area. They would like to investigate the possibility of a center in Baggs given the community's geographic isolation and distance from larger communities.

The effort to build a facility has been driven by years of discussion and input. The need for a facility to let valley residents age in place was identified in a Community Assessment, then supported by following studies. This plan will allow them to look at current and future needs, which will drive the size, range of services provided and cost associated with construction and operations.

Volunteers formed an Assisted Living Center committee with funding from an established rural health care district, which will provide the match for the grant, as well as technical assistance to the Carbon County Commissioners, in development of a scope of work for the project. This group will also lead the charge in getting funding for construction once the study is complete.

The Assisted Living Center group is following the path set by the Little Rascals Preschool group, which used a planning grant to determine the need for expanded daycare in the valley. The planning grant served as the basis for the group's bricks-and-mortar grant resulting in a highly successful preschool. The Little Rascals group will help them in developing a thorough scope of work, as well as provide input on costs and possible consultants for the project.

The public benefit of the project is to help the Commissioners and residents of the valley determine if the project is feasible and, if so, how to proceed. This will allow an informed decision on the need and range of services prior to design, construction and commitment of funds for a facility. Should the project prove feasible, it will benefit the residents of the valley and surrounding areas in providing a place for seniors to age in place, rather than relocate. It will also help build capacity by making the community more livable for future residents who might have family members in need of such services. Finally, the potential construction of a facility could result in the creation of new jobs and increased taxes in the county.

Following the example of the Little Rascals Preschool, the project will be well thought out and all costs considered through this planning grant prior to any funds being committed to construction. It should provide them all of the necessary analysis to determine how best to proceed. Given the community members on the project, the financial support the Assisted Living Center group has through the rural health district and the support of the Commissioners, I think this grant is the logical and prudent course for the community.

Staff Recommendation

Staff does not recommend funding because of limited available funds for the remainder of the fiscal year. Staff recommends the applicant resubmit the project in the next fiscal year for re-evaluation against other planning projects.

CARBON COUNTY, WY







GLENROCK

\$37,500 Planning Grant Request

Comprehensive Community and Economic Development Plan

**Business Ready
Community Grant
and Loan Program**

Staff Recommendation:

Do not fund

Project Description

The town of Glenrock requests a \$37,500 Planning grant. Elements of the plan will include zoning, a review of the town's current capacities and assessment of future growth potential. It will be good general guidance for the growth and development of the community. Glenrock last adopted a comprehensive plan in 1978. The plan was repealed in 2014. Glenrock now desires to develop a plan that will provide tools the community needs to develop strategies for the future.

Project Goals and Benefits

The goals and benefits of this planning process include addressing the community's current economic condition by assessing housing, downtown development, land available for development, transportation and open spaces. The plan will also develop strategies for implementing projects.

Regional Comments by Kim Rightmer

Glenrock adopted a comprehensive plan in 1978. It quickly became outdated and no longer applicable during the bust of the 1980s and was set aside. In 2014, the Planning Commission urged the town to repeal the plan and invest in a new one specifically addressing today's needs. In 2014, the town of Glenrock repealed the plan and began efforts to fund and develop a new one.

The plan will evaluate the community and its ability to adequately meet growth demands, address the community's economic condition and create strategies for job creation and economic resilience. It will enable the community to better evaluate and plan projects that will enhance the quality of life and promote prosperity for everyone in the town of Glenrock.

Timeline

The applicant estimates completing the plan by July 2017.

Funding

The total project cost is \$50,000, of which \$37,500 represents the BRC Planning grant and a \$12,500 cash match from the town of Glenrock (\$7,500) and Wyoming Main Street (\$5,000).

Staff Recommendation

Staff does not recommend funding because of limited available funds for the remainder of the fiscal year. Staff recommends the applicant resubmit the project in the next fiscal year for re-evaluation against other planning projects.

Sources	
BRC amount	\$ 37,500
Cash Match	\$ 12,500
Total eligible project cost	\$ 50,000
BRC % of total eligible project costs	75%
Local % of total eligible project costs	25%
Uses	
Consultant fees	\$ 50,000
Total Uses	\$ 50,000





PLATTE COUNTY

\$22,500 Planning Grant Request

Preliminary Engineering for South Guernsey and Tank Farm Roads

**Business Ready
Community Grant
and Loan Program**

Staff Recommendation:
Do not fund

Project Description

Platte County requests a \$22,500 Planning grant to hire an engineering firm to develop the long-range engineering and design needs for upgrades to South Guernsey Road and Tank Farm Road. In 2014, Guernsey was awarded a Planning grant to evaluate changes necessary for safety and increased traffic on Rollins Road (owned by the town of Guernsey and the Wyoming Military Department). The study indicated changes to Rollins Road must tie into changes needed on South Guernsey and Tank Farm roads. While valuable, the information derived from the Guernsey plan will be most useful when combined with any changes or developments that may happen on South Guernsey and Tank Farm roads.

Existing road conditions in the study area are poor. The roads are narrow, so the shoulders of the roads are cracking because of oil trucks driving on the edges of or off the edges of the roads. There are hills with blind spots and damage to culverts.

Project Goals and Benefits

The plan will provide information for efficient redevelopment of the Platte County roads and particularly the Guernsey area. Public benefits will include proper traffic flow, wider and safer roads to local historic attractions such as Register Cliff and the Oregon Trail ruts and accommodating increased traffic at the Tank Farm and Camp Guernsey. Local residents, tourists, military personnel and industry traffic will benefit.

A plan that provides preliminary design and estimated construction costs will allow Platte County to apply for funding through the Industrial Roads program for 50 percent of the road improvement costs. The remaining 50 percent will be funded by Platte County and several businesses that have shown interest in assisting the county.

Timeline

The applicant estimates completing the plan by January 2017.

Funding

The total project cost is \$30,000, of which \$22,500 represents the BRC Planning grant and a \$7,500 cash match from Platte County.

Regional Comments by Lisa Johnson

The Platte County Commissioners will use BRC Planning grant funds for engineering and design needs for upgrades to the South Guernsey Road and Tank Farm Road corridor. South Guernsey and Tank Farm roads (county roads) connect to Rollins Road, which is owned by the town of Guernsey and the Wyoming Military Department. I am pleased to see the cooperation between Platte County, the town of Guernsey, the Wyoming Military Department and the Wyoming Department of Transportation to provide safer roads for the oil trucks, residents, tourists and military vehicles that share these very busy roads.

Staff Recommendation

Staff does not recommend funding because of limited available funds for the remainder of the fiscal year. Staff recommends the applicant resubmit the project in the next fiscal year for re-evaluation against other planning projects.

Sources	
BRC amount	\$ 22,500
Cash Match	\$ 7,500
Total eligible project cost	\$ 30,000
BRC % of total eligible project costs	75%
Local % of total eligible project costs	25%
Uses	
Consultant fees	\$ 30,000
Total Uses	\$ 30,000





Business Ready Community (BRC) Addendum

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Assisted Care Plan 10 pages

Platte County

Guernsey Tank Farm Rd Study 1 page

THIRTY-THREE MILE RD. IMPROVEMENT & SERVICE DISTRICT

P.O. Box 3013 • Mills, Wyoming 82644

August 24, 2015

FabTech
Attention: Larry Rubis
P.O. Box 790
Casper, WY 82602

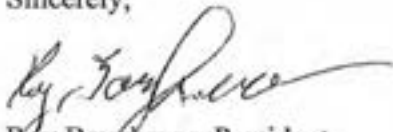
RE: FabTech Sewer Project

Dear Mr. Rubis:

Pursuant to your request, the Board of Directors for the Thirty-Three Mile Road Improvement and Service District has considered your request to participate or at least to support Nalco FabTech's construction of a sewer line to its site located on Thirty-Three Mile Road. The Board would advise that as to participation, notice was provided to the landowners located within the District requesting whether or not they wished to participate in the project. The vast majority of landowners indicated that they did not want to be part of the project.

As to support, the Board of Directors is in complete support of said project to provide a sewer line to your Thirty-Three Mile Road site. This letter of support is conditioned upon the fact that no obligation will be imposed upon the District or to the members of the District. Furthermore, the line will be owned and maintained by the City of Casper and the only cost will be to those businesses or individuals who wish to tie into the sewer line. There will be no cost to those who choose not to tie into the line. That being said, the Board gives its complete support to your sewer line project.

Sincerely,



Roy Baughman, President
Thirty-Three Mile Road Improvement and Service District

RECEIVED
AUG 25 2015
FAB TECH

August 19, 2015

Mark Pepper, Chair
Economic Development Joint Powers Board (EDJPB)
300 S Wolcott St # 300
Casper, WY 82601

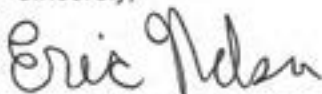
Dear Mr. Pepper:

One behalf of the Airport Board of Trustees, please consider this letter an indication of our enthusiastic support for the Business Committed grant application we have become aware of for a sewer line that will run from Nalco/FabTech and hook into a tributary main connected to the City-owned Airport Interceptor Sewer.

Nalco/Fab Tech is both a neighbor of the Airport's and a tenant, and the Board would and does support any and all type of infrastructure improvements that allow or would allow for growth of their business and business activities. Additionally, this project, if funded, would provide benefits to the Airport. The sanitary line, as proposed, will run along a good portion of Airport property, and we pledge our cooperation with the provision of a right-of-way for the line. That line would not only start to make some of this land more desirable for development, but the line would support hangar development southwest of the spec hangar currently under design (see drawing attached). Without this line, the Airport would be looking at a lift station for future hangar development, something feasible but more costly. With the line, a gravity fed section could be installed and connected to the line. The timing on this is perfect in that the Airport has had conversations with two corporations on potential hangar construction now that the infrastructure for the spec hangar is moving forward.

If the Board can provide any additional information in support of this project, or answer any questions, please do not hesitate to contact us.

Sincerely,



Eric Nelson, President
Airport Board of Trustees

c: Airport Board of Trustees

13 August 2015

(Company/Individual) RAM Insulation / Rich Matheson support the installation of a City Sewer Line to the 33 Mile Road area. Allowing us to grow and resolve current issues with septic systems and high water levels in our area. This installation will not only benefit existing residences & businesses, but open doors for future growth in the area located east of the Airport.

Sincerely,

Rich Matheson

Name

Owner

Title



13 August 2015

(Company/Individual) 33 MILE RANCH support the installation of a City Sewer Line to the 33 Mile Road area. Allowing us to grow and resolve current issues with septic systems and high water levels in our area. This installation will not only benefit existing residences & businesses, but open doors for future growth in the area located east of the Airport.

Sincerely,

R. Ben Brunka OWNER
Name Title



13 August 2015

(Company/Individual) Two Rivers Pipeline Const. support the installation of a City Sewer Line to the 33 Mile Road area. Allowing us to grow and resolve current issues with septic systems and high water levels in our area. This installation will not only benefit existing residences & businesses, but open doors for future growth in the area located east of the Airport.

Sincerely,

Rod Olson
Name

Area Manager
Title



13 August 2015

(Company/Individual) Hamm Equipment Scott Samberg support the installation of a City Sewer Line to the 33 Mile Road area. Allowing us to grow and resolve current issues with septic systems and high water levels in our area. This installation will not only benefit existing residences & businesses, but open doors for future growth in the area located east of the Airport.

Sincerely,

Scott Samberg PART OWNER
Name Title



13 August 2015

(Company/Individual) NATIONAL COATING LLC support the installation of a City Sewer Line to the 33 Mile Road area. Allowing us to grow and resolve current issues with septic systems and high water levels in our area. This installation will not only benefit existing residences & businesses, but open doors for future growth in the area located east of the Airport.

Sincerely,

[Signature]
Name Title OPERATIONS MANAGER





PO Box 1750 - Glenrock, WY 82637
Web Site: www.warws.com & Email: warws@warws.com
"An equal opportunity provider"
307-436-8636
TDD 1-800-877-9965

August 11, 2015

EDJPB
300 S. Wolcott St., Ste 300
Casper, WY 82601

Re: 33 Mile Sewer Infrastructure Project

To Whom It May Concern:

I write today as the Executive Director of the Wyoming Association of Rural Water Systems and we are in support of the referenced sewer infrastructure project. Our Association works with all of the community water and wastewater systems in the state offering training and onsite technical assistance as needed.

This particular project will extend needed sewer infrastructure to a large developed area of Natrona County that is contending with high water tables and excessive numbers of septic systems, both residential and industrial. The 33 mile project will alleviate an issue for one large industrial user allowing for continued expansion and retention of their facility, products and workforce. Almost a greater benefit of this project will be the extension of a sewer main to a viable point within the Natrona County master plan for growth and expansion.

33 Mile Road Improvement and Service District, Pioneer Water and Sewer District and Poison Spider Improvement and Service District as well as numerous industrial/commercial and individual residential users may benefit from this extension in the future by having this sewer main available.

We are always in support of projects that could remove septic system usage and replace it with treated sewer collection and improving ground water supplies.

For full disclosure, please note that the Pioneer and Poison Spider districts are voting members of our Association and the Certified Operator for 33 Mile District is an individual member of our Association. Further, in addition to being the Executive Director of the Association, I am also Chair of the Economic Development Joint Powers Board and we will be/are the applicant for this project.

My Association Board has authorized this letter of support for this project.

Respectfully,

Mark Pepper, Executive Director



July 20th, 2015

To Whom It May Concern:

We would like to voice our support of a public sewer infrastructure project to be constructed along US Highway 20/26 from the Natrona County International Airport to the FabTech address of 4500 33 Mile Road.

Our location is 4151 Ten Mile Road in Casper and this would be something we would be very interested in tapping into in the future.

If you have any questions, please contact me.

Thank you,

Steve Dacus, Owner
CS Consulting LLC

June 12, 2015



Mayor Charlie Powell
Casper City Council
City of Casper
200 North David Street
Casper, Wyoming 82601

RE: Support for Casper Public Utilities Advisory Board recommendation to transfer ownership of completed sewer infrastructure to the City of Casper

Mayor Powell,

We are writing this letter in support of a sewer infrastructure project to be constructed along US Highway 20/26 west of the Natrona County International Airport. This project will allow existing businesses in that area the opportunity to expand and it has the potential to open up the area for future business growth. CAEDA recognizes the investments our existing businesses make in our community in a myriad of ways through community involvement, capital expenditures, job retention and expansion, and tax base contributions help to make our business environment healthy.

CAEDA has agreed to provide our local businesses the mechanism to complete this project through the engagement of a Business Ready Community Program Business Committed Grant Application through the Wyoming Business Council. Public ownership of this infrastructure is a critical component for grant approval.

We believe this infrastructure is a necessary component to enable those businesses to do the things they do to make our community sustainable. Current regulations and recommendations provided by the DEQ are inhibiting the growth of our local businesses. We appreciate the recommendations of the DEQ and seek to work with those businesses to provide a solution that is equitable to all involved. This project is the key element to provide that solution. Another key component is ownership of that infrastructure once it is built. We ask that the Casper City Council agree to move forward with the recommendation of the Casper Utility Advisory Board to assume ownership of this project after construction is completed and accepted.

