

Board of Directors Agenda | Wednesday, February 23, 2022

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

At Laramie County Community College (LCCC) | Concurrently by Zoom Webinar

Location: LCCC Clay Pathfinder (CF) Building, Room #108/109, [1400 E. College Drive, Cheyenne, WY 82007](#)

Directions: A map of the LCCC campus is included in these materials on Page 4

Please test your settings ahead of the webinar at <https://zoom.us/test>

Join the webinar at: <https://zoom.us/j/295704768>

Dress code is business attire- please wear your WBC name tag.

7:15 a.m. Breakfast for Board and Staff

9:00 a.m. Convene Public Meeting – Co-chair Kim DeVore

- Pledge of Allegiance (all remote participants will be muted)
- Welcome and Roll Call of Board Members
- **ACTION ITEM:** Consideration of approval of Minutes for the December 9, 2021 Regular Meeting by Zoom Webinar (Page 5)

9:10 a.m. Welcome to Cheyenne – Southeast Regional Director Heather Tupper

- Welcome remarks from Cheyenne LEADS CEO Betsey Hale

9:30 a.m. 2022 Officers Nominating Committee Report

- **ACTION ITEM:** Consideration of Nominating Committee recommendations

9:40 a.m. CEO Report – Chief Executive Officer Josh Dorrell

- Recognition of 2021 Co-Chair Kim DeVore
- 2021 Annual Report
- 2022 Direction

10:25 a.m. Strategy Execution Standing Committee – Chairman Alex Klein

- **Strategy Report and Economic Update** – Chief Strategy Officer Sarah Fitz-Gerald

10:45 a.m. Morning Break – *all participants will be muted*

10:55 a.m. Operations Standing Committee – Chairwoman Kathy Tomassi (Page 12)

- **Quarterly People and Performance Report** – Human Resources Manager Chava Case
- **Q2FY2022 Financial Report** – Accounting Manager Lyndsay Orr, CPA
 - **ACTION ITEM:** Consideration of acceptance of Q2 Financial Report
- **FY2021 Financial Audit Status Update** – Chief Operating Officer Amy Grenfell

- **Public Comments Process** - Chief Operating Officer Amy Grenfell
- **Legislative and FY23-24 Budget Update** – Chief Operating Officer Amy Grenfell

11:25 a.m. Services Standing Committee – Chairwoman Pam Thayer (*Page 22*)

- **Services Division Update** – Services Director Brandon Marshall

11:45 a.m. Executive Session for discussion of Personnel Matters / CEO Review

- **ACTION ITEM:** Consideration of Executive Session for discussion of personnel matters
 - **Board members** will retire to an alternate meeting room for the Executive Session and recess to lunch upon conclusion; please DISCONNECT from the webinar and check your email for instructions on how to access the Executive Session room.
 - **WBC staff and members of the public** are excused for the lunch recess at this time.
 - **We will reconvene public session in this same Zoom Webinar room promptly at 1:00 p.m. unless otherwise specified.**

12:15 p.m. Lunch Break

- Lunch will be provided on-site for WBC Board Members and Staff.
- Members of the public are encouraged to sample a local restaurant.
- All remote participants will be muted; please disable webcams during the break.

1:00 p.m. Re-convene Public Meeting

- Roll call of Board Members
- **CEO Review Report** – Kim DeVore, Committee Chair
 - **ACTION ITEM:** Consideration of CEO Review recommendations

1:15 p.m. Field Operations Updates – Field Operations Team

2:00 p.m. Investments Standing Committee – Chairman John Coyne III (*Page 25*)

- **Introduction and SSBCI Program Updates** – Investments Director Bert Adam
- **Quarterly Challenge Loan Report** – Business Finance Analyst Justin Mabie
 - **ACTION ITEM:** Consideration of acceptance of quarterly Challenge Loan report
- **Town of Alpine Project Update** – Grants Projects Manager John Wendling
 - **ACTION ITEM:** Consideration of acceptance to move forward with contract
- **Review of BRC Budget and Allocation Plan, Presentation of Applications Received** – Community Development Manager Noelle Reed, Grants Projects Manager John Wendling

BRC Applications Received December 1, 2021				
Applicant	Project	Type	Request	Staff Recommendation
Lander, City of	Table Mtn Living Community Infrastructure	Community Readiness	\$ 889,105	\$ 889,105
Newcastle, City of	Heritage Park Feasibility Study	Planning Grant	\$ 18,750	\$ 18,750
Rawlins, City of	Economic Development Plan	Planning Grant	\$ 50,000	\$ 50,000
Sheridan Economic & Educational Development Authority (SEEDA)	High-Tech Park Phase II Feasibility Study	Planning Grant	\$ 20,000	\$ 20,000
Total Requests			\$ 977,855	\$ 977,855
Total Available BRC Funding				\$ 32,272,531
Funds remaining if awarded				\$ 31,294,676

Q7 Allocation

BRC Project Types	Priorities	% of Allocation	Q7 Allocation Available
Business Committed & Managed Data Ctr Cost Reduction	High	45%	\$ 7,041,302
Community Development	Medium	54%	\$ 8,449,563
Planning	Low	1%	\$ 156,473
			\$ 15,647,338

NOTE: All public comments received for the above applications are included with these materials beginning on Page 44

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

4:00 p.m. Other Board Matters

- **SAVE THE DATE: Annual Staff/Board Policy Refresher & Board Orientation–** Wednesday, March 23 (virtual - schedule TBA)
- **Next Meeting of SLIB:** Thursday, April 7, 2022
- **Standing Committees** will meet this quarter during the week of April 11 (invites via Google Calendar):
 - **Investments Standing Committee** – Tuesday, April 12 at 10:00 a.m.
 - **Strategy Execution Standing Committee** – Tuesday, April 12 at 2:00 p.m.
 - **Operations Standing Committee** – Wednesday, April 13 at 10:00 a.m.
 - **Services Standing Committee** – Friday, April 15 at 10:00 a.m.
- **Next Regular Meeting of this Board:** Wednesday, May 11 by Zoom Webinar

REGULAR MEETING of the WYOMING BUSINESS COUNCIL BOARD OF DIRECTORS

Thursday, December 9, 2021 | by Zoom Webinar

BOARD PRESENT: Chuck Brown III, John Coyne III, Kim DeVore, Mike Easley, Alex Klein, Mark Law, Erin Moore, Pam Thayer, Kathy Tomassi (Mr. Arens, Ms. Johnson, and Mr. Kenyon excused)

STAFF PRESENT: Bert Adam, Sue Akey, Warren Appel, Chava Case, Josh Dorrell, Kristin Fong, Amy Grenfell, Brandi Harlow, Kiley Ingersoll, Josh Keefe, Devin Kenney (AG Counsel), Julie Kozlowski, Wendy Lopez, Justin Mabie, Brandon Marshall, Katie O'Bryan, Lyndsay Orr, Marcio Paes-Barreto, Ben Peterson, Kim Porter, Amy Quick, Noelle Reed, Heather Tupper, John Wendling, Elaina Zempel

CONVENE PUBLIC MEETING

Board Co-chair Kim DeVore called the meeting to order at 9:03 a.m., followed by the Pledge of Allegiance. Roll was called and quorum was established.

- **ACTION ITEM:** Motion to approve minutes from the September 2021 regular meeting at Casper by Ms. Tomassi, second by Ms. Thayer, and no discussion or corrections. Motion carried unanimously.

Ms. DeVore called Board Members' attention to the written reports provided by the Field Operations team in the board materials and thanked that team for the detailed writeups which keep Board Members informed about activities across the state.

CEO AND STRATEGY REPORT

CEO Josh Dorrell provided the Board with a report on the WBC's response to emerging demands over the last few years and how the opportunities of ARPA and the Infrastructure bill present huge opportunities for Wyoming which will require a certain "re-tooling" of the work we're doing to spread the benefit of our work across more communities.

SERVICES STANDING COMMITTEE

Committee Chairwoman Pam Thayer introduced Services Division Director Brandon Marshall for an update on Division projects. Marshall spoke to the involvement of the team with foundational projects, the engagement of Asia Pacific Trade Office in several recent trade shows, promotion of the STEP and Industrial Certification grants,

Marshall also gave updates on Business Recruitment activities and the success Recruiting Manager Wendy Lopez is realizing from her efforts, a revisit to the community targeted industry studies and helping communities develop strategies around them, and additional planning and organizing work in communities and with the Broadband Advisory Council by Kim Porter. Main Street Manager Kayla Kler has been focused on focused on work with Main Street communities to expand involvement and success of community programs, and there is ongoing to work to better-integrate the Main Street Advisory Board with the work of the WBC Board. Entrepreneurial Services Manager Bert Adam's work on the SSBCI application which may provide as much as \$58.4m additional opportunities for business funding

over the next nine years which aims to be self-sustaining and continues to see a lot of demand for the SBIR program.

Marshall concluded with a review of the efforts around broadband, including the still-pending award of the NTIA grant which is being monitored by Kim Porter and expects an award period in early 2022, as well as the Connect Wyoming program which aims to have a slate of fundable projects. Tied closely to this is the mapping initiative which will help us determine the scope of need and actual coverage areas. Marshall thanked WBC team members Justin Mabie, Kim Porter, Elaina Zempel and Warren Appel for their support of the broadband initiatives over the last quarter.

Ms. Thayer thanked Marshall for the detailed report and specifically welcomed Kayla Kler to her new role as the Main Street Program Manager.

OPERATIONS STANDING COMMITTEE

Committee Chairwoman Kathy Tomassi introduced Chief Operating Officer Amy Grenfell to discuss the activities of the Operations Committee and a preview of today's agenda items.

QUARTERLY FINANCIAL REPORT and AUDIT UPDATE

Accounting Manager Lyndsay Orr presented the first quarter financial reports for state fiscal year 2022 ending September 30, 2021. Orr did point out the higher-than-expected budget utilization numbers result from the encumbrances for existing contracts, and clarified those numbers balance out over the course of the year and are to be expected.

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

Orr then gave an update on the status of the FY2021 Financial Audit and explained the delay in presenting this quarter as is customary is due to delays on information from third parties. Orr recommended holding a committee meeting once the report is available, then taking the acceptance matter to the next meeting of this Board.

COO Amy Grenfell commented that the WBC team and our auditor have been performing as expected, but reiterated these delays are related to federal funding reporting delays. Grenfell further recommended the review and acceptance of the audit report be a standard item for the first meeting of each calendar year as a timeline which will be more realistic.

QUARTERLY PERSONNEL REPORT

Human Resources Manager Chava Case presented the quarterly personnel report, highlighting the addition of Angie Buchanan to the accounting team in October, the promotion of Kayla Kler to the Main Street Manager position, and ongoing recruitment efforts for the Investments Division Director position pending Julie Kozlowski's retirement. Case also spoke to the agile performance management model and ongoing professional development efforts to continue growing our human capital.

CEO Josh Dorrell commented on the huge loss that will be felt with Julie Kozlowski's retirement and the vast amount of institutional knowledge and calm practicality she brings to the work of the WBC, and thanked Julie for her years of service.

DeVore thanked Chava and Josh for their work cultivating the culture and performance and reiterated that it is a long-game process.

Agency Services Manager Warren Appel then led the Board with a brief review of the Contracts and Public Relations policies which have been carefully reviewed and updated to reflect actual practice as well as pared down to contain the most useful information. These policies were reviewed and unanimously approved and adopted by the Operations Standing Committee at its November 5 meeting.

INVESTMENTS STANDING COMMITTEE

Committee Chair John Coyne III introduced the agenda, noting the Brownfield Revolving Loan Fund item currently scheduled to take place after the lunch break will now take place prior to the lunch break.

AMENDMENTS TO ADMINISTRATIVE RULES FOR THE BRC PROGRAM

Agency Services Manager Warren Appel presented the proposed amendments to the administrative rules for the BRC program which create a framework for the handling of public comments related to BRC projects. Appel noted this change is consistent with the newly developed Public Relations policy and seeks to streamline the comment process for members of the public, and clarified the specific mechanisms, timelines and processes for the deployment are as-yet not clear but are under development.

- **ACTION ITEM:** Motion to approve amendments by Mr. Klein, second by Ms. Tomassi, and no discussion. Motion carried unanimously.

QUARTERLY CHALLENGE LOAN REPORT

Business Finance Analyst Justin Mabie presented the quarterly Challenge Loan report, including four loans which are past-due as of September 30, one of which is being recommended for charge-off at this meeting. The Loan Loss Reserve remains adequate, including a full reserve of the pending charge-off of the Weber Ag, LLC loan in the amount of \$484,950.00. Staff recommends acceptance of this report.

Mabie and Economic Development Finance Analyst Josh Keefe spoke to the Weber Ag charge-off item and work with the AG's office to recover funds where possible. Keefe pointed out the total charge-offs to-date is just over \$1m.

- **ACTION ITEM:** Motion to accept quarterly Challenge Loan report by Mr. Brown, second by Ms. Moore, and no discussion. Motion carried unanimously.

WEBER AG, LLC LOAN CHARGE-OFF MEMORANDUM

Economic Development Finance Analyst Josh Keefe presented the memorandum related to the charge-off of the Weber Ag, LLC loan, including the history of the loan and path which led to this charge-off request. Keefe indicates the specific circumstances related to this item may result in changes to the Challenge Loan program to prevent similar circumstances in the future.

- **ACTION ITEM:** Motion to realize a principal loss of \$484,950.00 in the loan to Weber Ag, LLC and Damon Weber by Ms. Tomassi, second by Mr. Brown, and no discussion. Motion carried unanimously.

TOWN OF ALPINE PRETREATMENT FACILITY MEMORANDUM

Grants Projects Manager John Wendling presented a memorandum on the sludge pretreatment facility project awarded to the Town of Alpine and the history to-date. The Town requests an extension of the existing award for which a contract was never completed.

Staff recommends a re-evaluation of the project and authority to compel Town to submit a new application containing updated information for consideration at a future meeting of this Board in the event the scope of the project is changed from its initial approval.

