



City of Riverton
Regular Council Meeting
Tuesday, May 2, 2023 at 7:00 pm
Riverton City Hall Council Chambers
816 N Federal Blvd.
Riverton, WY 82501

At 6:45 P.M. on Tuesday, May 2, 2023, the Finance Committee will meet in the City Hall Council Chambers to consider bills to be paid. This meeting is open to the public.

- 1) Call to order.
- 2) Pledge of Allegiance.
- 3) Invocation.
- 4) Roll call: Mayor: Tim Hancock
Ward I: Kyle Larson, Dean Peranteaux
Ward II: Karla Borders, Kristy K. Salisbury
Ward III: Mike Bailey, Lindsey Cox
- 5) Declaration of quorum.
- 6) Approval of the Agenda.
- 7) Communication from the Floor – Citizen’s Comments.
- 8) Consent Agenda:
 - Approval of the Minutes – April 18, 2023 Regular Council Meeting.
 - Approval of the Minutes – May 2, 2023 Finance Committee Meeting.
 - Approval of the Finance Committee Recommendations – May 2, 2023.
- 9) Building Safety Month Proclamation.
- 10) Wind River Visitor’s Council Budget.
- 11) Ordinance No. 23-003, 3rd & Final Reading: Adoption of National Electrical Code (NEC).
- 12) Ordinance No. 23-005, 3rd & Final Reading: Use of Counterfeit Currency.
- 13) EDGE Committee ½% Funding Recommendations.
- 14) Bid Award: Pavement Preservation Project.
- 15) Consultant Selection: Airport Master Plan.

Reports and Comments:

- 16) Council Committee Reports and Council Members’ Roundtable.
- 17) City Administrator’s Report.
- 18) Mayor’s Comments.
- 19) Executive Session – If needed.
- 20) Adjourn.

RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held April 18, 2023
7:00 PM

The regular meeting of the Riverton City Council was held on the above date and time, duly convened by Mayor Tim Hancock at 7:00 p.m. City Council Members present were Karla Borders (telephonically), Mike Bailey, Dean Peranteaux, Kyle Larson, and Kristy Salisbury. Council Member Salisbury led the pledge of allegiance; and Council Member Peranteaux conducted the invocation.

Roll call was conducted. Council Member Larson moved, seconded by Council Member Bailey to excuse Council Member Lindsey Cox from tonight's meeting. Motioned passed unanimously. Mayor Hancock declared a quorum of the Council.

City Staff present: City Administrator Kyle J. Butterfield, City Clerk/Human Resource Director Kristin S. Watson, Public Works Director Brian Eggleston, Chief of Police Eric Hurtado, Finance Director Mia Harris, Community Development Director Michael Miller, and Administrative Assistant Max Batista.

Approval of the Agenda – Council Member Peranteaux moved, seconded by Council Member Salisbury to approve the agenda as presented. Motion passed unanimously.

Communication from the Floor – Members of the Riverton Little League asked for flexibility in ways to allocate monies acquired from last year's contract for service. Jacque Stoldt with the Boys & Girls Clubs of Central Wyoming gave the council and public an update on the club's program and reminded the council of the upcoming breakfast fundraiser and asked for assistance from council members. Carrol Harper with GoRiverton and County 10 gave a speech to the council as to why Riverton is a great place to call home and also asked the council to consider bringing back the engagement committee to build a healthy relationship with the tribe. Greg Tallabas informed the council of the rebranding of the Community Watch Program.

Consent Agenda – City Clerk/Human Resource Director Kristin S. Watson read the consent agenda items by title only: Approval of the Minutes – April 4, 2023 Regular Council Meeting; Approval of the Minutes – April 11, 2023 Council Work Session; Approval of the Minutes – April 18, 2023 Finance Committee Meeting; Approval of the Finance Committee Recommendations – April 18, 2023 claims to be paid in the amount of \$232,986.01, Elan credit card in the amount of \$3,136.76, and payroll & liabilities for 4/7/2023 in the amount of \$206,641.89 for a total of \$442,764.66; Approval of the Municipal Court Report for the month of March 2023; Open Container Permit Application: **Haili Miller**, Celebration of Life @ Jaycee Park, May 20, 2023, 1:00 p.m. – 5:00 p.m. Council Member Bailey moved, seconded by Council Member Salisbury to approve the consent agenda as presented. Motion passed unanimously, with Council Member Peranteaux abstaining from the WyoNet & Traveling Computers claims and Council Member Bailey abstaining from the Bailey Enterprises claim on the claims approval list.

Citizen Board Appointment: Tree Board – City Administrator Kyle J. Butterfield reported on Mayor Hancock's appointment of two (2) members for the Tree Board. Council Member Larson moved, seconded by Council Member Bailey to appoint Matt Wright as a member and Ryan Axthelm as an alternate member of Tree Board. Motion passed unanimously.

2023 Legislative Session Update – Mayor Hancock introduced Senator Tim Salazar (District 26), Wyoming House of Representative Ember Oakley (District 55), and Representative Pepper Ottman (District 34) who informed council members, city staff, and the public on updates pertaining to the 2023 Legislative Session. Senator Salazar reported on the update of adding a state office building in Riverton and how that would positively impact Riverton's economy. Ember Oakley reported on two bills that she sponsored and that have passed. Pepper Ottman reported on two bills

that she sponsored that did not pass. There was discussion between Ottman, Oakley, Council Members, and city staff.

OneWyo II Opioid Settlement Memorandum of Agreement – City Administrator Kyle J. Butterfield reported on nationwide settlements that were reached to resolve all opioids litigation brought by states and local political subdivisions against the three largest pharmaceutical distributors. After discussion from council and city staff, Council Member Larson motioned, seconded by Council Member Bailey to approve the OneWyo II Opioid Settlement Memorandum of Agreement between the State of Wyoming and participating local governments and give signatory authority to the City Administrator. Motion passed unanimously.

Consideration of Ordinance No. 23-004, 3rd & Final Reading: Excavation – Community Development Director Michael Miller reported on Ordinance No. 23-004 – Excavation. This ordinance would create a better standard for permitted excavation work in the City of Riverton and improve coordination with stakeholders. City Clerk/Human Resources Director Kristin S. Watson read Ordinance No. 23-004 by title only. Council Member Peranteaux moved, seconded by Council Member Bailey to adopt Ordinance No. 23-004 on 3rd and Final Reading. A roll call vote was conducted, motion passed unanimously.

Consideration of Ordinance No. 23-003, 2nd Reading: Adoption of National Electrical Code (NEC) – Community Development Director Michael Miller reported on Ordinance No. 23-003 – Adoption of National Electrical Code. This ordinance would update the municipal code to mirror state statute. City Clerk/Human Resources Director Kristin S. Watson read Ordinance No. 23-003 by title only. After discussion from the council, Council Member Larson moved, seconded by Council Member Salisbury to adopt ordinance No. 23-003 on second reading. Motion passed unanimously.

Consideration of Ordinance No. 23-005, 2nd Reading: Possession or Use of Counterfeit Currency – City Administrator Kyle J. Butterfield reported on Ordinance No. 23-005 – Possession or Use of Counterfeit Currency, which would add Section 9.08.020 to the Riverton Municipal Code to allow the Riverton Police Department to address the issues of circulating counterfeit currency in the City of Riverton. City Clerk/Human Resources Director Kristin S. Watson read Ordinance No. 23-005 by title only. Council Member Bailey moved, seconded by Council Member Peranteaux to adopt Ordinance No. 23-005 on second reading. Motion passed unanimously.

Wyoming Association of Municipalities (WAM) Voting Delegate Form – City Administrator Kyle J. Butterfield reported on potential delegates and alternant delegates that are eligible for the Wyoming Association of Municipalities (WAM). After discussion from council and city staff, Council Member Peranteaux motioned, seconded by Council Member Bailey to approve Kyle J. Butterfield as the official voting delegate and Karla Borders as the alternant delegate. Motion passed unanimously.

Phytoremediation Update & Recommendation – Public Works Director Brian Eggleston introduced Inberg-Miller Engineers who then updated and made recommendations on the phytoremediation project at the old landfill site. No action taken.

Council Committee Reports & Council Members' Roundtable – Council Member Bailey reported on the budget meetings he attended; Council Member Peranteaux reported on the upcoming Airport Board meeting he plans to attend; Council Member Larson reported on the Solid Waste meeting he attended.

City Administrator's Report – City Administrator Kyle J. Butterfield reported on the airport board meeting and wanted to remind the council and the public of the recent TSA upgrades at the airport and asked passengers to be sure to arrive early. Mr. Butterfield also showed his appreciation towards council members and city staff for the budget meetings; he wished April Ramsey a farewell as her last day working for the City of Riverton as a Finance Clerk will be April 19th, 2023; he also stated there were great ideas that were presented to the EDGE Committee held on April 13th, 2023.

Mayor's Comments – Mayor Tim Hancock reported the meetings or events that he attended included the Rendezvous Balloon Committee meeting, budget meetings, and a meet and greet in Lander. Mayor Hancock also encouraged citizens, council members, and city staff to sponsor the upcoming Balloon Rally.

Adjourn – There being no further business to come before the Council, Council Member Bailey moved, seconded by Council Member Peranteaux to adjourn the Regular Council meeting at 9:34 p.m. Motion passed unanimously.

CITY OF RIVERTON, WYOMING

Tim Hancock
Mayor

ATTEST:

Kristin S. Watson
City Clerk/Human Resource Director

Publication Date:



Proclamation

Building Safety Month — May 2023

Whereas our City is committed to recognizing that our growth and strength depends on the safety and essential role our homes, buildings and infrastructure play, both in everyday life and when disasters strike, and;

Whereas our confidence in the resilience of these buildings that make up our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry—who work year-round to ensure the safe construction of buildings, and;

Whereas these guardians are dedicated members of the International Code Council, a nonprofit that brings together local, state, territorial, tribal and federal officials who are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work and play, and;

Whereas these modern building codes include safeguards to protect the public from hazards such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquakes, and;

Whereas Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' largely unknown protectors of public safety—our local code officials—who assure us of safe, sustainable and affordable buildings that are essential to our prosperity, and;

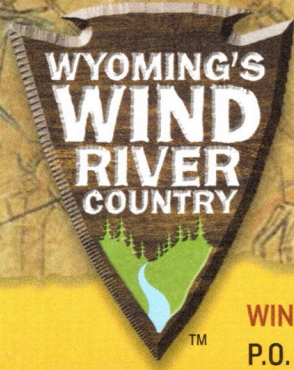
Whereas "It Starts with You," The theme for Building Safety Month 2023, encourages us all to raise awareness about building safety on a personal, local and global scale, and;

Whereas each year, in observance of Building Safety Month, people all over the world are asked to consider the commitment to improve building safety, resilience and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.

NOW, THEREFORE, I, Tim Hancock, Mayor of the City of Riverton, do hereby proclaim the month of May 2023 as Building Safety Month. Accordingly, I encourage our citizens to join us as we participate in Building Safety Month activities.

Tim Hancock, Mayor

Attest: _____
Kristin S. Watson, City Clerk/Human Resource Director



The Only Way to Yellowstone®

WIND RIVER VISITORS COUNCIL
P.O. Box 925 Lander, WY 82520 USA • 307-332-5546 • info@windriver.org • www.windriver.org

April 7, 2023

To all parties of the Joint Powers Agreement,

Attached is the Wind River Visitors Council's proposed budget and operating plan, effective July 1, 2023 through June 30, 2024 for your review and approval per the Joint Powers Agreement. The Wind River Visitors Council respectfully requests that April be used as a month to answer questions, meet and/or discuss the budget as necessary and that budget hearings take place in May and June. Please do not hesitate to contact any of the town, city or county representatives listed below with questions. Please submit your approval no later than June 30, 2023.

Thank you.