Together we can make this project become a reality. The partnership between local businesses, economic development agencies and public partners is a great way to demonstrate that positive work can lead to economic sustainability for those existing business as well as those to come.

Thank you for providing an opportunity to express our support for this endeavor. We are at your service should you have any questions regarding this project.

Sincerely,

Handwritten signature of Bill Edwards in black ink.

Bill Edwards
President/CEO

Handwritten signature of Chris Lorenzen in black ink.

Chris Lorenzen
Board Chairman

Handwritten signature of Carrie Gomez in black ink.

Carrie Gomez
Existing Business &
Community Developer

Handwritten signature of Noelle Reed in black ink.

Noelle Reed
Economic & Business
Developer

Casper Area Economic Development Alliance Inc.
300 South Wolcott, Suite No. 300, Casper, WY 82601
(800) 634-5012 ph (307) 577-7011 Fx (307) 577-7014



475 S. Spruce St
Casper, WY82601
Phone: 307-235-9340
Fax: 307-237-2036
www.casperhealth.com

COPY

May 20, 2015

Dear Members of Casper Area Economic Development Alliance,

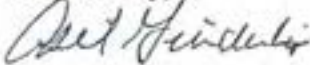
In the matter regarding Nalco Fab Tech located at 4500 33 Mile Road, the Casper/Natrona County Health Department (CNCHD) and the Wyoming Department of Environmental Quality (WDEQ) wish to express our support for a public sewer line to service the above mentioned business. The extension of a public sewer line may also benefit other business or homes in the area as well. Nalco Fab Tech has experienced considerable growth over the last several years. This growth has created a challenge for proper wastewater disposal. Our recommendation is based on the following:

1. High groundwater has been measured on the property at 5' below ground surface (bgs) during a trench inspection on 6/19/13 and at 6' (bgs) with mottling at 4' (bgs) on 7/26/13. Mottling is an indication of the groundwater has been as high as 4' from the surface. When septic systems are placed in areas where there is high groundwater, there is an increased risk of contamination.
2. The soils in this area have a high percentage of clay which results in poorly drained soils not conducive for small wastewater systems. Water movement through this type of soil is restrictive potentially leading to pre-mature failures of small wastewater systems.
3. Due to the considerable growth of the Nalco Fab Tech, many new employees have been hired by the company. The higher wastewater flows can potentially cause an increase of nitrates in the soil. Flowing groundwater can then pick up the nitrates from the soil.

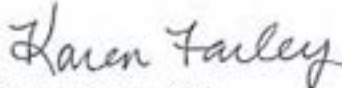
CNCHD and WDEQ are compelled to protect the environment and the community and provide a level of assurance that proper wastewater disposal is done in an appropriate manner. In light of the challenges at Nalco Fab Tech, we would highly recommend a public sewer line be brought to the area in order to protect the environment and the

people that work in that area. If you have any additional questions, please contact April Gindulis at 577-9745 or Karen Farley at 473-3478.

Respectfully,



April Gindulis, MPH-EH, REHS
Casper/Natrona County Environmental Health Division



Karen Farley, P.E.
WDEQ/WQD, NE District Engineer.



October 5, 2015

Dear Phil,

I support Energy Capital Economic Development's (ECED) efforts to acquire the property at 345 Sinclair Street in Gillette. As a proponent of economic development and your organization's work to diversify, strengthen and build a better future, I believe this project will be a benefit to our business community. Hopefully this venture can act as an attraction to help one of our local businesses grow and expand as well as an enticement for new businesses in Gillette.

Gillette College is obligated to support economic development and I hope this is the first of many projects that make Campbell County more business ready, whether it be in attracting new businesses or expanding existing businesses.

Economic development and education collaborating to diversify an economy through retooling existing businesses and their workforce or attracting new business is an ideal model. This property would afford ECED the ability to strategically and positively impact Campbell County's economy. I look forward to your successful acquisition of the Apex facility.

Good luck in this endeavor!

Sincerely,

Mark Englert, Ph.D.
Vice President/CEO
NWCCD- Gillette College



307.682.3673 P 307.682.0538 F

www.gillettechamber.com

314 SOUTH GILLETTE AVE.
GILLETTE, WY 82716

September 29, 2015

Phil Christopherson, CEO
Energy Capital Economic Development
P. O. Box 3948
Gillette, WY 82717-3948

Greetings:

The Campbell County Chamber of Commerce represents over 650 businesses that employ over 17,500 people in our community. As the principle voice of business in Gillette and Campbell County, the Chamber has a vested interest in the economic development of our City, County and the growth of business.

As a community partner, we support the efforts of Energy Capital Economic Development to acquire the property at 345 Sinclair Street in Gillette, Wyoming. By doing so, will help diversify our local economy, provide a location for business expansion and retention and become a stronger force in ECED's efforts to recruit new businesses and industries to our area.

The attainment of such a property will positively impact the employment opportunities, both part-time and full-time which are vital to the growth of our community. Thank you for your consideration to bring this project to fruition which will enhance the overall health and growth of Gillette and Campbell County's economy.

Sincerely,

A handwritten signature in black ink, appearing to read 'Don Clonch'. The signature is fluid and cursive, with a long horizontal stroke at the end.

Don Clonch
Chairman
Campbell County Board of Directors

Phil Christopherson

From: Dana Eiland <dana@signbossonline.com>
Sent: Sunday, September 27, 2015 9:57 PM
To: Phil Christopherson
Subject: Letter of Support for the 345 Sinclair Street Acquisition

Phil,

As I learn more about the proposed acquisition of 345 Sinclair Street by Energy Capital Economic Development, I am more and more in support of it. It will give ECED the ability to attract potential businesses to Gillette by having available ready-to-move-in office space that is conveniently located next to Gillette College. It will be attractive to many industry types and will surely bring new and diverse opportunities to Gillette's workforce.

These are the types of projects that I believe will encourage and support economic development for our area, as well as, become a funding source for continued development.

I look forward to your successful acquisition of the Apex facility.

Sincerely,
dana miller eiland

SignBoss_{SM}

Dana Miller Eiland
The Boss

dana@signbossonline.com

307-687-SIGN (7446)
Cell: 307-299-3669

3600 S. Douglas Hwy, Suite B
Gillette, WY 82718



Like Us On
facebook 



THE MC FAMILY OF COMPANIES, LLC

September 23, 2015

Energy Capital Economic Development
Mr. Phil Christopherson
2001 W. Lakeway Road, Suite C
Gillette, WY 82718

Dear Mr. Christopherson,

Our company is proud to write this letter to you in support of your recent efforts to acquire the Apex Facility located at 345 Sinclair Street in Gillette.

As you know, our company has been a long time member of your organization and we are proud to support ECED and the great things you are doing to grow our community.

We are excited to see ECED taking steps towards a property acquisition that we feel is a good investment for the organization. It is an attractive property with multiple use potentials and I feel this property could fit many companies looking to locate in Gillette, WY.

I am proud of your organizations initiative to be prepared for future business needs and the heavy emphasis the board is putting on diversification and new business development.

Sincerely,

Erika Christensen
Chief Financial Officer

DRY FORK STATION
BASIN ELECTRIC POWER COOPERATIVE

12460 NORTH HIGHWAY 59
GILLETTE, WYOMING 82716
PHONE: 307-687-8100
FAX: 307-687-8449



Energy Capital Economic Development
Phil Christopherson
P.O. Box 3948
2001 W. Lakeway Road, Suite C
Gillette, WY 82717

Mr. Christopherson,

Basin Electric Power Cooperative would like to extend our support of Energy Capital Economic Development (ECED) relative to the purchase of the investment property at 345 Sinclair Street in Gillette, Wyoming. One of our cooperative principles is supporting economic development activities and this project molds into our core belief.

This purchase has the potential to diversify, strengthen and build a better future for our business industry while benefitting our entire community. This project also has the capability to attract local entrepreneurs and business who need help to grow and expand their business ventures. The organization strives to help attract local businesses and diversify the local economy. Both goals can be realized with the purchase of the investment property.

Most importantly, this project can provide stable and diverse funding for Energy Capital Economic Development. This "future forward" outlook is exactly what communities need to thrive, branch out and succeed.

We hope this is the first of many projects that makes Campbell County diverse and business friendly and we look forward to their successful acquisition of the Apex facility.

Respectfully,

A handwritten signature in blue ink that reads "Heidi Hockett".

Heidi Hockett
Basin Electric Power Cooperative
Project Coordinator



Moving On Therapy, PC
2114 Gentle St.
Cody, WY 82414

call: 307-899-2337
fax: 307-587-9060
stukmo@vcn.com

Stuart T. Kuchel, MS, OTR/L. Specializing in pediatric treatment and consultation.

Dear Wyoming Business Council Members,

June 19, 2015

I have operated a Pediatric Occupational Therapy Practice out of Cody for the past twenty years. My catchment includes the entire Bighorn Basin and Red Lodge. In addition to my individual services to families, I have worked a great deal in program development and interagency collaboration. This has included collaboration and consultation with various school districts, early childhood providers, adult DD providers, and local hospitals and physicians. I am delighted to hear of the recent efforts by the City of Cody on the Boundless Play Park project. The benefits to local children and their, often extensive, network of family and caregivers would be great. However my endorsement of this project is based on benefits beyond these.

For the families I serve, Cody competes as a regional destination for recreation, shopping, and dining. Accessibility and family inclusive environments figure significantly in a family's choice of where they will spend the day or weekend. The accessibility of Cody's Quad Center is a prime example of this draw. Many of my families now travel to Cody (instead of Billings) for their consumer activities because they can also enjoy the "Rec Center's" accessible facilities. The Boundless Play Park would further weight their decisions in the direction of Cody.

I assume that a similar effect is enjoyed by Cody's tourism industry, with families choosing vacation destinations based on amenities for inclusion and accessibility. Indeed I have assisted many of my clientele in vacation planning processes where accessibility and family inclusive experiences were the primary criteria.

Additionally, I believe that the Boundless Play Park project could positively influence workforce recruitment. As many as 5 or 6 times a year I will receive a call from families, or professionals assisting them, who are from outside the area. In considering relocation for professional and/or lifestyle reasons, they are asking about local availability of services and amenities for individuals with disabilities. Invariably these queries touch on concerns of accessibility both in the commercial environments and in local recreational opportunities. Interestingly, one such call was from a father who was chiefly concerned that his prospective community would be accessible and welcoming to visits and vacations from a family member (a nephew) not relocating with him.

For me, these repeated experiences inform an argument that the Boundless Play Park project would do more than continue Cody's commitment to accessibility and inclusive family recreation. This project will also positively impact regionally based commerce, tourism, and workforce recruitment. I heartily encourage The Wyoming Business Council's support of this project. Please contact me if I can be of any further assistance.

Stuart T. Kuchel, MS, OTR/L



CODY COUNTRY CHAMBER OF COMMERCE

June 16, 2015

Ms. Julie Kozlowski
Business Ready Communities and Community Facilities Program Manager
Investment Ready Communities
Wyoming Business Council
214 West 15th Street
Cheyenne, WY 82002

Mr. Rick Manchester
Director for Parks, Recreation, and Public Facilities
1402 Heart Mountain
P.O. Box 2200
Cody, WY 82414

RE: Mentock Park Project

Dear Ms. Kozlowski,

On behalf of the Cody Country Chamber of Commerce, I am honored to correspond with you regarding the Mentock Park Project and the positive impact on business development that this project will have on Cody. As both the City of Cody and Forward Cody can confirm, Cody – with nearly 10,000 residents – offers a higher quality of life at a lower cost of living. Nevertheless, a critical component is missing consisting of ADA compliant facilities that provide recreational opportunities for the disabled, who comprise a growing percentage of the American population.

Cody takes pride in welcoming over 460,000 visitors and dozens of relocating families each year, and an important promotional propaganda in attracting these individuals is the proclamation that Cody is an inclusive and “family-friendly” town. In most cases this is true: the economic factors provide Cody with a competitive advantage over comparable communities such as Jackson Hole. This propaganda is particularly important to the Chamber of Commerce, which drives business development by directly servicing an increasing number of visitors and relocating families.

In our efforts to increase the local investments, the Chamber of Commerce responds to more than 149 relocation requests in detail by answering questions regarding the quality of the school system, healthcare, parks and public facilities. There exists a slight disconnect, however, between the propaganda and the competitive advantage, because the parks and public facilities in this “family friendly” town are not inclusive and currently fail to meet the needs and requests of a significant percentage of the constituents, consisting of visitors – who ensure short-term economic gains – and relocating families, who ensure long-term economic gains.

The inquiries for ADA compliant facilities are frequent and the potential to service this market is substantial. A mere week ago we welcomed the Western State Deaf Campers, a convention of nearly 350 deaf and hard of hearing individuals. They contacted the Chamber of Commerce over a year ago to ensure that Cody could accommodate their group. In this case we could confidently promote Cody as a destination, thereby securing an estimated \$183,750 in visitor spending for the week between June 7 and June 14. Naturally, we want to attract these sorts of conventions, and developing ADA compliant facilities would add sustenance to our promotional propaganda and competitive advantage.

Improving our facilities in terms of ADA compliance achieves more than an increase in direct monetary investments in the local economy, thereby driving business development. These improvements are also capable of adding intangible value and increasing the indirect monetary investments by characterizing our community. Cody has a 13.6% of veterans, for example, more than twice the amount of other city comparisons, and disabled veterans should have access to a safe park where they can enjoy an afternoon with their grandchildren. The VFW is a member of the Chamber of Commerce, as is NOWCAP Services – a mission based organization that offers nationally accredited supports to adults and children with all sorts of disabilities across Wyoming. The Chamber has recently established a partnership with NOWCAP Services in an effort to provide assistance to this under-represented group in the Cody community. The young adults of that group should have the ability to spend an afternoon playing in the sun as well.

As the principal business advocacy group, the Chamber of Commerce has a responsibility to provide members like the VFW and NOWCAP Services, along with the remaining 587 members and businesses, with a voice and opportunities for business development. The Mentock Park Project not only provides sustenance to the inclusive and “family friendly” Cody propaganda, but the project also adds intangible value that correctly characterizes the town. ADA compliant facilities are a critical component of communities in this day and age, and the Chamber of Commerce is confident that the Mentock Park Project will have a positive impact on the competitive advantage and growth of businesses in Cody.

Thank you in advance for your generous support, and please do not hesitate to contact me with questions regarding the Mentock Park Projects and its positive business development impact.

Sincerely,



Sheila Enriquez Lucas
Visitor and Membership Manager
(307) 586-1570
cody@codychamber.org



June 12, 2015

Wyoming Business Council

This is a letter of support for the All Inclusive Playground to be built at Mentock Park in Cody, Wyoming. The Cody Rotary Club has unanimously voted to support this program over other programs which the city had on their list of needs. This particular project will have wide reaches throughout the community, region and state.

The All Inclusive Playground allows for children of all abilities to share in activity, as well as parents and grandparents. This will not only enhance the lives of those who have disabilities, both physical and mental challenges, but also those who are fully abled. Having all abilities of children playing together will create the atmosphere of inclusivity and will meet the state motto of "The Equality State."