- **ACTION ITEM:** Motion to allow staff and the Investments Committee to re-evaluate the project and recommend further action by the Board by Ms. DeVore, second by Ms. Thayer, and no discussion. Motion carried unanimously.

CITY OF CHEYENNE F.E. WARREN ENHANCED USE LEASE EXTENSION MEMORANDUM

Wendling then presented the Board with a memorandum outlining a request from the City of Cheyenne for an extension to the EUL following the withdrawal of the initial developer. The extension would provide additional time for the City and the Air Force to secure a developer for the project, which is the final step in the release of the funds. Board members expressed consternation at extending the EUL without knowing the final developer inasmuch as the original developer's experience with such projects figure into this Board's initial decision to fund the project.

Cheyenne Chamber of Commerce CEO Dale Steenbergen and Cheyenne Mayor Patrick Collins responded to the concerns and requested the Board's support of staff recommendations.

- **ACTION ITEM:** Motion to approve staff recommendations subject to review by staff and Investments Committee that the project remains in scope by Mr. Law, second by Mr. Kenyon, and no discussion. Motion carried unanimously.

CITY OF LANDER MAVEN HEADQUARTERS LOAN INCREASE REQUEST

The City of Lander is requesting an additional \$294,608 on the loan for the Maven Headquarters to cover significant increases in materials costs. The increase to the loan amount is necessary to complete the project. Staff has reviewed this request and the applicant's most recent financials, and further recommends approval of the request.

- **ACTION ITEM:** Motion to approve staff recommendations by Mr. Easley, second by Mr. Klein, and no discussion. Motion carried unanimously with Ms. Thayer absent and excused.

SEEDA VACUTECH GRANT REPAYMENT MEMORANDUM

SEEDA is requesting a 10-year repayment term for funds paid out for the now-canceled expansion of the Vacutech facility in the Sheridan Hi-Tech Park. This change results from uncertainties tied to the ongoing COVID-19 pandemic. Staff recommends approval of the repayment plan as submitted.

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

BROWNFIELDS REVOLVING LOAN FUND REQUEST: ACME POWER PLANT

Business Finance Analyst Justin Mabie was joined by Natural Resources Program Supervisor Cindi Martinez of the Wyoming Department of Environmental Quality to present the application for a cleanup of asbestos and other industrial contamination at the site of the former Acme Power Plant just north of Sheridan. Mabie also provided a history of other awards made under the program, noting this request for \$500,000.00 is recommended by WBC and DEQ staff. Martinez added that additional EPA funding is pending to complete the cleanup of the site which is anticipated to be completed in 2025.

Ms. Tomassi inquired whether there has been any specific discussion on reuse of the facility. Martinez responded there have been discussions which largely point to greenspace or similar recreational uses, but no conclusion has been reached. Martinez also noted the remediation must be completed before any reuse can be contemplated.

Mr. Law commented as a local that the facility is something of a nuisance and a danger for people looking to recreate in the area and said this is a worthwhile project.

Ms. Thayer inquired about other funding sources and how those relate. Martinez responded that other applications pertain largely to the building and its contents whereas this request would serve to abate contamination to the soils and grounds outside of the building.

- **ACTION ITEM:** Motion to approve staff recommendations by Mr. Klein, second by Ms. DeVore, and no discussion. Motion carried unanimously with Mr. Easley absent and excused.

BUSINESS READY COMMUNITY GRANT AND LOAN PROGRAM

Community Development Manager Noelle Reed led the Board on a preview of the projects for consideration at this meeting as well as a review of the current BRC budget and allocation plan.

CITY OF CHEYENNE PROJECT BISON

Staff presented a Managed Data Center Cost Reduction request in the amount of \$2,250,000 for Project Bison/Microsoft to expand its regional datacenter footprint in Wyoming. This project anticipates creating an additional 13 jobs at 160% of Laramie County Median Wage. Staff recommends approval of this request.

Board members asked about the capacity of the electrical system to serve the data center needs, the amount of land purchased, and the potential for build-out. Ms. Moore commented on the impact of datacenters, how they provide high-quality/high-paying jobs and make large contributions to the local economy.

The Board heard comment from Betsey Hale, CEO of Cheyenne LEADS who spoke in favor of the project and stated Black Hills Energy is currently building a substation adjacent to the location to specifically serve this datacenter.

TOWN OF SHOSHONI BUSINESS PARK SEWER PROJECT

Staff presented a \$1,583,419 Community Readiness Grant application from the Town of Shoshoni which would enable the Town to install 9,300 linear feet of sewer line, further-developing 273 acres of land

and extending the sewer infrastructure to the Wyoming Mushrooms farm. This project also has the potential to benefit a potential grocery store which is under consideration for the community.

TOWN OF JACKSON COMMUNITY CONNECTOR PROJECT

Staff presented a \$52,926 Community Project Grant for the installation of 15 former Snow King Resort lift chairs in locations along North and South Cache Street from Town Square to Snow King Resort. The installation would be treated as a single public art installation and would include a mix of swinging and fixed chairs aimed to improve historic awareness and walkability in the core business district.

Staff does not recommend funding for this project as it seems geared toward visitor experience enrichment experience and not economic development or diversification, and therefore does not advance BRC program goals.

The Board heard comments in support of the project from Ana Olsen from the Jackson Hole Chamber of Commerce, Carrie Geraci from Jackson Hole Public Art, Brian Stanley of Snow King Resort, and Johnny Ziem from the Town of Jackson.

TOWN OF SHOSHONI HOTEL FEASIBILITY STUDY

Staff presented a \$25,000 Planning Grant application from the Town of Shoshoni to investigate the feasibility of a full-service hotel located within the community which sits at a major crossroads in Wyoming's tourism corridor and which presently has no such amenities nearer than 30 miles away. Staff recommends full funding as requested.

The Board heard comments from Shoshoni Mayor Joel Highsmith who indicated initial review indicates the west edge of town as being ideal for such a project and emphasized the value of this project for the community.

- **ACTION ITEM:** Motion to approve staff recommendations for the City of Cheyenne Project Bison application by Mr. Klein, second by Mr. Law, and no discussion. Motion carried unanimously with Mr. Easley absent and excused.
- **ACTION ITEM:** Motion to approve staff recommendations for the Town of Shoshoni Business Park Sewer Project by Ms. DeVore, second by Ms. Tomassi, and no discussion. Motion carried unanimously with Mr. Easley absent and excused.
- **ACTION ITEM:** Motion to approve staff recommendations for the Town of Jackson Community Connector Project by Ms. Tomassi, second by Ms. Moore, and discussion from Mr. Klein, Mr. Law, and Ms. DeVore. Motion carried with Messrs. Brown, Klein and Law opposed, and Mr. Easley absent and excused.
- **ACTION ITEM:** Motion to approve staff recommendations for the Town of Shoshoni Hotel Feasibility Study by Ms. Thayer, second by Mr. Klein, and no discussion. Motion carried unanimously with Mr. Easley absent and excused.

OTHER BOARD MATTERS and ADJOURNMENT

Ms. DeVore extended her thanks to the board and staff for their work preparing for today's meeting and acknowledged the difficulty in evaluating the projects and making targeted, strategic decisions in the face of very good projects.

Ms. DeVore then appointed Erick Arens, Chuck Kenyon, and Cindy Johnson to be the Nominating Committee for 2022 Board Officers.

Next meeting of SLIB is on Thursday, February 3, 2021, quarterly committee meetings are outlined in the board book. Formal notifications of next year's meeting schedule will be confirmed in the coming weeks and invites sent via Google Calendar.

There being no further business before this Board, Ms. DeVore adjourned the meeting at 2:29 PM.

Respectfully Submitted

Warren R. Appel, Agency Services Manager

Kathy Tomassi, Secretary/Treasurer

DRAFT



PEOPLE AND PERFORMANCE

WBC BOARD OF DIRECTORS UPDATE

February 2022

Wyoming Business Council Board of Directors
February 23, 2022 | Meeting Materials



PEOPLE

PROMOTIONS

BERT ADAM, INVESTMENTS DIRECTOR



- JOINED WBC IN 2020 AS ENTREPRENEURIAL SERVICES MANAGER
- EXPERIENCE LEADING LARGE TEAMS TO DELIVER CREATIVE SOLUTIONS
- CHANGE LEADER AND PEOPLE DEVELOPER
- CONTRIBUTED TO THE DESIGN AND BUILD OF THE SYSTEM THAT DELIVERED BUSINESS RELIEF FUNDS TO WYOMING BUSINESSES

RECRUITMENTS

AGENCY SERVICES MANAGER

BROADBAND MANAGER

COMMUNITY LEADERSHIP AND ENGAGEMENT
MANAGER

ENTREPRENEURIAL DEVELOPMENT MANAGER

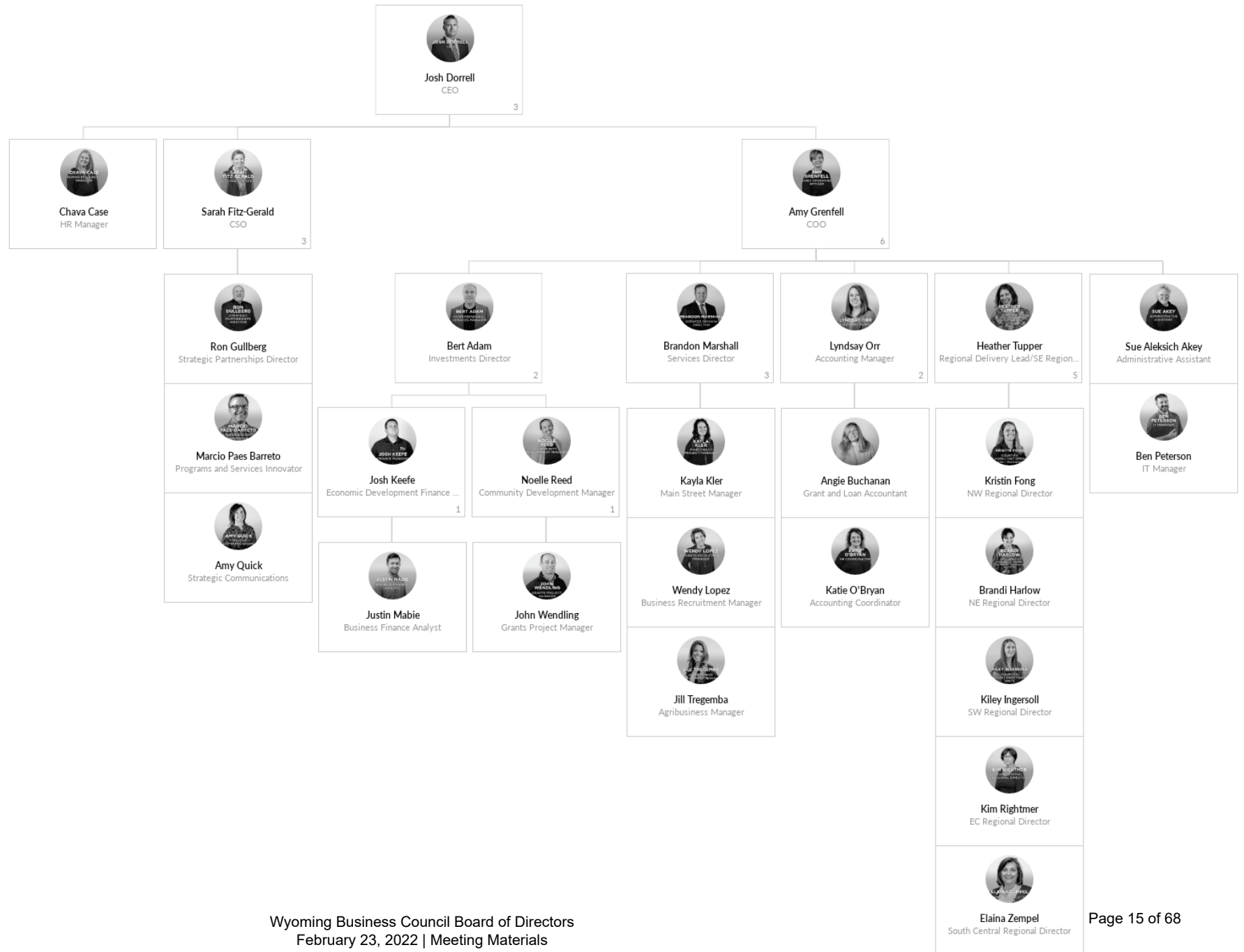
PERFORMANCE



AGILE PERFORMANCE MANAGEMENT

- **STRENGTHS BASED DEVELOPMENT**
UNIQUE TALENTS + PERFORMING AT OUR BEST + EXPECTATIONS
- **AGILE GOAL SETTING**
OUTCOMES + CHALLENGING + GROWTH
- **FEEDBACK**
CARE PERSONALLY + CHALLENGE DIRECTLY
- **COACHING**
PEOPLE CENTERED + RAPID LEARNING

WBC TEAM





WHAT'S NEXT?



