

SVR Community Center Task Force  
Minutes  
July 8, 2011

The meeting was called to order at 9:30 am at the Town of Star Valley Ranch Town Hall.

Present were: Elaina Zempel, WBC	Mayor Boyd Siddoway
Kirk Sessions	Councilman Ed Koch
Karen Seagraves	Councilman Carol Warren
Kory Wheeler	Councilman Al Redlin
Mike Blackman	Councilman Kent Harker
George Toolson	Town Attorney Spencer Allred
Alycyn Culbertson	SVRA Attorney Jim Sanderson
Kathy Daulton, Director	Jere Kovach, Director
Derk Izatt, Director	Gary Braun, Director

Community Participation: Jim Vandel, Chair, TED

The meeting was called to discuss the particulars of each grant and to discuss the lease/management agreement between the Town and the SVRA.

Elaina started with an in-depth overview of the grant process and politics involved for the benefit of attendees who were as familiar as others. The following information is summarized from Elaina's presentation:

- Business Ready Communities (BRC) is the broad umbrella for many of the grants including Business Committed (BC); Community Readiness (CR) and Community Enhancement (CE). There is potentially \$47 M in grant monies available under the BRC umbrella. Community Facilities (CF) is not under the BRC but does obtain funds from the \$47M pool.
- Business Committed (BC) grants are the highest priority and are about job creation at a self-sustaining wage level in the "primary sector". There is \$1.5M in grant monies and \$1.5M in loan monies available under BC. BC grant applications are due quarterly and the business plan for the participating businesses is due one month prior to the quarterly deadline. It is not "free" money to a business, it is money for a city who can then

lease the facility. The revenue recapture monies go into an economic development fund for the city. A “new” rule is that up to 50% of the revenue recapture can go to an “economic development organization”. Everett Graphics was discussed as an example.

- Community Readiness (CR) is the #2 priority for the BRC. There is no “committed business” required; however, you do need a “strong indication of participation” which means memorandums of agreement or understanding (MOU). CR uses the “if, then” and “incubator” principal and business parks was given as an example. The self-sustaining wage concept (above) is not critical to CR. “PROVE IT” is very important to this grant and all grant apps; “cash flow this”. It was suggested that when we discuss the “geographical” aspects on our grant app, we mention that we are providing a “central service”. It is highly suggested that we get the MOU’s on the letterhead of the participating businesses. A “lease agreement” is better than a “letter of intent”. We will need a project business plan and delineate the square footage of each business including the SVRA and the fitness center. It was also suggested that we have a Project Manager and that we project income and expenses. It was suggested that if the SVRA was to lease the entire building from the town it would be “cleaner”; and that the SVRA is responsible for all expenses and then gets the benefit of all income. The lease can be vague. CR grants apps are submitted twice a year in March and September.
- Community Enhancement (CE) is a \$250,000 grant with a 50% match requirement. CE can be used for landscaping.
- Community Facilities (CF) grant is for building renovation. A real estate appraisal can be used for the “in kind” match for the land and the building. It was suggested that we ask for the full grant, it is a “slam dunk”. “Skin in the game” is important and putting cash match is important.
- Community Development Block Grant (CDBG) – A Federal grant - Wyoming Business Council is the pass thru agency. “Davis Bacon” wage rules applies to the construction portion and there must be an environmental review. Many agencies participate in the environmental review. The criteria are national and include: low/moderate income, urgent need, slum blight OR

- Americans with Disabilities Act (ADA). We fall under the ADA and can use this grant for a government building that is not ADA compliant; for example: doors, stairwells, elevators, bathrooms. Our building qualifies if there is a “lien attached” to the building by CDBG – if there is no loan, then what lien? It was suggested that we call Molly Spangler for clarification. A full audit of the books will be required every 5 years.

Elaina then outlined an example of how we could apply for grants:

\$1M CF  
\$1M CR  
\$300K CDBG  
Plus match  
Plus loan

Wyoming Business Council will not provide grant money to fund the building of a town or city hall.

There was then a discussion by Sanderson and Allred about the lease and the “possession” issue. Allred agreed to expedite getting an opinion from the State AG.

The group agreed to meet again on Monday August 1 at 9:30 am town hall.

The CCPT will meet on Tuesday July 12, 9:30am town hall.

The meeting was adjourned at approximately 1:00 pm.