The Cody Rotary club is made up of 62 individuals who include a wide array of business owners, executives and leaders throughout the community. Quality of life is a critical element for why people choose where to live. Many in the club have stated that during recruitment of new employees from other parts of the country, quality of life for not only the potential employee, but also their family members is a key element.

You will have received letters from other members of the Rotary club to include Bruce Eldredge, CEO of the Buffalo Bill Center of the West and Doug McMillan, CEO of West Park Hospital to explain specific impact on their recruitment, retention and overall employee wellness needs.

We find there are people who move to Cody, many times have come here for a vacation and fell in love with the town. By having this amenity will attract additional people to our community, supporting workforce needs, and potentially support the recruitment efforts of Forward Cody, our economic developer agency. This amenity will show that our community is accepting, welcoming and has created an inclusive element that brings all levels of ability together.

The Cody Rotary Club has pledged \$100,000 toward this project. Additionally the club members will be involved in hands-on efforts to make this a reality.

Kathy Crookshanks
Cody Rotary Club
President 2015-16

720 Sheridan Avenue
Cody, WY 82414

T 307-587-4771
F 307-587-5714

June 12, 2015

Julie Kozlowski
Business Ready Communities & Community Family Facilities
Program Manager
Investment Ready Communities
Wyoming Business Council
214 West 15th Street
Cheyenne, WY 82002

Dear Ms. Kozlowski:

This letter supports the Boundless Play Park project submitted by the City of Cody Parks and Recreation Department. While on its surface, the Boundless Play Park Project is a wonderful quality of Life amenity that has received exceptional active interest from the Cody community, I would like to recount the positive aspects that this project as and will have on our community from a job creation and business development aspect.

Currently, The Buffalo Bill Center of the West has used the discussion of this project to develop a clear understanding of the positions at our Center that could be held by members of the community who are challenged either physically or mentally. Discussing this project has directly led to hiring two additional individuals who might otherwise not find work here in the Cody area. Diversity in our workforce means not just racial, gender or heritage diversity; it means diversity of skills and abilities as well. Annually we welcome almost 200,000 people to our Center and our workforce needs to reflect those individuals, many of whom are physically or mentally challenged. This project is a demonstrated way for our community to say that it welcomes this kind of diversity at all levels.

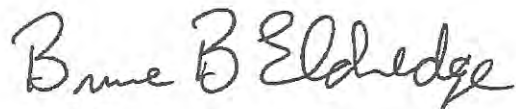
As an employer, I know that the recruitment and retention of staff are important issues in workforce development in the state. I annually recruit staff from all over the country, many of whom must hold advanced degrees. Getting them to come to a small rural community is not an easy task and often those who do decide to work for us cite the many elements in Cody which reflect on the quality of life in our community. Having this Boundless Play

Park project completed in our community will make recruitment and retention an easier task. I have spoken to many potential employees who look for good medical care, a great school system and the community amenities that go along with an exceptional quality of life. I estimate that over the past five years of the 45 individuals we have tried to recruit to our Center that 15 had individuals in their immediate families that could benefit from this project. The Boundless Play Park would have been an additional tool that I could have used to make the candidate for one of our positions say yes to working for us and living in the region.

I am reminded that this project is not just about children with challenges; it is also about caregivers, grandparents, parents and others who come to our community. The act of playing together and experiencing together is a powerful engine for recruitment to our region. So many people I speak to have come to Cody to set up businesses or to work because of the quality of life elements that this Boundless Play Park represents.

I urge you to support this unique project for our community and state.

Sincerely,

A handwritten signature in black ink that reads "Bruce B Eldredge". The signature is written in a cursive, flowing style.

Bruce B. Eldredge
Executive Director & CEO



PARK COUNTY SCHOOL DISTRICT 6

Special Services
Cody Public Schools
919 CODY AVENUE
CODY, WYOMING 82414
(307) 527-6332 Phone (307) 587-6422 Fax

June 10, 2015

Dear WY Business Council Members:

As the Special Education Director for Park County School District 6, I am delighted to see the City of Cody's application to the Wyoming Business Council for funds to establish Mentock Park as a Balanced and All Inclusive Playground. I have worked with families of children and youth with disabilities since 1978 and have heard thousands of stories of success, challenges and grief. Quality of life is critical for each and every one of us. For people with disabilities, achieving a life of quality is sometimes an insurmountable challenge. I have witnessed this as the director of special education at the school district level and from the state level as the State Director of Special Education in both Wyoming and Colorado. Having previously worked for the State of Colorado, making a decision to return to Wyoming and specifically to Cody, was all about my own quality of life. My mission is to be part of any effort possible to allow others to experience what they would consider a life well lived, contributing to a community they love. This inclusive park would contribute much to the lives of those who have disabilities in our community and to their family, friends and neighbors.

Currently in Park County School District 6, we serve over 300 children and youth with disabilities, and their families. In the past year, I had conversations with no less than five families who are relocating to Cody from various states across the country (e.g., WA, NJ, OR, TX) due in large part to the services available to children with disabilities in WY's school systems, but also for employment opportunities in Park County. Recruiting and retaining these professionals will not only depend upon the schools, but what a community like Cody has to offer in terms of the quality of life that these families are seeking as they relocate from more urban areas in the country. As these parents reached out to me over the months leading up to their move to Cody, our conversations centered on what was available in the schools, but just as important, what our community had to offer that would afford them recreational and leisure time activities as a family.

Long term, one of my goals as an administrator in Park County School District 6 is to see our young people with disabilities become viable contributors to the economy of Cody. That will happen as a result of appropriate college/career ready skills obtained through school and a strong desire to stay in a community that offers them not only employment (e.g., upkeep of an inclusive park) but access to the activities that make Cody such a unique place to live; the preferred entrance to Yellowstone National Park! The project at Mentock Park is one such example of a value-added driver for the economy and vibrancy that makes Cody an exceptional place to live, work and play.

I urge the Wyoming Business to strongly consider this worthwhile project! As a school district, we will certainly promote a balanced and accessible park as one more reason to come to Cody with your family whether it is just to visit or to stay for life.

Sincerely,

A handwritten signature in cursive script that reads "Peg Monteith".

Peg Monteith, M.Ed.



Colleen Hodson
Executive Director

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Ranch
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P.O. Box 2307
Cody, WY 82414

307.587.2339
info@duderranch.org
www.duderranch.org

June 5, 2015

Ms. Annalea Avery
City of Cody
PO Box 2200
Cody, WY 82414

RE: Support of the Mentock Park Project

Dear Ms. Avery:

I am excited to write a letter in support of the application for the Mentock Park project that is being submitted to the Wyoming Business Council Business Ready Community Grant program for a Community Enhancement Grant by the City of Cody.

The Dude Ranchers Associate is a national organization that is spread out across America and parts of Canada and we are proud to have Cody, WY as our home base. The Dude Rancher's Association is the governing body of the West's Dude Ranch industry. Created in 1926, it provides an organized structure for members, in which they are able to exchange ideas and experiences in an effort to uphold the highest quality of services within the industry. The Association promotes the western ranch vacation which is a significant part of Cody's tourism industry.

You may be asking yourself "what does dude ranching and vacationers have to do with this project?" my answer to this is that we are a bridge, a network between Cody and the plethora of potential opportunities waiting to be discovered. This project is meant to be inclusive, broadminded, and promote a quality of life that would make someone want to live and work in this community. Not only do the several dude ranches in Cody bring in a significant number of vacationers and boost Cody's economy through tourism, we are a link for potential new businesses, real-estate investors, and families looking to relocate to the area. Having a playground that meets the needs of anyone that comes through our doors is a fantastic opportunity for Cody to show case it's self as a community that cares, which in turn encourages businesses and families to be a part of this progressive community.

The Mentock Park project is the true essence of genuine western hospitality and promotes a quality of life and sense of community that we encourage. We are proud to support this project and the City of Cody's efforts in seeking grant funding.

Best,

Colleen Hodson, Executive Director
The Dude Ranchers Association



Rick,

I grew up in Cody- went to Sunset Elementary School (Go Stallions!) and graduated from Cody High School (Go Broncos!). When I was a kid, I used to ride my bike all over town, play whiffle ball with the neighborhood kids (mostly boys)- in any yard or park we could find available, and some of my most fond memories are of attending my brothers' baseball games at all of the various baseball fields. (I used to pray that the wind would stop blowing so the games did not get cancelled.)

I moved away for a few years out of college and came back to Cody to have a family. My husband and I felt very strongly about raising our children in a smaller community. I have a wonderful career in Cody at Berkshire Hathaway Brokerage West as a Realtor. My experiences as a mother and a full time professional in real estate have given me strong opinions about what I feel this community needs. And the Mentock Park Project is needed.

My clients come to town and on our first outing, I typically drive them around the community. My first stops are the rec center and Riley Arena (often taking them inside to see the facilities). They are always impressed with what our community has to offer as far as recreation, exercise, rec events and therapy. Then I point out the library, post office, grocery store as I drive up to Beck Lake Park. EVERY time I have driven clients through Beck Lake Park and pointed out the dog park, Lion's Park, lakes and fishing, noting the bike trails as well- they are decided. Most people moving into Cody have no clue about the amenities at Beck Lake Park and don't see it from the road- so they have no idea it exists. It's a huge selling point for retirees, families, and young professionals moving to the area. Those are the places I drive by FIRST.

City Park and the Concerts in the Park have been fabulous for Cody! Talk about a sense of community! And families that already live here as well as families moving to Cody will be impressed with the improvements at Mentock Park. Soccer games, barbeques, outings- Mentock is a perfect location for activities and this inclusive park will only enhance the area and what is already offered there. To have a playground that meets ADA standards is extremely important and will most certainly be utilized- I don't know that most people realize that. The families and kids that will benefit the most are those live blocks away in all of the new apartment housing and surrounding neighborhoods. Most of the newer construction projects do not have yards- how easy to walk down to Mentock park every day in the spring, summer and fall!

Lastly and as a side note: Not many years ago my husband and I were thinking about re-locating, moving out of Cody. At that period of time Beck Lake Park was improved, Canal Park was completed and the Concerts in the Park had begun. A few downtown businesses had opened as well that encouraged us to give Cody a second chance. Because it seemed that the City was changing and moving forward in a direction that agreed with us and was more family friendly- it was very encouraging. I'm glad we stayed and we see that The City of Cody continues to work toward improvement- we are building a sense of community here and above all, that is what is most important. Mentock is the ideal place for this inclusive park and I look forward to taking my nieces and nephews and even grandchildren there to play!

Sincerely,
Erynne Selk

—
Erynne Selk
Associate Broker
Berkshire Hathaway HomeServices
Brokerage West, Inc.
1432 Sheridan Ave.
Cody, WY 82414
[307 587-6234](tel:3075876234)

June 5, 2015

Ms. Annalea Avery
City of Cody
PO Box 2200
Cody, WY 82414



RE: Support of the Mentock Park Project

Dear Ms. Avery:

We are excited to write a letter in support of the application for the Mentock Park project that is being submitted to the Wyoming Business Council Business Ready Community Grant program for a Community Enhancement Grant by the City of Cody.

We are longtime residents of Cody, WY and have been in business as Bromley Construction and Log Homes for over 30 years and are members of the Cody Country Chamber of Commerce. Many of our clients are those who are seeking to relocate to the area as retirees, families, and business owners themselves. All of whom encourage economic development in Cody, WY. Currently we meet with those clients at our commercial property closely located to Mentock Park.

Having an all-inclusive ADA compliant service park for multiple ages and abilities directly ties into the businesses surrounding it. Not only does a park of this nature encourage a strong and healthy workforce to want to bring their families to the area but it is something that our clients, and many other business professionals, will notice and want to be a part of. This quality of life enhancement will not only affect the community in a positive way but it will also encourage a healthy business community.

As a multigenerational workforce and family we personally realize the need for a playground structure such as this. It is more important than ever for communities to appeal to new generations joining the workforce and we recognize, with our own employees and clients, that quality of life is a key factor in decision making for workers and businesses alike.

It is our pleasure to fully support the Mentock Park project and the City of Cody's as they seek grant funding to enhance the community.

Best,

A handwritten signature in black ink that reads 'Mike & Linda'.

Mike and Linda Bromley
Bromley Construction and Log Homes, LLC



AUCTIONS AND REAL ESTATE

1131 13th St., Suite 101 • Cody, WY 82414

June 5, 2015

Ms. Annalea Avery
City of Cody
PO Box 2200
Cody, WY 82414

RE: Support of the Mentock Park Project

Dear Ms. Avery:

It is my pleasure to write a letter in support of the application for the Mentock Park project that is being submitted to the Wyoming Business Council Business Ready Community Grant program for a Community Enhancement Grant by the City of Cody.

As a local real-estate broker, auctioneer, owner of several commercial properties, and a person who has completed significant development within the community, I believe I can speak to the benefit that the Mentock Park project will have on the business community. I currently own vacant business property directly across from Mentock Park and I am in full support of a project that I believe will increase the quality of life of the driving workforce in the area and will be a draw to businesses and employees that are looking to locate to our region.

Parks provide intrinsic environmental, aesthetic, and recreation benefits to our community. They are also a source of positive economic benefits. They enhance property values, increase municipal revenue, bring in homebuyers and workers, and attract retirees. Bottom line, parks are a good financial investment for a community.

Further, an all-inclusive playground would enable those currently living in the area to enjoy our beautiful scenery and would demonstrate that the City of Cody and the State of Wyoming values all of its citizens and visitors alike by providing play areas accessible to everyone. Having the first all-inclusive playground, that is safe and accessible to any age or skill level, increases Cody's ability to attract businesses while encouraging healthy growth in our labor force. Investment into our community correlates to a significant business retention incentive.

In conclusion, I fully support the efforts of the City of Cody as they seek grant funding for the Mentock Park project which will in turn promote economic health by enhancing the community. This project is exciting, and will no doubt strengthen the surrounding community.

Sincerely,


Harold Musser



June 2, 2015

Julie Kozlowski, Program Manager
Business Ready Community Grant and Loan Program
Wyoming Business Council
215 W. 15th Street
Cheyenne, WY 82414

Dear Julie,

I have the extreme pleasure of being able to weigh in on the City of Cody's Mentock Park project from several angles. You obviously know my role in economic development in our community, but you may not know of my involvement in Cody as a Rotarian and also as a parent. The Mentock Park proposal is one that makes me excited to be a part of this community at all levels.

I'll start by saying that the team engaged in the development of this project has left no stone unturned. They've done their homework, they've led the public process and they put together a spectacular application for your review. I think you'll find in your site visit that Rick Manchester, Anna Lee Avery and Ashley Lundvall not only have their hearts in the right place, but their minds as well. This effort simply makes sense.

People may wonder how an accessible playground would impact the economic development of a community. As you well know, I live and breathe the Building Blocks of Economic Development. We as economic developers know that **community systems do not operate independently**. It is imperative that we mobilize an engaged leadership, quality infrastructure, a skilled and dedicated workforce and a vibrant quality of life to build a viable place in which businesses can thrive.