Helen Wilson
Executive Director, WRVC

Wind River Visitors Council Board Members

Julie Buller
City of Riverton Appointment

Cy Lee
County Commissioners Appointment

Helen Gordon
Town of Hudson Appointment

Krista Lobera
City of Lander Appointment

Hal Herron
City of Riverton Appointment

Kip Post
County Commissioners Appointment

Joel Highsmith
Town of Shoshoni Appointment

Owen Sweeney
City of Lander Appointment

Randy Lahr
Town of Dubois Appointment

Frank Welty
Town of Dubois Appointment

FY 2023-2024 Wind River Visitors Council Budget to Joint Powers Members—DRAFT

A	B	C	D	E	F	G
	Budget Category	Code	2022-2023 Budget	2023-2024 Budget	Summary Total	% of Budget
1	Income					
2	Lodging Tax	4009	\$729,500	\$1,016,610		
3	Interest Earned	4501	\$75	\$1,572		
4	Destination Development	DD	\$300,000	\$0		
5	Total Revenue		\$ 1,029,575	\$ 1,018,182	\$ 1,018,182	100.00%
6						
7	Expenses					
8	Accounting Services					
9	Accounting Services	5000	\$13,973	\$10,000		
10	Office Expense	5100	\$307	\$600		
11	Postage / Office	5200	\$35	\$50		
12	CPA Review or Audit	5300	\$16,434	\$18,000		
13	Total Accounting Services		\$30,749	\$28,650		
14	Board Expenses					
15	Board Expenses	5400	\$2,500	\$2,500		
16	Wyoming Governor's Hospitality & Tourism Convention (3 participants)	5500	\$4,000	\$5,000		
17	Total Board Expenses		\$6,500	\$7,500		
18	Total Accounting and Board Expenses		\$ 37,249	\$ 36,150	\$ 36,150	3.55%
19						
20	WRVC Office, Staff and Services					
21	WRVC Office Services	6000	\$ 20,000	\$ 20,000		
22	WRVC Payroll (2 Staff \$75k, \$43k), Compensation Adjustment up to 10% FUTA/SUTA/FICA Taxes, Workers Compensation, Unemployment Insurance (25% of payroll)	6100	\$ 118,000	\$ 129,800		
23	Staff (2) Medical Benefits (\$16,618 year), Retirement Benefits (\$930 year)	6200	\$ 31,550	\$ 32,450		
24	Cellular Telephone Stipend (\$50 per month)	6300	\$ 15,240	\$ 17,548		
25	Conference Attendance, Mileage, Meals	6400	\$ 1,200	\$ 600		
26		6500	\$ 5,000	\$ 15,000		
27	Total WRVC Office, Staff and Services		\$190,990	\$215,398	\$215,398	21.16%
28						
29	Wind River Country Tourism Asset Development (TAD) \$254,153					
30	Community of Dubois 37.6%	7000	\$63,284	\$95,562		
31	Community of Lander 30.2%	7100	\$54,348	\$76,754		
32	Community of Riverton 32.2%	7200	\$64,743	\$81,837		
33	Community of Shoshoni-Flat Rate	7300	\$8,000	\$10,400		
34	Community of Hudson-Flat Rate	7400	\$4,000	\$5,200		
35	Total Tourism Asset Development Program		\$ 194,375	\$ 269,753	\$ 269,753	26.49%
36						
37	Marketing Campaign					
38	Website Development	8000	\$5,950	\$11,000		
39	Direct Marketing, Leads, Online Marketing and Social Media	8025	\$62,720	\$84,815		
40	Google DMO Program	8050	\$0	\$0		
41	Regional & State Partnerships	8075	\$3,992	\$13,600		
42	Community Planning & Training	8100	\$7,500	\$10,000		
43	Photo and Video Library	8125	\$7,500	\$10,000		
44	Driving tour map 30,000; \$8K, WRIR 0, freight; \$7K, sticker reprint 6,000; \$6K	8150	\$29,646	\$70,000		
45	Press Relations/Events/Packages/Social Media	8175	\$57,036	\$49,300		
46	FAM Tours / Press Trips	8200	\$10,000	\$20,000		
47	Print Ads (Wyoming Official Travel Guide; \$9,500, Additional Print Ads \$10,500)	8225	\$10,189	\$20,000		
48	Pony Express—\$665, Certified Folder—\$5,500, Jackson Hole Airport—\$150;	8250	\$5,963	\$6,315		
49	Billboard in Shoshoni	8275	\$500	\$500		
50	Market Research and Analysis	8300	\$0	\$0		
51	Fulfillment Program (postage, packets)	8325	\$15,816	\$22,000		
52	New Opportunities	8350	\$17,000	\$73,746		
53	Ambassador & Lodging Tax Education	8375	\$2,000	\$2,000		
54	Niche Target Marketing	8400	\$15,399	\$11,255		
55	Conference/Meeting Marketing	8425	\$0	\$5,000		
56	Group Tour Business	8450	\$0	\$2,500		
57	Support for Wind River Indian Reservation Interpretive Plan	8475	\$25,000	\$35,000		
58	International Marketing (Global Inspiration Program, \$5,750)	8500	\$10,750	\$19,850		
59	Total Marketing Campaign		\$286,961	\$466,881		45.85%
60						
61	Air Service Marketing	9000	\$20,000	\$30,000	\$30,000	2.95%
62	Total Expenses		\$ 729,575	\$ 1,018,182		100.00%
63						
64	Destination Development (\$300,000)				Paid Expenses	Balance
65	Digital Sign—Riverton	DD		\$50,000		
66	Digital Sign—Hudson	DD		\$34,650		
67	Art Banner Project Expansion—Hudson and Riverton	DD		\$30,000		
68	TravelStories Downtown Dubois Walking Tour—Dubois	DD		\$10,000		
69	Wayfinding/Informational Signage—Lander	DD		\$31,550		
70	Signage at the Bus Loop—Lander	DD		\$20,000		
71	Destination Development Co-Op	DD		\$2,700	\$2,700	\$0
72	National Park Journal, Yellowstone	DD		\$12,000		
73	Tripadvisor State Co-Op	DD		\$8,000		
74	Dubois Trail and Informational Signage	DD		\$31,550		
75	Special Projects Coordinator	DD		\$20,000		
76	Communication/Meetings/Graphic Design Supplies	DD		\$3,000		
77	A Wind River Indian Reservation-Specific Kiosk	DD		\$21,550		
78	The New Fly Fisher Television Show	DD		\$15,000		
79	Video Display in the Lander Chamber of Commerce Visitor Center	DD		\$10,000		
80				300,000	\$2,700	\$297,300

FY 2023-2024 Joint Powers Budget Notes

Code	Amount	Description
4009	\$1,016,610	Lodging Tax: This is the actual lodging tax revenue that was collected in fiscal year 2021 to 2022 and will serve as the budget for fiscal year 2023 to 2024.
4501	\$1,572	Interest Earned: Interest income in the beginning of fiscal year 2022 to 2023 averaged \$131 per month. This comes to \$1,572 for the full fiscal year.
5000	\$10,000	Accounting Services: This number has been reduced based on this fiscal year's actual spendings.
5100	\$600	Office Expense: This number has been increased based on this fiscal year's actual spendings.
5200	\$50	Postage/Office: This number has been increased based on this fiscal year's actual spendings.
5300	\$18,000	CPA Review or Audit: The Wind River Visitors Council will require another CPA audit in fiscal year 2023 to 2024.
5400	\$2,500	Board Expenses: Because of facility and catering cost increases, as well as the number of Board Members requesting mileage reimbursements, this line item has been increased from \$1,050 to \$2,500.
5500	\$5,000	Wyoming Governor's Hospitality & Tourism Convention (3 participants): The Wind River Visitors Council is budgeting for three Board Members to attend the Wyoming Governor's Hospitality and Tourism Convention.
6000	\$20,000	WRVC Office Services: This number is remaining the same.
6100	\$129,800	WRVC Payroll: This number has been increased to account for the recent Board vote to budget for compensation adjustments up to 10 percent.
6200	\$32,450	Taxes, Workers Compensation, Unemployment Insurance: 25% of payroll.
6300	\$17,548	Staff Medical and Retirement Benefits: Medical Benefits have been estimated at \$16,618, which accounts for a 10% increase from the current fiscal year. At the maximum salaries in line 6100, if both staff contributed the maximum allowable amount to their Simple IRA, then the WRVC's match would be \$930.
6400	\$600	Cellular Telephone Stipend: This is for a \$50 per month cellular

		telephone stipend.
6500	\$15,000	Conference Attendance, Mileage, Meals: This amount has been increased so that the Executive Director can attend more conferences. In addition to conference attendance, this budget line also includes mileage for both staff members and business meals that the WRVC hosts.
7000	\$95,562	Dubois TAD: Dubois brought in 37.6% of the lodging tax in fiscal year 2021 to 2022. \$95,562 is 37.6% of the 25% that is distributed to Dubois, Lander and Riverton.
7100	\$76,754	Lander TAD: Lander brought in 30.2% of the lodging tax in fiscal year 2021 to 2022. \$76,754 is 30.2% of the 25% that is distributed to Dubois, Lander and Riverton.
7200	\$81,837	Riverton TAD: Riverton brought in 32.2% of the lodging tax in fiscal year 2021 to 2022. \$81,837 is 32.2% of the 25% that is distributed to Dubois, Lander and Riverton.
7300	\$10,400	Shoshoni TAD: Lodging tax throughout Fremont County has increased. Therefore, TAD funding has increased. Shoshoni's increase is from \$8,000 to \$10,400.
7400	\$5,200	Hudson TAD: Lodging tax throughout Fremont County has increased. Therefore, TAD funding has increased. Hudson's increase is from \$4,000 to \$5,200.
8000	\$11,000	Website Development: This amount includes six republished blogs from The Rendezvous magazine at \$200 each; six blogs written by guest writers at \$300 each; website management, hosting and services at \$2,000; domain and plug-in renewals at \$500; email hosting at \$500 and website development at \$5,000.
8025	\$84,815	Direct Marketing, Leads, Online Marketing and Social Media: This budget line includes email marketing software at \$6,600; a Wyoming Tourism unlimited leads co-op at \$10K; a SEM co-op at \$16,800; paid social media at \$1,200; Wyoming Tourism sponsored content at \$10,920; banners on Wyoming Tourism at \$2,800; Wyoming Tourism spring and fall co-ops at \$20,000; National Park Trips leads at \$4,500 and a National Park Trips display ad and advertorial at \$11,995.
8050	\$0	Google DMO Program: We will be participating in this as part of the Destination Development Program.
8075	\$13,600	Regional and State Partnerships: This budget line includes the production of the WRVC's annual report, chamber memberships and local and national partnerships and memberships.
8100	\$10,000	Community Planning and Training: This budget line includes

		sponsored content, ads and sponsoring #Snapped on County 10.
8125	\$10,000	Photo and Video Library: This budget line includes new photo and video acquisition.
8150	\$70,000	Literature and Sticker Reprints: The WRVC will need 116,750 vacation guides at \$48K, 30,000 self-guided driving tour maps at \$8K, freight at \$7K and 6,000 sticker reprints at \$7K.
8175	\$49,300	Press Relations/Events/Packages/Social Media: The monthly event calendar will cost \$2,500. Public relations will cost \$24,000. Social media management will cost \$15,600. Industry and consumer newsletters will cost \$7,200.
8200	\$20,000	FAM Tours / Press Trips: This number has been doubled from the current fiscal year.
8225	\$20,000	Print Ads: This budget line includes a full page ad in the Wyoming Official Travel Guide at \$9,500 and the opportunity for an additional print ad in another publication.
8250	\$6,315	Literature Distribution: This budget line includes multi-state literature distribution at \$5,500, literature distribution in Teton County at \$665 and a rack space in the Jackson Hole airport at \$150.
8275	\$500	Billboard in Shoshoni: This is the annual cost of the billboard in Shoshoni.
8300	\$0	Market Research and Analysis: With the CWC feasibility study and the Wyoming Office of Tourism's Zartico program in the works, additional funds have not been allocated for market research and analysis. If an opportunity presents itself, funding could come from "New Opportunities."
8325	\$22,000	Fulfillment Program (postage, packets): This budget line includes postage, handling of vacation packets, email requests, brochure storage and services.
8350	\$73,746	New Opportunities: This budget line reflects new projects that are unknown at this time.
8375	\$2,000	Ambassador and Lodging Tax Education: This number has been reduced based on this fiscal year's actual spendings.
8400	\$11,255	Niche Marketing: This budget line includes advertising on the Jackson Hole Chamber website under the categories of Summer Activities, Camping, Snowmobiling, Winter Activities, Hiking/Backpacking and Arts and Culture at \$3,500. It also includes a display ad in the Jackson Hole Chamber Explorer Magazine at \$3,455. It includes support for the trek program through the Fremont County Museums at \$4,000 and sponsoring a National Bighorn

		Sheep Center ad on the Jackson Hole Chamber of Commerce website at \$300.
8425	\$5,000	Conference/Meeting Marketing: This budget line is for conference and meeting marketing.
8450	\$2,500	Group Tour Business: This budget line is for group tour marketing.
8475	\$35,000	Wind River Indian Reservation Interpretive Plan: This budget line supports projects on the Wind River Indian Reservation. Fiscal year 2023 to 2024's big project is a museum-quality documentary of St. Stephens Indian Mission.
8500	\$19,850	International Marketing Programs: This budget line supports an international and lead generating campaign at \$10K, a display ad on the Real America Guide Map at \$600, participation in the Global Inspiration Program at \$5,750 and participation in the Visit the USA Traffic Program at \$3,500.
9000	\$30,000	Air Service Marketing: This budget line supports air service marketing through the FAST group.

Wind River Visitors Council (WRVC) Fiscal Year 2023 to 2024 Budget Narrative

Joint Powers Board Summary

The Wind River Visitors Council, a Destination Marketing Organization (DMO), is charged with the responsibility of investing lodging tax revenues to facilitate wider promotion and marketing of Fremont County and the Wind River Indian Reservation (branded as Wind River Country) as a tourist and visitor destination.

The Wind River Visitors Council's mission is to stimulate tourism by increasing awareness of, and encouraging visitation to, the unique destinations, activities and events in Wind River Country.

Fiscal Year 2023 to 2024 Budget

The attached WRVC Joint Powers Board Budget was approved by the Wind River Visitors Council's Board of Directors on Thursday, March 23, 2023 for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

Revenue

The Wind River Visitors Council uses the previous full fiscal year's actual numbers for its budget. The last full fiscal year was FY 2021 to 2022, with revenue of \$1,016,610, which is the number that you'll see in the proposed Joint Powers Budget. This was a record-breaking tourism year for Fremont County, with the previous 12 month "record" being \$734,689.52 (FY 2018 to 2019). Please see the included "Fremont County Lodging Tax Collections" graph.

The benefit to this model is that the TAD funds in the budget are actual, not projected. This helps recipients of TAD funds to budget accordingly, as they know exactly how much they'll be receiving.

In fiscal year 2022 to 2023 the WRVC received lodging tax revenue and a Destination Development Program grant through the Wyoming Office of Tourism in the amount of \$300,000. Destination Development Program funds must be spent by June 30, 2024. Destination Development Program projects are listed at the bottom of the 2023 to 2024 Joint Powers Budget.

Oversight

Because the annual lodging tax collections and CARES revenue exceeded \$1,000,000 in fiscal year 2021 to 2022, the WRVC was required by state statute to have a CPA financial audit conducted. This was the WRVC's first audit, and the auditor expressed that "for a first-year audit, having two findings is unheard of." They were both housekeeping items and unavoidable. Due to revenue so far in 2022 to 2023 and the Destination Development Program grant, the WRVC will once again be required to get a CPA financial audit. The financial audit is submitted to the Wyoming Department of Audit and the County Clerk's office as public record.

Budgeted Income		Percent of Budget
Lodging Tax Revenue and Interest Income	\$1,018,182	100%

Budgeted Expenses	Cost	Percent of Budget
Accounting, CPA Audit and Board Operation	\$36,150	3.55%
Office Staff Payroll, Taxes, Benefits and Office Services (rent, administration, etc.)	\$215,398	21.16%
Tourism Asset Development (TAD) Program	\$269,753	26.49%
Marketing Campaign	\$466,881	45.85%
Air Service Marketing (FAST)	\$30,000	2.95%
TOTAL	\$1,018,182	100%
Over/(Under) Expenditures	0	

Lodging Tax Vote

The two percent lodging tax was renewed in November 2022 with overwhelming support, as indicated by a 72 percent vote in favor of renewing.

The five percent statewide lodging tax went into effect on January 1, 2021, and Fremont County started receiving two percent of that when Fremont County's tax went up for renewal. The state lodging tax guarantees two percent lodging tax collections to Fremont County. The remaining two percent was on the 2022 ballot for public vote to bring the County's collections back up to its four percent rate. A breakdown is below.

Fremont County (1/1/21)

3% Statewide lodging tax (goes to the Wyoming Office of Tourism)

4% Local option

7% Total lodging tax

Fremont County (1/1/23)

3% Statewide lodging tax (goes to the Wyoming Office of Tourism)

2% State local guarantee (comes from the Wyoming Office of Tourism)

2% Local option

7% Total lodging tax

Jobs and Wages

Tourism creates jobs and living wages for year-round residents. In 2022, Fremont County tourism directly supported 1,665 jobs. These salaries are in turn spent in secondary markets such as contractors, utilities, taxes and general everyday local living.