Building a learning organization

Coaching

Thinking forward

Continuous leadership development



THANK YOU

Chava Case, HR Manager

chava.case@wyo.gov

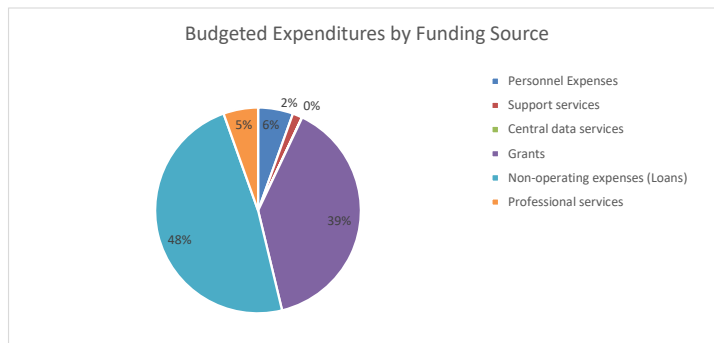
307.287.8033

Wyoming Business Council
Quarter Ending December 31, 2021 (2021/2022 Biennium)

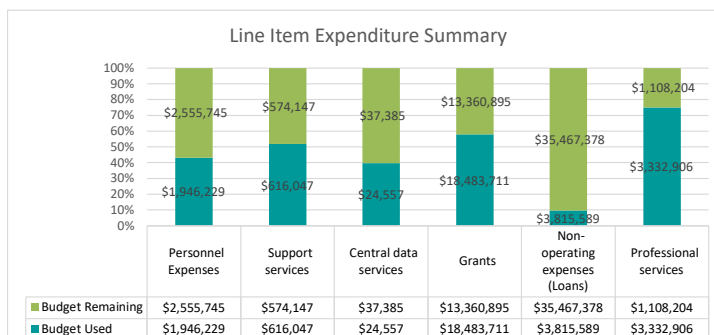
Optimum = 50%

BUDGET SUMMARY	BUDGET	EXPENDED	ENCUMBERED	BALANCE	%	Avail. Cash Balance	YTD Receipts
Economic Diversification							
Investments	\$39,428,721	\$644,865	\$17,494,418	\$21,289,438	46.01%		
General (BRC/CDBG)	\$25,000	\$340	\$0	\$24,660	1.36%		
Economic Loan	\$10,000	\$4,442	\$0	\$5,558	44.42%		
Business Ready Communities (includes MRG)	\$39,393,721	\$640,083	\$17,494,418	\$21,259,220	46.03%		
Services	\$4,012,980	\$1,110,602	\$1,880,311	\$1,022,067	74.53%		
General	\$2,766,292	\$927,070	\$1,653,850	\$185,372	93.30%		
Broadband Administration (fund 004)	\$209,300	\$4,986	\$0	\$204,314	2.38%		
Entrepreneurship	\$25,000	\$936	\$0	\$24,064	3.74%		
Main Street	\$348,000	\$42,349	\$114,911	\$190,740	45.19%		
Markets & Expansion	\$359,389	\$43,871	\$14,050	\$301,468	16.12%		
Recruitment	\$242,500	\$78,850	\$95,000	\$68,650	71.69%		
Rural Development	\$62,500	\$12,540	\$2,500	\$47,460	24.06%		
Wyoming Business Council							
Operations	\$5,180,404	\$2,253,038	\$103,097	\$2,824,269	45.48%		
Accounting	\$41,000	\$15,087	\$21,000	\$4,913	88.02%		
Agency Services	\$394,831	\$113,722	\$82,097	\$199,012	49.60%		
Board	\$31,550	\$7,727	\$0	\$23,823	24.49%		
Executive	\$14,250	\$11,026	\$0	\$3,224	77.38%		
HR (Non-Payroll)	\$119,250	\$31,058	\$0	\$88,192	26.04%		
HR (Payroll)	\$4,350,320	\$1,946,039	\$0	\$2,404,281	44.73%		
IT	\$229,204	\$128,379	\$0	\$100,825	56.01%		
Regional Directors	\$90,000	\$20,355	\$0	\$69,645	22.62%		
Strategy	\$605,561	\$241,836	\$122,877	\$240,848	60.23%		
General	\$105,000	\$52,049	\$0	\$52,951	49.57%		
Communications	\$267,766	\$88,217	\$97,002	\$82,547	69.17%		
Strategic Partnerships	\$232,795	\$101,570	\$25,875	\$105,350	54.75%		
TOTAL GENERAL FUNDS	\$49,317,665	\$4,270,696	\$19,600,703	\$25,446,266	48.40%		
Federal Funds							
Brownfield Revolving Loan Program	\$881,503	\$121,352	\$55,101	\$705,050	20.02%		
CDBG Program	\$4,560,141	\$391,321	\$3,481,440	\$687,380	84.93%		
Rural Development Block Grant	\$47,000	\$26,800	\$20,200	\$0	100.00%		
State Trade and Export Program (STEP)	\$145,125	\$62,900	\$20,000	\$62,225	57.12%		
TOTAL FEDERAL FUNDS	\$5,633,769	\$602,373	\$3,576,741	\$1,454,655	74.18%		
Agency Funds							
Economic Loan Development (fund 039/089)*	\$26,043,325	\$25,987	\$74,413	\$25,942,925	0.39%	\$ 7,489,769	\$ 723,571
Rural Rehabilitation (fund 499)	\$259,153	\$36,667	\$20,000	\$202,486	21.87%	\$ 4,686,414	\$ 27,450
Wyoming Business Council (fund 085)	\$68,881	\$11,460	\$0	\$57,421	16.64%	\$ 207,731	\$ 3,368
TOTAL AGENCY FUNDS	\$26,371,359	\$74,114	\$94,413	\$26,202,832	0.64%		
TOTAL BUDGET	\$81,322,793	\$4,947,183	\$23,271,857	\$53,103,753	34.70%		
CARES Act COVID-19 Relief							
CARES ACT Agriculture Program	\$34,617,534	\$34,617,534	\$0	\$0	100.00%		
CARES ACT Business Relief Program	\$379,032,079	\$379,032,079	\$0	\$0	100.00%		
CARES ACT Connect Wyoming	\$48,588,908	\$48,588,908	\$0	\$0	100.00%		
CARES ACT Energy Rebound Program	\$28,704,241	\$28,704,241	\$0	\$0	100.00%		
CARES ACT Administration Funds	\$646,976	\$641,290	\$5,686	\$0	100.00%		
TOTAL CARES ACT	\$491,589,738	\$491,584,052	\$5,686	\$0	100.00%		

* \$25 million reserved for Large Loan Fund



Loan Type	Balance
Economic Disaster	6,721,436
Bridge	1,497,725
Amendment IV	-
Natural Gas Infrastructure	193,773
WyoTech	4,900,000
BRC	11,976,193
Unallocated Allowance	(75,933)
	<u>25,213,194</u>





State of Wyoming

State Auditor's Office



Kristi Racines, CPA
State Auditor

Eydie Trautwein, J.D.
Deputy State Auditor

January 21, 2022

Wyoming Business Council
Attn: Amy Grenfell, Chief Operating Officer
214 West 15th Street
Cheyenne, WY 82002
Sent via email: amy.grenfell@wyo.gov

In Re: State of Wyoming's Annual Comprehensive Financial Report Issuance

Dear Ms. Grenfell,

Thank you for your recent inquiry as to the status of the State of Wyoming's (State) Annual Comprehensive Financial Report (ACFR).

In accordance with Wyoming Statute § 9-1-403(a)(v), the State Auditor's Office (SAO) is required to produce the State's ACFR by December 31st of each year. McGee, Hearne and Paiz, LLP (MHP) is the auditing firm hired by the State (through the Department of Audit) to audit the State's financial statements each year. As you and your board is aware, WBC is a component unit of the State and is thus required to produce a separate stand-alone audit. However, your stand-alone audit relies on information contained in the State's ACFR.

WBC's audit cannot be completed until SAO provides cash and investment adjusting journal entries to WBC. The State's audit cannot be completed until WBC's audit is completed as we have to include their financial statements in the State's ACFR.

Unfortunately, the State's audit is delayed because MHP has not received required cash and investment information from the Wyoming State Treasurer's Office (STO). Typically, cash and investment information is provided in October of each year. MHP has advised us that they will not be able to opine on the state's financial statements until they have received all requested information and they have completed related testing.

We do not have a timeline from the STO as to when they will be able provide the information. At this point, the State's audit and subsequently WBC's audit could be delayed for an additional three to four months. We know this puts your agency and other component units in a difficult

Herschler Building
4th Floor East
122 West 25th Street
Cheyenne, WY 82002

Wyoming Business Council Board of Directors
February 23, 2022 | Meeting Materials

Telephone: (307)777-7831
Fax: (307)777-6983
E-mail: saoadmin@wyo.gov
Website: sao.wyo.gov

Page 19 of 68

position.

We will keep you posted as to the progress of the STO and subsequently the State's audit.

Sincerely,



Kristi J. Racines, CPA Wyoming State Auditor

Cc:

Josh Dorrell, WBC Chief Executive Officer
Lyndsay Orr, WBC Accounting Manager
Senator Drew Perkins, Chairman, Joint Appropriations Committee
Representative Bob Nicholas, Chairman, Joint Appropriation Committee
Buck McVeigh, Chief of Staff, Wyoming Governor's Office
Justin Chavez, Director, Wyoming Department of Audit
Curt Meier, Wyoming State Treasurer
Dawn Williams, Deputy Treasurer, Wyoming State Treasurer's Office
Matt Obrecht, Director, Legislative Service Office
Don Richards, Budget and Fiscal Administrator, Legislative Service Office
Brandy Marrou, Managing Partner, MHP



PUBLIC COMMENTS PROCESS

Public comments must be submitted to:

- wbc.public-comment@wyo.gov – OR-

- By Mail to:

Wyoming Business Council

Attn: Public Comment

214 W. 15th Street

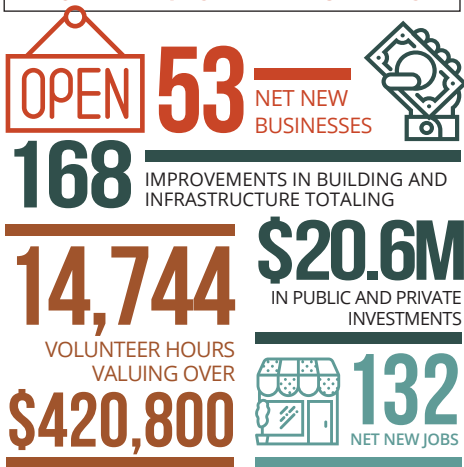
Cheyenne, WY 82002

- Written comments for Business Ready Communities (BRC) applications submitted and under board consideration for funding recommendations shall be received by the Council no less than 14 calendar days prior to the public meeting at which the application is to be considered by the Board

WYOMING
MAIN STREET



2021 REINVESTMENT NUMBERS



2022 BEST PRACTICES WORKSHOP



MAY 13-14,
2022
VIRGINIA



Each spring, Wyoming Main Street hosts a “Best Practices Workshop” in advance of the Main Street Now Conference. This is a 2-day workshop opportunity to tour and interact with Main Street communities and Main Street professionals on best practices and challenges learned in their work.

This year, the Best Practices Workshop will take place in three communities near Richmond (as the conference host city): Blackstone, Farmville, and Hopewell. The workshop will take place May 13 and 14, 2022, bringing 55 Wyoming community leaders to these communities to connect.

BLACKSTONE

POPULATION: 3,391

In the heart of Southside Virginia,
small town simplicity never looked so
appealing!

Our community enjoys a culture
that includes traditions of the
historical, rural south.

Blackstone's charming
Historic Business District
features an array of historic
buildings, quaint shops,
unique restaurants, service
providers, museums,
and prominent nods to
the locality's identity
as a proud military
community.





FARMVILLE

POPULATION: 8,117

If you've never been to Farmville, the name might give you the wrong idea. Think college town, furniture shopping, history and outdoor fun!

Whether you are looking for a great place to spend some time or a vibrant downtown to locate your business Farmville Downtown has so much to offer.

As the anchor for an eight-county south central Virginia region of 125,000 people, the Farmville Downtown Main Street District is at the heart of whatever you want to do: shop, eat, meet friends, immerse yourself in art, or take care of business.

HOPEWELL

POPULATION: 22,456

The City of Hopewell has been called the "Wonder City" because of its resiliency and tendency to bounce back. Despite many past challenges, including the loss of the industry that initially built the City, and a fire that all but destroyed it in 1915, in 2016 Hopewell celebrated 100 years of incorporation. Wonder City indeed!

With 13 years in the making and nearly 10 years as an accredited Main Street organization, the active individuals who make up the Hopewell Downtown Partnership have proven themselves to be as resilient and dynamic as the Downtown they care so deeply about.





Memorandum

To: Wyoming Business Council Board of Directors
From: Justin Mabie – Business Finance Analyst
Subject: Challenge Loan Reporting Requirements
Date: February 23, 2023

1. **Past Due Report.** Challenge Loan Policy requires quarterly reporting of all loans 30 days or more past due.
 - There were three past due payments on December 31, 2021:
 - **Edward Lay** (Goshen County Economic Disaster Loan – March 2020)
 - A demand for payment letter was sent on July 30, 2021, and a response has not yet been received. Josh Keefe and I attempted to make contact during a site visit on November 16th however, we were unable to speak to Mr. Lay. We posted a payment stub with his past due information on his front door. I attempted to call the borrower on January 19, 2022, to discuss his late payments, however, his mailbox was full and was unable to accept messages. Attempts will continue to be made to reach the borrower in the future.
 - The amount past due is \$29,746.98 (two annual payments plus a \$725.54 late charge); loan balance is \$107,892.00.
 - **Ryan Riggs** (Goshen County Economic Disaster Loan – March 2020)
 - A demand for payment letter was sent on July 30, 2021, and a response has not yet been received. Josh Keefe and I attempted to make contact during a site visit on November 16th however, we were unable to speak to Mr. Riggs. We posted a payment stub with his past due information on his front door. I attempted to call the borrower on January 19, 2022, to discuss his late payments, however, his mailbox was not set up. Attempts will continue to be made to reach the borrower in the future.
 - The amount past due is \$38,599.49 (two annual payments plus a \$941.45 late charge); loan balance is \$140,000.00.

- **Cody Easum** (Wyoming Sugar Economic Disaster Loan – November 2017)
 - A certified demand letter was mailed in April 2021 and again in July 2021, and a response has yet to be received. A physical visit was performed on October 26, 2021, and the borrower was strongly advised to make the past due payment before the end of the calendar year; however, no payment was made. I tried calling the borrower on January 19, 2022, but was only able to leave a voicemail.
 - The amount past due is \$21,479.65 (two annual payments plus a \$523.89 late charge); loan balance is \$64,067.44.
2. **Loan Loss Reserve Analysis.** Challenge Loan Policy requires a review of all loans that are delinquent (over 30 days past due) and a specific reserve will be allocated if the review warrants. There will be an additional unallocated reserve of one-half of one percent of the total portfolio balance.
- The reserve is adequate with a balance of **\$1,607.023**. The allocation includes a 10% loan loss reserve for the Economic Disaster Loans originated, plus 0.5% of the total loan portfolio. The reserve does include a full allowance for Cody Easum (\$64,067.44), Edward Lay (\$107,892.00), and Ryan Riggs (\$140,000.00).
 - The resulting available fund balance in the Economic Development Fund is **\$7,489,769**.
3. **Charge off balances.**
- None to report at this time.
4. **Other News.**
- None to report at this time.