In our work at Forward Cody, we have occasion to visit with existing businesses as well as those who wish to move here. Invariably, we hear about the building blocks that matter the most to that company! I know that for Cody, one key building block is workforce. So you might ask, "How would a playground help build workforce? - What do these kinds of amenities have to do with anything?" Believe me, many times, it's the little things that make the biggest difference!

In sales, trainers talk a lot about the moment of truth -that point in time where you either keep people's attention or you don't. For communities, it's the same. People quickly gain a sense of the community as they drive into town. As Forward Cody is selling our community to nearly a million visitors a year, that moment of truth becomes critically important. It determines if people will even stop, or perhaps stay another day. Obviously, if they don't stop ... we could never have a conversation about their business or family relocating here. That sense of vibrancy – positive, uplifting and inspiring or the opposite guides their decisions. You can bet that in the recruitment of businesses which ultimately means recruiting families and workers, that this initial reaction is critical. I recall driving for hours to interview for a job early in my career. As I drove into the community, I began to imagine living there. My whole perception, and subsequent performance on the interview were directly linked to that initial perception.

While this dissertation may seem all warm and fuzzy, it actually has data to back it up! In 2014, the Sonoran Institute conducted a survey to determine the "value of place" in economic development. That survey and its analysis provided some really interesting facts. When asked, **"How important are the following factors in your decisions to locate or maintain your business in the community?"** the overwhelming response was "Overall Quality of the Community" garnering a ranking of 4.5 out of 5 points! This factor topped a comprehensive list which also included Safety -4.1, Favorable Zoning -3.4, Tax Structure -3.1, and Business Incentives -2.7. It's interesting that many of the factors commonly held as the hallmarks of economic development programs fall so far down the list.

From this one question, it is simple to see that **our ability to attract and maintain businesses and families has a direct correlation to the quality of community.** Further questions in the survey provide additional support to this statement. The survey found that people who are moving are truly seeking great places to live. Most people (44%) consider the job and overall community at the same weighting. People won't simply move for the job! In fact, survey respondents indicated that 83% of respondents will **sacrifice salary** for opportunity to live in an ideal community!

Another study of employees at KPMG found that quality of life in a community increased the attractiveness of a job by 33%. In simple terms, it stands to be the difference between gaining highly skilled people or losing them to another community.

Parks and related amenities also spur investment in homes and in commercial development. Back in 2001, the National Association of Realtors indicated that 57% of survey respondents would prefer to place their home close to a park or open space. More recent trends in urban planning show an increase in commercial development in landscaped and manicured business parks. Open space, water features and outdoor amenities highlight the campuses of many large corporations, primarily to attract and encourage a family feeling around the business. Smaller communities with great parks can command the investment of companies seeking this type of environment.

Creating great places is a key role of economic development in establishing an environment that attracts talent, workforce and companies. It's a building block we pay little attention to, but need to do more!

But playgrounds have an even greater role for economic development. While one pillar of our profession is jobs, another is growth in the tax base. Work done by the American Association of Planners reports that real property values increase as a result of the addition a parks and park amenities. This is not a new finding. Fredrick Law Olmsted tracked the property values adjacent to Central Park (New York City) 100 years ago and found that over a 17 year period property values increased by \$209 million. Communities across the country have followed that example and observed property values increasing in double digits due to park development. A major function of economic development is the growth and strengthening of tax base. These improvements also provide a hedge against declining property values. Well-kept facilities help nearby neighborhoods hold their value.

Being a sales tax state, a significant portion of our local government operating general fund comes from sales tax proceeds. Amenities which cause people to stop and extend their stay can and will grow sales tax and lodging tax revenues which in turn support the local government's ability to maintain and improve these facilities.

As you know, the Cody community has been a hospitality community for years. Our founder, Buffalo Bill Cody was a showman his entire life and all that he did reflected that. Our community carries forth that tradition in trying to remain a genuine and authentic western town. We fight the constant battle of looking like "Generic America".

Our local Rotary Club understands the need to maintain this hospitality and also to be at the forefront of all that we offer to our guests. It is my understanding that no other accessible playground of this type exists in the state. Why shouldn't the first playground in Wyoming of its type be in Cody? We have the first National Park and the first National Forest. It's where dude ranching and guiding began in America. It's really about sense of pride in offering "Service above Self"-the Rotary motto. I'm sure the application contains this information but the Cody Rotary Club has committed \$100,000 towards the completion of this project plus will serve as boots-on-the-ground labor and the removal of the old playground and installation of the new one. Our club has never made this large of a commitment for a single project before! I personally have committed to serve as one of several project foremen for the project.

Know that Rotary is a collection of the leading business people in the community ranging from our tourism venues to financial institutions to our medical community. All facets are represented well, and quite frankly, if you want something done, you go to Rotary.

So beyond the business reasons and the community reasons lies the personal reason that we do what we do. It's really at the heart of who we are as people, most importantly how we treat others. This project simply represents an opportunity to do the right thing for the people who live here and in the many who visit here. As we watch the Baby Boomers aging, many of them raising their children's children, we'll see an increased need for the availability of accessible play places. One rarely finds the playground in Cody that does not have Grandparents supervising a batch of little kids. While we all may wish this was not the case, it's become the new norm. The interesting part about people's first reaction to this project is the sense that there just aren't very many wheelchairs around. Point blank, this playground is not just about wheelchairs. It is about access by people of all ages, capabilities and physical handicaps. It provides the opportunity for every person to engage in play. And really what is play? To me, it's that place where children learn to interact with others and simulate relationships which they will use their entire life. It is a place where they can develop social skills, nurture their imagination or creativity, hone their analytical and problem solving skills and develop a sense of self. These important lessons, learned in playful interaction, are carried forward in our work.

We know from local experience that our children leave, become educated and seek employment where employment is available. Just yesterday, the Governor said that 60% of our Wyoming graduates leave the state. This brain drain can be reversed by creating quality communities in conjunction with quality jobs. You simply can't separate one from the other.

We also know that as our youth grow older, get married and have children, they become ideal targets for repatriation. With so much turmoil in the world, it is my observation that people are seeking safe haven from the chaos of the outside world. I know that I cringe every time I turn on the news, but then remember where I live and why. You know that the first thought of young parents is safety and security. The better quality life that we provide our kids now leads towards our ease in bringing them back later. What better opportunity than to bring them back home!

So as you consider this project, consider that this all important building block-*that of place making*, is rapidly becoming one of the most crucial in our effort to build and maintain workforce and to recruit companies.

Forward Cody, our Rotary Club and I would appreciate your support for this project!

Sincerely,



James Klessens
CEO/President

Cc:

Annalea Avery
Rick Manchester
Leah Bruscino

Rick Manchester, Director
Parks, Recreation, and Public Facilities
City of Cody
P.O. Box 2200
Cody, WY 82414



Tuesday, May 26, 2015

Mr. Manchester,

I am writing this letter in full support of the All Inclusive Playground Project at Mentock Park here in Cody. I experienced my first all inclusive playground in the summer of 2013 during the Ms. Wheelchair USA pageant, and it was life changing. As a wheelchair user and a mother, I was able to actively participate in my daughter's play for the first time. Instead of being forced to sit on the sidelines as a passive observer, I spent the afternoon interacting with her and other children in a way I will never forget.

Across the country, communities are beginning to understand the importance of all inclusive play for children with disabilities and their able bodied peers. Not only does this allow them to enjoy accessible play and exercise together, it teaches them empathy, encourages understanding, and builds new relationships. I am so proud to live in a community that is passionate about all inclusive play and to see Cody build the first playground of its kind in Wyoming.

I am excited about this project and the difference it will make in the lives of children of all abilities, as well as their families, and for future generations to come.

Thank you,

Ashlee Lundvall

Ms. Wheelchair USA 2013

Ashlee Lundvall
22 Goshawk Drive • Cody, WY 82414

307-254-2064

ashlee@ashleelundvall.com • www.ashleelundvall.com



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Sarah Mikesell Growney
Matt Hall
Dan Haman
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Jacob Ivanoff
Melissa Allen
Jake Fulkerson
Alan Rosenbaum
Dave Treick
Stan Wolz

Shoshone Recreation District
1402 Heart Mountain Street
PO Box 1531
Cody WY 82414

(307) 527-3484
rickm@cityofcody.com
Rick Manchester
Director

(307) 527-3485
jo@cityofcody.com
Jo Selk
Administrative Secretary

May 6, 2015

Ms. Annalea Avery
City of Cody
PO Box 2200
Cody, WY 82414

RE: Support Mentock Park Project

Dear Ms. Avery:

We, the Shoshone Recreation District Board, are delighted to support the City of Cody's Community Enhancement Grant that is being submitted to the Wyoming Business Council Business Ready Grant program for the Mentock Park project. By developing an interactive and all inclusive park within the community, you are benefitting local citizens, and also creating a destination recreation area, making Cody more desirable to new businesses and families looking to relocate to the area.

The Shoshone Recreation District (SRD) is particularly interested in this project for two reasons: 1) it enhances a facility already in place, updating it and creating a more attractive play area for citizens and transplants alike. 2) We continually seek collaboration on projects that fill a need for a population that is underserved in our community. Children with physical and learning disabilities currently have no access to parks in Cody, and likewise, disabled parents have little opportunity to access outdoor recreation with their children. This park addresses both of those concerns, while also making an outdoor play area full of fun and interactive amenities for all children and adults.

Mentock Park is in a prime location for residents, schools, and businesses. The location is housed on Cody's largest area of outdoor soccer fields, along with a pavilion and bike/skate park, which will result in maximum exposure to this park for both residents and those visiting for tournaments and competitions. Mentock Park would be the first all-inclusive playground within Park County and would bring the community together for play, socialization, learning, and healthy physical activity, and would adequately address our need for an accessible community playground for all ages and abilities.

We commend your hard work and dedication to this project. We write fully supportive of the efforts of the City of Cody as it seeks grant funding for the Mentock Park project designed to provide a safe and inclusive area for our entire community to convene, support each other, and play.

The Shoshone Recreation District, during the budget planning process for the 2015-2016 fiscal year, has committed \$25,000 toward the cash match for the Business Ready Grant. The final approval process, Pubic Budget Hearing, takes place Wednesday, July 15, 2015.

If you have any questions, please contact Rick Manchester at 307-527-3484 or email to RickM@cityofcody.com.

Sincerely,



Sarah Mikesell Growney, Chair
Shoshone Recreation District

May 6, 2015

**Cody
Recreation
Foundation**



**Foundation Board
Members**

Doug Weedin
Chair

Nancy Axthelm
Vice Chair

Jandy Meabon
Treasurer

Marc Thompson
Secretary

Rick Manchester
Director

P.O. Box 1531
Cody WY 82414
307-527-3493

codyrecfoundation@gmail.com

codyrecreationfoundation.org

Ms. Annalea Avery
City of Cody
PO Box 2200
Cody, WY 82414

RE: Support Mentock Park Project

Dear Ms. Avery:

It is my pleasure to write a letter in support of the application for the Mentock Park Inclusive Playground. I am pleased that the project is being submitted to the Wyoming Business Council Business Ready Community Grant program for a Community Enhancement Grant by the City of Cody.

Development of an interactive and all inclusive park within the community is not only a benefit to the local citizens but also an attractive recreation area that enhances the community facilities and makes Cody a more attractive location for new businesses and families looking to relocate to the area. This project is important to the Cody Recreation Foundation and the community that there are more opportunities for all people with all ability levels. Specifically I like this project because of the values it teaches to children that engage in inclusive play.

Mentock Park is in a prime location for residents, schools, and businesses. This project allows all from within the area to benefit from having a safe and accessible park that has multiple uses. There is an overwhelming need to provide accessibility to our community playgrounds for all ages and abilities. Mentock Park would become the first all-inclusive playground within Park County and would bring the community together for play, socialization, learning, and healthy physical activity.

In conclusion, I fully support the efforts of the City of Cody as they seek grant funding for the Mentock Park project designed to provide safety and inclusiveness and would become a symbol of coming together, playing together and supporting one another as a community.

The Cody Recreation Foundation is a not for profit organization that helps community projects with a parks or recreation vision, and the CRF has committed \$25,000 toward the cash match for the Business Ready Grant for the Mentock Park Project.

If you have any questions please call the Cody Recreation Foundation office or through email to RickM@cityofcody.com.

Sincerely,

Doug Weedin, Chair
Cody Recreation Foundation

"Building Our Future"

May 6, 2015

**Cody
Recreation
Foundation**



**Foundation Board
Members**

Doug Weedin
Chair

Nancy Axthelm
Vice Chair

Randy Meabon
Treasurer

Marc Thompson
Secretary

Rick Manchester
Director

P.O. Box 1531
Cody WY 82414
307-527-3493

codyrecfoundation@gmail.com

codyrecreationfoundation.org

Ms. Annalea Avery
City of Cody
PO Box 2200
Cody, WY 82414

RE: Support Mentock Park Project

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It is my pleasure to write a letter in support of the application for the Mentock Park Inclusive Playground. I am pleased that the project is being submitted to the Wyoming Business Council Business Ready Community Grant program for a Community Enhancement Grant by the City of Cody.

Development of an interactive and all inclusive park within the community is not only a benefit to the local citizens but also an attractive recreation area that enhances the community facilities and makes Cody a more attractive location for new businesses and families looking to relocate to the area. This project is important to the Cody Recreation Foundation and the community that there are more opportunities for all people with all ability levels. Specifically I like this project because of the values it teaches to children that engage in inclusive play.

Mentock Park is in a prime location for residents, schools, and businesses. This project allows all from within the area to benefit from having a safe and accessible park that has multiple uses. There is an overwhelming need to provide accessibility to our community playgrounds for all ages and abilities. Mentock Park would become the first all-inclusive playground within Park County and would bring the community together for play, socialization, learning, and healthy physical activity.

In conclusion, I fully support the efforts of the City of Cody as they seek grant funding for the Mentock Park project designed to provide safety and inclusiveness and would become a symbol of coming together, playing together and supporting one another as a community.

The Cody Recreation Foundation is a not for profit organization that helps community projects with a parks or recreation vision, and the CRF has committed \$25,000 toward the cash match for the Business Ready Grant for the Mentock Park Project.

If you have any questions please call the Cody Recreation Foundation office or through email to RickM@cityofcody.com.

Sincerely,

Doug Weedin, Chair
Cody Recreation Foundation

"Building Our Future"

May 5, 2015

Ms. Annalea Avery
City of Cody
PO Box 2200
Cody, WY 82414

Park County Parks & Recreation Board



RE: Support for the Mentock Park Project

Dear Ms. Avery:

On behalf of the Park County Parks and Recreation Board I am pleased to support the application for the Mentock Park project which is being submitted by the City of Cody to the Wyoming Business Council for a Business Ready Community Grant.

The Park County Parks and Recreation Board made a unanimous decision to support this very worthwhile project for the community of Cody and their citizens. The Mentock project truly reflects the type of project that the Park County Rec board looks for to support financially for the betterment of the citizens of Park County.

As the Park County Parks & Recreation Board, we are very excited of seeing this project come to fruition thru our moral and financial support. We will be working closely with the City of Cody to see this project to completion.

Park County Parks & Recreation Board has allocated \$25,000.00 towards this project.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Duane Farley'. The signature is stylized with loops and a long horizontal stroke at the end.