Travel Trends for 2023

- Consumers are booking vacations earlier
- There is an increase in international travel
- Travel costs are on the rise
- There is an increase in off-season travel
- There is an increase in off-grid travel and connecting with nature

Tourism Asset Development (TAD) Program

Our Joint Powers communities of Dubois, Hudson, Lander, Riverton and Shoshoni function as our visitor centers throughout Fremont County. The Lander and Riverton Chambers of Commerce and the Towns of Dubois, Hudson and Shoshoni receive an allocation from the 25 percent of all lodging taxes collected in the form of the Tourism Asset Development (TAD) program. These funds are under local control to empower our communities to provide much needed visitor services, staff and local grant programs to support community tourism development and events. The FY 2023/2024 budget puts 25 percent of lodging tax collections at \$254,153, this is up from \$182,375 in FY 2022/2023. TAD funding is distributed to each community based on their percentage of contribution to the lodging tax collections. Shoshoni and Hudson receive a flat rate, which is significantly higher than their percentage of actual lodging tax collections.

TAD distributions for FY 2023/2024 will be:

Dubois 37.6%	7000	\$95,562
Lander 30.2%	7100	\$76,754
Riverton 32.2%	7200	\$81,837
Shoshoni-flat rate	7300	\$10,400
Hudson-flat rate	7400	\$5,200
Total TAD Program		\$269,753

Fremont County Lodging Tax Collections

(Source: Wyoming Department of Revenue)

	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
July	\$87,513.50	\$77,747.08	\$68,977.20	\$88,147.68	\$87,331.20	\$57,078.97	\$128,851.47	\$121,114.01
August	\$120,161.63	\$119,558.34	\$97,863.24	\$132,820.79	\$116,138.02	\$103,524.40	\$166,881.99	\$159,201.31
September	\$103,555.85	\$121,979.86	\$136,510.43	\$121,074.32	\$110,570.80	\$119,039.14	\$141,012.80	\$131,327.68
October	\$78,521.41	\$82,457.36	\$135,684.13	\$92,822.73	\$131,303.72	\$96,609.43	\$104,610.46	\$161,539.35
November	\$65,634.16	\$66,320.69	\$60,656.37	\$74,941.32	\$62,477.23	\$55,640.27	\$127,396.06	\$66,529.20
December	\$35,863.06	\$28,180.25	\$19,345.61	\$19,015.36	\$39,919.44	\$41,054.05	\$42,669.91	\$42,757.39
January	\$26,285.38	\$24,854.02	\$35,059.29	\$20,424.06	\$34,534.93	\$30,150.89	\$39,330.21	\$42,626.27
February	\$29,793.27	\$28,315.62	\$35,103.14	\$35,548.75	\$32,238.55	\$35,123.06	\$40,338.62	\$46,395.65
March	\$42,612.90	\$41,364.69	\$32,397.61	\$29,958.44	\$36,985.04	\$37,491.44	\$44,848.47	
April	\$31,209.25	\$29,770.09	\$37,741.83	\$34,868.18	\$32,041.45	\$45,623.20	\$57,967.09	
May	\$34,060.95	\$30,993.80	\$30,913.52	\$37,983.64	\$17,600.12	\$45,320.51	\$55,570.82	
June	\$45,406.33	\$40,827.68	\$37,353.76	\$47,084.25	\$29,190.44	\$62,844.46	\$67,132.87	
Total	\$700,617.69	\$692,369.48	\$727,606.13	\$734,689.52	\$730,330.94	\$729,499.82	\$1,016,610.77	\$771,490.86

Some Highlights from Fiscal Year 2022 to 2023 (so far)

In addition to marketing to local, state, national and international audiences, the Wind River Visitors Council is also involved in lots of projects. Some of the projects from the current fiscal year (2022 to 2023) are listed below.

Lander Chamber of Commerce Community Awards Luncheon

This year's speaker at the Lander Chamber of Commerce's annual Community Awards Luncheon was the Wind River Visitors Council's Executive Director, Helen Wilson. Helen provided an update on marketing efforts, tourism and media coverage of Wind River Country. The event took place on Friday, March 3 at the Lander Community & Convention Center. The Chamber recognized outstanding individuals and businesses in the community.

Tourism Study of Fremont and Hot Springs Counties

The Wind River Visitors Council is assisting Central Wyoming College with a tourism study, conducted by PGAV Destinations. This study could result in opportunities to apply for funding for asset development throughout Wind River Country. The WRVC provided a Familiarization Tour to support the study.

Destination Development Program

Destination Development Program projects that are in the works include an expansion of the Art Banner Project in Hudson and Riverton, a TravelStorys Downtown Dubois walking tour, wayfinding/informational signage in Lander, signage at the Bus Loop in Lander, two State marketing co-ops, advertising in the *National Park Journal*, *Yellowstone*, trail and informational signage in Dubois, communication/meetings/graphic design supplies, a kiosk on the Wind River Indian Reservation, a video profiling fishing in the backcountry of the Wind River Range and a video display in the Lander Chamber of Commerce Visitor Center.

Signs at the Frank B. Wise Business Center and in Hudson and Riverton

The WRVC continues to help to get a digital sign at the Frank B. Wise Business Center on the Wind River Indian Reservation. Signs in Hudson and Riverton have been added to these efforts.

Riverton Community Celebration

On January 21, the WRVC hosted a Riverton Community Celebration to celebrate Riverton and the start of the ice racing season. The event was open to the public and took place at Bunks BBQ and included food and an opportunity to meet Mayor Hancock, Riverton's new Mayor. The evening was co-hosted by the Wyoming Off-Road Racers

Association (WORRA), the Hampton Inn & Suites and the WYRiverton Chamber of Commerce and Visitor Center.

Dubois Chamber of Commerce Annual Mixer

On November 18, 2022, the WRVC sponsored the Dubois WY Annual Chamber of Commerce Member Mixer. The Dew Boyz Diner did the catering, and the event provided an opportunity to visit with the Wind River Visitors Council Board of Directors and staff, and chat with the Dubois Chamber of Commerce about ways to help businesses reach their goals.

Wyoming Governor's Hospitality & Tourism Convention

The WRVC's Treasurer, Helen Gordon, and Executive Director, Helen Wilson, braved the weather and attended the Wyoming Governor's Hospitality & Tourism Convention in Cheyenne, Wyoming from January 29 to 31. They caught up with others in the tourism and hospitality industry, attended presentations and met with partners.

Winter in the Wilds of Wyoming, Press Trip

The WRVC hosted a winter press trip. Four writers came to the area to explore winter in Wind River Country. Activities included visiting the bison herd on the Wind River Indian Reservation, exploring Sinks Canyon State Park by snowshoe, snowmobiling on Togwotee Pass, touring the National Bighorn Sheep Center and the National Museum of Military Vehicles and enjoying fine dining and accommodations throughout Wind River Country. Following are links to two of the articles that resulted from this trip:

Matador Network, Wyoming's Wind River Country Makes for the Ultimate Western Road Trip: <https://matadornetwork.com/read/wind-river-country-wyoming/>

Men's Journal, Wyoming's Wind River Range is a Winter Adventurer's Best-Kept Secret:

<https://www.mensjournal.com/travel/best-activities-wind-river-range-wyoming>

Wyoming Outdoor Recreation Grant

The WRVC helped several groups apply for the American Rescue Plan Act (ARPA) grant, which was offered through the Wyoming Office of Outdoor Recreation. Awards will be offered between \$20,000 and \$749,000. The grants are being evaluated for ARPA eligibility, economic impact, new outdoor recreation infrastructure, budget and project costs, a funding match, financial risk assessment and community support. Projects could include trails, trailheads, play area development, water-based recreation, shooting ranges, publicly managed campground infrastructure, climbing infrastructure, etc.

Go Beyond Yellowstone to Riverton, Wyoming

The WRVC recently completed a new promotional video of Riverton. Here's the link, <https://www.youtube.com/watch?v=U8Rt9zxeJAg&t=6s>.

TravelStorys

The WRVC worked with the Northern Arapaho Economic Development Commission on the completion of a Wind River Indian Reservation Audio Tour. The tour had 10 Eastern Shoshone sites, and 10 Northern Arapaho sites were added. The full tour is available at this link, <https://windriver.org/destinations/wind-river-indian-reservation/>.

Media Coverage

The Wind River Visitors Council often sends out press releases, submits applications for media awards and organizes media visits. Last year, the WRVC applied for the 2022 Sunset Travel Awards. Wyoming's Wind River Country received the award titled "Remarkable Outdoor Recreation Region." Here's the link, <https://www.sunset.com/travel/2022-sunset-travel-awards>.

In addition, a media visit for a writer from Cowboys & Indians was organized, and an article was released titled "Wyoming's Wind River Country." Fort Washakie, the Northern Arapaho Experience Room, the National Museum of Military Vehicles and the Eastern Shoshone Tribe Buffalo Tour were featured, <https://www.cowboysindians.com/2022/05/wyomings-wind-river-country/>.

Also, the Wind River Rally was featured in 5280's The Best of the Mountain West 2022, <https://www.5280.com/best-of-the-mountain-west-2022/>. This event was sponsored by the Wind River Visitors Council.

Following are some other places where Wind River Country was recently featured:

- 11 Amazing Yurt Getaways Across the Country: Lander got number 10, <https://financebuzz.com/amazing-yurt-getaways>.
- The 5 Best Places to Visit in Wyoming, According to the Superintendent of Grand Teton National Park: The Wind River Indian Reservation was featured, <https://matadornetwork.com/read/places-to-visit-in-wyoming/>.
- 9 of the Best Wyoming Hiking Trails for Amazing Views and Small Crowds: Dubois Badlands was featured, <https://matadornetwork.com/read/wyoming-hiking-trails/>.
- The 12 best day trips in the Rocky Mountains: Sinks Canyon State Park was featured, <https://www.lonelyplanet.com/articles/best-day-trips-rocky-mountains-usa>.

- Explore The Lesser Known Side Of Wyoming On This Three Day Getaway: Dubois, The National Bighorn Sheep Center, Lander, the Wind River Wild Horse Sanctuary, Sinks Canyon and Atlantic City were featured, <https://www.onlyinyourstate.com/wyoming/everyday-explorers-wind-river-wy/>.
- Going To Yellowstone? Consider A Self-Driven Tour Of The Wind River Indian Reservation: The Wind River Indian Reservation was featured, <https://www.thetravel.com/take-a-self-drive-tour-of-the-wind-river-reservation-wyoming/>.
- 10 Winter Hikes to Keep You Trailblazing All Year Round: Sinks Canyon State Park, Whiskey Mountain and the Dubois Scenic Overlook were featured, <https://www.mensjournal.com/adventure/best-winter-hikes>.
- The Guide to Wedding Destinations in the American West: 3 Spear Ranch in Dubois was featured, <https://www.theknot.com/content/western-wedding-destinations>.
- So Long and Tanks for All the Tanks: Touring the Museum of Military Vehicles: The National Museum of Military Vehicles was featured, <https://www.cnet.com/culture/so-long-and-tanks-for-all-the-tanks-touring-the-museum-of-military-vehicles/>.
- Tea Time across America: Brooks Lake Lodge & Spa was featured, <https://55pluslifemag.com/tea-time-across-america/>.
- 22 Last-Minute Trips to Take Between Christmas and New Year's: Wind River Country was featured, <https://blog.cheapism.com/last-minute-travel-december/>.
- Taylor Sheridan: Writing the Real American West: The Wind River Indian Reservation was featured, <https://movieweb.com/taylor-sheridan-movies-writer-american-west/>.
- Regenerative Travel Is the Next Phase of Responsible Tourism: community-owned eco lodge on the Wind River Indian Reservation was featured, <https://www.yahoo.com/lifestyle/regenerative-travel-next-phase-responsible-111833432.html>.
- Wyoming man invests \$100M into National Museum of Military Vehicles on Fox Nation's 'Hidden Gems': The National Museum of Military Vehicles was featured, <https://www.foxnews.com/lifestyle/wyoming-national-museum-military-vehicles-fox-nation-hidden-gems>.
- From the Wild West to dinosaur fossils, here are 7 wild museums in Wyoming: The National Bighorn Sheep Center, The National Museum of Military Vehicles and The Museum of the American West were featured, <https://www.lonelyplanet.com/articles/best-museums-in-wyoming>.
- 14 Best All Inclusive Resorts for Teens: Triangle C Dude Ranch was featured, <https://www.tripstodiscover.com/all-inclusive-resorts-for-teens/>.

CITY COUNCIL STAFF REPORT

TO: His Honor the Mayor and Members of the City Council

FROM: Michael Miller – Director of Community Development

THROUGH: Kyle Butterfield – City Administrator

DATE: May 2, 2023

SUBJECT: Ord: 23-003 National Electric Code (NEC) 2023

Recommended Motion: That City Council approve on third reading Ordinance No. 23-003 National Electric Code (NEC) 2023

Background: The NFPA 70 – National Electrical Code (NEC) is a triennial publication produced by the National Fire Protection Association. It sets a minimum standard to which electrical work is to be completed and is automatically adopted by the State of Wyoming via reference to the most current edition in state law. The latest version of the NEC (c. 2020) was adopted by the state on January 1, 2023 by automatic adoption. Enforcement of the NEC 2023 code requirements will not occur until June 1st, 2023.

Discussion: The State of Wyoming grants authority over electrical construction to the Department of Fire Prevention and Electrical Safety in Title 35 – Public Health and Safety, Chapter 9 – Fire Protection; and more specifically, through the State Fire Marshal’s Office.

Under Wyoming Statute § 35-9-121 (a), the State Fire Marshal can:

“...delegate complete authority to municipalities and counties which apply to enforce and interpret local or state fire, building, existing building standards or electrical safety standards...”

The City of Riverton has maintained local enforcement authority under this provision since it was made available.

As a caveat, Wyoming Statute § 35-9-121 (a) (ii) stipulates municipalities granted local enforcement authority shall adopt the same version of the NEC as the state; or:

“...enforcement authority shall immediately revert to the department.”

In other words, electrical work in the state of Wyoming is subject to compliance with the current edition of the NEC. Those municipalities and counties who possess local enforcement authority under state law can either choose to adopt the same version of the NEC as the state, or relinquish their local enforcement authority. If this option is taken, the state would oversee permitting, plan review, and inspection duties for commercial/public electrical work and permitting and plan review duties for residential

electrical work (homeowners may elect to have the work inspected for a fee).

The Construction Board of Appeals recommended approval of Ordinance No. 23-003 on March 16th, 2023.

Budget Impact: No immediate budget impact from staff recommendation

PROPOSED ORDINANCE NO. 23-003

AN ORDINANCE AMENDING TITLE 15 “BUILDING CONSTRUCTION”; CHAPTER 15.04 “BUILDING CONSTRUCTION AND MAINTENANCE CODES”; SECTION 15.04.010 “ADOPTION – APPLICABILITY –FILING”, SUBSECTION TITLE A.10. OF THE RIVERTON MUNICIPAL CODE, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF RIVERTON, FREMONT COUNTY, WYOMING:

Section 1.