Staff Recommendation:

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



INTEROFFICE MEMORANDUM

TO: WYOMING BUSINESS COUNCIL BOARD OF DIRECTORS
FROM: WBC INVESTMENTS DIVISION
SUBJECT: TOWN OF ALPINE PRETREATMENT & SLUDGE FACILITY CONTINUATION
DATE: FEBRUARY 23, 2022

The Town of Alpine requests WBC Board of Director approval to continue the Pretreatment and Sludge facility project. Currently, there is no grant agreement in place.

PROJECT OVERVIEW

The Town of Alpine was awarded “up to” \$2,300,370 in BRC grant funding by SLIB two years ago on October 3, 2019. As presented, this project was anticipated to be matched with Economic Development Agency (EDA) funding of \$1,184,003. If EDA funding was awarded the BRC grant amount would be lowered to \$1,116,367; however, EDA funds were not awarded.

The original project was to install a sludge handling facility at the town’s wastewater treatment plant to provide a solution for the reduction and disposal of residual solids produced primarily by Melvin Brewing from the production of IPA beers at their facility.

Until recently, the town was paying for the waste to be transported to Paris, Idaho. Now the town is having the waste transported to Pinedale, WY. This is not a long-term solution for either community.

TOWN OF ALPINE AND WBC CORRESPONDENCE

- November 4, 2020 - Alpine Mayor, Kennis Lutz, notified WBC staff that EDA funding was denied for a third and final time.
- November 17, 2020 – WBC Staff sent a letter acknowledging receipt of the letter and needed more information to proceed. This included:
 - How will the Town of Alpine address the need for additional match with EDA funding no longer in place? The town was committed to 5% of the 10% required match.
 - Explanation of why EDA funding was denied.

A reply was never received despite several attempts to reach out to the town.

- October 4, 2021 – WBC Staff sent a notice of cancellation of grant funds, giving the Town of Alpine 30 days (until 11/4/2021) to respond or funding would be withdrawn.

- October 29, 2021 – A response was received from the Town of Alpine with a cover letter, updated site plans, and tentative schedule beginning October 31, 2021.

STAFF RECOMMENDATION

Due to the change in project design, communication difficulties, and changes in project funding and urgency, the Investments Division recommends the submission of a new application from the Town of Alpine including new cost estimates, plans, and funding structure for the WBC Board of Directors' consideration at the March 2022 quarterly meeting.

WBC Deliberations 12/9/21

Board members asked if the town provided reasoning why EDA funding was not approved and if communication breakdowns were the main reason for delays. Board also asked if construction had begun and what changes have happened to cause this project to come back to the board.

Board Co-Chair Kim DeVore moved to let investment staff assess the project and inform Investment Committee how to proceed, seconded by Pam Thayer. Motion carried unanimously.

Investments Committee Deliberations 1/25/22

Board members commented that they appreciated the community's cooperation and providing all the information that was needed.

Board member Alex Klein moved to allow the project to proceed, seconded by Jason Kintzler. Motion carried unanimously.

The Project will go before the WBC board at the February 23 quarterly meeting for final approval before the grant agreement can be executed.

WBC Staff is recommending the continuation of the project and will monitor the project closely. The town of Alpine will have six months from the date of the Agreement's execution to begin construction or funding will be cancelled.

**TABLE 1. ALPINE PRETREATMENT AND SLUDGE HANDLING FACILITY
ESTIMATED COST (1-15-22)**

ITEM	ESTIMATED AMOUNT	SOURCE OF ESTIMATED COST
1700 SF Metal building complete with below ground concrete tanks, electrical, mechanical, piping	\$980,000	Preliminary proposal from JL Concrete, local Alpine contractor who recently completed a metal shop building for the Town of Alpine in 2020 and 2021.
Package MBR treatment system, pre-filter, blowers, pumps controls, design and start-up services	\$1,410,000	Updated Proposal from Cambrian Innovations, treatment, 40,000 gpd max day flow capacity
Sludge Dewatering System, complete	\$310,000	Rotary Fan Press, Falcon Supply, Proposal from September 2021 plus 10%, 30 gpm dewatering rate
Building Design, Permitting	\$50,000	Building structural, mechanical, electrical design based upon costs from recent shop building construction and work completed to date
Sub-Total	\$2,750,000	
Contingency	\$137,500	5% Contingency
TOTAL ESTIMATED COST	\$2,887,500	
This cost estimate is based on the project preliminary design, historical construction prices, and the engineer's experience and judgment. Actual project costs and construction prices will vary based on the, construction schedule, the skill and capability of the selected contractor(s), availability of materials, demand for contractor services and other related economic factors. Therefore, Engineer makes no warranty (expressed or implied) regarding this estimate or the use of this estimate.		



TABLE 2. PROJECT BUDGET / ALPINE PRETREATMENT AND SLUDGE HANDLING FACILITY

ITEM	AMOUNT	REMARKS
Construction Estimate, January 2022	\$2,887,500	See Table 1 for breakdown and basis for costs
Grant Funding	\$2,300,370	BRC Community Readiness Grant
Minimum Local Match	\$121,072	Minimum Local Match Requirement for Community Readiness Grant, (5% of combined total)
Local Match Provided	\$587,130	Funding from Town of Alpine Reserves and Contributions from Melvin Brewing
2019 Budget	\$2,421,442	June 2019 Application to WBC
Increase	\$466,058	Increase due to inflation and updated costs of proposed treatment equipment and building
% increase	19.2%	

**NARRATIVE DESCRIBING
ALPINE PRETREATMENT AND SLUDGE HANDLING FACILITY
JANUARY 2022**

Changes from 2019 Plan. A value engineering analysis was conducted with the current Alpine head operator and Alpine engineer. As a result of this process, it was determined that the original 2019 plan to have two separate buildings and treatment tanks located outside would be inefficient and potentially problematic during the Alpine winters. Consequently, a plan was developed that would enable the flow equalization tank and the process aeration tank to be located below grade in a concrete containment that would become part of the building structure. This type of an arrangement is currently used in the main Alpine wastewater treatment facility where there are pre-aeration tanks, membrane reactor tanks, sludge thickener and aerobic digester tanks all below grade. The below ground tanks could be configured to provide the same operating volumes as the above ground tanks as shown in the preliminary plans for the facility. The below ground tanks would require pumps to move the wastewater between treatment processes. However, pumps were also anticipated with the above ground tank configuration.

With this plan, the entire pretreatment and sludge handling facility could be located within one building. Although the below ground concrete tanks would add cost, they would be out of the weather and not require insulation or heating to prevent freezing during the colder winter months. With this plan, the overall building footprint would be smaller and use less of the treatment plant site. This plan would also ensure that all treatment processes were under one roof to control temperature and help contain any odors.

With this plan there would still be space above the tanks to locate various controls and process equipment. The heavier components that would include the MBR treatment facility and sludge dewatering facility would be located on the slab-on-grade portion of the facility.

Cambrian MBR Treatment System. The Town of Alpine began working with Cambrian Innovations in 2017 together with Melvin Brewing, to investigate treatment options that would work with the brewery waste and be compatible with the overall Alpine treatment system. Following the completion of an engineering feasibility report prepared by T.O. Engineers from Boise, Idaho, Cambrian was identified as a treatment provider with extensive experience dealing with brewery waste from a wide range of brewery facilities. Cambrian offers a number of treatment options and systems that are catered to industrial waste and has had a good reputation dealing with brewery waste.

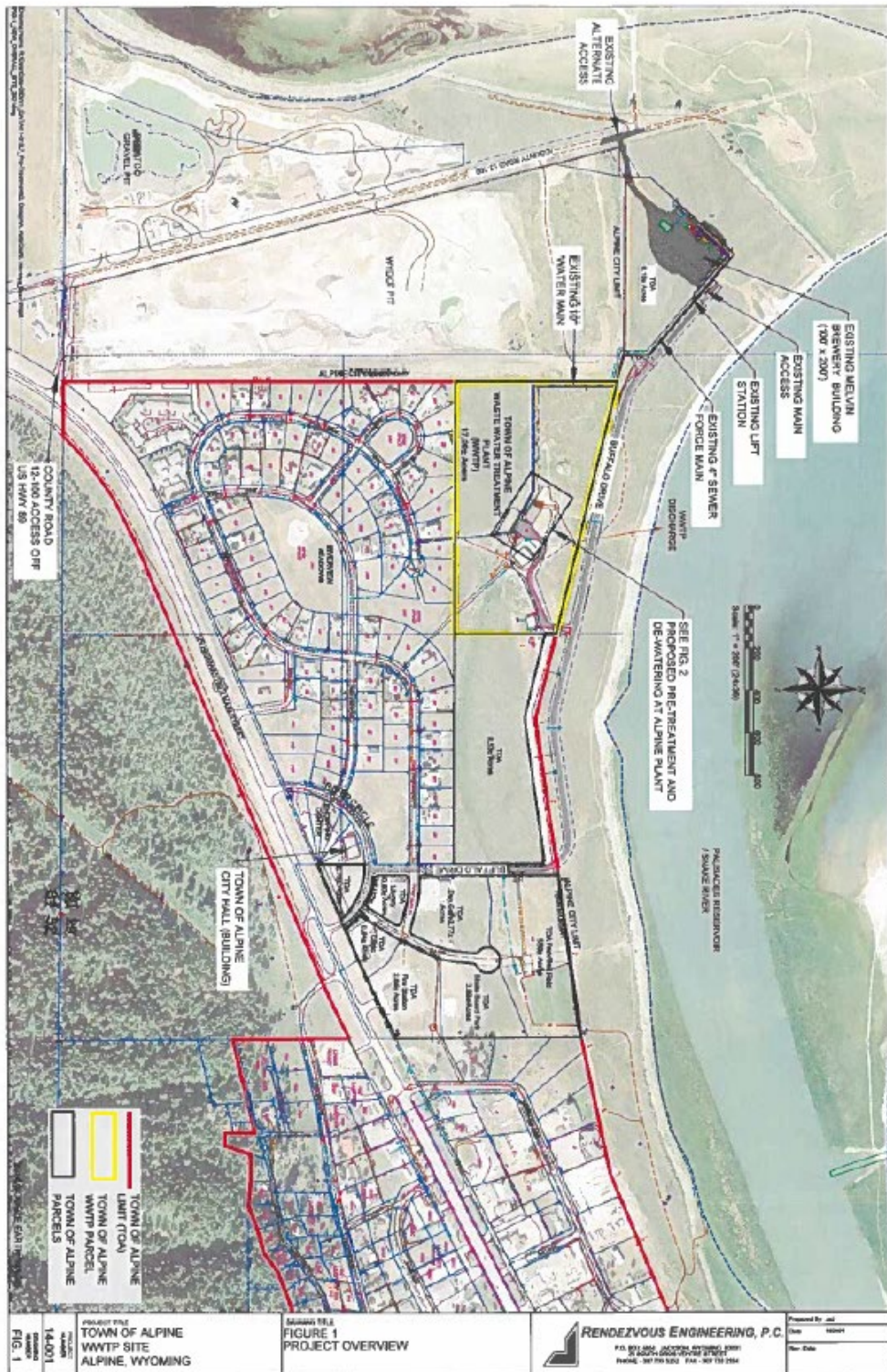
Numerous meetings and discussions took place with the Cambrian staff to look at all aspects of the treatment process including the reduction of incoming organic loading that contributes significantly to the sludge production and dewatering options. A containerized MBR system was the recommended option as this type of treatment works well with the brewery waste and was similar to the systems currently familiar to the Town operation staff. The MBR system could reduce both BOD and TSS to levels less than 10 mg/l which could be directly discharged with the current plant effluent or to discharged to the plant headworks. The pretreatment MBR would also be able to use the existing sludge thickening equipment used at the main plant as well as the aerobic digesters.

Rotary Fan Press. During the summer of 2021, operator Rob Wagner was in contact with wastewater equipment supplier Falcon Environmental (Frederick Colorado) about a new rotary fan press sludge dewatering system that was being considered for use at a wastewater plant in Teton County, Wyoming. The treatment plant was dealing with aerobically digested waste with solids in the range of 15% to 2.0% and similar to the Alpine waste sludge. This facility also had similar volumes of wastewater and sludge production. The plant had requested Falcon Environmental and equipment manufacturer Prime Solution, Inc to set up a pilot facility which was in turn operated over a period of about 3 days. Rob and engineer Bob Ablondi visited the pilot facility while in operation. The operators at the Teton County plant were impressed with rotary fan press system and subsequently made plans to purchase a unit for their plant.

Rob Wagner then had the opportunity to visit a similarly sized Prime Solution rotary fan press facility in Johnston Colorado (population ~ 10,000) that had been in operation for three years. The Johnston operators were pleased with the system and indicated that it was relatively easy to operate and maintain and was generating sludge with a solids content of about 18%.

This facility was also discussed with technical representatives from Falcon Environmental and they also were pleased with the Prime Solutions rotary fan press based upon their experience. They felt it was a well-built system that did not require any major follow-up maintenance and repairs for the systems they installed.

Based upon these recommendations and experiences, Alpine decided to incorporate this equipment into the sludge handling facility given relative cost to other systems and ability to fit within a small footprint within the building.



CITY OF LANDER TABLE MOUNTAIN LIVING COMMUNITY INFRASTRUCTURE

COMMUNITY READINESS APPLICATION

\$889,105 Grant Request

\$98,790 Cash Match

Total Project Costs: \$987,895

PROJECT OVERVIEW

The City of Lander requests an \$889,105 community readiness grant to develop a 3.94-acre site which will house a future assisted living and memory care facility.

