

SECTION I

COVER SHEET

1. PROJECT TITLE: Commercial Infrastructure

2. APPLICANT INFORMATION

Applicant (City, Town, County, JPB, Tribe): **Town of Star Valley Ranch**

Responsible Elected Official: **Boyd Siddoway, Mayor**

Mailing Address: **HCR 62 PO Box 7007**
Star Valley Ranch, WY 83127

Local Contact: **Gregg Wilkes**

Position: **Town Administrator**

Mailing Address: **HCR 62 PO Box 7007**
Star Valley Ranch, WY 83127

Phone: **307-883-8696**

Email:

svrtown@silverstar.com

3. PROJECT ADMINISTRATION CONTACT

Organization Name:

Star Valley Ranch, Town Administrator

Contact Person:

Gregg Wilkes

Mailing Address:

HCR 62 PO Box 7007

Star Valley Ranch, WY 83127

Phone:

307-880-7623

Email:

svrtown@silverstar.com

4. TYPE OF PROJECT *Briefly* describe applicable project type.

Infrastructure Type

Brief Description

Water or Sewer

**Fire Hydrants, High Volume (2" connections)
Commercial Water Taps and Transmission Line
Enhancements. Please see Attachment A1**

Other

**Reposition the intersection of Town's Vista Drive and
Lincoln County's Muddy String Road, Relocation of
Vista Drive from Muddy String to 300' past the
intersection with Vista West Drive and 450' north on
Vista West Drive, with pedestrian safe cross walks and
turn lanes into the commercial areas. Please see
Attachments A2 & A3)**

5. PROJECT COSTS Indicate minimum necessary total public project infrastructure costs.

a. Amount of loan requested: | **-0-**

b. Amount of grant requested: | **\$1,380,667**

**c. Total local contribution (match and
ineligible project costs):** | **\$153,408**

TOTAL Project Cost (a+b+c): | **\$1,534,075 (Please see Attachment B)**

DECLARATION: I HERBY CERTIFY THAT THE INFORMATION GIVEN IN THIS APPLICATION TO THE WYOMING BUSINESS COUNCIL IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Responsible (Elected) Official's Signature
and Date:

Print or Type Name and Title: **J. Boyd Siddoway, Mayor**

The WBC Regional Director certifies that he or she was consulted with during the application preparation. **WBC Regional Director's Signature and Date:**

Elaina Zempel, Southwest Regional Director

Date

SECTION II: PROJECT INFORMATION

1. PROJECT DESCRIPTION. Provide a description of the proposed project.

Fire Hydrants and increased water volume for fire hydrants and commercial building fire suppression sprinklers. Repositioning the intersection at Muddy String Road to create a perpendicular egress and ingress. Please see Attachment A2.

Enhanced left-hand turn lanes and pedestrian safe crosswalks. Beautiful and esthetically pleasing main street for the commercial area. (Please see Attachment A3)

2. PUBLIC BENEFIT. Describe the public benefits of the proposed project including the importance of the project to the community and how it promotes economic development. (Please consult the WBC Regional Director for information on conducting an economic impact study for this project.)

Our Town has only a few commercial summer-time businesses plus a Home Owners Association. There is no land available for commercial expansion within the Town limits. This project will provide both Fire and Traffic safety enhancements to the most optimal adjacent land to our community. Once the access and the safety for businesses are completed, the Town will have additional income from supplying water to these businesses. Our citizens will have services at their doorstep vs. driving to the next town. The businesses will bring year round job opportunities to our community. This project will create additional property tax revenues for Lincoln County until such time as the Town is able to annex this area into the Town.

3. 3. PROJECT GOALS AND OBJECTIVES. Describe the goals of the project and identify indicators or measures to be used to determine at the conclusion of the project if goals were achieved and if the project is a success. The performance measures should focus on solid, measurable actions related to the project. Examples of indicators may be the amount of money leveraged (from other public or private sources), number of self-sufficient jobs created, number of business-ready lots created, etc.

There are three major milestones in measuring the total success of this project:

1. Completion of this infrastructure project by the Town,

2. Completion of the commercial buildings on both sides of the road and

3. Annexation of the property on the north side of the road.

Property Tax Potential = \$50,000 per year

Annual Salaries = \$500,000 per year

One Time Water Connection Fees = up to \$175,000 once

Water Service Fees = up to \$10,000 per year

Sale Tax Increase = No way to estimate

Original developer will donate a 5' to 8' wide strip of property for approximately 3,000' along the south side of Vista Drive to accommodate the additional lane width and relocation of the road for the safety turn lanes.

4. REHABILITATION. Will the requested grant or loan fund the rehabilitation or expansion of existing infrastructure or facilities?

Yes No

If "yes," explain. There is a capacity issue with the main transmission line from the storage tank to the Town's main 8" lateral water transmission line down Vista Drive. The roadway is currently used.

5. OWNERSHIP. Will the applicant own the improvements funded by this program?

Yes X No

If "no," then who will own the improvements?

6. TIMELINE. Describe a realistic project timeline. Include the number of months the project will take, and any other authorizations, permits, funding, or activities necessary prior to the commencement of the project. If the project is to be phased, provide a separate timeline for future phases.