Title 15. Chapter 15.04, Section 15.04.010, Subsection Title A.10 is hereby amended to read as follows:

Section 15.04.010 Adoption—Applicability—Filing.

A. There are adopted by the city for the purpose of establishing rules and regulations and standards for the construction and maintenance of buildings and premises and other regulatory measures to safeguard life, health, property and welfare of the citizens of the city, the following technical codes and standards:

10. National Electrical Code (NEC) - NFPA 70, ~~2020~~ **2023**, by *the* National Fire Protection Association (*NFPA*);

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 3. This ordinance shall take effect from its adoption and publication as required by law and the ordinances of the City of Riverton.

PASSED ON FIRST READING April 4, 2023

PASSED ON SECOND READING April 18, 2023

PASSED ON THIRD READING _____

PASSED, ADOPTED AND APPROVED this _____ day of _____ 2023.

CITY OF RIVERTON, WYOMING

By: _____
Tim Hancock
Mayor

ATTEST:


Kristin S. Watson
City Clerk/Human Resource Director

ATTESTATION

I, Kristin S. Watson, Clerk of the City of Riverton, attest that Ordinance No. 23-003 was passed, adopted, and approved by the Governing Body of the City of Riverton on the ____ day of _____, 2023. I further certify that the above proclamation ran at least once in the Riverton Ranger, a newspaper of general circulation within Riverton, Wyoming, the effective date of publication, and therefore the effective date of enactment being _____.

Kristin S. Watson
City Clerk/Human Resource Director

CITY COUNCIL STAFF REPORT

TO: His Honor the Mayor and Members of the City Council
FROM: Kyle J. Butterfield, City Administrator 
DATE: May 2, 2023
SUBJECT: ORDINANCE NO. 23-005 – Use of Counterfeit Currency

Recommendation: The city council approves on third reading Ordinance No. 23-005 adding Section 9.08.020 of Riverton Municipal Code.

Background: The United States Secret Service was established in 1865 as a bureau in the Treasury Department to suppress widespread counterfeiting. Under its Counterfeit Investigations branch, it continues to work against the threat of counterfeit currency to the financial system. Chapter 25 under Title 18 of United States Code addresses counterfeiting and forgery. Specifically, 18 U.S. Code § 471 and 18 U.S. Code § 472 make it illegal to falsely create, attempt to pass, or sell counterfeit securities of the United States.

Discussion: The Fremont County Attorney’s Office has seen a recent rise in the circulation of counterfeit small denomination bills. These bills are being printed from templates found on the internet and attempted to be passed as genuine currency. In an effort to develop local control over this problem, and to serve in concert with the above referenced federal laws, it is proposed the council adopt an ordinance to address the problem of circulating counterfeit currency in the City of Riverton. Ordinance No. 23-005 does so and would be enforced by the police department and municipal court.

The city council adopted Ordinance No. 23-005 on first reading on April 4, 2023. In doing so, it had discussion regarding the verbiage of the proposed ordinance. Specifically, it questioned whether it was appropriate to include possession of counterfeit currency in the proposed ordinance. The language below represents the changes as discussed by the council. This language was adopted as presented on second reading on April 18, 2023.

9.08.020 ~~**POSSESSION OR**~~ **USE OF COUNTERFEIT CURRENCY**

- A. *It is unlawful for any person ~~to possess, or~~ with intent to defraud, to use, pass or offer, or attempt to use, pass or offer, any fake or counterfeit United States currency.*
- B. *A violation of this section is punishable by a fine of up to \$750.00 and/or imprisonment for up to 6 months, or both.*

Budget Impact: There is minimal budget impact related to this action.

PROPOSED ORDINANCE NO. 23-005

AN ORDINANCE AMENDING TITLE 9 “PUBLIC PEACE, MORALS AND WELFARE” TO REVISE CHAPTER 9.08 “OFFENSES AGAINST PUBLIC PEACE AND DECENCY”, ADDING SECTION 9.08.020 “USE OF COUNTERFEIT CURRENCY”, OF THE RIVERTON MUNICIPAL CODE, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF RIVERTON, FREMONT COUNTY, WYOMING:

Section 1. Section 9.08.020 of the Municipal Code for the City of Riverton is hereby established to read as follows:

9.08.020 USE OF COUNTERFEIT CURRENCY

- A. It is unlawful for any person, with intent to defraud, to use, pass or offer, or attempt to use, pass or offer, any fake or counterfeit United States currency.
- B. A violation of this section is punishable by a fine of up to \$750.00 and/or imprisonment for up to 6 months, or both.

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 3. This ordinance shall take effect from its adoption and publication as required by law and the ordinances of the City of Riverton.

PASSED ON FIRST READING April 4, 2023

PASSED ON SECOND READING April 18, 2023

PASSED ON THIRD READING _____

PASSED, ADOPTED AND APPROVED this _____ day of _____ 2023.

CITY OF RIVERTON, WYOMING

By: _____
Tim Hancock
Mayor

ATTEST:

Kristin S. Watson
City Clerk/Human Resource Director

ATTESTATION

I, Kristin S. Watson, Clerk of the City of Riverton, attest that Ordinance No. 23-005 was passed, adopted, and approved by the Governing Body of the City of Riverton on the ____ day of _____, 2023. I further certify that the above proclamation ran at least once in the Riverton Ranger, a newspaper of general circulation within Riverton, Wyoming, the effective date of publication, and therefore the effective date of enactment being _____.

Kristin S. Watson
City Clerk/Human Resource Director

CITY COUNCIL STAFF REPORT

TO: His Honor, the Mayor, and Members of the City Council

FROM: Mia Harris, Finance Director

THROUGH: Kyle J. Butterfield, City Administrator

DATE: May 2, 2023

SUBJECT: EDGE Committee ½% Funding Recommendations

Recommendation: That the City Council directs staff to prepare funding agreements for approval based on the recommendations of the EDGE Committee

Background: Following approval of the ½ cent for economic development tax, the council established the Evolve, Diversify, and Grow our Economy (EDGE) Committee through Resolution No. 1422, adopted September 1, 2020. At its January 3, 2023, regular city council meeting, the council approved the 2023 EDGE Committee Mayoral appointments of its seven members and 2 alternates. The funding application period opened on March 1, 2023, and closed on March 31, 2023. The information was published on the city website and social media page and announced at the city council meetings and the Let's Talk Fremont Radio Show. It was also shared with local media outlets.

Discussion: The committee received funding applications from eight entities totaling \$664,916. The EDGE Committee met on April 13, 2023, and heard presentations from each applicant. The committee met the following week, on April 20, 2023, to discuss the requests and make funding recommendations. The staff has not conducted work towards verification of the submitted applications, claims made by the applicants, or feasibility of the proposed projects. The staff will acquire additional information at the council's direction.

This report includes a spreadsheet providing the applicant information, project description, funding request, project totals, and recommended funding. The applications are included in their entirety. The committee recommends the following four entities for EDGE funding:

Organization	Recommended Funding
Brown Sugar Coffee Roastery	\$196,000
High County Fungus, LLC	\$ 30,380
Riverton Ice Hockey Association	\$ 25,174
The Golden Buffalo	\$ 26,500
Total	\$278,054

If directed to develop funding agreements, the staff will coordinate with the applicant to provide the arrangements.

The committee will open up another application period at another date to be determined.

Alternatives: The council may fund applicants as desired so long as funding applications meet the parameters of the law and ballot language.

Budget Impact: Funding will be allocated from the ½ cent for economic development funding as it becomes available, depending on the specifics of the individual agreements. The current balance of monies available for distribution is \$339,742.

Council Goal: #3 Community and Economic Development-Collaborate with local and regional stakeholders on development opportunities.

EDGE Funding Requests 4-13-2023

Organization	Project Name	Requested EDGE Funding	Project Total	% Requested EDGE Funding/Project Costs	Recommended Funding
Brown Sugar Coffee Roastery	Brown Sugar Manufacturing Expansion	\$399,474.00	\$675,329.00	59%	\$196,000.00
Fremont Local Foods	Fremont Local Market Sun Awnings	\$5,470.00	\$5,470.00	100%	\$0.00
High Country Fungus, LLC	HCF Materials Mushroom Grown Packaging Product Launch	\$43,298.00	\$60,798.00	71%	\$30,380.00
Rendezvous City Beef Roundup	Rendezvous City Beef Roundup	\$25,000.00	\$208,103.00	12%	\$0.00
Riverton Downtowners Main Street Alliance	Go Riverton & Riverton Connected: Riverton's Business & Community Engagement Program	\$15,000.00	\$15,000.00	100%	\$0.00
Riverton Ice Hockey Association	Riverton Ice Hockey Association Rink Improvements	\$25,174.00	\$25,174.00	100%	\$25,174.00
Riverton Youth Soccer Association	RYSA Soccer Complex Expansion	\$125,000.00	\$500,000.00	25%	\$0.00
The Golden Buffalo	CAD Jewelry Design and Manufacturing	\$26,500.00	\$26,500.00	100%	\$26,500.00
Total		\$664,916.00	\$1,516,374.00	44%	\$278,054.00

City of Riverton EDGE Committee
Application for Funding

Applicant
*attach documentation of registration with Secretary of State and IRS

Mailing Address:

City **State** **Zip**

E-Mail Address: **Phone #:**

Tax ID #: **DUNS #:**

Contact Person:

Phone # **E-Mail Address**

Project Start Date: **Completion Date:**

PROJECT FUNDING INFORMATION

Name of Project

Amount of Funding Requested **% of total**

List all other funding sources for the project in the table below including the status and amount expended, if any.

Other Funding Source	Amount	Status*		Amount Expended	Funding Percentage
		Pending	Approved		
Personal Capital	\$55,000		x	\$46,000	8.14%
Bank Loan	\$225,000	x		\$0	33.32%
				\$0	0.00%
				\$0	0.00%
					0.00%
					0.00%
Total Other Funding	\$280,000			\$46,000	

*Documentation to support the status must be attached to the Application Packet.

Estimated Total Project Cost:

Balance of Project Incomplete:
Auto Calculated

1. Briefly describe the project for which funding is being requested. (attach supporting documents as needed)

Brown Sugar Inc dba Brown Sugar Coffee Roastery is requesting funding to help with the expansion of their manufacturing operation. They are currently located at 203 E Main in Riverton and are moving their manufacturing to 330 Broadway in Riverton. This move will provide them with the additional square footage needed to expand their manufacturing. The building at 330 Broadway requires a massive remodel to be able to accomodate food manufacturing. Brown Sugar Inc is seeking Edge funding for the purchase and installation of a larger 70 kilo coffee roaster, k-cup filler and automatic bag sealer in order to service larger accounts and keep up with their current manufacturing growth.

2. Describe how the project will increase employment in Riverton.

A larger roasting facility will allow for an increased volume of coffee to be manufactured, packaged and shipped. This larger facility will require additional jobs at all facets of production, plant manager, machine operators, fillers, boxers and shipping expediter.

New Jobs Created:

5

3. Describe how the project will result in a net gain of money into the community.

Brown Sugar Coffee Roastery ships coffee via online retail throughout the United States. They are in the process of setting up wholesale accounts with restaurants, convenient stores, boutique hotels throughout the Western/Central United States.

Annual Increase of monies into community:

\$208,000.00

4. Describe how the project will benefit the community beyond the proposed economic development activity.

The new Brown Sugar Coffee Roastery facility will not only be a manufacturing facility but will have a barista bar/tasting room. This tasting room will be a tourist attraction, providing roasting tours and tastings for people traveling in and through Riverton and Fremont County. The facility will also provide a place for meetings and get together space for networking, along with providing tours for both tourism as well as for our local youth and community. The barista bar/tasting room will provide needed space for educational events and trainings.

5. Describe how the project complies with the City of Riverton Strategic plan for economic development.

Brown Sugar Inc believes that this expansion project complies with three of the City of Riverton’s Economic building blocks – Existing Business Development, Entrepreneur Development and Workforce Development. Brown Sugar Coffee Roastery was established in 2009 and looks to continue to grow creating revenue and jobs. With the purchase of the lot on 5th and Main Street, where their new drive-thru/restaurant will be located, and now with the building at 330 Broadway, Brown Sugar is committed to investing in Riverton. Amanda Henry is the owner of Brown Sugar Inc but she is first an entrepreneur. She has taken Brown Sugar from a small, local, family run coffee roastery to a 7 day/week restaurant, online coffee retailer and a wholesale coffee roastery. She would like to see her business continue to expand to include more capacity for tourism products, education and events. Workforce Development is crucial to Riverton’s success. Brown Sugar is already working with Central Wyoming College with their Apprenticeship program to further provide on-the-job skills. It is also their hope to provide educational opportunities within the coffee/restaurant industry by providing technical barista training, leadership and restaurant management trainings. This not only helps our businesses but also helps our tourism by making us a customer forward community which is critical in today’s social review marketplace.

6. Provide a breakdown of the estimated project costs (attach information as necessary)

Cost Description	Total Amount	Amount Spent	Amount Pending
70 Kilo Roaster	\$203,475		\$203,475
K-Cup Filler	\$25,999		\$25,999
Automatic Bag Sealer	\$170,000		\$170,000
Building Purchase	\$46,000	\$46,000	\$0
Building Remodel	\$185,980		\$185,980
Manufacturing Equipment	\$43,875		\$43,875
			\$0
Total Other Funding	\$675,329	\$46,000	\$629,329

7. Will the applicant completely own the asset for which funding is being requested?

Yes **No**

If no, what is the ownership structure? Attach supporting documents as needed.

X

N/A

8. What is the plan to fund operations of the project?

Yes **No**

Attach plan if already prepared or prepared separately.

Brown Sugar Inc is seeking Edge Funding, currently considering a Business Ready Loan and funding the rest through loans and personal money.

9. If only partial funding is possible, can the project be completed? If yes, provide minimum funding required	Yes	No
	X	

If only partial funding is acquired, then Brown Sugar will need to either consider additional loans for the funding or hold off on purchasing certain equipment.

10. If full funding is received but there are cost overruns or unexpected expenses, how will those additional costs be covered?

Loans and personal money

11. Please describe any other funding sources applied for to fund this project but were denied, if applicable. Please denote known reasons for denial.