Duane Farley

Chairman

Park County Parks and Recreation



CODY COUNTRY CHAMBER OF COMMERCE

May 4, 2015

Ms. Annalea Avery
City of Cody
PO Box 2200
Cody, WY 82414

RE: Support Mentock Park Project

Dear Ms. Avery:

Please accept this letter of support for the application for the Mentock Park project that is being submitted to the Wyoming Business Council Business Ready Community Grant Program for a Community Enhancement Grant by the City of Cody.

Development of a park of this type is very important for our community – both for residents and our guests who travel here from around the world. The Cody Chamber welcomes this project because we want to be as inclusive as possible as we extend true western hospitality to our visitors.

Mentock Park is in a prime location for this type of park and there truly is a need to provide an accessible, first-rate playground for people of all ages and abilities. This would be the first all-inclusive playground in Park County and would bring the community together for play, socialization, learning and healthy physical activity.

On behalf of our nearly 600 members, the Cody Chamber fully supports the efforts of the City of Cody as they seek grant funding for the Mentock Park project designed to provide a safe and inclusive play area for our community and guests.

Sincerely,

Scott Balyo
Executive Director
Cody Country Chamber of Commerce



City of Cody
PO Box 2200
Cody, WY 82414
Attn: Annalea Avery

Dear Ms. Avery,

West Park Hospital District is honored and pleased to provide our letter of support to the City of Cody in your endeavor to build an ADA compliant park with all-inclusive play equipment for persons of all ages and abilities to enjoy.

This type of equipment is not found in our community, making it difficult for persons with limited mobility to have a safe, fun and social environment to interact. We congratulate you and your team in recognizing this essential need in our community, and encourage you in this new construction.

If you need to contact us, you may email me at dmcmillan@wphcody.org or call me at (307) 578-2488.

Sincerely,

Doug McMillan, CEO
West Park Hospital District

**Cody Rotary Club
PO Box 2215
Cody, WY 82414**

April 22, 2015

Annalea Avery
City of Cody
PO Box 2200
Cody, WY 82414

Dear Ms. Avery:

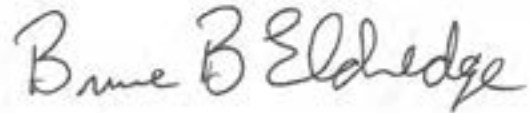
As President of the Cody Rotary Club, I would like to register the support of our 63 members for the development of an inclusive play park at Mentock Park. The Rotary Club members voted unanimously to raise \$100,000 to help the City of Cody develop the first inclusive play park in Wyoming. Our 62 members represent a good cross section of our community and we were exceptionally moved to hear about the need in our community for a play park that would accommodate children and their families with a range of disability issues- from no disabilities to those who are profoundly disabled. The ability of disabled and non-disabled individuals to use the park together was especially compelling. This would be the first inclusive fully ADA compliant play park in the state of Wyoming. We heartily endorse the City's Wyoming Business Council grant application for \$250,000 to help make this project a reality.

The Rotary Club has committed its volunteer time in addition to its financial commitment for this project. Club members will demo the existing play park and organize other community volunteers to help with the installation of the new park and its equipment, all under the direction of trained personnel from the equipment manufacturer. The play equipment will offer different challenge levels for all park users. In addition, a range of disabilities/abilities will be accommodated including areas for children with autism who may require a less noisy and stressful environment. The unitary surfacing of the play park will also help accommodate children of all ages and will make travel over the surface of the park easier for children and adults with mobility issues.

The Rotary Club has had a long association with Mentock Park. We have worked on various small projects in the park and we now want to do a major project there. The Rotary Club began fund raising to complete our pledge for this project with our Cody Rotary Show held April 10 and 11, 2015. It looks like we have raised about \$25,000 towards our goal of \$100,000. We expect to conclude fund raising for our \$100,000 commitment in the fall of 2015.

Should you have any questions, I can be reached by phone or email at the numbers and email address below.

Best wishes,

A handwritten signature in black ink that reads "Bruce B. Eldredge". The signature is written in a cursive style with a large, stylized 'B' at the beginning.

Bruce B. Eldredge

President, Cody Rotary Club

Email: bruce@centerofthewest.org

Phone: 509-993-5981 (cell) 307-578-4069 (work)



BOYS & GIRLS CLUBS
Of Park County

Administrative Office
308 16th St.
Cody, WY 82414
Office: 307-527-7871
Fax: 307-527-7887
www.bgclubs-park.org

April 22, 2015

Ms. Annalea Avery
City of Cody
PO Box 2200
Cody, WY 82414

Officers:

Victor J. Riley, Jr.
President Emeritus

Ty Nelson
President

Jody Whitehead
Vice President

Jess Kary
Treasurer/ Secretary

RE: Support Mentock Park Project

Dear Ms. Avery:

Boys & Girls Clubs of Park County gives our full support for the efforts of the City of Cody as they seek grant funding for the Mentock Park project as our organization and our members use the community parks in Cody on a regular basis. The Boys & Girls Clubs of Park County understands that this endeavor would focus on safety as well as physical, sensory and social activities by providing the following;

- o Multiple challenge levels for different ages and abilities to keep all actively engaged;
- o Grouping activities to encourage engagement;
- o Pods, rooms, and zones to assist with children who have autism, sensory or spatial issue disabilities by providing quieter play activities;
- o Unitary surfacing, making it easier for those with medical equipment, wheelchairs, walkers, or strollers to navigate through the playspace.

By offering an increased quality of life through handicap-able park facilities, it is encouraging to know that a structure like this will not only benefit the needs of local families but it will also increase the community's attractiveness to potential businesses and families looking to relocate.

Should you have any questions please feel free to contact me at the number provided above.

Sincerely,

Tina Bernard, CPO
TB/sc

Directors:

Willis McDonald

Lisa Oilar

Jennifer Hieb

Staff:

Tina Bernard
Chief Professional Officer
307-527-7871/307-754-0202

Maggie Gayman
Cody Unit Director
307-527-7871

Tiffany Wutzke
Powell Unit Director
307-754-0202

Shelly Cerkar
Administrative Assistant
307-527-7871

The Positive Place For Kids



1202 BECK SUITE B

C O D Y

W Y O M I N G

8 2 4 1 4

307-387-1331

FAX: 307-387-1661

www.crcwyoming.org

BOARD OF DIRECTORS

THOMAS "BUCKY" HALL
PRESIDENT
CODY

MARGIE JACKSON
VICE PRESIDENT
THERMOPOLIS

GRAHAM JACKSON
TREASURER/SECRETARY
CODY

DR. RALPH LOUIS
GREYBULL

DR. THUD RILEY
CODY

April 20, 2015

Ms. Annalea Avery
City of Cody
PO Box 2200
Cody, WY 82414

RE: Support Mentock Park Project

Dear Ms. Avery:

It is my pleasure to write this letter in support of the City of Cody's application to the Wyoming Business Council Business Ready Community Grant program, Community Enhancement Grant, for the Mentock Park project. Development of an interactive and all inclusive park within the community is not only a benefit to the citizens of Park County but also an attractive recreation area that enhances the community facilities and makes Cody a more attractive location for new businesses and families looking to relocate to the area.

As one of the 14 Child Development centers located throughout the State of Wyoming, Children's Resource Center understands the significance playgrounds have in a child's life and development. Playgrounds encourage young children to be physically active and enrich their development with play and social interaction. The benefits of a high quality playground include: motor planning, core strengthening, upper and lower body strengthening, vestibular stimulation, extremity coordination, and sequencing, cooperative play, conquering fears of being off the ground, hand-eye coordination, improve balance, as well as elicit speech.

Mentock Park is in a prime location for residents, schools, and businesses including Children's Resource Center. This project would allow all within the area to benefit from having a safe and accessible park that has multiple uses. There is an overwhelming need to provide accessibility to our community playgrounds for all ages and abilities. Mentock Park would become the first all-inclusive playground within Park County.

Playgrounds designed with accessibility for children with special needs promotes our organizations philosophy to assist all children, with or without delays, in their individual growth and development. It is for these reasons Children's Resource Center fully supports the efforts of the City of Cody as they seek grant funding for the Mentock Park project.

Sincerely,

Audrey M. Duke
Director of Development



PARK COUNTY SCHOOL DISTRICT 6

Cody Public Schools
919 Cody Avenue
Cody, Wyoming 82414

April 19, 2015

Annalea Avery
City of Cody
P.O. Box 2200
Cody, WY 82414

RE: Support Mentock Park Project

Dear Ms. Avery:

It is our pleasure to write a letter in support of the application for the Mentock Park project that is being submitted to the Wyoming Business Council Business Ready Community Grant program for a Community Enhancement Grant by the City of Cody.

Development of an interactive and all inclusive park within the community is not only a benefit to the local citizens but also an attractive recreation area that enhances the community facilities and makes Cody a more attractive location for new businesses and families looking to relocate to the area. This project is important to all of Park County School District 6 schools specifically because our students, staff, parents, and the Cody Community will benefit from the opportunity to use this incredible recreation area.

Mentock Park is in a prime location for residents, schools, and businesses. This allows all within the area to benefit from having a safe and accessible park that has multiple uses. There is an overwhelming need to provide accessibility to our community playgrounds for all ages and abilities. Mentock Park would become the first all-inclusive playground within Park County and would bring the community together for play, socialization, learning, and healthy physical activity.

In conclusion, we fully support the efforts of the City of Cody as they seek grant funding for the Mentock Park project designed to provide safety and inclusiveness and would become a symbol of coming together, playing together and supporting one another as a community.

Sincerely,

Ray Schulte and Betsy Sell
Superintendent /Assistant Superintendent
(307) 587-4283

April 17, 2015

Ms. Annalea Avery
City of Cody
PO Box 2200
Cody, WY 82414



RE: Support Mentock Park Project

Dear Ms. Avery:

It is my pleasure to write a letter in support of the application for the Mentock Park project that is being submitted to the Wyoming Business Council Business Ready Community Grant program for a Community Enhancement Grant by the City of Cody.

Development of an interactive and all inclusive park within the community is not only a benefit to the local citizens but also an attractive recreation area that enhances the community facilities and makes Cody a more attractive location for new businesses and families looking to relocate to the area. This project is important to *The Crane Academy* specifically because *as a child care facility we utilize the park on a daily basis when weather permits. We are located 1 block from the park, and have about 70 kids in our center. We have a wide range of children from 0-10 years old that attend our center. Currently we're only able to let our more mobile children attend park play as much of the equipment seems to be geared toward a higher agility level than toddlers are capable. New equipment that could encompass more age levels would be a great asset to the community of Cody. Working with children we try to provide them with as many sensory activities as possible, if the park had more of these things it would also help enhance the children's outdoor learning opportunities. All the way around the children that attended our center, as well as the community at large would greatly benefit from the Mentock Park Project.*

Mentock Park is in a prime location for residents, schools, and businesses. This allows all within the area to benefit from having a safe and accessible park that has multiple uses. There is an overwhelming need to provide accessibility to our community playgrounds for all ages and abilities. Mentock Park would become the first all-inclusive playground within Park County and would bring the community together for play, socialization, learning, and healthy physical activity.

In conclusion, I fully support the efforts of the City of Cody as they seek grant funding for the Mentock Park project designed to provide safety and inclusiveness and would become a symbol of coming together, playing together and supporting one another as a community.

Sincerely,

Megan Garza
Director
The Crane Academy

**WESTON COUNTY TRAVEL COMMISSION
P O BOX 655
NEWCASTLE, WYOMING 82701**

July 21, 2015

Mr. Robert Hartley
City of Newcastle
10 West Warwick
Newcastle, WY 82701

Dear Mr. Hartley:

We are happy to support the plan of the City of Newcastle and the Weston County School District to combine their recreational, quality of life resources toward community enhancement. These agencies/institutions have the ability to provide resources and a combined organizational structure to keep the public informed of the activities and events.

The master plan and completed study for the Newcastle bike bath extension will connect the schools, weight rooms, tracks, residential areas, swimming pool, parks, ball fields, golf course, fishing pond, as well as the county fairgrounds and businesses for easy and safe access for youth and adults alike.

Adding additional structures that are currently unavailable, i.e. tennis courts and a restroom facility, etc. will create a combined effort to continue to improve recreational and wellbeing opportunities and will also be beneficial to any development in the community to include economic development.

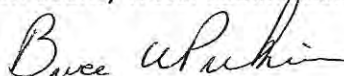
Thank you.

Sincerely,

Weston County Travel Commission

BY:

Chairman





Weston County School District #1

Brad LaCroix – Superintendent

116 Casper Avenue

Newcastle, WY 82701

Telephone 307-746-4451

Fax 307-746-3289

To Whom It May Concern,

On behalf of the Weston County School District # 1 Board of Trustees, we support the plan from the City of Newcastle and the Weston County School District # 1 to combine their recreational, and quality of life resources towards community enhancement. They both have the ability to provide resources and a combined organizational structure to keep the public informed of the availability of activities and events.

The master plan and completed study for the Newcastle bike route extension will connect all the residential areas, schools, swimming pool, weight rooms, tracks, parks, ball fields, golf course, fishing pond, the county fairgrounds, and businesses for easy and safe access for youth and adults alike.

This grant will help us complete the master bike route plan the city has been working on through WYDOT, as well as, add tennis courts, enhance use of the schools resources, add a restroom facility on the bike path on the west end by the golf course and fishing pond, and create a combined effort to continue to improve recreational and wellbeing opportunities for the people of Weston County.

On behalf of the Weston County School District # 1 Board of Trustees, we thank you for your consideration in this project.

Sincerely,

Weston County Board of Trustees

[Handwritten signatures of Board Members]
Thomas Wright
Dana Gordon
Ronald F. Mills
Shirley K.
Tina Chick
Dean Jones
Marcia Lambert
Jim Ruland



July 9, 2015

Robert Hartley
City of Newcastle
10 W. Warwick
Newcastle, WY 82701

RE: Community Enhancement Grant

To Wyoming Business Council,

The Newcastle Area Chamber of Commerce supports the City of Newcastle and the Weston County School District in their efforts to secure a grant to complete, connect or improve many of the recreational opportunities available in Weston County.

Sincerely,

A handwritten signature in cursive script that reads "Susan Love".

Susan Love
Director

1323 Washington Blvd. Newcastle, WY 82701

E-mail: nacoc@rtconnect.net Web Page: www.newcastlewyo.com

307-746-2739 1-800-835-0157 Fax (307) 746-2739

A Collective Voice Representing the Business Interests of Northeast Wyoming, the Western Gateway to the Black Hills



News Letter Journal

14 W. Main, P.O. Box 40, Newcastle WY 82701
(307) 746-2777, FAX (307) 746-2660

To whom it may concern,

I am writing in support of the plan put forth by the City of Newcastle and the Weston County School District to combine their recreational and quality of life resources to make the community more attractive to both businesses and individuals alike. I believe the plan they have laid deserves the support of the Wyoming Business Council, and strongly encourage you to support the City of Newcastle application for a Community Enhancement Grant.