The proposed location is 1400 Bishop Randall Drive, which is located between Sage West Hospital and the Lander Golf Course. The site is city-owned and requires water, sewer, street upgrades, 3-phase power, fiber conduit, and natural gas to be shovel-ready.

15:1

LEVERAGED IN FOLLOW-
ON CAPITAL
(APPROXIMATELY)

About the Facility:

Funds from the BRC grant will be used to leverage a \$13.1 million USDA grant/loan application for the actual construction of the new healthcare facility.

The Table Mountain Living Community facility will be owned by the City of Lander, design-built by a private firm, and operated by a management company through a separate public/private partnership.

Infrastructure funded by this project will support the creation of the Table Mountain Living Community which will house 24 assisted living beds and 14 memory care rooms. The facility is expected to be ready for residents in the fall of 2023 and is anticipated to create 20 to 25 new jobs.



COMMUNITY ENGAGEMENT

This project began five years ago when the need for an assisted living facility was identified by community members. The city created an Assisted Living Task Force to determine the viability of developing a new facility in Lander.

During 2017-2019 the city, in conjunction with the Lander Housing Authority, underwent a planning period and completed a Market Demand Study. This study showed a need for 24 additional assisted living beds by assessing healthcare within a 40 to 60-minute drive of Lander. The report also showed a need for 12 memory care rooms, noting that current memory care providers are over a two-hour drive from Lander.

The Lander Housing Authority also vetted 22 private and public sites during this time to determine the optimal location of a new facility. During this time, local healthcare providers were offered a stakeholder share in constructing and/or operating the new facility. While none of them ultimately agreed to be the operating entity, they all support the new facility and agree that it will offer the full continuum of care the community is seeking.

In 2020, Lander City Council approved pursuing a city-owned healthcare facility to be managed by the Housing Authority. To do this, the city expanded the duties of the Housing Authority in accordance with the State Statute W.S. 15-10-116. The Lander Housing Authority also revised its bylaws to include assisted living/memory care and appointed 2 new members with medical backgrounds.

Furthermore, additional assisted living and memory care options are needed in Lander as referenced in the Market Demand Study completed. While there is one assisted living provider currently in Lander, the study still showed that the community is underserved and needs an additional 24 beds.

— “
Local health care providers agree that the Table Mountain Living Community will offer the full continuum of care the community seeks.

COMMUNITY ENGAGEMENT - STAFF ANALYSIS

The need for this project was well-established through community participation, market demand and feasibility studies, and discussions with other healthcare providers. The community has established there is a void in the community that this facility will fill.

Community members have been very involved throughout this process. 28 local individuals and businesses raised over \$30,000 of private funding for the original Market Demand & Feasibility Studies. There are also letters of support and articles from the local newspaper included in board materials.

Above and beyond what is required from an infrastructure project, this facility is projected to create 20 to 25 new jobs.

CITY OF LANDER - TABLE MOUNTAIN LIVING COMMUNITY INFRASTRUCTURE PERFORMANCE MEASURES

PROJECT INFRASTRUCTURE	MEASURE	QUANTITY
	Acres Developed	3.94
	Water	2300 LF
	Sewer	300 LF
	Road	1700 LF
	Telecommunications	2000 LF
	Natural Gas	500 LF

PROJECT SOURCES & USES

SOURCES

BRC Grant	\$889,105
Cash Match	\$98,790
TOTAL ELIGIBLE PROJECT COSTS	\$987,895

BRC % of Total Project Costs	90%
Local % of Total Project Costs	10%

USES

Non-Construction Costs

• Architectural & Engineering Fees	\$86,430
• Project Inspection Fees	\$73,177

Construction Costs

• Site Work (curb & gutter, asphalt, etc.)	\$173,250
--	-----------

Infrastructure

• 3-Phase Power	\$18,000
• Water Main Extensions	\$363,500
• Fiberoptic Conduit	\$100,000
• Natural Gas Extensions	\$32,500
• Sewer Main Tie-Ins	\$33,000

Contingencies (15%)	\$108,038
---------------------	-----------

TOTAL USES	\$987,895
-------------------	------------------

STAFF RECOMMENDATION

Staff recommends funding, as requested, contingent upon:

- Letter of intent for full funding of actual facility construction from USDA or other financing institution.
- In the event that the building and site are leased or sold to a private entity, a Revenue Recapture Agreement will be executed with at least 25% of net proceeds returning to the BRC account.

The positive recommendation is based on the following principles:

- Project leverages approximately 15:1 in follow-on capital.
- Need is well-established through Market Demand and Feasibility Studies.
- Community has worked with partners to develop effective approaches to economic and community development.
- Coordinating with other healthcare providers to align care.
- Allows community to invest in amenities to draw and retain knowledge, creative and advanced manufacturing workforce.

CITY OF NEWCASTLE HERITAGE PARK FEASIBILITY STUDY

\$250,000

LAND DONATION
(13:1 PRIVATE INVESTMENT
TO BRC FUNDS)

PLANNING GRANT APPLICATION

\$18,750 Grant Request

\$6,250 Cash Match

Total Project Costs: \$25,000

PROJECT OVERVIEW

The City of Newcastle requests an \$18,750 Planning grant to determine the feasibility of a public gathering space called “Heritage Park.” Heritage Park will host activities such as the local farmer’s market, community events, and will be the home of a Veteran’s Memorial.

The proposed site is located at 1401 Washington Blvd, at the intersection of Highways 16 and 85. The community envisions this location as a welcoming stop for travelers and will further attract visitors into the downtown area.

The site is currently undeveloped and will be donated to the City by Pinnacle Bank if the planning grant is approved. The site is valued at approximately \$250,000.

Needs Assessment:

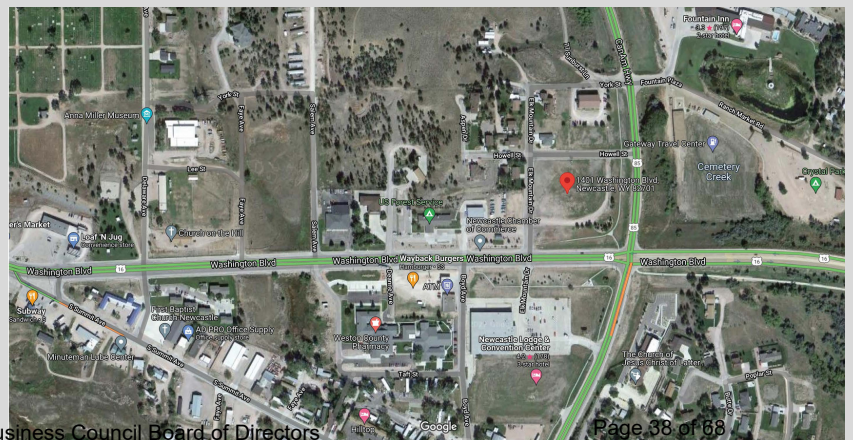
The needs for this project were identified by local citizens looking for a community gathering space for various activities, including the Farmer’s Market, Veteran’s Memorial, reunions, youth events, music and art events, etc.

The city created a committee that has been planning this project for almost three years. During this time, they explored several locations and identified planning needs based on traffic patterns, visibility, and community feedback.

Proposed Scope of Work:

The planning process will consist of three primary components:

- Existing infrastructure and operational assessment
- Public Involvement
- Detailed Cost Analysis



PROJECT EVALUATION

COMMUNITY IMPLEMENTATION

The committee is dedicated, in partnership with the City Council, to raise funds needed for the project completion through local sponsorships and other grant opportunities. The City of Newcastle has the funds to operate and maintain the project and will provide their public works staff to maintain the property.

The community has a history of completing projects utilizing community involvement and sponsorships, including Stampede Street Historical Project, Project Play It Safe at Dow Park, downtown murals, railroad car planters, Bill Kohlbrand Arboretum, bike paths, and improvements at the Weston County Fairgrounds.

POTENTIAL PARTNERS

Pinnacle Bank has committed to donating the land for Heritage Park, which is a significant contribution to the project (13:1 private investment to BRC funds).

Additionally, the Newcastle Veteran's Memorial Group has already started fundraising for the home of their memorial, and the University of Wyoming Extension sees an opportunity for promotion of wellness and nutrition with a recreation area and Farmer's Market.

Other potential partners include:

- Specialty Crop Producers - in and around Weston County
- City of Newcastle Recreation Board
- Weston County Recreation Board
- Weston County Fine Arts Council
- Newcastle Farmer's Market vendors

PROJECT SOURCES & USES

SOURCES

BRC Grant	\$18,750
Cash Match	\$6,250
TOTAL PROJECT COSTS	\$25,000

BRC % of Total Project Costs	75%
Local % of Total Project Costs	25%

USES

Consulting Services	\$25,000
TOTAL USES	\$25,000

STAFF RECOMMENDATION

Staff recommends funding as requested.

- Project leverages 13:1 private capital to BRC request.
- Planning is foundational to economic and community development.
- Empowers the community to sustainably develop their own unique economy.
- Allows community to work with partners to develop effective approaches to economic and community development in rural communities.

CITY OF RAWLINS ECONOMIC DEVELOPMENT PLAN

10

**YEAR OLD PLAN NEEDS
REFRESH TO SUPPORT
NEW ECON DEV TEAM**

PLANNING GRANT APPLICATION

\$50,000 Grant Request

\$16,667 Cash Match

Total Project Costs: \$66,667

PROJECT OVERVIEW

The City of Rawlins requests a \$50,000 Planning grant to develop a five-year economic plan for their community. This plan will outline the economic vision, mission and goals of the community, outline economic strategic and specific actions to be taken, align with the 2021 City of Rawlins Strategic Plan, and help citizens, businesses, and local partners understand and work toward the economic priorities of the community.

Needs Assessment:

The last time the City of Rawlins went through an economic and community development planning process was in 2012. However, they did complete a Strategic Plan in 2021. This Plan identified five priorities, with one of them focusing on economic development.

The community has a lot of potential but needs some direction. The city recently created an economic development department to capitalize on the community's geographical advantage as the I-80 business route goes directly through downtown Rawlins, creating an opportunity to recruit more tourism traffic.

Proposed Scope of Work:

The proposed scope of work will include a needs assessment, the creation of a citizen-driven advisory panel, and monthly meeting and social media updates. The end product will be a roadmap/strategy for recruiting or expanding businesses, attracting employees, diversifying the economy, attracting tourism dollars, satisfying retail and entertainment needs locally, and providing opportunities that keep youth in the community.

The community anticipates the final report will provide a set of policies, procedures and best practices to initiate an effective economic agenda.

PROJECT EVALUATION

COMMUNITY IMPLEMENTATION

City leadership has expressed interest in developing the economy of Rawlins. They recently created an economic development department and hired a new Economic Development Director to implement the strategies identified in the proposed plan.

The City Manager has municipal management experience, the new Economic Development Director has a strong financial and business owner background, and the City Grant Writer has more than twenty years of experience. Each of these individuals will be integral to the completion and implementation of the Economic Development Plan.

Additionally, the City anticipates the planning process itself will create capacity for implementation by engaging community members and conducting citizen surveys.



POTENTIAL PARTNERS

The City of Rawlins has partnerships with the following entities and individuals:

- Carbon County Economic Development Corporation
- Rawlins-Carbon County Chamber of Commerce
- Carbon County Visitors Council
- Downtown Development Authority Main Street
- Town of Sinclair
- Local economic and real estate developers
- Citizens at large

PROJECT SOURCES & USES

SOURCES

BRC Grant	\$50,000
Cash Match	\$16,667
TOTAL ELIGIBLE PROJECT COSTS	\$66,667

COSTS

BRC % of Total Project Costs	75%
Local % of Total Project Costs	25%

USES

Consulting Services	\$66,667
TOTAL USES	\$66,667

STAFF RECOMMENDATION

Staff recommends funding as requested.

- Planning is foundational to economic and community development.
- Empowers the community to sustainably develop their own unique economy.
- Allows community to work with partners to develop effective approaches to economic and community development in rural communities.

SEEDA HIGH-TECH PARK PHASE II FEASIBILITY STUDY

300

RESIDENTS EMPLOYED BY
3 BUSINESSES IN LIGHT
MANUFACTURING & R&D
(PHASE I)

PLANNING GRANT APPLICATION

\$20,000 Grant Request

\$6,500 Cash Match

Total Project Costs: \$26,500

PROJECT OVERVIEW

Sheridan Economic & Educational Development Authority (SEEDA) requests a \$20,000 Planning grant to evaluate three to four potential sites for a continuation of the High-Tech Park concept.

The first phase of the Sheridan High-Tech Park has been one of the community's most successful economic development efforts. The 43.5-acre park currently contains three businesses that employ approximately 300 residents in light manufacturing and R&D occupations. Occupants of the tech park include Kennon, Weatherby and Vacutech.

Needs Assessment:

The initial Sheridan High-Tech Park was the realization of goals and opportunities identified in the North Main Master Plan process and further developed with a site-specific feasibility study. The proposed Phase II Feasibility Assessment would give the community an opportunity to replicate the successes of the Sheridan High-Tech Business Park and provide future project-ready sites for business recruitment and/or expansion.

The planning needs for Phase II were also identified in a SEEDA Board strategic planning process in 2020, where they identified two objectives:

- Create an inventory of opportunity sites (land and buildings)
- Pursue site for purchase and extension of infrastructure

Furthermore, the development of another phase of the Sheridan High-Tech Park aligns with several goals and objectives of the Wyoming Economic Development Strategy, particularly the goal to "Activate New Economic Sectors".

The first phase of the Sheridan High-Tech Park was developed to aid existing businesses to expand and to recruit advanced manufacturing investment to Sheridan. All three of the businesses in the High-Tech Park are regional or national leaders in their industries and have active research and development staff. One of the companies was actively recruited to the state while the other two were business expansions.