No other sources have been denied

**I certify that I am authorized to sign this application on behalf of our organization/entity,
and the applicant will comply with all appropriate requirements, if approved.
To the best of my knowledge and belief, the information in this application is true and correct.
I understand the City of Riverton may review any relevant documents or instruments relating to the analysis of this application.**

Amanda Henry

Signature Date
#####

Amanda Henry - President

Printed Name and Title

(No subject)

Amanda Henry <amanda@brownsugar.coffee>

Fri 3/31/2023 10:38 AM

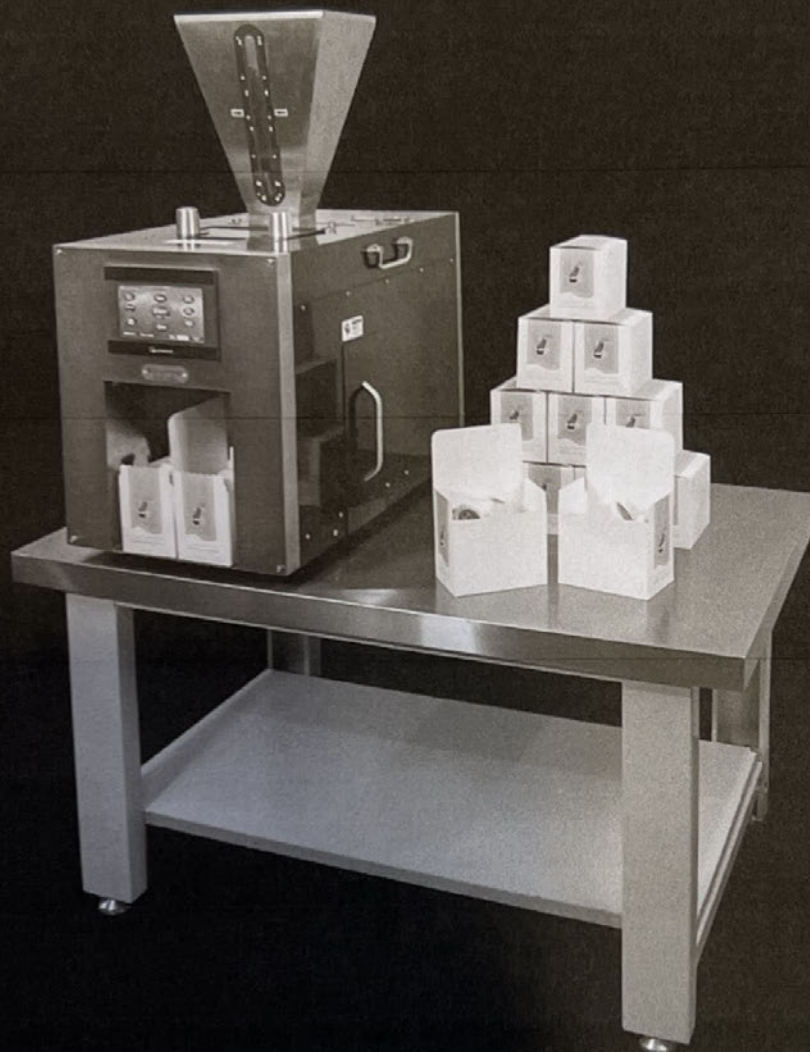
To: Amanda Henry <amanda@brownsugar.coffee>



Sent from my iPhone

800 Series

Compact Tabletop Filling Machines



Shown with optional
production table

Integrated boxing module, easy operation, and efficient production!

800 Series

Full Specifications

The iFill800 Series semi-automatic filling machine fills, seals, and packages iFillCup pods.

iFillCup® pre-assembled pods provide the freshest and fullest-flavor brew available, and allow for same-day roasting, filling, and boxing with unique iFillCup® degassing seal.




Machine Speed	800: Up to 800 pods/hour 800XP: Up to 1,200 pods/hour
Uses & Fill Weights	Coffee up to 18 grams depending on grind and roast level Cocoa/Latte/Mocha/Apple Cider up to 25 grams Tea/Chai/Matcha: fill to taste
Hopper Capacity	6 lb. included
Fill Cylinders	4 sizes included for different fill weights. Custom options available.
Space	16"W x 28"D x 30"H Fits on counter tops or tables
Power	110 Volts / 6.25 Amps
Weight	250 lbs.
Materials	Stainless steel exterior Red or black finish options
Design Features	Single chassis with built-in boxing module Easy exchange volumetric cylinders for fill weights Built-in Auto Clean feature reduces waste when switching between products without having to purge system. Removable hopper and panels for easy access to components for cleaning.

Pods	Pre-Assembled Lid, Cup, & Filter Unique Degassing Seal 100% #5 Polypropylene option Foil lid option available Custom-Print lids Available
Boxing Options	Programmable packaging count Multiple carton sizes including bulk packaging. Tray or conveyer system for packaging process available.
Additional Services	Graphic Design for Custom Printing Price Calculators Cupping Lab/Samples Channel Development USA-Based Tech Support
On-Site Training	Call for pricing
Warranty & Service	One year parts and labor standard warranty. Extended Service Program & Refurbishment Service available

Fw: Brown Sugar Coffee / Live Chat iFillSystems

Toby Watase <tobyw@ifillsystems.com>
Thu 3/30/2023 4:39 PM

To: Amanda Henry <amanda@brownsugar.coffee>

 4 attachments (2 MB)

iFS-800Series-Specs-1.pdf; iFS-Premium-Packaging-Pricing-2022 (3).pdf; iFS-Order-Form-CustomPods.pdf; iFillCup Custom Pod Pricing 2023.pdf;

Model 800 - 800 pods per hour retails for \$21,999
Model 800xp - 1200 pods per hour retails for \$25,999

Cheers,

Toby Watase
Engineering Sales Executive
Mobile 331-454-4625
iFillSystems.com



From: Toby Watase <tobyw@ifillsystems.com>
Sent: Thursday, March 30, 2023 9:20 AM
To: Amanda Henry <Amanda@brownsugar.coffee>
Subject: Re: Brown Sugar Coffee / Live Chat iFillSystems

Hey Amanda,

It was so nice talking to you yesterday! I wanted to summarize our conversation and provide you with more information. I'll make sure you get a brewer on the return shipment with your samples.

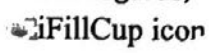
iFillCup is equipped to make your custom pods or boxes. You'll find a form for specifying your custom options such as foil or polypropylene lidding. Our talented design team is also available to create graphics from scratch or to use graphics that you have already prepared. I've also included an attachment with information on our pod pricing and bulk price breaks. The box minimums change depending on the size you prefer. Pricing can be found on the last pages of the attachment. The 12DA is our most popular option.

The spec sheet for 800/800xp is attached. I still might be able to offer the show bundle if you're unable to make it to any of the shows we are attending.

If you wanted to finance anything Dan Harris, our finance partner can be contacted here: <https://apply.afg.com/ifillcup/>

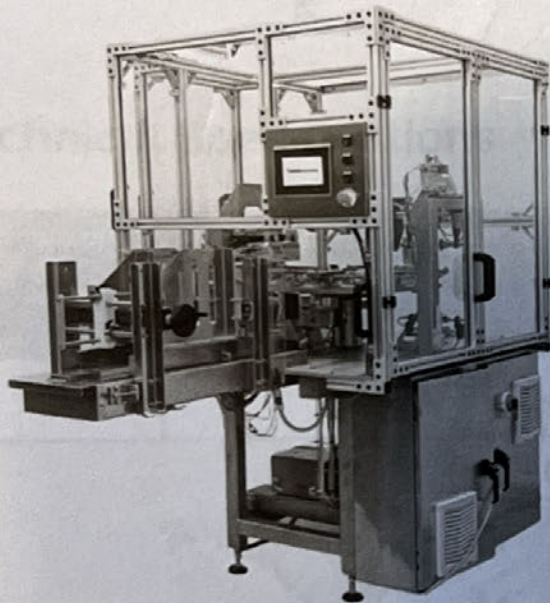
if you have any further questions feel free to contact me. I want to ensure you're equipped with the information to make the best decision for your business.

Warm regards,



Toby Watase
Engineering Sales Executive, iFillSystems

Rotary Premade Pouch Machine 4SC-235



Simplify your packaging with our most compact, user-friendly machine yet!

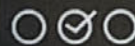
The 4SC-235 premade pouch machine packs a lot of power into a small footprint. Great for a variety of dry products, the rotary pouch packing machine will enable your business to scale up quickly.

features



- 4 stations, single bag
- PLC control with 7" touch screen operation
- Servo-driven Allen Bradley control platform
- Production parameter memory including gripper size, machine speed, sealing temperature, and filling volume
- Pouch presence detection - no filling, no sealing
- Food grade air filter for bag open air
- 100% manufactured in the USA

options



- Integration with multi-head scales and auger
- Zipper opening/closing
- Date coding
- Product settler
- Gas flush
- Discharge conveyor
- UL or CUL certification
- Accommodation of pouches with hold punch/tear notch

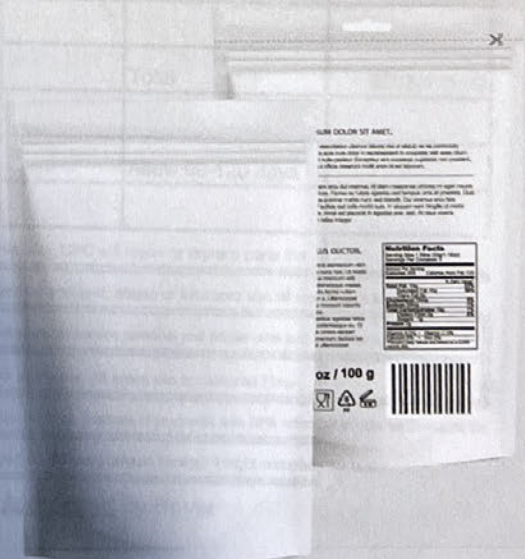
ASK ABOUT OUR IN-STOCK EQUIPMENT PROGRAM!

Rotary Premade Pouch Machine 4SC-235

Technical Specifications

Number of stations	Number of lanes	Maximum speed per minute (dry cycle)	Bag gripping range	Maximum bag length	Electrical requirements	Compressed air
4	1	25	90-235mm	300mm	3-Phase, 480V, 60Hz	20 cfm

Bag Styles



ASK ABOUT OUR IN-STOCK EQUIPMENT PROGRAM!

Viking Masek

40 Woodland Court | Oostburg, WI | USA

Phone 920.564.5051 | Website vikingmasek.com

about:blank

Delete Archive Report Reply Reply all Forward Read / Unread Categorize Flag / Unflag Assign policy

Viking Masek / Packaging Opportunity

Some content in this message has been blocked because the sender isn't in your Safe senders list. [I trust content from brandon.magee@vikingmasek.com.](#) | [Show blocked content](#)



Brandon Magee <brandon.magee@vikingmasek.com>

To: Amanda Henry



Fri 3/31/2023 1:21 PM

Hi Amanda,

Thank you for the time to speak earlier regarding the potential coffee packaging project.

Below are budgetary numbers and information and video links regarding the 4SC235 that we reviewed -

- Viking Masek 4SC235 Premade Pouch Machine w/ Options** (15-20 BPM) \$120,000 - \$135,000
- AS&E Auger** – \$40,000 - \$60,000
- VideoJet Printer** - \$16,000 - \$19,000

[Viking Masek - 4SC235 Information Link](#)

[Viking Masek / 4SC235 Premade Pouch Machine](#)

[Viking Masek - Proven Process Partnership](#)

As we discussed, please forward sample pouches, and filled bags to my attention at the address below. We will review these and give you any feedback as you look to begin your exploration into automation.

We appreciate the opportunity and look forward to a potential partnership for your packaging needs.

Have a great weekend!

Brandon Magee, Regional Sales Manager
Viking Masek Packaging Technologies

P: 920.564.5307

M: 920.889.7804

W: vikingmasek.com

40 Woodland Ct, Oostburg, WI 53070

[YouTube](#) | [LinkedIn](#) | [Packaging Insights](#)

Invoice

Roasters Exchange

US Roaster Corp.

Continental Brokers & Consultants Inc.
 1530 West Main Street
 Oklahoma City Oklahoma 73106
 Phone 405-232-1223
 Fax 405-232-1255



Order # BrownSugar031523

Date 3/15/2023

Customer P.O.

Ship to

contact

Address

City, State

Plant Ph.

Ereight

Customer Brown Sugar Coffee Roastery

Contact Amanda Henry

Address 303 East Main Street

City, State Riverdon WY 82501

Phone.. (307) 856-1116

Fax

E-Mail amanda@brownsugar.coffee

QUANTITY	DESCRIPTION	Price
1	New USRC 70 Kilo Coffee Roaster Includes touch screen profiling and cyclone	\$174,775.00
1	Over Sized 90 kilo Cooler	N/C
	208-3 Power, Electric Power and Natural gas 400,000 at 9" WC	
	Destoner on wheels	\$18,500.00
	Vac Loader with scale.	\$15,200.00
	Return Customer Discount	-\$5,000.00
	Total	\$203,475.00
Terms	45% down, 40 percent in 40 days and balance when ready to ship. Allow 90-120 days	
	Use of Credit cards for more than a 10% hold require a 3% charge	

Purchasers warranty 2 yr Covers Parts only (no labor) required to remedy defects in materials and / or workmanship only. CBC will repair or replace parts the company determines to be defective. This warranty does not cover lost time, earnings, production or parts damaged by accident, abuse or improper use of equipment such as improper voltage, gas, maintenance, foreign objects or fires. Use of equipment at your own risk. This equipment requires knowledgeable service personal and proper care and installation.

Work starts with payment in clear funds, Late payments delay and reschedule delive Equipment is custom made for customer, All sales are considered Final.

Payments due on time, if later then 30 days will recur late charges and or collection fees. Equipment not paid for will be sold after 60 days, balance of payments less 20% refunded at sale as Standard Co

Deposits can be non-refundable, Freight Damage is not the responsibility of the seller. If your equipment is damaged on delivery please contact freight company for claim.

Final Payment must be in cleared funds for Shipment or Pick-up Authorized by Buyer

Dan Jolliff This is the only Invoice you will receive _____
date Equipment that is modified or not used as designed without written consent will have warranty voided.