Both of these entities have the ability to provide resources and a combined organizational structure to keep the public informed of the availability of activities and events, and their track record clearly indicates a desire to maximize the benefit of the dollars and efforts put towards recreation and quality of life in our community.

The master plan and completed study for the Newcastle bike route extension will connect all the residential areas, schools, swimming pool, weight rooms, tracks, parks, ball fields, golf course, fishing pond, the county fairgrounds, and businesses for easy and safe access for youth and adults alike. I believe that providing this connection between recreation facilities that already exist in the community will increase their use, and correspondingly increase the benefit the community derives from them without having to invest considerably higher amounts of money and manpower to build an all-encompassing recreation or community facility that houses many of these things under roof.

Adding the additional structures mentioned in the grant application that are currently unavailable — tennis courts in the park near the school, a restroom facility at the community golf course — which is also at the longest spur of the bike route — and an exterior access to the swimming pool patio will demonstrate to the community that these two entities do recognize the need for some infrastructure enhancements in what we offer recreationally, and we believe it will motivate the people who live here to participate in recreation at a higher level, and possibly increase the level of their own financial contribution to maintenance and operation of our current facilities.

This type of infrastructure helps facilitate employee wellness and retention for businesses and their employees, and connecting all of these facilities will serve to illustrate that the community does offer a great deal in the way of recreation and quality of life enhancements. As the operator of a local business and a local elected official, I believe such a clearly connected network of facilities will help myself and others attract quality employees and the type of young families that will drive this community's economy well into the future.

Just as importantly, I believe this significantly less costly infrastructure improvement project will make the community more attractive to businesses than other alternatives (like a recreation or community center) because it will add little to our current operation and maintenance costs, which will keep local entities from increasing the burden already being placed on local businesses to support the programs, activities and facilities that already exist.

Thank you,

Robert A. Bonnar
Publisher & Editor
News Letter Journal



July 7, 2015

As the owner of Frontier Home, Ranch & Hardware, I support the plan of the City of Newcastle and the Weston County School District to combine the local recreational and other related resources to improve the quality of life here in Weston County. Integrating the various components in the master plan plus adding some features will enhance life's quality here for current and future residents of varied ages. With the options being more integrated, the community can take better advantage of what is here and understand when those facilities are open and available. Perhaps more community events such as adult league competitions or activities would be facilitated.

By extending the Master Bike Route Plan, the community gains easy and safe access to recreational locations, residential areas and businesses. Adding tennis courts, extending the pool area and a restroom facility on the longer leg of the bike path will increase the benefits.

I believe that this infrastructure will benefit the economic development of the community. It gives my employees (and me) a better opportunity for wellness and more contentment because of the opportunities for constructive "things to do".

Sincerely,

Sandy Dirkes

Owner



1124 Washington Blvd.
Newcastle, Wyoming 82701
HOSPITAL (307) 746-4491
MANOR (307) 746-2793
HOME HEALTH (307) 746-4491
FAX (307) 746-4579

July 6, 2015

To Whom It May Concern:

We support the plan of the City of Newcastle and the Weston County School District to combine their recreational, quality of life resources toward community enhancement. Both of these agencies have the ability to provide resources and a combined organizational structure to keep the public informed of the availability of activities and events.

The master plan and completed study for the Newcastle bike route extension will connect all the residential areas, schools, swimming pool, weight rooms, tracks, parks, ball fields, golf course, fishing pond, the county fairgrounds, and businesses for easy and safe access for youth and adults alike.

Adding additional structures that are currently unavailable; ex: tennis courts in the park near the school, restroom facility at the longest spur of the bike route, exterior access to the swimming pool patio, etc., will further enhance what is currently available and provide even more potential for recreation and quality of life.

This type of infrastructure also helps facilitate employee wellness and retention for businesses and their employees which also contain on-going healthcare costs.

Thank you.

Sincerely,

A handwritten signature in cursive script, reading "Maureen Cadwell".

Maureen Cadwell, CEO

WESTON COUNTY LIBRARY

23 WEST MAIN

NEWCASTLE, WYOMING 82701

307-746-2206

To Whom It May Concern:

We support the plan of the City of Newcastle and the Weston County School District to combine their recreational and quality of life resources toward community enhancement. Both of these agencies/institutions have the ability to provide resources and a combined organizational structure to keep the public informed of the availability of activities and events.


The master plan and completed study for the Newcastle bike route extension will connect all the residential areas, schools, swimming pool, weight rooms, tracks, parks, ball fields, golf course, fishing pond, the county fairgrounds, and businesses for easy and safe access for youth and adults alike.

Adding additional structures that are currently unavailable, i.e., tennis courts in the park near the school, restroom facilities at the longest spur of the bike route, exterior access to the swimming pool patio, etc... will enhance our community and promote wellness and economic development.

This type of infrastructure helps facilitate employee health and retention for businesses and their employees.

Thank you.

Sincerely,

A handwritten signature in black ink that reads "Brenda K. Mahoney-Ayres". The script is cursive and fluid, with the first name "Brenda" being the most prominent.

Brenda K. Mahoney-Ayres
Director
Weston County Library System



University of Wyoming Extension
Weston County Office
1225 Washington Boulevard, Suite 4
Newcastle, WY 82701-2953
(307) 746-3531 • fax (307) 746-2870
ces.uwyo.edu

Vicki Hayman - vhayman@uwyo.edu
Stacy Buchholz - stacy@uwyo.edu
Lea Mendinghall - lmending@uwyo.edu
Salina Suess-Baker - ssuessbl@uwyo.edu

To Whom It May Concern:

Weston County Extension supports the plan of the City of Newcastle and the Weston County School District to combine their recreational, quality of life resources toward community enhancement. Both of these agencies/institutions have the ability to provide resources and a combined organizational structure to keep the public informed of the availability of activities and events.

The master plan and completed study for the Newcastle bike route extension will connect all the residential areas, schools, swimming pool, weight room, track, parks, ball fields, golf course, fishing pond, the county fairgrounds, and businesses for easy and safe access for youth and adults alike.

Adding additional structures that are currently unavailable, for example tennis courts in the park near the school, a restroom facility at the longest spur of the bike route, exterior access to the swimming pool patio, etc. will benefit community members as well as add value to our town. Kids, teenagers, as well as adults, will be able to enjoy such structures.

The U.S. Department of Health and Human Services *2008 Physical Activity Guidelines for Americans* recommend that children and teens be physically active for at least 60 minutes on most, if not all, days.

The *Guidelines* recommend that adults should do a minimum of 2 hours and 30 minutes, or 30 minutes 5 days a week, of moderate-intensity aerobic activity a week. Health experts recommend this level of activity to reduce the risk of chronic disease later in life.

Also, this type of infrastructure helps facilitate employee wellness and retention for businesses and their employees.

Thank you.

Sincerely,

Vicki Hayman
Weston County Coordinator
University of Wyoming Extension Educator
NE Area Nutrition and Food Safety

CLERK OF COURT
GIDGET MACKE
COUNTY ATTORNEY
WILLIAM CURLEY
COUNTY SHERIFF
BRYAN COLVARD

COUNTY COMMISSIONERS
BILL LAMBERT, CHAIRMAN
MARTY ERTMAN
RANDY ROSSMAN
TONY BARTON
TRACY HUNT

COUNTY CLERK
CHERYL KREGEL
COUNTY ASSESSOR
TINA CONKLIN
COUNTY TREASURER
SUSAN OVERMAN

COUNTY OF WESTON
1 WEST MAIN STREET
NEWCASTLE, WYOMING 82701

To whom it may concern:

The Weston County Commissioners support the efforts of the City of Newcastle and Weston County School District #1 to receive a Community Enhancement Grant to help in their efforts to combine their recreational, quality of life resources towards community enhancement.

The projects they are proposing (bike route extension, tennis courts, enhance use of school resources, restroom facilities, etc.) will be very beneficial to our community as we provide opportunities for our residents and create a sense of community pride.

Thank You,

Weston County Commissioners

Eastern Weston County Public Recreation District
116 Casper Avenue
Newcastle, WY 82701

To Whom It May Concern,

On behalf of the Weston County Eastern Weston County Public Recreation District, we support the plan of the City of Newcastle and the Weston County School District # 1 to combine their recreational resources towards community enhancement. Both of these agencies have the ability to provide resources and a combined organizational structure to keep the public informed of the availability of activities and events.

The master plan and completed study for the Newcastle bike route extension will connect all the residential areas, schools, swimming pool, weight rooms, tracks, parks, ball fields, golf course, fishing pond, the county fairgrounds, and businesses for easy and safe access for youth and adults alike.

This grant will help us complete the bike route plan, as well as, allow us to add additional structures that are currently unavailable such as; a restroom facility, exterior access to the swimming pool patio, tennis courts. This plan will also allow us to continue to improve recreational opportunities and is beneficial to the development in a community that includes economic development.

On behalf of the Weston County Eastern Weston County Public Recreation District, we thank you for your consideration in this project.

Sincerely,

A handwritten signature in cursive script that reads "Tina Chick".

Tina Chick, Chairman of
Eastern Weston County Public Recreation District



Box 910 • 24 N. Sumner
Newcastle, Wyoming 82701

Robert Hartley
City of Newcastle
10 W Warwick
Newcastle, WY 82701

June 29, 2015

To Whom It May Concern:

First State Bank of Newcastle supports the plan of the City of Newcastle and the Weston County School District to combine their recreational, quality of life resources toward community enhancement.

The master plan and completed study for the Newcastle bike route extension will connect all the residential areas, schools, swimming pool, weight rooms, tracks, parks, ball fields, golf course, fishing pond, the county fairgrounds, and businesses for easy and safe access for youth and adults alike.

Adding additional structures that are currently unavailable; ex: tennis courts in the park near the school, restroom facility at the longest spur of the bike route, exterior access to the swimming pool patio, etc., will provide new activities for our community as well as improve access to our current facilities.

This type of infrastructure helps facilitate employee wellness and retention for businesses and their employees.

Thank you.

Sincerely,

Darwin Rabenberg
President



Northern Wyoming Mental Health Center, Inc.

Office Locations:

Crook County

PO Box 646
Sundance, WY 82729
Phone: (307) 283-3636
Fax: (307) 283-2898

Johnson County

521 West Lott
Buffalo, WY 82834
Phone: (307) 684-5531
Fax: (307) 684-2912

Weston County

420 Deanne Ave.
Newcastle, WY 82701
Phone: (307) 746-4456
Fax: (307) 746-4470

Sheridan County

Central Administration

909 Long Dr., Suite C
Sheridan, WY 82801
Phone: (307) 672-8958
Fax: (307) 672-8950

Adult & Children Services

1221 West Fifth St.
Sheridan, WY 82801
Phone: (307) 674-4405
Fax: (307) 673-5167

Supported Independence

Program

1221 West Fifth St.
Sheridan, WY 82801
Phone: (307) 674-5534
Fax: (307) 672-9448

Substance Abuse Services

701 West Fifth St., Suite C
Sheridan, WY 82801
Phone: (307) 674-7702
Fax: (307) 672-9302

Psychiatric Services

909 Long Dr., Suite D
Sheridan, WY 82801
Phone: (307) 674-6253
Fax: (307) 673-0325

June 26, 2015

Robert Hartley
City of Newcastle
10 W. Warwick
Newcastle, WY 82701

To Whom It May Concern,

Northern Wyoming Mental Health is pleased to support the plan of the City of Newcastle and the Weston County School District to combine their recreational, quality of life resources, toward community enhancements. The master plan and completed study will allow for easy and safe access for youth and adults on bike paths throughout the community. Adding additional structures that are currently unavailable will promote safety and welfare. These types of improvements are vital to a healthy community and retention of employees for local businesses.

Thank you.

Sincerely,

John Olenyik, MDIV, LPC
County Manager



WYOMING REFINING COMPANY

OPERATING OFFICES

P.O. BOX 820,
NEWCASTLE, WY 82701
TELEPHONE (307) 746-4445
FAX (307) 746-9710

June 26, 2015

To Whom It May Concern:

Wyoming Refining Company supports the plan of the City of Newcastle and the Weston County School District to combine their recreational, quality of life resources toward community enhancements. Both of these agencies/institutions have the ability to provide resources and a combined organizational structure to keep the public informed of the availability of activities and events.

Our company supports any opportunities the city of Newcastle may have to grow, develop, or enhance the way of living in this rural community. Newcastle is blessed to already have the infrastructure of various recreational things in town, like swimming pools, weight room, tracks, parks, ball fields, golf course, fishing ponds, and the county fairgrounds. We as a company hope to see additional structures come to develop through this plan.

This type of infrastructure helps facilitate employee wellness and retention for businesses and their employees.

Thank you.

Sincerely,

James Runyan
Wyoming Refining Company
President & CTO



WESTON COUNTY HEALTH SERVICES FOUNDATION

1124 Washington Boulevard • Newcastle, WY 82701 • Telephone: 307-746-4491 • FAX: 307-746-4579

June 25, 2015

Mr. Robert Hartley
City of Newcastle
10 West Warwick
Newcastle, WY 82701

Dear Mr. Hartley:

We support the plan of the City of Newcastle and the Weston County School District to combine their recreational, quality of life resources toward community enhancement. These agencies/institutions have the ability to provide resources and a combined organizational structure to keep the public informed of the activities and events.

The master plan and completed study for the Newcastle bike route extension will connect the residential areas, school, swimming pool, weight rooms, tracks, parks, ball fields, golf course, fishing pond, as well as the county fairgrounds and businesses for easy and safe access for youth and adults alike.

Adding additional structures that are currently unavailable, i.e. tennis courts and a restroom facility, etc. will create a combined effort to continue to improve recreational and wellbeing opportunities and will also be beneficial to any development in the community to include economic development.

Thank you.

Sincerely,

Weston County Health Services Foundation

BY:
Chairman



May 13th, 2015

Dear Mr. Hartley,

Thank you for helping us with placement of our Visitor Center signs. This project has been in the works for a while and I am glad to see it get this close to reality.

Last summer I spoke with you and I called WY DOT in Sheridan to get the basic requirements and permissions to move forward.

I have attached a copy of the size and approximate placement of the signs. We would like to have this project completed in July.

Sincerely,

A handwritten signature in cursive script that reads "Susan".