PROJECT EVALUATION

PROPOSED SCOPE OF WORK

- The proposed scope of work will include
- Identifying strategic parcels of land. Evaluation factors include current owner's willingness to partner and/or work collaboratively on project development, proximity to existing infrastructure, appropriate zoning, and strategic location in relation to state highways and I-90.
 - Evaluating each site in terms of developable land availability, potential opportunities or obstacles to development, environmental concerns, rough costs to develop the site to "project ready" status, etc.
 - Selecting a preferred site. This will also include preparing a conceptual plan and engineering costs for initial development.
 - Identifying potential resources and funding opportunities.

PROJECT SOURCES & USES

BRC Grant	\$20,000
Cash Match	\$6,500
TOTAL ELIGIBLE PROJECT SOURCES	\$26,500

COSTS	
BRC % of Total Project Costs	75%
Local % of Total Project Costs	25%

USES

Consulting Services	\$26,500
TOTAL USES	\$26,500

COMMUNITY IMPLEMENTATION

SEEDA's history of implementing projects is well-established. As stated above, the initial Sheridan High Tech Park emerged from a Master Plan process and feasibility study. They have also completed past funding packages to develop projects. SEEDA anticipates that if the feasibility study shows the development of Phase II should occur, they will complete a similar funding package with multiple sources.

POTENTIAL PARTNERS

SEEDA has already identified potential partners, which may include

- City of Sheridan
- Sheridan County
- Sheridan College
- Sheridan County Chamber of Commerce
- Private Landowners



STAFF RECOMMENDATION

Staff recommends funding as requested.

- Planning is foundational to economic and community development.
- Empowers the community to sustainably develop their own unique economy.
- Potential to help existing advanced manufacturing businesses expand.
-

Lander Medical Clinic

745 Buena Vista Drive
Lander, WY 82520
(307)332-2941



Western Family Care

219 South 2nd West
Riverton, WY 82501
(307) 856-6591

November 30, 2021

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

To whom it may concern:

I am writing in support of the Table Mountain Living Community project in Lander, Wyoming.

The Lander Medical Clinic is a Multi-Specialty Clinic, consisting of Family Practice, Internal Medicine, Neurology, Obstetrics and Gynecology, Pediatrics, Urgent Care, Infusion and Diabetic Counseling. We have been an integral part of the Lander Community for over 70 years. During this time we have evolved with the ever-changing landscape we call healthcare.

As a practice, we can attest that our community is in dire need of another facility to care for our aging population. Currently, our providers are having to admit patients to Nursing Homes for care that could be done in an assisted living facility or sending patients hundreds of miles away to receive proper care. We are finding it increasingly harder to place our patients close to home and loved ones where we know that they will have the best outcomes.

It is our understanding that Table Mountain Living Community will add an additional 36 beds (22 assisted living and 14 memory care) to our community. The Memory Care beds are of the utmost importance. We as a clinic struggle to find a safe place for patients who are unable to be cared for at home by a family member. Numerous times we've struggled and spent countless hours on the phone trying to find a suitable space for our patients. Many times to no avail. At times, we've had to piecemeal a solution using 10 different ancillary resources in our community. This has become extremely disheartening knowing that we are not able to offer the best care to our patients.

We humbly ask for your support of the infrastructure upgrade and extension project to help make this deeply needed facility a reality for our community. In order to provide the best patient care, it is imperative that facilities such as the Table Mountain Living Community come to fruition.

Thank you for your time and consideration and please do not hesitate to reach out with any questions or concerns.

Sincerely,

Lander Medical Clinic PC
Ryan Hedges, CEO



May 25, 2021

Mayor Monte Richardson
City of Lander
250 Lincoln Street
Lander, WY 82520

Dear Mayor Richardson:

On behalf of SageWest Health Care, we applaud your decision to move forward with the construction of an assisted living facility and memory care unit in Lander. There is no question that there is a great need for these beds in our community.

To that end, I would like to volunteer to serve as a Health Industry Board Member for the Lander Housing Authority to assist with the development of this endeavor as well as support the management of the Pushroot Village facility. In my current role as Chief Executive Officer of SageWest Health Care and with more than 30 years of varied healthcare experience, I bring the necessary expertise in our ever-changing environment to successfully support the City of Lander with these projects. My vast knowledge ranges from hospitals to skilled nursing facilities, including both not-for-profit and for profit as an operator, owner and board member. I have managed many construction projects, recruited staff and medical providers as well as negotiated contracts with payors.

I appreciate the opportunity to apply to the Lander Housing Authority Board as a Health Industry Board Member and will be happy to meet to further discuss the project and answer specific questions..

Thank you in advance for your consideration.

Sincerely,

A handwritten signature in blue ink that reads "John J. Ferrelli".

John J. Ferrelli, FACHE
Chief Executive Officer

JOURNAL

Published twice weekly in Lander, Wyoming (75¢)

2020

City endorses further steps on senior living community

By KATIE ROENIGK
Staff Writer

Lander City Council members have voiced support for a proposed 35-bed senior living community in town.

The City of Lander Housing Authority has been investigating the idea for years, commissioning a market analysis in 2015 followed by a feasibility study in 2018 paid for by the housing authority's Assisted Living Task Force.

That 2018 study showed it is economically feasible to develop and operate a 35-bed senior living facility in Lander with a "reasonable" profit margin, said Greg Markvluer, vice president of real estate development at Erdman — the firm that would build the new community in town.

The city would own the facility, which would be governed by a joint powers board and operated by The Creeks, a company that also runs an assisted living community in Cheyenne, Markvluer said.

'Lean' staffing

The Creeks president, Teresa Crawford, has "extensive Wyoming Business Council Board of Directors February 23, 2022 | Meeting Materials

ence" starting and operating senior living facilities in the state, Markvluer said, pointing specifically to her staffing strategies.

"She staffs these (communities) very, very lean ... which, frankly, is the key to the success," he said. "You can't run these types of communities with a staff person for each individual area."

Employees at the senior living community will have to be able to "multi-task," Markvluer said, with certified nursing assistants also spending time in the dining hall feeding residents, for example, or performing other non-medical tasks.

"It's a lean operation, and that's how she is able to successfully run these and contribute to the bottom line and cover the bottom line without requiring ... outside funding," he said.

"It's self-sustaining, which is very critical."

The city's involvement in owning the facility is important too, Markvluer said, explaining that an "entrepreneur" such as Crawford might not be willing or able to take on the risk of opening a

City

— Continued from page 1 —

senior living community in a rural community like Lander's without the support of a public-private partnership.

Increased cost

The 2018 study commissioned by the local assisted living task force estimated a new senior living community would cost more than \$8.3 million to build, but Markvluer said prices have increased "to some degree" since then.

"Our current investment on the facility is \$11 million," he said.

The number includes engineering, construction, and financing costs, as well as a one-year operating reserve, Markvluer said, noting that the senior living community likely will not turn a profit during its first several months in operation.

"As we lease it up, that negative cash flow will diminish," he said. "(But) we want to make sure we have appropriate reserves to cover those deficits in the initial months."

Possible financing

Markvluer recommended financing the new senior living facility through a grant from the United States Department of Agriculture, which will pay for 80-100 percent of the project. He does not think all of the funding should come from the USDA, however.

Instead, Markvluer suggested seeking "community match" grants from the Wyoming Business Council or the Wyoming Economic Development Association to some of the cost.

Fundraising for the matching money could begin as soon as March, Markvluer said, anticipating that designs and updated construction cost estimates for the senior living community would be available by June. Grant funding applications could be submitted by August, he said, with funding approval possible by October.

The "ultimate goal" is to begin construction in January 2022, Markvluer said, pointing to a site for the facility east of SageWest Health Care at Lander.

Another 60 in state listed

Assisted living

Economic development can take many forms, and most of them are something other than that high-tech, eco-friendly, high-wage, research and assembly plant with its own coffee shop.

In Lander's case, an economic development opportunity is presenting itself in the form of an assisted-living facility. A local task force has been looking into the issue, hosting a couple of meetings last week to get some public comment.

Could getting older be considered a growth industry? Well, yes, when the so-called Baby Boom generation, numbering 100 million or more, sees its youngest members in their mid-50s and its oldest in their early 70s. Assisted-living options are increasingly desirable – and necessary – as these older, still-healthy Americans contemplate residential living options.

Assisted-living is a step or two short of nursing-home care, but a step beyond full independence. It provides a measure of help with basic tasks that go beyond what some people can handle on their own. It is a fast-growing segment of the healthcare industry, popular with retirees who might once have looked at assisted-living with trepidation but now see it as advantageous.

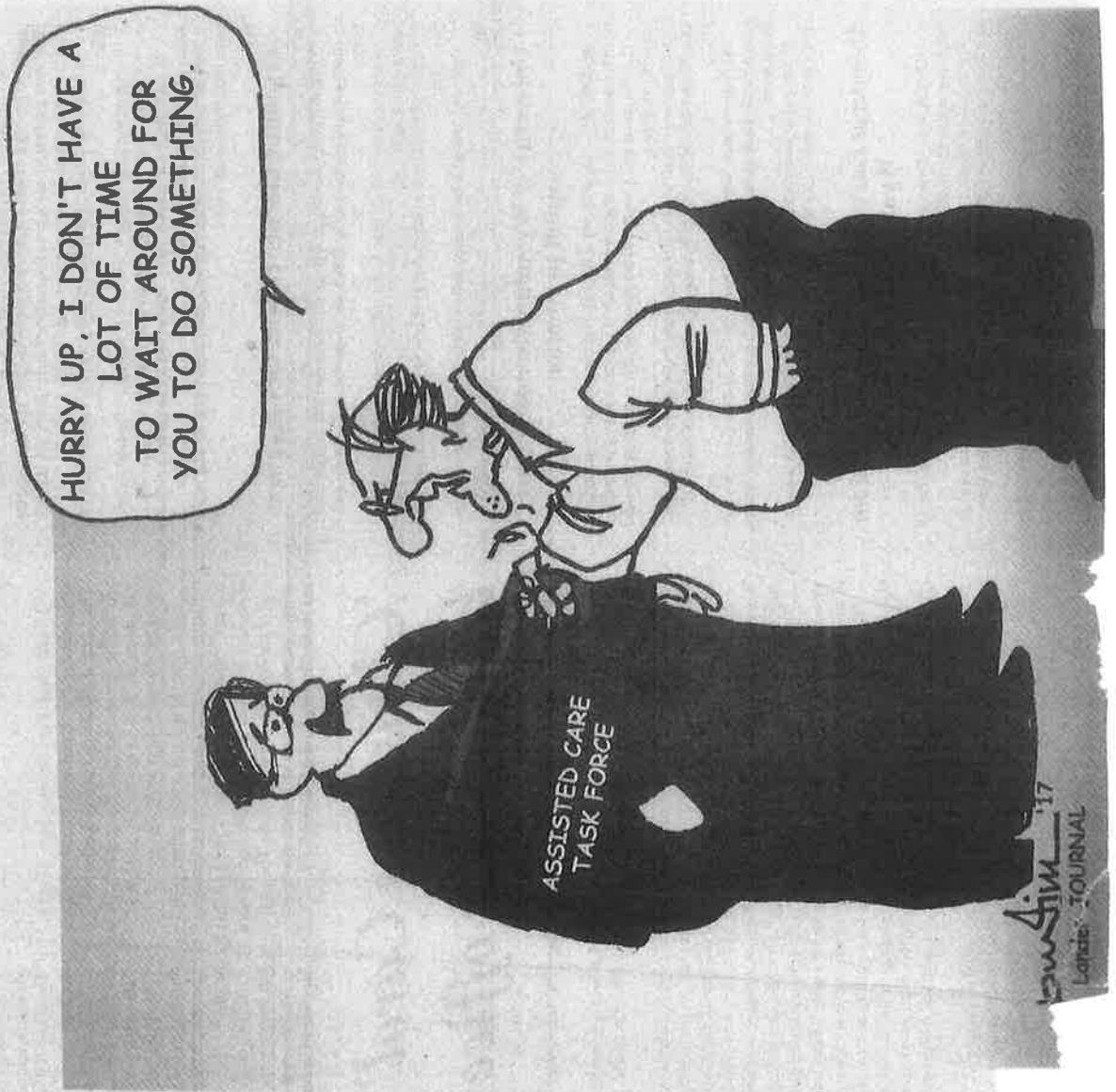
One reason for that is the improved understanding of the services provided, coupled with great strides forward in the facilities and methods used for the service. The kind of facility envisioned for Lander would be one which affords a high level of independence in comfortable quarters that bear little resemblance to older, institutional-style facilities that carried some negative connotations for people who weren't quite able to live on their own at home anymore but did not need nursing-home care.

Initial reaction to the inquiries made by the task force has been positive to the level of near-unanimity. Clearly, this is something that could benefit Lander significantly, most likely with opportunities for almost immediate occupancy and future growth.

It can seem a bit crass to view such developments as opportunities, but there's nothing to be ashamed of. This is a level of residential service that more and more people both want and need. An entity which could provide good facilities and treatment has every right to benefit from it economically.

The local discussion process is just getting started, but the need already seems clear. Some of the better brains in our community how are participating in the task force, and they mean it when they say they want to hear the thoughts, concerns, ideas, and reservations about assisted-living situations from individuals and their family members who are contemplating this level of residency.

It would be nice if the needs of Lander's assisted-living consumers could be met here, rather than somewhere else. With the community's help, the task force will do its best to make that happen.



Assisted Living in Lander: 90% of surveyed community say “yes” to additional facility



County 10 POSTED ON NOVEMBER 27, 2017

The Lander Assisted Living Initiative is set to hold its final public forums this December. Bobbe Fitzhugh and Joe Coyne of Community Builders, Inc. (CBI), the consultants preparing the feasibility study, will present their key findings and recommendations. CBI also welcomes input from the public on possible locations and management structure for an additional facility.

According to a press release issued by the City of Lander announcing the forums, 90% of participants in a recent community survey of the Lander community agree that there is a need for an additional Assisted Living Facility in the community. The study concluded that there is a demand for up to 35 assisted living units and up to 12 memory care units in the Lander community, with a mix of low income and market rate demand.