71 CONSTRUCTION
 820 Lough Dr.
 Rverton WY 82501
 Phone (307) 856-7171
 Fax (307) 856-7191

JOB: Reconditioning 40 x 40 building Demo 40 x 40

DATE: 121222 BID # _____

PROPOSAL

TO: NAME BSCRy Attn: _____
 ADDRESS _____
 PHONE _____

Fax _____
 basement 20.5ft
 40 x 80 3200 sqft
 9ft eave hight Yes No
 340 ft circumference Yes No
 siding (10ft) 3400 sqft No
 nsu : 44.8x80 3584 roof No
 49.2x84 4132.8 roof

As Per Plans & Specs Yes No
 Including Addenda # Yes No
 Tax Exempt Yes No

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
	Heat & AC 7500+4000	1		\$ 11,500.00	11,500.00
	Elect	1		\$ 20,000.00	20,000.00
	lighting	1		\$ 5,000.00	5,000.00
	Water tap	1		\$ 3,000.00	3,000.00
	Sewer tap	1		\$ 5,000.00	5,000.00
	Bathroom	1		\$ 15,000.00	15,000.00
	Hot water heater	1		\$ 10,000.00	10,000.00
	Windows	18		\$ 500.00	9,000.00
	Metal Doors	2		\$ 1,500.00	3,000.00
	roof	1		\$ 58,000.00	58,000.00
	5" spray foam exterior wall 14 x 240=3360	3360		\$ 6.75	22,680.00
	exterior skin	3360		\$ 5.00	16,800.00
	wall off insulate sliding doors	1.00		\$ 1,500.00	1,500.00
	re-locate sliding door to marriage wall	1		\$ 1,500.00	1,500.00
	rebuild steps on South & North side	2		\$ 2,000.00	4,000.00
					-
					-
					-
					\$ 185,980.00



71 CONSTRUCTION
 820 Lough Dr.
 Rverton WY 82501
 Phone (307) 856-7171
 Fax (307) 856-7191

JOB: Reconditioning 40 x 40 building Demo 40 x 40

DATE: 121222 BID # _____

PROPOSAL

TO: NAME BSCRy Attn: _____
 ADDRESS _____
 PHONE _____ Fax _____

As Per Plans & Specs Yes No
 Including Addenda # Yes No
 Tax Exempt Yes No

basement 20.5ft
 40 x 80 3200 sqft
9ft eave height Yes No
 340 ft circumference Yes No
 siding (10ft) 3400 sqft No
 nsu: 44.8x80 3584 roof No

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
	Rinse sink & disposal	1		\$ 2,500.00	2,500.00
	3 comp sink	1		\$ 2,400.00	2,400.00
	hand sink	1		\$ 325.00	325.00
	H2O Filtering system	1		\$ 1,500.00	1,500.00
	Test station	1		\$ 1,250.00	1,250.00
	Bench fridge 5' x 30" x 35.5 H	2		\$ 2,400.00	4,800.00
	expresso machine	1		\$ 8,500.00	8,500.00
	grinder, bench, bottle stands,	1		\$ 3,000.00	3,000.00
	Tea Pot, storage cabinet, micro wave, fan	1	LS	\$ 1,000.00	1,000.00
	Air compressor	1	LS	\$ 3,000.00	3,000.00
	dish washer under simk	1	LS	\$ 2,600.00	2,600.00
	oven, wine cooler, washer, dryer	1		\$ 8,000.00	8,000.00
	Security system	1		\$ 5,000.00	5,000.00
					-
					\$ 43,875.00

Add 1.5% for Bond. Monthly payment estimates on work performed with 1.5% per month interest on a past due accounts.
 May be withdrawn if not accepted in 30 days, or _____
 for performance between _____ or _____

EXCLUSIONS/NOTES:

Any questions, please don't hesitate to call me.

Bid Submitted by: _____ est. Accepted By: _____ Date: _____

Date of this notice: 06-19-2017

Employer Identification Number:
82-1906664

Form: SS-4

Number of this notice: CP 575 A

BROWN SUGAR INC
BROWN SUGAR COFFEE ROASTERY
% KIP C POST
303 E MAIN ST
RIVERTON, WY 82501

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 82-1906664. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

When filing tax documents, payments, and related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear off stub and return it to us.

Based on the information received from you or your representative, you must file the following form(s) by the date(s) shown.

Form 941	10/31/2017
Form 940	01/31/2018
Form 1120	04/15/2018

If you have questions about the form(s) or the due date(s) shown, you can call us at the phone number or write to us at the address shown at the top of this notice. If you need help in determining your annual accounting period (tax year), see Publication 538, *Accounting Periods and Methods*.

We assigned you a tax classification based on information obtained from you or your representative. It is not a legal determination of your tax classification, and is not binding on the IRS. If you want a legal determination of your tax classification, you may request a private letter ruling from the IRS under the guidelines in Revenue Procedure 2004-1, 2004-1 I.R.B. 1 (or superseding Revenue Procedure for the year at issue). Note: Certain tax classification elections can be requested by filing Form 8832, *Entity Classification Election*. See Form 8832 and its instructions for additional information.

IMPORTANT INFORMATION FOR S CORPORATION ELECTION:

If you intend to elect to file your return as a small business corporation, an election to file a Form 1120-S must be made within certain timeframes and the corporation must meet certain tests. All of this information is included in the instructions for Form 2553, *Election by a Small Business Corporation*.

STATE OF WYOMING
Office of the Secretary of State

I, ED MURRAY, Secretary of State of the State of Wyoming, do hereby certify that the filing requirements for the issuance of this certificate have been fulfilled.

CERTIFICATE OF INCORPORATION

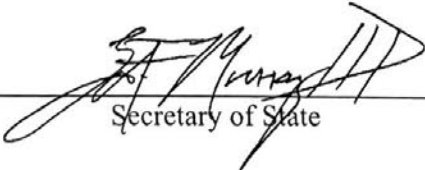
Brown Sugar Inc

I have affixed hereto the Great Seal of the State of Wyoming and duly executed this official certificate at Cheyenne, Wyoming on this **19th** day of **June, 2017** at **5:03 PM**.

Remainder intentionally left blank.



Filed Date: 06/19/2017


Secretary of State

Filed Online By:

Kip C Post

on 06/19/2017

STATE OF WYOMING * SECRETARY OF STATE
BUSINESS DIVISION

Herschler Bldg East, Ste.100 & 101, Cheyenne, WY 82002-0020
Phone: 307-777-7311 · Website: <https://sos.wyo.gov> · Email: business@wyo.gov

Filing Information



Please note that this form CANNOT be submitted in place of your Annual Report.

Name	Brown Sugar Inc		
Filing ID	2017-000758525		
Type	Profit Corporation	Status	Active

General Information

Old Name		Sub Status	Current
Fictitious Name		Standing - Tax	Good
		Standing - RA	Good
Sub Type		Standing - Other	Good
Formed in	Wyoming	Filing Date	06/19/2017 5:03 PM
Term of Duration	Perpetual	Delayed Effective Date	
		Inactive Date	

Share Information

Common Shares	Unlimited	Preferred Shares	0	Additional Stock	N
Par Value	0.0000	Par Value	0.0000		

Principal Address

203 E Main St
Riverton, WY 82501

Mailing Address

203 E Main Street
Riverton, WY 82501

Registered Agent Address

Amanda J Henry
118 Valley Cir
Riverton, WY 82501

Parties

Type	Name / Organization / Address
Incorporator	Amanda Henry 3110 Lewis Road, Riverton, Wy 82501

Notes

Date	Recorded By	Note
------	-------------	------

Filing Information



Please note that this form CANNOT be submitted in place of your Annual Report.

Name	Brown Sugar Inc		
Filing ID	2017-000758525		
Type	Profit Corporation	Status	Active

Most Recent Annual Report Information

Type	Original	AR Year	2022
License Tax	\$60.00	AR Exempt	N
AR Date	9/2/2022 1:01 PM		
Web Filed	Y		
		AR ID	07600018

Officers / Directors

Type	Name / Organization / Address
President	Amanda Henry 203 E Main, Riverton, WY 82501

Principal Address	Mailing Address
203 E Main St Riverton, WY 82501	203 E Main Street Riverton, WY 82501

Annual Report History

Num	Status	Date	Year	Tax
03809109	Original	09/06/2018	2018	\$50.00
05071351	Original	09/26/2019	2019	\$50.00
Principal Address 1 Changed From: 303 E Main St To: 203 E Main St				
05869234	Original	07/28/2020	2020	\$50.00
06389357	Original	06/29/2021	2021	\$50.00
07600018	Original	09/02/2022	2022	\$60.00

Amendment History

ID	Description	Date
2022-003823401	Reinstatement - Tax	09/02/2022
Filing Status Changed From: Inactive - Administratively Dissolved (Tax) To: Active		
2022-003768216	Dissolution / Revocation - Tax	08/09/2022
Filing Status Changed From: Active To: Inactive - Administratively Dissolved (Tax)		
Inactive Date Changed From: No Value To: 08/09/2022		
2022-003687684	Delinquency Notice - Tax	06/02/2022
2021-003213521	Delinquency Notice - Tax	06/02/2021
2020-002838998	Delinquency Notice - Tax	06/02/2020
2020-002788764	Change of Agent	03/19/2020
Registered Agent # Changed From: 0213045 To: 0019490		

Filing Information



Please note that this form CANNOT be submitted in place of your Annual Report.

Name	Brown Sugar Inc		
Filing ID	2017-000758525		
Type	Profit Corporation	Status	Active

Registered Agent First Name Changed From: Kip To: Amanda		
Registered Agent Middle Name Changed From: C To: J		
Registered Agent Last Name Changed From: Post To: Henry		
Registered Agent Physical Address 1 Changed From: 7659 Riverview Road To: 118 Valley Cir		
2019-002642319	Reinstatement - Tax	09/26/2019
Filing Status Changed From: Inactive - Administratively Dissolved (Tax) To: Active		
2019-002604020	Dissolution / Revocation - Tax	08/09/2019
Filing Status Changed From: Active To: Inactive - Administratively Dissolved (Tax)		
Inactive Date Changed From: No Value To: 08/09/2019		
2019-002563571	Delinquency Notice - Tax	06/02/2019
2018-002368455	Reinstatement - Tax	09/06/2018
Filing Status Changed From: Inactive - Administratively Dissolved (Tax) To: Active		
2018-002355473	Dissolution / Revocation - Tax	08/09/2018
Filing Status Changed From: Active To: Inactive - Administratively Dissolved (Tax)		
Inactive Date Changed From: No Value To: 08/09/2018		
2018-002321084	Delinquency Notice - Tax	06/02/2018
See Filing ID	Initial Filing	06/19/2017

City of Riverton EDGE Committee
Application for Funding

Applicant
 *attach documentation of registration with Secretary of State and IRS

Mailing Address:

City **State** **Zip**

E-Mail Address: **Phone #:**

Tax ID #: **DUNS #:**

Contact Person:

Phone # **E-Mail Address**

Project Start Date: **Completion Date:**

PROJECT FUNDING INFORMATION

Name of Project

Amount of Funding Requested **% of total**

List all other funding sources for the project in the table below including the status and amount expended, if any.

Other Funding Source	Amount	Status*		Amount Expended	Funding Percentage
		Pending	Approved		
N/A				\$0	0.00%
				\$0	0.00%
				\$0	0.00%
				\$0	0.00%
					0.00%
					0.00%
					0.00%
Total Other Funding	\$0			\$0	

*Documentation to support the status must be attached to the Application Packet.

Estimated Total Project Cost:

Balance of Project Incomplete:
Auto Calculated

1. Briefly describe the project for which funding is being requested. (attach supporting documents as needed)

The Fremont Local Market, operated by Fremont Local Foods non-profit organization, opened on Riverton's Main Street on Oct 1, 2022. It is a year-around, indoor farmer's market where producers consign local food products under the Wyoming Food Freedom Act with Fremont Local Market the producer's designated agent as outline by that State of Wyoming legislation. We quickly discovered that our great Wyoming sun was a problem with our south-facing, floor-to-ceiling-windows along Main Street, the entire width of the Market. The front of the Market heats up dramatically, resulting in sun damage to products, customer discomfort, and interior glare. We would like to purchase a 24' retractable canvas awning to shade the length of the windows.

2. Describe how the project will increase employment in Riverton.

We sought an estimate from the local company, ABC Signs, Inc. (Estimate attached) The market itself just hired three employees and plan to add 3 more in the near future. Further, the number of producer "employees" currently tops 75 with several new ones added each week.

New Jobs Created:

6+

3. Describe how the project will result in a net gain of money into the community.

We are targeting tourists, travelers and visitors with specific information to draw them into the Market. Local eating is a very popular movement nationwide. Brochures promoting the Market are going to local restaurants, hotels and businesses to bring in new money. Even local residents' purchases from locally owned businesses circulate through the local economy seven times, growing with each cycle for huge economic impact. Data gathered by Melissa Hempkin, CWC grant writer, local producer and employee of Eat Wyoming suggests that tourists heavily support outdoor farmers markets. (see attached) It seems logical that an indoor market, open five days a week year around, selling many of the same products will result in a net gain of dollars in the local economy. An awning to provide a comfortable indoor environment will further enhance the shopping experience, possibly increasing overall sales.

Annual Increase of monies into community:

unknown

4. Describe how the project will benefit the community beyond the proposed economic development activity.

Installing an attractive, functional awning will provide shade for residents, customers, and visitors as they stroll under it. In partnership with the building owner, we hope ultimately to enable awning across the entire front of the building. This awning furthers the goals of Main Street beautification as articulated by the Downtowner's Association.

5. Describe how the project complies with the City of Riverton Strategic plan for economic development.

This project satisfies Goal #3 "to elevate downtown as a community business and focal point". The awning we seek is high quality canvas, retractable so heavy snow won't damage it, 4' wide to comply with State highway regulations and will help distinguish the building from adjacent businesses.

6. Provide a breakdown of the estimated project costs (attach information as necessary)

Cost Description	Total Amount	Amount Spent	Amount Pending
construction and installation of awning (attached)	\$5,470	0	\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
Total Other Funding	\$5,470	\$0	\$0

7. Will the applicant completely own the asset for which funding is being requested?

Yes	No
X	

If no, what is the ownership structure? Attach supporting documents as needed.

8. What is the plan to fund operations of the project?

Yes	No
NA	NA

Attach plan if already prepared or prepared separately.

Once constructed and installed, the project is completed. Employees of the Market will, as part of their job, roll up and down the awnings as needed each day.

9. If only partial funding is possible, can the project be completed? If yes, provide minimum funding required	Yes	No
		X

10. If full funding is received but there are cost overruns or unexpected expenses, how will those additional costs be covered?

From Fremont Local Foods 501-(3)c holdings.

11. Please describe any other funding sources applied for to fund this project but were denied, if applicable. Please denote known reasons for denial.

N/A

I certify that I am authorized to sign this application on behalf of our organization/entity, and the applicant will comply with all appropriate requirements, if approved.
To the best of my knowledge and belief, the information in this application is true and correct.
I understand the City of Riverton may review any relevant documents or instruments relating to the analysis of this application.