Susan Love
Director

1323 Washington Blvd. Newcastle, WY 82701

E-mail: nacoc@rtconnect.net Web Page: www.newcastlewyo.com

307-746-2739 1-800-835-0157 Fax (307) 746-2739

A Collective Voice Representing the Business Interests of Northeast Wyoming, the Western Gateway to the Black Hills

WESTON COUNTY MUSEUM DISTRICT

PO Box 698
Newcastle, WY 82701
Phone (307) 746-4188
Fax (307) 746-4629
wcmd@rtcconnect.net

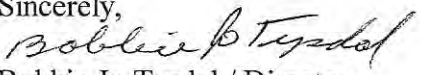
May 7, 2015

Newcastle City Council
10 W. Warwick
Newcastle, WY 82701

Dear Mayor James & City Council Members,

Today I was a part of a disinterment at Greenwood Cemetery of Private Thomas Garlinghouse. Thomas died during WW II in a Japanese prisoner of war camp. His remains were later sent to his mother here in Newcastle where they were buried. All the rest of his family is buried in Minnesota where he came from. The family therefore made the decision to disinter his remains and move them to the family plot in Minnesota. Over the past couple of years I have been in contact with the family and have gotten to "know" Thomas quite well. I met the family members for the first time at the cemetery today, but felt like I had known them for a long time and even felt some sadness over losing Thomas. However, I would like to compliment the city crew who met the family at the cemetery and did the disinterment. Greg Stumpff, Doug Sankey, and Travis Peterson were the city workers present. They were very patient and kind towards the family when they were figuring out how they wanted to proceed. Before the urn was removed from the grave the family wanted to have a prayer. Greg, Doug, and Travis were very respectful and joined the family in prayer. They used the utmost caution and care when digging up the grave and then again when removing the urn from the grave. They let the family look in and feel around in the grave to make sure that everything had been retrieved. After we left the cemetery the family came over to the museum and we shared information and documents with each other. While at the museum they complimented the city crew for their professionalism and respectfulness shown towards them. I just wanted to share this with you all so you know how appreciative I and Thomas' family are for the help the city crew provided.

Sincerely,


Bobbie Jo Tysdal / Director
Weston County Museum District

Representative Jerry Paxton
Wyoming House of Representatives House District 47
P.O. Box 692
Encampment, WY 82325



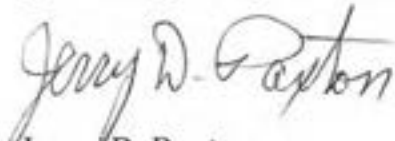
home (307) 327-5373
email Jerry.Paxton@wyoleg.gov

August 9, 2015

Wyoming Business Council;

I would like to take this opportunity to add my support to the Assisted Care Facility grant application being sponsored by the Carbon County Commissioners on behalf of the citizens of the Little Snake River Valley. It is extremely important that we provide the best care possible to our senior citizens and allow them the dignity of independent living for as long as possible.

As our, "Baby Boomer," population creates a bubble in age demographics we are facing some serious challenges in providing quality care. I believe this grant will go a long way in helping us explore the various alternatives to face this challenge in a cost efficient manner. I pledge my full support for this project and would encourage you to give the grant your favorable consideration.


Jerry D. Paxton
HD 47

Town of Dixon

PO BOX 38
301 COTTONWOOD
DIXON, WY 82323

TOWN HALL: (307) 383-2555
FAX: (307) 383-2556
www.townofdixon.com

August 12, 2015

To Whom It May Concern:

This letter is to acknowledge that the Town of Dixon supports the application on behalf of the Assisted Care Facility, a 5013c organization located on the Little Snake River, for a Feasibility Planning Grant which would be sponsored by Carbon County to the Wyoming Business Council. This grant would provide for a contract with a planning consultant to identify the need, the social and economic support for seniors, and the at risk housing alternatives in the Little Snake River Valley.

According to the US Census Bureau, over 12% of the population in Dixon is over the age of 65. Senior housing alternatives are very limited in our town and most seniors in need of care when they are no longer able to live in their own homes must leave the community in order to receive the proper care.

The Town of Dixon supports the Assisted Care Facilities application for a Feasibility Planning Grant to the Wyoming Business Council. The Dixon Town council made a motion at their meeting on August 11, 2015 to write this letter of support for the application.

Sincerely,



Brandee N. Forster
Clerk Treasurer





Town of Baggs

*PO Box 300
Baggs, WY 82321
307-383-7335*

August 12, 2015

To Whom It May Concern:

The Town of Baggs supports the application on behalf of the Assisted Care Facility, a 5013c organization located on the Little Snake River, for a Feasibility Planning Grant which would be sponsored by Carbon County to the Wyoming Business Council. The grant would provide for a contract with a planning consultant to identify the need, the social and economic support for senior and the at risk housing alternatives in the Little Snake River community including but not limited to an assisted living care facility.

In Baggs between 10 and 11% of the population, according to the US Census, is over the age of 65. Senior housing alternatives are very limited in our town and most of those in need of care when they are no longer able to live in their own homes must leave the community.

Sincerely,

KATHARINE L STAMAN
KS/af



August 10, 2015

To Whom It May Concern:

The Board of Directors of the Little Snake River Rural Health Care District support Carbon County sponsoring a WBC Planning Grant application for a feasibility study to consider the alternative housing including an assisted care facility in the Little Snake River Valley.

We have worked closely with the Assisted Care Facility, a 501c3 organization, on several projects. The organization is providing services with transportation and homemaking care to the target community of the elderly and persons at risk and they would now like to study the feasibility of alternative housing.

A motion was made at the regular meeting of the Little Snake River Rural Health Care District on August 10, 2015 to support the application.

Sincerely,

Robert Stocks
President

August 9, 2015

To Whom It May Concern,

As a community member of the Little Snake River Valley, I support the application for a Wyoming Business Council Feasibility Grant. This Valley has been the home for many elderly people most of their lives. As they get older and can no longer take care of themselves or live alone they sadly have to leave their friends and families to get the care they need.

My mother presently lives in an Assisted Living Facility in Rhode Island. Both my mother and I would much rather she lived here, but unfortunately she needs more care than this area can provide. I also know of some other families in the same situation.

Thank You,

Dorothy Herold



August 6, 2015

Linda Fleming
P.O. Box 59
Baggs, WY 82321

Dear Linda,

On behalf of the board of directors of Carbon County Economic Development, we whole heartily support the county sponsored WBC Planning Grant application for a feasibility study to look at alternative senior housing in Baggs, Wyoming.

Baggs, located close to the Colorado border and in the southeast corner of Carbon County has been studying the idea of senior housing and an assisted living facility in the past and with their aging population, their residents are looking at alternatives to help keep their citizens at home and not lose them to Craig, Colorado or other places in Wyoming. Baggs has been also facing a housing shortage, especially for new residents and employees wanting to move into the area. If seniors had an alternative place to move to, their homes could be opened up for new families or residents to live in.

This study will help the community identify the need and general support for services for seniors and those at risk. The study will also help identify the potential number needing alternative housing including assisted care. It will also address the community's present housing and alternatives to living at their own homes and look at alternative housing that might fit the community. A location, size of facility and type will also be identified through this study. Another item to be addressed is the economic impact to individuals and community in staffing and affordability to potential clients.

If this study shows that there is a need for alternative senior housing in Baggs, then this document can be used for support to apply for other types of funding to build a facility.

We hope the Wyoming Business Council will look favorably on the Carbon County application for a feasibility study to address alternative senior housing needs in Baggs and fund the application in full.

Sincerely,

A handwritten signature in blue ink that reads "Cindy Wallace".

Cindy Wallace, Executive Director
Carbon County Economic Development Corporation



CARBON COUNTY
HIGHER EDUCATION CENTER
LITTLE SNAKE RIVER VALLEY ED CENTER

PHONE: (307) 383-6861
FAX: (307) 383-2131

PO Box 416
BAGGS, WY 82321

CSTOCKS@CCHEC.ORG

August 1, 2015

Wyoming Business Council Review Committee:

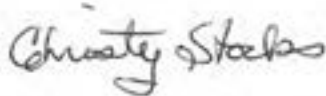
The Carbon County Higher Education Center site, referred to as LSRV Ed Center, located at Baggs supports the Carbon County sponsored WBC Planning Grant application for a feasibility study to look at alternative senior housing in the Little Snake River Valley which is comprised of the towns of Baggs, Dixon and Savery.

The grant would provide for the hiring of a planning consultant who would study the need as well as the economic and social impacts of alternative housing for seniors in the community.

The LSRV Ed Center site in Baggs is prepared to offer educational classes that would prepare employees for any project that might be recommended as well as assist in any other way that is necessary.

If you have any questions, please feel free to contact me by phone, mail, or email.

Sincerely,



Christy Stocks
LSRV Ed Center Director
Carbon County Higher Education Center

LSR Village

Box 416
Baggs, Wyoming 82321

August 1, 2015

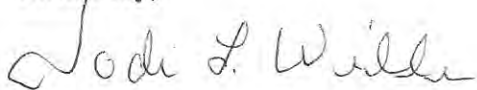
To Whom It May Concern:

The Little Snake River Valley has subscribed to "The Village" concept of caring for each other and has adopted the national Village, logo of "Neighbors Helping Neighbors." I am the director of the organizations. We try to help seniors in many ways such as arranging transportation, often using the community bus for medical, shopping and recreational trips, helping with providing homemaking care and installing and maintaining the medical alert systems for residents. We also coordinate neighbors volunteering to help each other.

However, even with these services there is a need for alternative housing rather than the elderly always being able to stay in their own homes.

I, as Village director, support and feel there is a need for a feasibility study to learn if and what kind of alternative housing might be most appropriate for the Little Snake River Valley.

Sincerely,



Jodi Wille
LSR Village Director

Dixon Senior Center

408 Boxelder

Dixon, WY

307-383-7892

Barbara Moss/Dixon Board Member

To Whom It May Concern:

As a board member of the Carbon County Senior Center representing the Dixon Senior Center, I am in support of the application for a Wyoming Business Council Feasibility Study Grant for looking at alternatives for Senior Housing in the Little Snake River Valley. The regular attendees at the Center are also in support of a study.

We presently have a community bus and a homemaking program funded by the Assisted Care Facility organization, but more services are needed to keep the elderly in their own homes and in the valley for a longer time.

Sincerely,

A handwritten signature in purple ink that reads "Barbara Moss".

Barbara Moss

Baggs Senior Center

340 Whippoorwill Dr.
Baggs, WY
307-383-7595
Karen Buchanan/Board Member

To Whom It May Concern:

July 31, 2015

As a board member of the Carbon County Senior Services representing the Baggs Senior Center, I am in support of the application for a Wyoming Business Council Feasibility Study Grant. The objective of the grant would be to look at alternatives For Senior Housing in the Little Snake River Valley.

We presently have a community bus and a homemaking program funded by the Assisted Care Facility organization. Keeping the elderly in their own homes here in the Valley for a longer time would require more services.

Respectfully,


Karen Buchanan

The regular attendees at the Baggs Senior Center are also in support of a study.

MacKail Davis

Linda Corners
Barbara Bain

Ernie Obeg
Lee L. Obeg
Donald Bain
Karna Weber

Julia Fleming
Elaine Munzing
Boone Weber

Darwin L. Durnan
Margaret Jones
Mary Smith

TOWN OF GUERNSEY

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EOE

Julie Kozlowski
Business Ready Communities and Community Facilities Program Manager
Investment Ready Communities
Wyoming Business Council
214 West 15th Street
Cheyenne, WY 82002

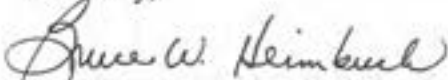
Dear Julie,

I am writing this letter in support of the Platte County application for a study on South Guernsey Highway. This road connects to the Rollins Road that the Town of Guernsey received a planning grant to study. The Platte County application is a natural next step in the process of how to deal with the issue of increased truck traffic from US 26 all the way to the tank farm. The section of the road that owned by the Town of Guernsey and the Wyoming Military Department has already received a planning grant for a design to handle the increased truck traffic and has designs in place for a new road.

The increased truck traffic due to the increased oil production in the area has created a demand on the road and created safety issues for the people that travel the road that were not planned when the road was first designed. This study will look at the road from several vantage points and develop a plan that will help to determine the best course of action for the improvement of this road. The people doing the study will have access to the Rollins Road study to help them see what has been designed and how this project could compliment the work that has already been completed.

I support this application to help the county, the Town of Guernsey and the Wyoming Military Department work together to tackle an issue that is of concern to all of them

Sincerely,



Bruce W. Heimbuck
Community Development Coordinator
Guernsey, WY

Business Ready Community Program

Proposed Rule Changes-Public Comment Summary

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Business Ready Community Proposed Rule Changes

Background: In 2014, the State Legislature passed Senate File 100. That bill in part reads: “The council shall promulgate rules and regulations to identify the type and maximum amount, as a percentage of the total grant, of the revenue that may be recaptured and credited to the account as a result of grants under this section.”

Further, the Legislature created the Joint Subcommittee on Economic Development to review the Wyoming Business Council (WBC) and Business Ready Community (BRC) program. Issues discussed with the committee included the sustainability of the program, the viability of local economic development organizations and ownership of BRC-funded assets among other topics.

WBC staff held discussions with the Wyoming Association of Municipalities (WAM) and the Board of the Wyoming Economic Development Association (WEDA). These early conversations along with discussions with the legislative committee provided the basis for WBC staff recommendations that went out for public comment in July 2015.

The rule changes are intended to make the program more accessible, simple to use, more sustainable at the program and local level and accountable to constituents, as well as the Legislature.

Public Comment: During the public comment period, staff received 48 different comments from communities and organizations throughout the state. Staff also received 42 signed petitions from individuals. This document is a summary of comments received. Copies of the actual comment letters are available upon request.

Next Steps: Staff are analyzing the public comments and numerous match and revenue recapture models. Staff will develop recommendations based on public comments received.

Proposed Rule Change - Match

Issues	Current Rules	Proposed Rule Changes (7.15.15)	Staff Comments (7.15.15)
The matching requirements are complex and one-size fits all — rules do not take into account the applicant's ability to match.	<p>Based on the amount of the grant request.</p> <p><u>The first \$1.5MM:</u> Businesses Committed - 10% Community Readiness - 15%</p> <p><u>Above \$1.5MM:</u> 30% match of which half must be cash</p>	<p>Match based on the Total Project Cost, half must be cash</p> <p><u>Category 1 Applicants:</u> Businesses Committed - 10% Community Readiness - 10% Downtown Development - 10% Planning - 25% * Community Enhancements - 50%</p> <p><u>Category 2 Applicants:</u> Business Committed - 5% Community Readiness - 5% Downtown Development - 5% Planning - 25%* Community Enhancements - 50% *planning match must be all cash</p>	<p>Applicants are considered Category 2 if they are a municipality with a population under 4,000 or a county with an assessed value less than the average of all counties in the State of Wyoming. Otherwise they are considered Category 1. In the case of a joint powers board, the project's location will determine its categorization.</p> <p>These break-downs are intended to make match requirements more attainable for those entities who do not have significant tax base or other resources.</p> <p>Assessed Valuations are updated annually from the Wyoming Dept. of Revenue (update available in August), and population figures are updated every five years by the US Census Bureau (next update is 2015). This information will be available on the WBC website and regularly updated.</p>

Summary of Public Comments Received:

- 16 comments referenced this change: Generally, comments agreed with the intent of this rule change - make the program more accessible for smaller and economically disadvantaged communities.

Alternative Suggestions to staff recommended changes:

- Employ the same match formula for State Lands and Investments Mineral Royalty awards. Applicants are considered Category 2 if they are a municipality that meets one or both of the following criteria: (1) Have a population of less than 1,300 according to the latest federal census. (2) Located within a county where the three-year average of the local share of state sales and use tax per capita is less than seventy percent (70%) of the statewide average. Otherwise, applicants are Category 1. In the case of a joint powers board, the project's location will determine its categorization. The WBC will use the three most current annual reports from the Wyoming Department of Revenue to determine the three-year average of the local government share and use tax. The WBC will use the current federal census to determine the per capita percentage.
- Leave match requirements as current rules state, because match is the community "skin in the game."
- Decide on a set percent for match that isn't tiered - to simplify the application process.
- Real estate should be counted as cash match rather than in-kind match.
- The value of engineering work outside of the grant period should be counted as cash match toward the project.