“Wyoming’s average age is higher than the rest of the nation and inching upward,” said CBI’s Bobbe Fitzhugh. “Local market demand is strong for new long-term care facilities that offer high-quality services and affordability. The boomer generation will continue to drive this demand for the next 20-30 years.”



Fitzhugh presents to Lander residents at a forum in June at the Lander Senior Center.



Today's forum drew more attendees than expected, causing the presentation to stop momentarily so that staff could provide more chairs for community members and stakeholders that continued to file into the room.

Bobbe Fitzhugh, president of CBI, presented the survey results, which were divided into two surveys that ran simultaneously. One survey was targeted toward stakeholders (people who work in the industry or will be directly affected by the decision to pursue an additional facility), while the other survey was an open survey meant to gauge the perspective of the overall community in Lander.

The survey results show that 91% of community participants and 76.9% of participating stakeholders feel that there is a need for a new facility. Fitzhugh noted that people over the age 65 are the fastest growing segment of the population in Wyoming. During the forum, Fitzhugh stated that "people are living longer, with more limitations on their abilities to perform activities [associated with] daily living."

CBI mentioned, during the presentation, that ALF models differ in ownership structure, average size, and bottom line goals. Fitzhugh and CBI's involvement in this process is to gauge the perspective of stakeholders and community members.

According to information presented by CBI at the forum, the next step in the process is to develop an "Operational and Financial Feasibility Plan." The plan would require organizers to update and define demographics and calculate unmet needs, review local competition and gaps in service, identify the type of care offered and the size of the facility that would best meet the community's needs, identify employment needs, evaluate locations for facility construction, and assess methods of fundraising. Fitzhugh says that these steps could take around six months. If a decision is made to pursue construction of a new facility, Fitzhugh stated that construction may not begin for another 2 years.

The Lander Assisted Living Initiative and CBI is holding a second open forum at The Lander Library tonight at 6:00 PM.

For more information on the progress of The Lander Assisted Living Initiative and Task Force, please follow their Facebook Page [here](#).

Lander Assisted Living Initiative Presents Survey Indicating Additional Need For Facilities

10

County 10 POSTED ON JUNE 26, 2017

212 Views



(Lander, Wyo.) – The Lander Assisted Living Initiative held an open community forum this afternoon at The Lander Senior Citizens Center to present and discuss the results of a survey held by Community Builders Incorporated (CBI), an organization based in Douglas, Wyoming. The survey results indicate that a majority of both stakeholders and members of the community feel that there is additional need for Assisted Living Facilities (ALF) in Lander.

Fitzhugh was adamant in communicating the need for the community to clearly understand the definition of assisted living, going on to explain that “This group living arrangement provides help with activities of daily living such as eating, bathing, using the bathroom, taking medicine and getting to appointments as needed. Residents often live in their own room or apartment within a building or group of buildings and have some or all of their meals together. Social and recreational activities are usually provided. Some assisted living facilities have health services on site. Costs for assisted living facilities can vary widely depending on the size of the living areas, services provided, type of help needed, and where the building is located. Residents usually pay a monthly rent and then pay additional fees for the services that they get.”

A major concern of the Lander Assisted Living Task Force and the surveyed portions of the Lander Community is how such facilities will be funded. Funding is expected to drive decisions on whether the facility should operate as a private or public non-profit, or private, for-profit entity, or a hybrid of the two.

“The public is encouraged to attend one of these meetings to listen to the findings and provide input,” says Task Force member Andy Gramlich. “We are excited about this opportunity to better serve the long-term needs of Lander residents, and we need public input and support before proceeding any further.”

The next public meetings will be held on Thursday, December 7th at 1:00 PM at the Lander Senior Center with a second meeting at 5:30 PM at the Lander Library.



Community members and stakeholders at a June forum led by Fitzhugh.

OPINION

tices

had good reason to be
satisfied that improper handling
of these instruments being
handled in Lander.

By Sage West and an outside
to health and the federal
problem appear to have
to re-establish best prac-

look at the situation, rec-
as three years ago be noti-
time frame does strike
ive protocols, and they
far than not far enough,
investigation.

it both Sage West and the state
tant conclusion. While condi-
have been small, and there
mission actually took place.
have been exposed to the im-
to lock down that conclu-
extra-rigorous three-year
Although inconvenient to the
ology in remedying the situa-
in setting the public mind at

did not and do not take these
investigation was completed, the
steps on its own to find out
eat of the unacceptable prac-
community once the situation

The fire district needs your help

Editor,

A community, served by a vol-
unteer fire department, determines
the level of fire protection by its
support.

Recently, there have been two
tragic house fires in the Fort
Washakie area. No apparatus or
personnel from the Fort Washakie
Fire Department (Fremont
County Fire Protection District
Battalion 12 - Fort Washakie) re-
sponded to either of these inci-
dents. Thankfully, there were no
lives lost, but both homes were de-
stroyed.

The firefighters of Battalion 12
love their community, and are ded-
icated and well trained. The prob-
lem is there are too few of them.
They have tried various recruit-
ment efforts, yet their roster has
dwindled to a handful of volun-
teers.

FCFPD plans to build a larger,
more modern fire station in the

Fort Washakie area and has in-
vested many thousands of dollars
in apparatus and equipment to
serve the people of that commu-
nity.

Sadly, this will not help if there
are not enough fireman to safely
operate the equipment. Battalion
12 needs your help.

If you would like to express
your concerns or want more infor-
mation on how to become a vol-
unteer firefighter, contact a
Battalion 12 member or call
FCFPD Warden Craig Haslam at
857-3030.

Thank you,
Hyle Miller
Past Chief
FCFPD Battalion 3 - Lander
Rural

Support the assisted-living task force

Editor,

A new assisted living facility for
our Lander Community makes

community voices

sense. Today, we are fortunate to
have a group of dedicated people
working on the preliminaries asso-
ciated with development and con-
struction of an assisted living
facility that will serve our greater
Lander Community.

The required initial feasibility
study completed by an outside ex-
pert confirms that there is need for
a 35 unit facility. Now is the time
to initiate the follow-on
financial/business study to deter-
mine the alternatives available to
fund, license, construct, and man-
age an assisted living facility.

This is a grass-roots effort and
there are no tax payer dollars to
fund the required professional
studies such as the initial feasibility
study that was funded out of
pocket by citizens of Lander.

So, please consider this a re-
quest for your financial tax exempt
support to help your representa-
tives on the Lander Housing Au-
thority and the Assisted Living
Facility Taskforce move forward
with this initiative of great impor-
tance to you and me, our families,
and our friends and neighbors.

This next required study will cost
\$20,000. You will not be giving
your hard earned cash to any gov-
ernment entity; your donations
will go directly to the taskforce and
will be used to fund the required
study described above. Over time,
we Landerites have stepped up to
worthwhile projects for the public
good. Public/private initiatives
such as the Lander Community
Center and the Lander Museum
Complex are good examples.

The Bronze Roundup and the
taxpayer supported Hospice Home
also reflect our collective desire to
put our resources toward citizen
centered, worthy projects. Please
help make a new assisted living fa-
cility in Lander a reality by sending
a check to the Assisted Living Fa-
cility Taskforce, City of Lander,
240 Lincoln Street, Lander, WY
82520. Someday, you may be very
happy you did!

Leonard Yost Cora Lee
Reynolds Peny Rogers Margaret
Appleby Jim Corbett
Lander Housing Authority
Board

Lander Mayor announces support for Assisted Living Initiative



County 10 POSTED ON FEBRUARY 27, 2019



The City of Lander has issued a statement from Mayor Monte Richardson's office.

Mayor Richardson announced his continued support for the Lander Assisted Living Initiative.

The full release is copied below.

FOR IMMEDIATE RELEASE:
City of Lander, February 26, 2019



Mayor Monte Richardson announces his continued support for the Lander Assisted Living Initiative. "We need a facility here in town. When I need Assisted Living care I don't want to be shipped to Jackson or Idaho. This is where I belong" says Monte.

The Assisted Living Task Force continues to work on recruiting Assisted Living developer/operators to consider Lander for building a new facility. Their efforts are putting the January 2018 Feasibility Study findings to work for our community. The Task Force has had promising conversations with 4 for-profit private companies. Three of those companies have visited Lander and talked with local providers about the health care industry in Lander.

The Feasibility Study was paid for by the generous donations of our concerned citizens. The Feasibility Study determined that the current market can bear 20-35 assisted living beds and 10-15 memory care beds in Lander. Additional findings are as follows:

- A facility is economically feasible based on the proposed size, availability of labor, and potential sites within Lander
- A facility is technically feasible based on the availability of several suitable sites, market prices, and projected operational costs.
- A facility is financially feasible based on the results of an interactive spreadsheet model that allows potential providers to enter data for their model of operation and then calculates construction and operating costs.

The Task Force is committed to assisting all of the potential providers, should they choose to invest in an Assisted Living Facility in Lander. The Feasibility Study estimates that this could be an \$8-10 million dollar investment in our community. While the potential providers are all interested, it is reasonable to assume that it may take a year or more for them to make their final decision.

Thanks to all of our citizens that made donations to make this effort a reality. For more information or for a copy of the Feasibility Study, contact RaJean Strube Fossen at 332-2870 x2.

OPINION

vacancy

Trustee Mickey Douglas unexpectedly died this month, it was a blow to the community who had gained considerable respect and recognition due to her involvement in the community's representative to several community goals, community

the first worry is whether the community will be able to replace her in its board replacement

the community college and its mission through two Lander facilities, students, and educational opportunities. It is a diverse panel in terms of age,

50 years ago when they determined the community college and its mission through two Lander facilities, students, and educational opportunities.

50 years ago when they determined the community college and its mission through two Lander facilities, students, and educational opportunities.

the people who occupy the board to fill the Lander vacancy demonstrate old sentiments based on rivalry ones based on cooperation as the

We believe lander needs an assisted living facility

Editor,

Livable Communities literature states, "The vast majority of older adults want to age in place, so they can continue to live in their own homes or communities. As the older populations grows, the degree to which they can participate in community life will be determined, in part, by how communi-

ties are designed."

A January 2016 market demand survey showed there was opportunity in Lander for assisted living facilities and/or services. The Housing Authority of the city of Lander requested and was granted the city of Lander's approval for setting up an Assisted Living Task Force. Community members JoAnne Aldrich, Andrew Gramlich, Dave Kellogg, Dean McKee, Liz Lightner, Cora Lee Reynolds and Rajean Strube Fossen, city liaison, agreed to serve on this Assisted Living Task Force with the purpose to study and explore a fi-

nancial feasibility report for building and operating an assisted living facility.

The Task Force has been meeting monthly since June of 2016, gathering data and information on assisted living facilities, touring local facilities (Warm Valley in Dubois and Homestead in River-ton), researching financial opportunities for planning and constructing, and searching for locations/sites.

Does Lander need an assisted living facility? We believe we do. And, the next step in that process is to secure a contract for a feasibility study. If you want more information on how you might help, check out our Facebook page at www.facebook.com/landerassistedlivinginitiative, the city of Lander's web page landertwomining.org, or call one of the members.

Thank you for your support,

JoAnne Aldrich
Andrew Gramlich
Dave Kellogg
Dean McKee
Liz Lightner
Cora Lee Reynolds
Rajean Strube Fossen

YOU OUGHT TO BE
ABLE TO GET
AROUND ALL
RIGHT WITHOUT
THOSE.



Interest, support for assisted living facility will be sought from task force

BY ANNE MCGOWAN

Staff Writer

Two members of the Lander Assisted Living Task Force updated city council on steps taken to explore an assisted living center in Lander.

Andy Gramlich and Cora Lee Reynolds explained at the Dec. 27 work session their goal is to perform a feasibility study to examine the practicality of such a facility. The city, in November 2015, adopted a resolution authorizing the Lander Housing Authority Board to perform this task, and the board formed the task force to carry out those duties. Other members of the task force are Liz Lightner, Dean McKee, Dave Kellogg and Joanne Aldrich. Assistant Mayor Rajean Strube Fos-

sen is the group's liaison to the city.

Gramlich said the task force has already learned a lot, including that the cost of land, a building and operations of an assisted living facility is "prohibitive."

"We met with a consultant this week, and divided it into two sectors: (a professional company) who already does this, and whether we can do this ourselves," with a volunteer board, Gramlich said. "What we've done is a market analysis, but what we need to do is a feasibility study so we can pursue grants."

The market analysis occurred in April with money the task force raised from donations. It defines the age, income and health statistics of the population that could use a facility.

A feasibility study would define the costs to build and operate the facility, and if the de-

mographically defined, public would be willing to pay for and use that service.

A feasibility study would cost between \$18,000 and \$20,000, according to Strube Fossen. The Wyoming Business Council's funds for planning grants "are way down," she said, so the task force is looking at a USDA community facility loan to fund a study.

On Dec. 27, Strube Fossen said she learned the city would be eligible through the USDA for up to 35 percent of the amount needed for the study.

"The rest will have to be donations raised by the task force," she said, noting it is not likely the city will put it in their budget in this time of budget restrictions.

Councilman Dick Hudson said he has had

See TASK FORCE Page A-7

Dec. 30, 2016 - Jan. 1, 2017

Sunday

Task force

(from page A-1)

numerous residents ask him about an assisted living facility, indicating to him there is a lot of interest.

Gramlich said interest and support are different things, and relayed a story of a proposed alcohol treatment facility in Jackson. When the town circulated a survey asking if a treatment facility was needed, "everyone said yes," according to Gramlich, but when the town floated a bond to build the facility, it was voted down.

"They asked the wrong question: they asked if people wanted it, but no one asked if they would support it (financially)," Gramlich said.

Council President Cade Maestas suggested approaching the state about leasing land, which could cost as little as \$100 per year.

"It'll take your costs way down," he said.

Gramlich said there are other options they plan to look into, and pointed out Dubois's assisted living facility was built largely on the

donations of one family.

"There's no saying that couldn't happen in Lander," Strube Fossen remarked.