Sherry Shelley *3-27-23*
 Signature Date

Sherry Shelley, Vice-president
 Printed Name and Title

January 26, 2023

Page 4

- Copy -

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45221

DEPARTMENT OF THE TREASURY

Date: **MAY 30 2017**

PRESBYTERIAN LOCAL FOUNDD
101 NEWCAST RD
RIVINGTON, NY 82501-9109

Employer Identification Number:
45-6111900
DIN:
34033524002427
Contact Person:
CUSTOMER SERVICE 108 11974
Contact Telephone Number:
(877) 829-5505
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990/990-E/990-N Required:
Yes
Effective Date of Exemption:
May 2, 2017
Contribution Deductibility:
Yes
Addendum Applies:
Yes

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2525, 2104, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-E/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-E) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4225-PC" in the search bar to view Publication 4225-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947



Form 990-N
 Department of the Treasury
 Internal Revenue Service

Electronic Notice (e-Postcard)
 for Tax-Exempt Organization not Required to File Form 990 or 990-EZ

OMB No. 1545-2085
 2021
 Open to Public Inspection

A For the 2021 calendar year, or tax year beginning 2021-01-01 and ending 2021-12-31

B Check if available
 Terminated for Business
 Gross receipts are normally \$50,000 or less

C Name of Organization: FREMONT LOCAL FOODS
101 Bryant Road,
RIVERTON, WY, US, 82501

D Employee Identification
 Number 45-8121900

E Website:
F Name of Principal Officer: Steve Doyle
101 Bryant Road, Riverton,
WY, US, 82501

Privacy Act and Paperwork Reduction Act Notice: We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us the information. We need it to ensure that you are complying with those laws.

The organization is not required to provide information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. The rules governing the confidentiality of the Form 990-N is covered in code section 6104.

The time needed to complete and file this form and related schedules will vary depending on the individual circumstances. The estimated average times is 15 minutes.

Note: This image is provided for your records only. Do Not mail this page to the IRS. The IRS will not accept this filing via paper. You must file your Form 990-N (e-Postcard) electronically.

ABC SIGN, Inc.

RIVERTON, WY 82501
831 MINIWEB AVE.

Estimate

Date	Estimate #
3/7/2023	1825

Name / Address
FARMERS MARKET

Project

Description	Qty	Rate	U/M	Total
MANUAL RETRACTABLE AWNING (LUXURY SERIES 12X10 KHAKI)	2	2,080.00		4,160.00
5-Year Limited Manufactures Warranty and a lifetime of tech support. Built with a durable 40x40mm steel frame and a 70mm diameter aluminum roller tube. 100% solution dyed acrylic canvas that provides excellent UV protection, durability, and breathability.		0.00		0.00
INSTALLATION	8	125.00		1,000.00
ACQUISITION OF CITY PERMITS	1	125.00		125.00
ACTUAL COST OF PERMIT TBD		0.00		0.00
WYOMING DEPARTMENT OF TRANSPORTATION PERMIT MAY BE REQUIRED		0.00		0.00
ACQUISITION OF PERMITS	1	125.00		125.00
ACTUAL COST OF PERMIT TBD	1	60.00		60.00

FEEL FREE TO CALL US AT 307-856-4966 FOR ANY QUESTIONS OR CONCERNS		Subtotal	\$5,470.00
		Sales Tax (0.00)	\$0.00
		Total	\$5,470.00

2022 State of the Local Food Economy

Fremont, Hot Springs & Teton Counties

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Shoshoni Farmers' Market

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Wind River Farmers' Market - Fort Washakie

Retail Storefront

Fremont Local Market

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EatWyoming.com Market

Slow Food in the Tetons Online Marketplace

Executive Summary

The Wyoming Food Freedom Act, enacted in 2015, provides many business opportunities for farmers, ranchers and food processors to raise, grow and create local foods for direct-to-consumer sales. This report is the inaugural effort to quantify the value of local foods sold through third-party farmers' markets within the service area - Fremont, Hot Springs and Teton counties - of Central Wyoming College (CWC). These farmers' markets include two virtual markets for online ordering of local foods and a year-around indoor farmers' market, which increases the convenience and accessibility of local foods for our communities.

There are 11 farmers' markets in Fremont, Hot Springs and Teton counties. Surveys were administered at ten of the 11 markets. The market not surveyed was the Wind River

Farmers' Market - 789 Smoke Shop. In 2022, six of the 11 farmers' markets recorded vendors' voluntary reports of sales income they received at the markets.

In-person Farmers' Market	2021 Sales	2022 Sales	% Increase
Jackson Hole Farmers' Market on the Town Square	\$419,000	\$450,000	7%
Lander Valley Farmers' Market	\$130,714	\$142,486	9%
Riverton Wednesday Farmers' Market	\$70,693	\$93,565	25%
Slow Food in the Tetons Peoples' Market	\$439,239	\$448,330	3%
Thermopolis Farmers' Market	Unrecorded	\$72,000	N/A
Wind River Farmers' Market - Fort Washakie	Unrecorded	\$17,898	N/A
Total	\$1,059,646	\$1,224,279	14%

The Fremont Local Market of the Fremont Local Foods non-profit organization opened on Riverton's Main Street on October 1, 2022. It is a year-round indoor farmers' market where vendors consign local food products under the Wyoming Food Freedom Act with Fremont Local Market the vendor's designated agent as outlined by that State of Wyoming legislation.

Year-around Indoor Farmers' Market	2021 Sales	Q4 2022 Sales	% Increase
Fremont Local Market	N/A	\$54,253	N/A
Total	\$0	\$54,253	0%

The state-wide Eat Wyoming Local Food Hub manages the collaborative eCommerce platform www.eatwyoming.com as a state-wide virtual farmers' market. There are 32 farmers, ranchers and food producers from Fremont, Hot Springs and Teton counties that sell retail and/or wholesale through the food hub. This is 35% of the Eat Wyoming vendors state-wide. The Online Marketplace operated by Slow Food in the Tetons serves the Jackson Hole community, and its vendors include producers from Fremont and Teton counties in Wyoming, as well as from other parts of Wyoming and eastern Idaho.

Virtual Farmers' Market	2021 Sales	2022 Sales	% Increase
--------------------------------	-------------------	-------------------	-------------------

EatWyoming.com Market	\$12,143	\$61,348	86%
Slow Food in the Tetons Online Marketplace	\$168,000	\$217,000	23%
Total	\$180,143	\$278,348	46%

These third-party organized farmers' markets - six in-person, a year-around indoor storefront, and two online platforms - provide consistent sales channels for farmers, ranchers and food processors that sell foods directly to consumers.

Farmers' Markets	2021 Sales	2022 Sales	% Increase
In-person	\$1,059,646	\$1,224,279	14%
Year-around Indoor	N/A	\$54,253	N/A
Virtual	\$180,143	\$278,348	46%
Total	\$1,239,789	\$1,556,880	31%

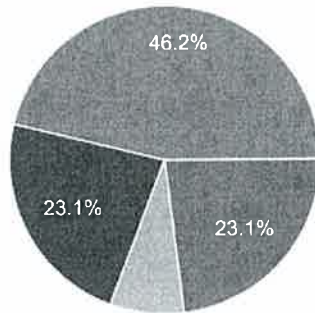
The USDA Agricultural Marketing Service and Colorado State University host an [online calculator to numerate the economic impact of local food sales](#). The local food economics calculator estimates that the \$1.5 million in 2022 local food sales reported above stimulated an additional \$2.5 million in economic activity in Wyoming through local input purchases and paying local labor. This totals over \$4 million in economic activity that grows our own food, jobs and community.

Farmers' Market Customer Survey Results

There are 11 farmers' markets in Fremont, Hot Springs and Teton counties, which is the service area of Central Wyoming College (CWC). Customers were surveyed at four of these markets in 2022: Dubois Farmers' Market, Lander Valley Farmers' Market, Slow Food in the Tetons People's Market, and Thermopolis Farmers' Market. There were 13 customer respondents. Customer surveys by market: two from Dubois, three from Lander Valley, three from Slow Foods' People's Market, and two from Thermopolis. The below graphics record the customer survey results. We recognize the limitations of this data per the small pool of respondents.

How often do you come to this farmers' market?

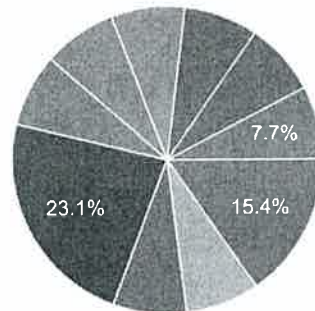
13 responses



- First time visitor
- Rarely (1x per year)
- Occasionally (2-3x per year)
- Often (1x/month)
- Frequently (2-3x/month)
- Regularly (almost weekly)

How do you stay in the know about farmers' market news?

13 responses

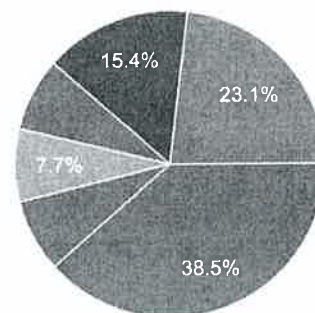


- Facebook
- Instagram
- Online news site
- Local newspaper
- Family and friends
- Farmers' Market website
- Regular attendee
- Newsletter

▲ 1/2 ▼

When did you start shopping at this market?

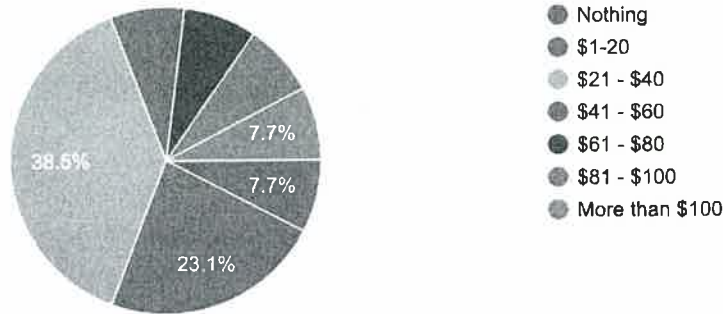
13 responses



- 2022 (this year)
- 2021 (last year)
- 2020
- 3-4 years ago
- 5-9 years ago
- More than 10 years ago

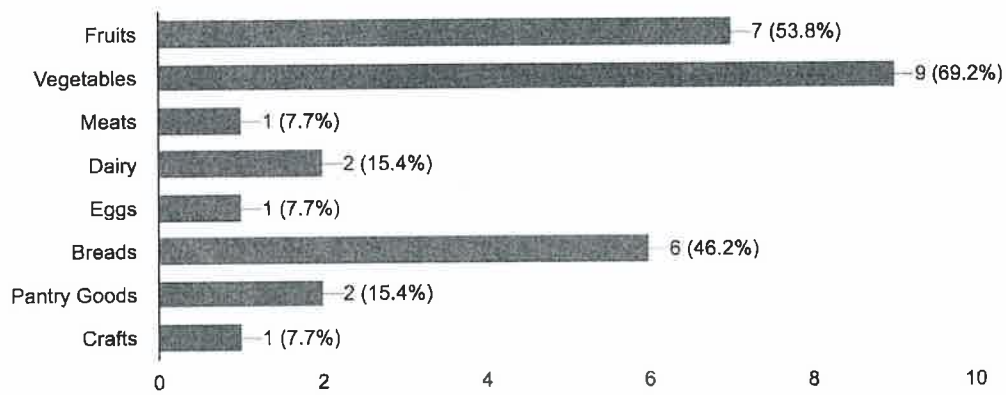
How much have you spent, or might you spend, at the farmers' market today?

13 responses



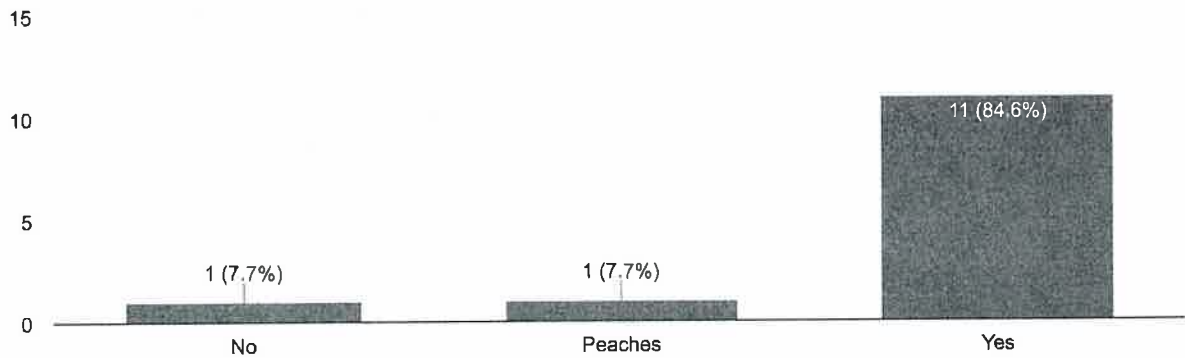
What items did you purchase at the market today?

13 responses



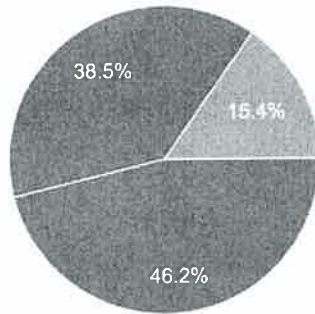
Was the farmers' market your primary reason for coming out/to this area of town today? If no, why else are you here?

13 responses



How far did you travel to the market?

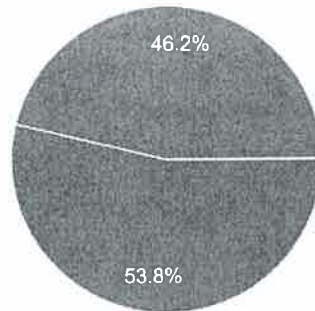
13 responses



- Under 1 mile
- 2-5 miles
- 6-10 miles
- 11-30 miles
- 31-80 miles
- Over 80 miles
- Tourist/just visiting area

Do you plan on doing additional shopping or dining while in this area of town today?

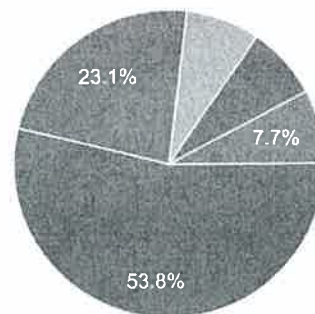
13 responses



- Yes
- No

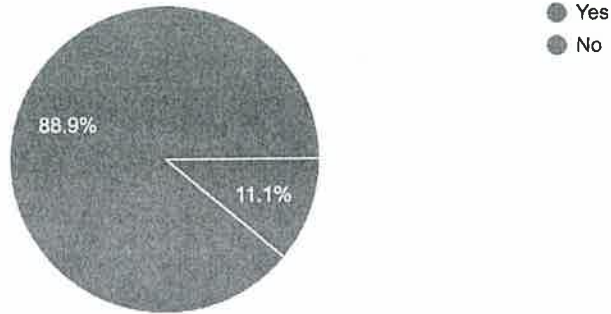
If Yes: How much do you anticipate spending?