Proposed Rule Change – Revenue Recapture

Issues	Current Rules	Proposed Rule Changes (7.15.15)	Staff Comments (7.15.15)
<p>Revenue recapture is not consistent and varies by project.</p> <p>Recaptured funds are a way to increase BRC program sustainability as well as local sustainability.</p> <p>In 2014, the Legislature passed Senate File 100: “The council shall promulgate rules and regulations to identify the type and maximum amount, as a percentage of the total grant, of the revenue that may be recaptured and credited to the account as a result of grants under this section.”</p>	<p>Revenue recapture must be commensurate with the public investment.</p>	<p>Revenue recapture must be commensurate with the public investment. More specifically, a minimum of 50% of all net revenue generated from BRC grant-funded infrastructure must be recaptured back to the Wyoming Business Council (WBC).</p> <p>This proposed change only applies to revenue-generating projects like building leases and land sales, not non-revenue generating project like water, sewer, and roads.</p> <p>Of the total local recaptured funds, 50% may be used for O&M as long as the funds are matched at 100% with other local funds.</p> <p>Grantee/borrower will be required to have a separate account dedicated to economic development for all recaptured funds. An annual accounting of the local recapture funds must be provided to the WBC.</p>	<p>Projects that generate revenue (lease revenues or sales income) will be subject to this recapture provision. Grantee recaptures 50% of revenue generated and the Business Council recaptures the other 50%.</p> <p>A BRC loan is preferred. If a loan is not a feasible and repayment of recapture funds is the only option, a copy of the revenue recapture plan will be filed with the real estate record in the county where the project is located. This will effectively behave as lien on the property.</p>

Summary of Public Comments Received:

- 37 comments referenced this change: Nearly all comments disagreed with fifty percent (50%) state revenue recapture, stating this amount was too high and would hinder local economic development.
- Additionally, 16 comments stated revenue recapture terms and process need to be better defined in these rules.

Alternative Suggestions to staff recommended changes:

- One hundred percent (100%) of revenue recapture should remain with communities and local community development organizations.
- State will recapture ten percent (10%) of lease revenues recaptured up to fifty percent (50%) of the total grant amount.
- State recapture is deferred until well after the sale of the asset to accommodate unexpected expenses.
- Net revenue should be redefined as net income so all expenses can be netted out before recapture is calculated.
- State recapture should have a cap, or maximum amount, per project.
- A separate account is not necessary to account for recapture and is redundant.

- State recapture should not apply when all or a portion of the project is funded through a loan.
- Twenty percent (20%) recapture would be more appropriate.
- Any projects involving affordable housing should be exempt from recapture.
- State recapture should only begin after a community has received a set amount of funds; one comment suggested \$30 million.
- State recapture should be phased in and ramp up to fifty percent (50%) over time.
- State recapture should be based on multiple performance measures, including jobs, and private investment. When a cap is met, the obligation is satisfied.
- Revenues remitted to the state should be banked for use as cash match on future projects.
- State recapture should be tiered based on the amount of BRC funds previously received by the applicant.
- State recapture percentage should be based on community size.
- Only very large communities should remit recapture to the state.
- State recapture should be realized through grants recapture rather than loans.

Proposed Rule Change – Projects with Private Developers

Issues	Current Rules	Proposed Rule Changes (7.15.15)	Staff Comments (7.15.15)
<p>The Attorney General has suggested several factors to be considered when determining whether an expenditure comports with Article 16 Section 6 of the Wyoming Constitution. In reviewing projects that involve private developers, the AG advises the following factors should be analyzed:</p> <ul style="list-style-type: none"> *the way in which the public benefits compare to the way in which private parties may benefit *the overall primary effect of the public expenditure *the consideration given for the expenditure *the location or site improvement of a particular project *the creation of employment opportunities *the comparison of private dollars involved in a project to the number of public dollars increased tax and / or other revenues and competition with other localities. 	<p>Revenue recapture for private developments have a higher public benefits threshold but vary by project type.</p>	<p>100% recapture of the grant amount and a positive internal rate of return. Recapture may occur through a BRC loan, repayment of funds, tax benefits and donation of real estate. The value of all real estate donations must be verified by an appraisal.</p>	<p>Private developments must recapture 100% of the grant amount and have a positive internal rate of return as calculated by staff.</p>

Summary of Public Comments Received:

- 14 Comments referenced this change: Most comments agreed projects benefitting private developers should recapture 100% of the original grant amount
- Two comments stated developers have an important role that no other entity can fulfill. Projects should be evaluated on their economic development merits, if a developer benefits from the project, this only a positive side effect
- One comment asked for more guidance in rules on what is considered a private developer project
- Five comments and a petition signed by 41 citizens stated projects that further private interests make it impossible for other businesses in that industry to compete, and thus hurt private development

Alternative Suggestions to staff recommended changes:

- No rule change should be made as developers play an important role in projects. Any recapture requirements will hinder projects involving developers

Proposed Rule Change – Community Development Organization (CDO) owned assets

Issues	Current Rules	Proposed Rule Changes (7.15.15)	Staff Comments (7.15.15)
Some CDO bylaws and IRS codes do not specify that BRC funded assets owned by the CDO revert back to public ownership upon dissolution.	Currently, if CDO dissolves, CDO's bylaws or IRS code govern asset disposal.	A deed restriction on the grant or loan funded asset with a reversionary clause back to the grantee/borrower, joint powers board, city, town or county in the event of dissolution of the CDO.	Ensures BRC funded asset will remain in the ownership of an allowable public entity in the event of the CDO's dissolution.

Summary of Public Comments Received:

- Four comments referenced this rule change
- One comment was in agreement with the change
- One comment stated the disposal of an asset should be defined by a lien or mortgage instead of bi-laws
- One comment asked for more specific language in rules to make sure an asset could also be transferred to a qualified non-profit
- One comment stated any limitation on CDO ownership of infrastructure will make project structuring harder

Alternative Suggestions to staff recommended changes:

- The transfer of CDO owned assets should be determined by a lien or mortgage on the asset, not by by-laws
- No rule change should be made, as any limitation on CDO ownership of infrastructure will make project structuring more difficult

Proposed Rule Change – Loans

Issues	Current Rules	Proposed Rule Changes (7.15.15)	Staff Comments (7.15.15)
Loan structuring lacks consistency.	<p><u>Interest Rate:</u> No to low interest (taken from statute)</p> <p><u>Collateral:</u> To be recommended by the Business Council and determined by the SLIB</p>	<p><u>Interest Rate:</u></p> <ul style="list-style-type: none"> • Non-revenue generating projects - floor of zero percent (0%) • Revenue generating projects - floor of one percent (1%) • All loans will include an annual servicing fee of 0.5% not to exceed \$5,000 <p>No match is required on loans</p> <p><u>Collateral:</u> All loan projects that create a lease or a revenue-based asset must be secured.</p>	Revenue generating projects have the capacity to pay a higher interest rate than non-revenue generating projects. Rates will comport with the intent of the statute to be no to low interest but keeping in mind current interest rates.

Summary of Public Comments Received:

- 13 comments referenced this change: most comments agreed consistency in loan terms is important, but disagreed that loans should be emphasized as a project funding mechanism
- Six comments stated loans add a layer of complexity to projects and increase administrative burden
- Six comments added loans limit access to the program for smaller communities who don't have resources and ability to handle the risk
- Three comments state these funds are difficult to pursue as the community cannot apply for loan funds without a special election
- Three comments disagree with a .5% servicing fee
- Three comments had a preference for grants with state recapture over loans
- One comment asked for clarification that a default on a non-recourse loan would not affect funding of future projects
- One comment explained that loans have an adverse effect on CDOs because it causes the income from the associated asset to become taxable
- One comment suggested loan interest be banked for cash match for future projects

Alternative Suggestions to staff recommended changes:

- State revenue recapture agreements should be pursued over loans as the recapture gives the applicant more flexibility and reduces risk
- Interest paid on BRC program loans should be tracked and 'banked', this interest can then be used in place of match for future BRC applications
- The 0.5% servicing fee on these loans should be eliminated

Proposed Rule Change – Child Care, Senior Care, and proposed Community Development Category Type

Issues	Current Rules	Proposed Rule Changes (7.15.15)	Staff Comments (7.15.15)
The program currently allows for child care and senior care projects. There is not significant demand for these types of projects.	Both Senior Care and Childcare projects are accepted once a year with a maximum of \$1 million per project.	Create a new category of community development projects that will include, but not be limited to child care, senior care and community centers.	This change will allow applicants to address quality of life or workforce needs that support a community's economic development efforts.

Summary of Public Comments Received:

- Nine comments were referenced this change: all comments agreed with this change
- One comment stated these projects should be prioritized below projects creating primary business attraction and expansion

Alternative Suggestions to staff recommended changes:

- The community development category should be prioritized below any projects involving projects involving primary business development

Proposed Rule Change – Deadlines

Issues	Current Rules	Proposed Rule Changes (7.15.15)	Staff Comments (7.15.15)
Difficult for planning at the local level when some applications are accepted only once or twice a year.	<p>Not all types of applications are accepted quarterly. Certain types of applications are accepted on defined deadline dates and limited as follows:</p> <p>Business Committed - 4/fiscal year</p> <p>Data Center - 4/fiscal year</p> <p>Community Readiness - 2/fiscal year</p> <p>Downtown Development - 2/fiscal year</p> <p>Community Enhancement - 2/fiscal year</p> <p>Planning - 2/fiscal year</p>	<p>All types of applications will be accepted on a quarterly basis.</p> <p>Applications are limited by type as follows:</p> <p>Business Committed - 4/calendar year</p> <p>Data Center - 4/calendar year</p> <p>Community Readiness - 2/calendar year</p> <p>Downtown Development - 2/calendar year</p> <p>Community Enhancement Planning - 2/calendar year</p>	<p>Flexibility allows applicants to apply when most strategic.</p> <p>In order for this rolling acceptance of applications to be successful it will be important for the board to adopt an allocation plan.</p>

Summary of Public Comments Received:

- Nine comments referenced this change: All comments agreed with quarterly deadlines for all project types

Alternative Suggestions to staff recommended changes:

- Applicants should have the ability to submit more low priority type applications, specifically 3 downtown development applications. Projects associated with these funds usually come in clusters, so the ability to submit more of these types is needed

Proposed Rule Change – Downtown Development

Issues	Current Rules	Proposed Rule Changes (7.15.15)	Staff Comments (7.15.15)
Downtown development projects are community readiness projects that happen to be located in downtowns, but are not consistent with the same maximum awards.	Downtown Development Grant Awards - \$2 million maximum	Downtown Development Grant Awards - \$3 million maximum and available for projects	The WBC recognizes the rising costs of rehabilitation projects.

Summary of Public Comments Received:

- Eight comments referenced this change: Comments all agreed with the new maximum for downtown development grants
- One comment requested a better definition of downtown area to ensure smaller communities had the ability to use these funds

Alternative Suggestions to staff recommended changes:

No suggestions

Proposed Rule Change – Operations and Maintenance (O&M)

Issues	Current Rules	Proposed Rule Changes (7.15.15)	Staff Comments (7.15.15)
Communities do not always have the on-going funds to maintain BRC-funded assets.	O&M is not a formal requirement for every project.	Applicants will be required to adopt an O&M plan for the life of the BRC-funded asset.	This plan will help WBC staff and local communities understand a majority of the costs associated with maintaining and operating projects long term.

Summary of Public Comments Received:

One comment referenced this change and was in agreement this should be a requirement

Alternative Suggestions to staff recommended changes:

No suggestions

Proposed Rule Change – Reporting

Issues	Current Rules	Proposed Rule Changes (7.15.15)	Staff Comments (7.15.15)
Staff regularly collects reporting information, but performance measures need to be formally addressed. More accountability is required for revenue recapture at local level.	Grantees/borrowers provide quarterly reports during construction. Following construction, the grantees and borrowers submit an annual report for three years on revenue recapture, job creation, private investment, etc.	Grantees/borrowers will report on each performance measure. Reporting period will be extended from three years to five years for all projects types except Community Enhancement (which will remain at three years) and Planning which are complete with the submission of a final plan.	Allows WBC staff to collect and analyze data to ensure the program continues to meet the goals set forth by the WBC, the legislature and the Governor.

Summary of Public Comments Received:

Eight comments referenced this change

- Four comments were in agreement
- Three comments felt a comprehensive financial report/audit was burdensome and redundant
- One comment wanted additional clarification in the rules on reporting processes
- One comment also stated costs incurred for comprehensive financial report/audit should be the WBC's responsibility

Alternative Suggestions to staff recommended changes:

- If a cumulative financial is required, the Wyoming Business Council should be responsible for any costs incurred because of the audit

Proposed Rule Change – Contingency and Development (C&D) Agreements

Issues	Current Rules	Proposed Rule Changes (7.15.15)	Staff Comments (7.15.15)
C & D agreements differ by project and community. Lack of consistency sometimes delays project development.	An agreement between parties is required, but the rules are vague as to what specifically must be included.	Rules will outline all requirements of the C&D agreement.	Staff will develop a template for applicants, shortening project development phase.

Summary of Public Comments Received:

Two comments agreed with this change

Alternative Suggestions to staff recommended changes:

No suggestions

Proposed Rule Change – Managed Data Center Cost Reduction Changes

Issues	Current Rules	Proposed Rule Changes (7.15.15)	Staff Comments (7.15.15)
There is a discrepancy between when funds are disbursed and when the match by the company is realized.	<p>The company has five years to realize its match of payroll and capital expenditures.</p> <p>Grant funds are disbursed over three years.</p>	Funds will be disbursed up to five years but only as the match from the company is realized.	A clawback provision requires grant funds be repaid if the company leaves town or goes out of business within five years of first receiving funds. This change allows applicants lessen exposure to clawback as grant funds are drawn down and match is realized.

Summary of Public Comments Received:

No comments were received on this change

Alternative Suggestions to staff recommended changes:

No suggestions

Other Comments to Proposed Rule Changes

- Three letters voiced support of the comments submitted by Wyoming Economic Development Association, and Wyoming Association of Municipalities
- One comment stated the rules need more detail
- One comment stated the BRC rule changes should be phased in over time, rather than all at once. This comment also asked BRC to better explain the necessity of any rule changes
- Many comments stated BRC projects have greatly helped many Wyoming communities in the past
- Airports fall under unique statutes which conflict with recapture requirements as airports cannot sell land, and are required to reinvest funds from lease revenues back into the airport
- One comment asked that community development projects would include affordable housing development. Housing is essential for community and economic development and improves quality of life
 - This comment suggested revenue generated by the proposed category should be exempt from revenue recapture rules, especially if the applicant is donating the property for the project
 - The comment also suggested match for this category follow the same tier system as proposed for Business Committed and Community Readiness, with tiers at 2.5% for disadvantaged communities, and 5% for all other communities