This project is planned to be completed in the summer months of 2009.

September 12, 2008 Application Deadline
December 2008 WBC Hearings
January / February 2009 SLIB Hearings
March / April 2009 Advertising RFP
May 2009 Bid Award
June 2009 Start "In Kind" Construction
July 2009 Start Construction
August / September 2009 Construction Completion
October 2009 Grant Wrap-up

7. SIMILAR SITES. Are there similar sites or facilities within the community that are un-utilized or under-utilized?

Yes No X

If "yes" please detail what makes this project unique or necessary.

8. SOCIAL SERVICES, IF APPLICABLE. If the project will expand social services, explain whether demand for those services is outpacing the existing supply of services. Attach any relevant documentation. What is the net effect on the local economy? Attach any relevant documentation.

None

9. REVENUE. Will the project funded by BRC generate revenue?

Yes X No

If "yes," how will revenue be used? Attach a specific plan that anticipates revenue streams and prioritize economic development initiatives to be paid for with the revenue.

Water revenues will be used to supplement the funding of our Master Water Project. Our Town needs every cent we can accumulate to fund our water projects.

One Time Water Connection Fees = up to \$175,000 once

(5 Commercial Lots with a 2" Fee of \$35,000 for each connection)

Water Service Fees = up to \$10,000 per year

(5 Commercial Lots with an annual 2" Fee of \$2,056 per connection)

SECTION III: Site Information

SECTION IV: COMMUNITY INFORMATION

1. What is the location/address of the project?

**A. Vista Drive from Muddy String Road east to Vista West Drive,
then continuing east on Vista Drive for approx 300 feet and
north on Vista West Drive for approx 450 feet, plus**

**B. Approx. 2,800 feet from the storage tank west along Green Canyon Drive,
then south along Star Peaks Drive, then west along Vista drive
to the connection at the corner of Vista Drive & Vista East Drive.**

2. Is the project site publicly owned?

Yes No

If "no," identify current property owners with contact information.

There is a strip of land approximately 5' to 8' along side the south side of Vista Drive from Muddy String Road east to Vista West Drive. Town has a comment from the developer to donate the needed land to accommodate the width of the roadway following a survey.

3. Describe the site including total acres or square footage, size of developable area, and number of parcels for development. Also, describe any structures on the site, including useable square footage.

There are 7.5 acres on the north side of Vista Drive and approximately 3 acres on the south. There is only one old structure and it is planned to be demolished.

***** Attach portions of any relevant plans, studies, assessments, or reports. Reference the attachment in your answer.**

1. Does the community have an economic development plan or other study of the local economy?

Yes X No

If "Yes," then provide the names and dates of relevant plan(s) and describe how does the proposed project fits into overall economic development strategy of the community.

2. What are the community's strengths, weaknesses, opportunities and threats? Explain.

As Wyoming's newest Town, we have virtually no commercial tax base. This is our opportunity to open our Town's door to demonstrate our ability to provide a safe, pleasing and attractive commercial setting. This project will be the Town's first, small step towards diversification of its revenue sources.

3. What steps are being taken to promote economic development in the community by the applicant or other groups within the community? (For example, business recruitment and retention programs, workforce development, future public investments, marketing campaigns, amenities, etc.)

During the Town's approval of the subdivision plans for the commercial area, attention and requirements for public and traffic safety was required. Single access to both commercial areas was required. Snow removal from parking areas was required to be pushed to the rear of the lots, versus onto or near the main roadway in front of the buidlings.

4. Is there a community or economic development group or committee that is proactively working or implementing an economic development strategy? Explain.

Yes No X

5. Is there a list of current commercial and industrial vacancies available to prospective business? Explain.

Yes No X

6. Has the community identified targeted industries? Explain.

Yes X No

University of Wyoming "Market Research" paper in June of 2008.

Comparative businesses in comparative sized Towns in the Intermountain West

7. Are there any studies or surveys summarizing labor force characteristics, skills, supply or demand? Explain.

Yes No **X**

8. How does the availability of the local labor force compare to the demand for labor should this Business Ready project be successful? If necessary reference any applicable labor statistics.

General labor force for anticipated business is basic retail labor with adequate supply. Currently there are some summer jobs, but virtually no year round opportunities for any income group.

9. How does the availability of the housing compare to the demand for housing should this Business Ready project be successful? If necessary reference any applicable local housing statistics.

Adequate housing is available within the Town as well as in the surrounding area.

SECTION V: BUDGET INFORMATION

Part A: Funding Sources

1. BRC Request	\$ 1,380,0667
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2. **Local Match.** A BRC request in up to \$250,000 requires a minimum match of 5 percent the Total Eligible Project Cost. A grant over \$250,000 requires a minimum match of 10 percent Total Eligible Project Costs. *See Part B, number 11.*

a. **Cash Match.** List cash match funding source(s) and amount. Identify whether the amount has been provided or is being requested. Provide the status and the date funds were approved or the date that funds are expected to be approved.