Other funding options for the building of the facility would likely include many sources such as state and federal grants and loans, conventional financing, land donations, cash donations or a bond voted upon by citizens, Strube Fossen said.

The task force will seek public engagement after a firmer plan is in place, according to Reynolds and Gramlich.



January 21, 2022

City of Newcastle

Attention: Heritage Park

10 W. Warwick St.

Newcastle, WY 82701

RE: Heritage Park

When presented the idea for Heritage Park in Newcastle Pinnacle Bank knew immediately that we would like to be involved in whatever capacity needed. This type of multi-use community gathering spot that more importantly honors Veterans of our Military Branches has the opportunity to become Newcastle's shining jewel. The benefits of this park in our community are considerable including but not limited to honoring our Veterans, recreation for families and friends as well as the economic benefits it will provide. For many people entering our state from South Dakota and Nebraska the first community they will encounter will be Newcastle. With the locations high visibility from both highway 85 and 16 I could not think of a better way to welcome visitors to our great State than this park.

Pinnacle Bank could not think of a better neighbor to have next to our facility and have agreed to donate the land for this worthwhile cause. If you have any questions, please feel free to contact me at 307-746-4466.

Regards,

A handwritten signature in black ink that reads "Justin Tystad".

Justin Tystad
Market President



MEMBER FDIC



College of Agriculture
and Natural Resources
Extension
Weston County

204 West Main Street
Newcastle, WY 82701
(307)746-3531

Vicki Hayman – vhayman@uwyo.edu
Brittany Hamilton – bhamilt@uwyo.edu
Christia Ault – westncty@uwyo.edu

January 11, 2022

Dear Grant Committee,

The University of Wyoming Weston County Extension strongly supports the application for the Heritage Park Project in Newcastle, Wyoming. We believe the park will provide a valuable benefit to our community.

We intend to partner with the Heritage Park Project and City of Newcastle by assisting with grant applications, providing community outreach and education, and supporting the promotion of area specialty crops producers in our area with community educational opportunities and marketing. Getting locally produced meats and produce on the tables of our community residents will promote health and wellness of consumers and also provide economic benefit for area producers.

We believe this project will benefit the community by increasing the amount of time and money visitors spend in our community, promoting specialty crop producers in our area through the Farmer's Market, and providing a family friendly location for people and organizations to gather outdoors.

Thank you for your consideration,

Vicki Hayman
Northeast Area Nutrition and Food Safety Educator
University of Wyoming Extension



Grant Committee Members and State Officials,

The Newcastle Area Specialty Crop Producers strongly support the proposal presented to the Wyoming Business Council for a feasibility study of the proposed Heritage Park Project.

The Newcastle Area Specialty Crop Producers represent a wide variety of area producers. This includes farmers, ranchers, bakers, bee keepers, food preservationists, and artists. Having a quality location to showcase our goods to the people in the Northeast Wyoming only strengthens our position in the business community. At the same time, we are able to provide quality goods and services to the greater Newcastle area, all while educating and encouraging healthy living choices.

Hundreds of community members support us on a weekly basis during our Newcastle Farmer's Market. Our market has grown every year of our existence. The enhancements to our location will not only create a more family-friendly environment, but it will also encourage additional area producers to use this opportunity to advance their business in a positive manner by choosing to participate in our weekly market.

The location chosen for this project is perfect to take advantage of traffic and tourism dollars. Being the "Gateway to the Black Hills," we see traffic flow by our community on a daily basis. Providing an area that gives those travelers a reason to pause will without doubt enhance the dollars spent throughout our community.

Finally, the additions of a Veteran's Memorial Area as well as an area for local artists to perform will give the community a place to both honor those from our past who have served our community so bravely; and also those in the present day to showcase talents of which we are proud.

We ask that you consider this proposal for funding. We understand what hard work is all about, and know how to stretch a dollar. Know that any funding provided will be put to hard work and the community of Newcastle will reap the benefits.

Thank you for your consideration.

Yours Sincerely,

The Newcastle Area Specialty Crop Producers
Newcastle Farmer's Market

(Dave Ehlers)

Newcastle Wyoming Veterans Memorial
P.O. Box 842
Newcastle, WY 82701

January 20, 2022

Dear Grant Committee,

Newcastle Wyoming Veterans Memorial Committee strongly supports the application of the Heritage Park Project in Newcastle, Wyoming. We believe the park will provide a valuable benefit to the community of Newcastle.

The NWVM group is planning on partnering with the Heritage Park Project and the City of Newcastle by adding a memorial at the park to honor veterans who have made the ultimate sacrifice in conflict and who have served honorably for our country. It would provide us a place to recognize veterans, not only daily but yearly on Veterans Day.

We believe that having a memorial at the park will help draw visitors to that area which is located near the intersection of Highway 16 and Highway 85. Along with the City of Newcastle, Farmer's Market, and a place for local artists to display their talents, it will become a gathering place for both community and visitors.

Thank you for your consideration.

Sincerely,

Darrell Ottema
Newcastle Wyoming Veterans Memorial



UNIVERSITY
OF WYOMING

College of Agriculture
and Natural Resources
Extension
Weston County

Brittany Hamilton
4-H & Youth Development Educator
204 West Main Street
Newcastle, WY 82701
(307)746-3531 | bhamilt6@uwyo.edu

January 19, 2022

Dear Grant Committee,

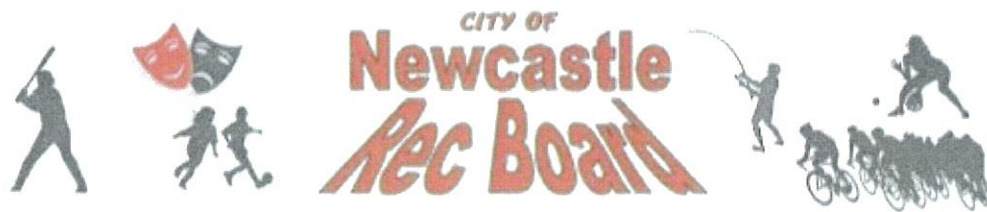
It is with great enthusiasm Weston County 4-H supports the efforts of the Heritage Park Project in Newcastle, Wyoming. As the current 4-H Educator, I believe the park will prove to be a valuable asset to the community and directly benefit our youth and program.

The organizers behind the project have proven to have our community's best interests in mind, and a park located on the east side of town would be a welcome addition. I would anticipate our 4-H clubs would utilize this space to host meetings and fun days for their members and families. This project would be a great addition to the already successful and well-attended Farmer's Markets hosted near the project's location, and it would be a positive place where youth and families in Newcastle could enjoy being outdoors and moving, two principles 4-H supports.

In conclusion, I fully support the efforts of the Heritage Park Project and planning committee as they seek external funding to assist in creating a park that would honor the area's veterans, provide a family-friendly environment, encourage outdoor recreation, and improve the quality of living for citizens in the area. It would be a most-welcome addition to the community and provide a great place for our citizens to gather.

Sincerely,

Brittany Hamilton
4-H & Youth Development Educator
Weston County 4-H



January 20, 2022

Dear Grant Committee,

Newcastle Recreation strongly supports the application of the Heritage Park Project in Newcastle, Wyoming. We believe the park will provide a valuable benefit to our community.

We intend to partner with the Heritage Park Project and City of Newcastle by offering support to the many non-profit organizations that will find use of the Park and splash pad for community activities. We feel that a strong back bone of community is held within the livelihood of its residents. The new breath of life projects like this bring to our small town will ignite new flames and rekindle old ones.

We believe this project will benefit the community by increasing the amount of time visitors spend in our community, promoting specialty crop producers in our area through the Farmer's Market, and providing a family friendly location for people and organizations to gather outdoors. We anticipate a more vibrant future for our residents with what this project will potentially bring.

Thank you for your consideration,

Chairman Anthony Sandoval and board members of Newcastle Recreation Board





January 20, 2021

Dear Grant Committee,

The 21 Wellness Coalition strongly supports the application for the Heritage Park Project in Newcastle, Wyoming. As a group of diverse community members, we believe that the park will be a valuable asset to our community.

Our Coalition's focus is to empower a well community by guiding citizens to make good choices, that lead to good families and in turn a good community. Our efforts focus not only on physical wellness, but also on mental and spiritual wellness.

We intend to partner with the Heritage Park and the City of Newcastle by supporting and promoting the farmer's market, summer events and other community activities held in the park. The park and its activities provide a perfect opportunity for our Coalition to promote wellness and community involvement. The ability for community members to have locally produced meats and produce on their tables will most certainly promote physical health and wellness. The summer events and recreational opportunities will not only encourage physical wellness, but also mental and spiritual wellness as well.

We believe that this project will enhance the wellness of our community by providing a home for the ever-popular farmer's market; creating safe recreation areas for youth, family, and visitors; hosting summer events; and honoring our local Veterans in an aesthetically pleasing environment.

Thank you for your consideration,

A handwritten signature in blue ink that reads 'Andrea Gregory'.

Andrea Gregory
Co-Chair
21 Wellness Coalition

Tom and Jamie Farnsworth
23315 N US Hwy 85
Newcastle, WY 82701

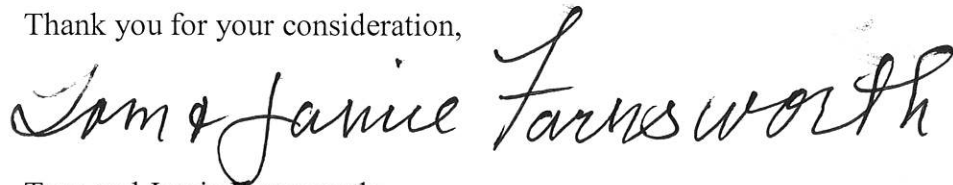
January 18, 2022

Dear Grant Application Committee,

As community members and business owners, we strongly support the application of the Heritage Park Project in Newcastle, Wyoming. We believe the park will provide a valuable benefit to our community.

Newcastle's economy will benefit because this park in a high traffic area will increase the number of visitors who stop and the amount of time in our community. It will also provide a beautiful and accessible location for our local farmer's market. Families and children will also benefit from the recreation offered by this park.

Thank you for your consideration,

A handwritten signature in black ink that reads "Tom & Jamie Farnsworth". The signature is written in a cursive, flowing style. The "Tom" and "Jamie" are connected, and "Farnsworth" is written in a larger, more prominent script.

Tom and Jamie Farnsworth

Dee Dee and Mike Makousky
1309 Howell Street
Newcastle, WY 82701

January 18, 2022

Dear Grant Application Committee,

As homeowners and residents that will call the Heritage Park their neighbor, we wholeheartedly support the application of the Heritage Park Project in Newcastle, Wyoming. We believe the park will be a great asset to our neighborhood and community.

The park's beauty, along with walking paths and the water feature, will create an updated, ADA accessible place for community members to gather outside for the Farmer's Market or other activities. The Veteran's Memorial at the park will also be a welcome addition to our area.

Thank you for your considering this project for funds. Our community will benefit significantly from the creation of this park, and as neighbors of the proposed project, we give it our complete support.

Thanks,

Dee Dee and Mike Makousky

A handwritten signature in cursive script that reads "Dee Dee Makousky". The signature is written in dark ink and is positioned below the printed name.

Dick and Marge Wellman
518 Elk Mountain Drive
Newcastle, WY 82701

January 18, 2022

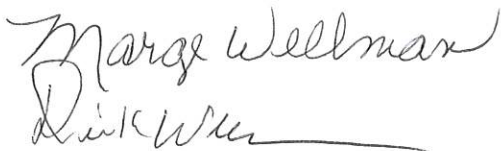
Dear Grant Review Committee,

The proposed Heritage Park project is across the street from our home. We give this proposal our full support. Currently, the location has been used as the Farmer's Market's home, but it is an empty lot with dirt and weeds. Creating a park with walking paths, water features, and nice landscaping will be a welcome addition to our neighborhood and community. The Veteran's Memorial project is a good fit with this park, and we support the partnership to honor our community's veterans.

We hope the funds for this project will be approved. Please accept our letter of support for this project.

Thank you,

Dick and Marge Wellman

Handwritten signatures of Marge Wellman and Dick Wellman. Marge's signature is in cursive and Dick's is in a more stylized, blocky cursive.

Easter Wyoming Recreation Board

January 20, 2022

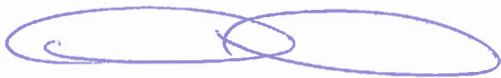
Dear Grant Committee,

The Eastern Wyoming Recreation Board strongly supports the application of the Heritage Park Project in Newcastle, Wyoming. We believe the park will provide a valuable benefit to our community.

We intend to partner with the Heritage Park Project and City of Newcastle with this letter of support.

We believe this project will benefit the community by increasing the amount of time visitors spend in our community, promoting specialty crop producers in our area through the Farmer's Market, and providing a family friendly location for people and organizations to gather outdoors.

Thank you for your consideration,



Jason Jenkins
Board Chair
Eastern Wyoming Recreation Board



WYOMING REFINING COMPANY

10 STAMPEDE STREET
NEWCASTLE, WY 82701
(307) 363-0999 FAX (307) 363-1833

February 9, 2022

Pam Gualtieri
Mayor, City of Newcastle

10 W Warwick
Newcastle, Wyoming 82701

Dear Mayor Gualtieri,

Par Pacific, Wyoming Refining Company and Wyoming Pipeline Company are in full support of the proposed Heritage Park Project near the 4-way stop of US Highway 16 and US Highway 85 in Newcastle Wyoming.

On August 28th, 2021, we held a charity golf tournament and chose the Newcastle Wyoming Veterans Memorial nonprofit to be the recipient of all proceeds generated from this event. Total proceeds amounted to \$20,000.

The land donation by Pinnacle Bank and the proposed use of the location to include the Newcastle Wyoming Veterans Memorial is a much-needed improvement for Weston County and its residents. We hope that your efforts to secure the needed funding as well as support from the Wyoming Business Council will be granted.

Respectfully,

Michael Farnsworth
Vice President, Wyoming Refining Company