Cash Match Source	Status (approved or pending)	Date of Approval	Cash Amount
Town's Capital Budget	Approved	9/9/08	\$ xx,000
Water Dept Cap Budget	See "In-Kind"	-0-	\$ -0-
Total Cash Match			\$ xx,000

b. In-kind Match. List in-kind contribution types, descriptions, sources and values.

Description	Source	Value
<i>Example: Road Grading</i>	<i>City Employee</i>	<i>40 hrs @ \$15/hr = \$600</i>
Trenching	Water Dept Emp	\$
Installation of Pipe & Valves	Water Dept Emp	\$
Installation of Fire Hydrants	Water Dept Emp	\$
Total In-kind Match		\$

2b

c. Total Local Match (Sum 2a and 2b) **\$ 153,408**

2c

3. Local Contribution Toward Ineligible Project Costs, if applicable. Ineligible project costs include fixtures, appliances, equipment or other features of a facility not physically attached. *See Part B, number 12.*

Source of Funding	Amount
Total Ineligible Project Costs	
	\$ -0-

3

4. Total Project Costs (Sum 1+2c+3) *This amount should be the same as Part B, Number 13* **\$ 1,534,075**

Part B: Project Costs

Eligible Project Costs	
1. Land, structures, rights-of-way, appraisals, etc.	\$ -0-
2. Architectural and engineering fees	\$ 101,574
3. Other fees (surveys, tests, etc.)	\$
4. Project inspection fees	\$ 101,574
5. Site work	\$
6. Demolition and removal	\$ -0-
7. Construction	\$ 1,128,602
8. Miscellaneous/Other (Please explain in detail below)	\$
9. Subtotal (sum of lines 1 through 8)	\$
10. Contingencies	\$ 202,324
11. Subtotal of Total Eligible Project costs (sum of lines 9 and 10)	\$ 1,534,075

Ineligible Project Costs	
12. Ineligible project costs (equipment, furnishings, etc.)	\$ -0-

Total Project Costs	
13. Total Project Costs (sum of lines 11 and 12) <i>This amount should be the same as Part A, Number 4.</i>	\$ 1,534,075

Further explanations:

SECTION VII: ADDITIONAL INFORMATION FOR LOAN REQUESTS

Skip this section if you are applying for a grant.

Not Applicable.

APPLICATION CHECKLIST

Consult with WBC Regional Directors. The WBC Regional Director must sign the application indicating that he or she was consulted with during the process. A signature by the Regional Director does not necessarily indicate an endorsement of the project.

Complete Application. All questions must be fully answered.

Secure Local Match. A local match of five percent of *total eligible* project costs for grants up to \$250,000, or ten percent for grants more than \$250,000 is required. Local match may be demonstrated as cash and/ or in-kind contributions. Examples of in-kind contributions include: labor, materials, equipment, and real estate. Attach an explanation of valuation of each item, any supporting documentation (i.e., appraisals, wage rates, market value, etc.) and a statement of intent from each donor. "Eligible Project Costs" means total project cost less ineligible costs which may include, but not be limited to: appliances, equipment, furnishings and other features of the facility which are not

physically attached.

Financial Information for Loans. For applicants requesting BRC loans, additional financial information is required. (See Section V)

Attach public hearing notice, public hearing minutes. An applicant is required to solicit citizen input through a published public hearing before submission of an application. For the purposes of this program **seven (7)** days is the minimum period for notification of a hearing date. The minutes from the public hearing must be attached. If the project facility is to be located outside the county boundaries of the applicant, the applicant shall hold an additional public hearing near the location of the proposed project.

Attach Resolution(s) of Support and accompanying minutes. After a public hearing is held, the applicant must pass a resolution of support. If the applicant is a Joint Powers Board, all participating agencies to the joint powers agreement must pass separate resolutions. The resolution should state, at a minimum:

- the nature of the project
- public benefit
- desired economic development outcomes
- specified source of match funding by account name or other identifying characteristics
- what will happen in the case of project cost overruns
- how revenue generated as a result of the project will be reused for future economic development activities.

Attach verification of project costs. An engineer's or architect's cost estimate is required. Grants will be made only to applicants who demonstrate that upon receipt of the grant all project costs will be funded. If the project involves purchase of property, then there must be an appraisal of the property or a market analysis.

Attach certifications, if applicable.

- If the applicant is a joint powers board, then attach a Certificate of Organization and an executed Joint Powers

Agreement to the application.

- A Certificate of Incorporation is required if a Community or State Development Organization will carry out the project.

Attach site information. Attach a detailed map, aerial photograph, and/or site plan showing the general location of the project site and the facility proposed to be funded with BRC.

Attach a revenue recapture plan. Revenue generated by the applicant or a private developer through publicly funded infrastructure projects must be recaptured by the applicant at a rate negotiated between the applicant and other partners and commensurate with the public investment.

Attach a workforce recruitment and/or training program, if applicable. Include a program outline if the project involves educational development infrastructure for workforce or entrepreneurial training.

Attach zoning documentation. If the site is zoned, attach a description of the allowable uses under this zoning. If a zone change is necessary, attach a description of the allowable uses under the proposed zoning.

Attach planning documents. Attach relevant portions of community plans, studies, or workforce development plans to help answer Community Information questions. Reference the attachment in your answer