13 responses

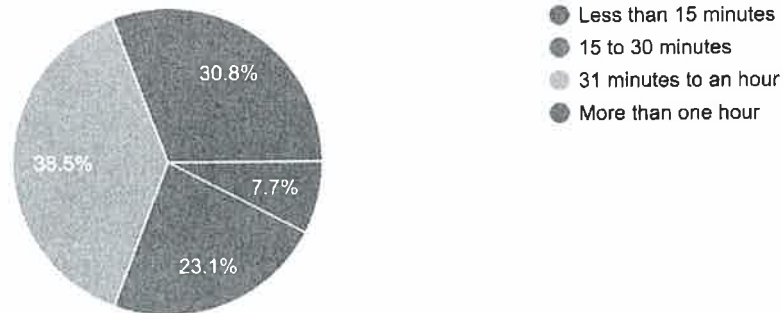


- Nothing
- \$1-20
- \$21-40
- \$41-60
- \$61-80
- \$81-100
- More than \$100

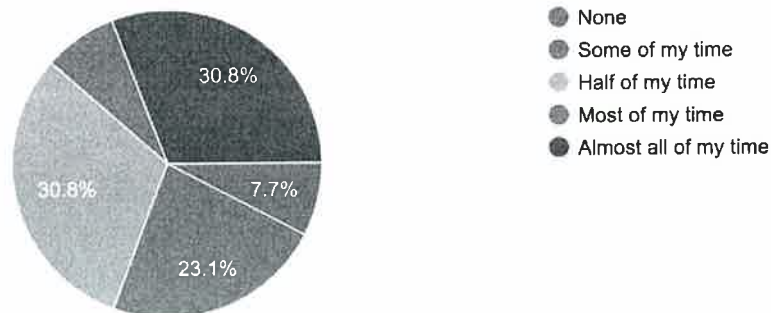
If Yes: Would you have visited these businesses today if you had not come to the farmers' market?
9 responses



How much time did you spend, or will you spend, at the farmers' market today?
13 responses



How much of your time at the market did you spend, or will you spend, talking with vendors, friends, and other acquaintances?
13 responses



Farmers' Market Vendor Survey Results

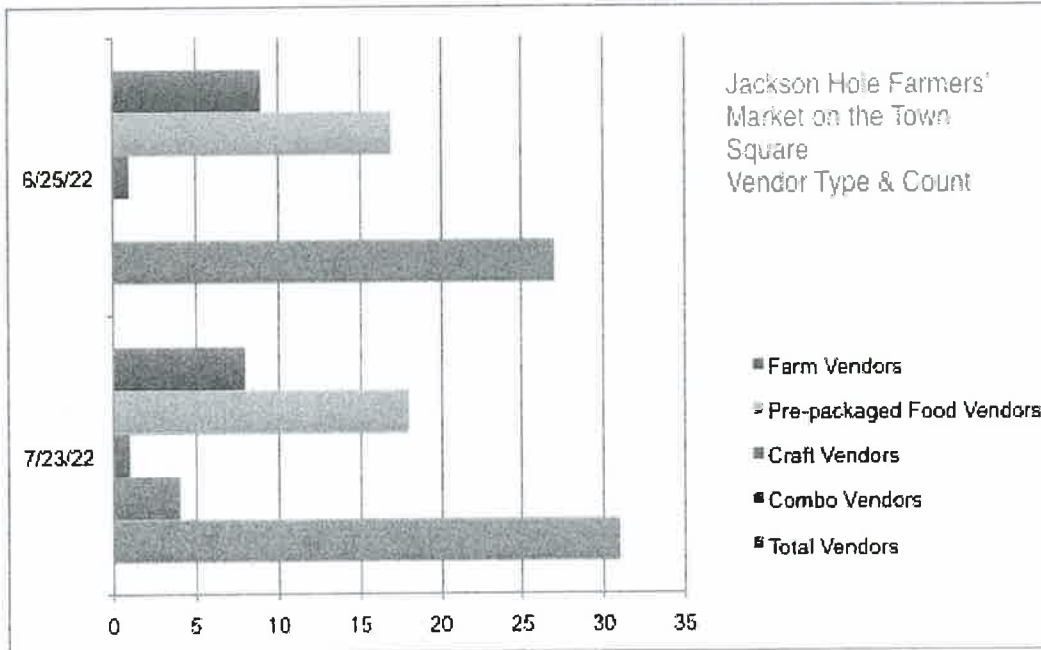
There are 11 farmers' markets in Fremont, Hot Springs and Teton counties, which is the service area of Central Wyoming College (CWC). Vendor surveys were administered at ten of the 11 markets. The market not surveyed was the Wind River Farmers' Market - 789 Smoke Shop.

Dubois Farmers' Market

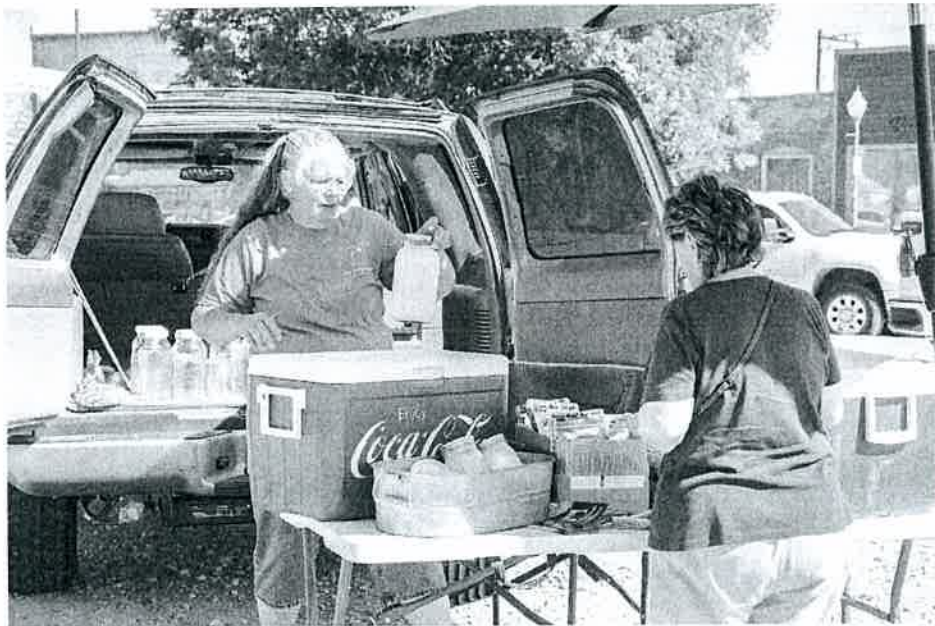


The volunteer-run Dubois Farmers' Market is located at 202 E. Ramshorn Street. In 2022, it took place on Thursdays from 4-to-6 pm from June to October, and on the first and third Thursday of every month from November to May from 3:30-to-4:30 pm at the Headwaters Art and Conference Center at 20 Stalnaker Street. The population of Dubois is 919 residents.

Full survey data results on type and quantity of food available can be found [in this linked spreadsheet](#). The majority of foods were pre-packaged or vegetables. The only dairy products offered at the market on survey dates were cow milk ice cream and fluid cow milk. Only one of the survey dates had eggs available. Fruits available on survey dates were cantaloupe and Colorado peaches. The only fresh herbs were chives and dill. There were only meat products available at one market, and that was chicken.

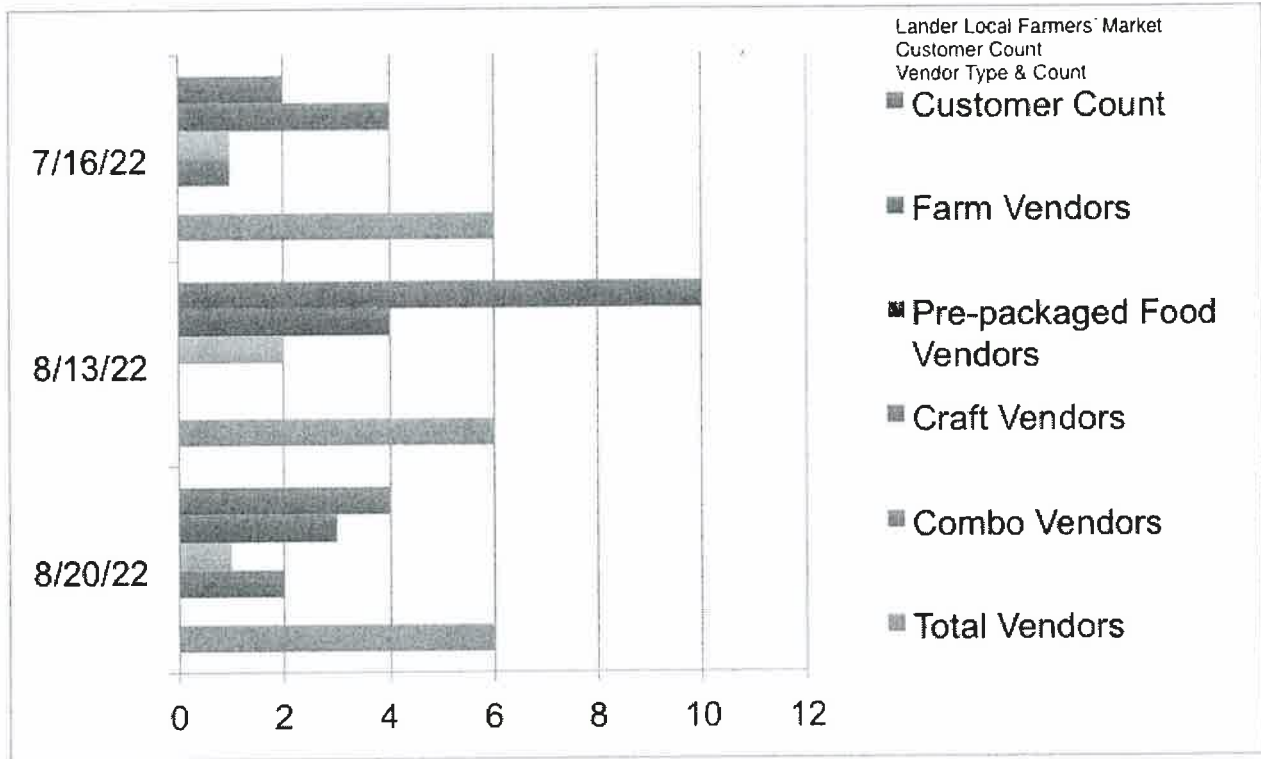


Lander Local Farmers' Market



The volunteer-run Lander Local Farmers' Market is located at the corner of Main Street and South Second Street on summer Saturdays from 9 am to 12 pm. During the winter months, from 1-to-3 pm, it is located at the VFW Poo Agie Post 954 and Auxiliary at 11 Tweed Lane. Market updates can be found on [its Facebook page](#).

Full survey data results on type and quantity of food available can be found [in this linked spreadsheet](#). Majority of foods available were pre-packaged and vegetables. Dairy products, on survey dates, included fluid cow milk and kefir, both soft and hard cow cheese, and soft goat cheese. Two of the surveyed market dates had chicken eggs available. For fruits, there were watermelon, cantaloupe, peaches and apples. There were no fresh herbs offered. Of the surveyed market dates, only one date had meats available and that was beef.



Lander Valley Farmers' Market



The Lander Valley Farmers' Market is located in Lander's City Park off Fremont Street from June to October on Saturdays from 9-to-11:30 am. It is managed by a non-profit organization with a seasonal paid market manager and a volunteer board. Per the season statistics listed below, the customer attendance decreased by about 7 percent from 2021 to 2022. However, at 14,397 people, it is over double the population of Lander residents (7,550). Also, in 2021 the customer count rocketed 46 percent over the 2020 attendance. The self-reported vendor income increased by nearly 9 percent in 2022. This was a more sustainable annual increase from the 24 percent jump in vendor income in 2021 from 2020.

2022 season stats:

- Total customers: 14,397
- Total reported vendor income: \$142,486.27
- Weekly average customer count: 758
- Weekly average of total reported vendor income: \$7,499.28
- Weekly average of selling vendors: 19
- Weekly average vendor earnings: \$390.09
- Weekly average spent by each customer: \$10.17

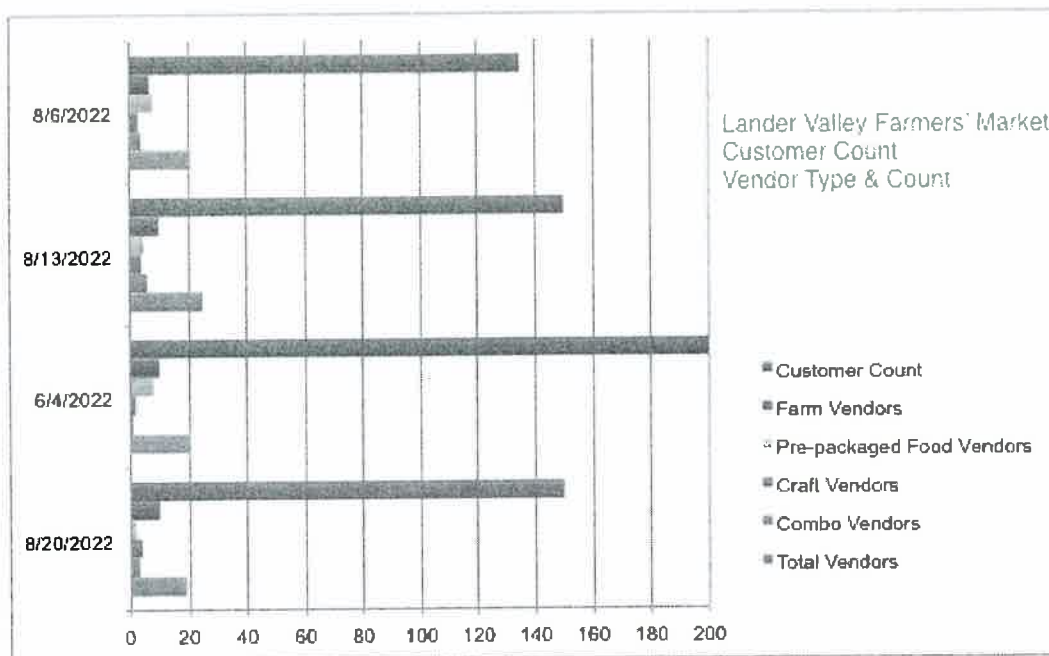
2021 stats:

- Total customers: 15,375
- Total reported vendor income: \$130,714.56
- Weekly average customer count: 809

- Weekly average of total reported vendor income: \$6,879.71
- Weekly average of selling vendors: 19
- Weekly average vendor earnings: \$356.84
- Weekly average spent by each customer: \$9.68

2020 stats:

- Total customers: 8,342
- Total reported vendor income: \$99,868.68
- Weekly average customer count: 439
- Weekly average of total reported vendor income: \$5,256.25
- Weekly average of selling vendors: 19
- Weekly average vendor earnings: \$279.76
- Weekly average spent by each customer: \$12.82



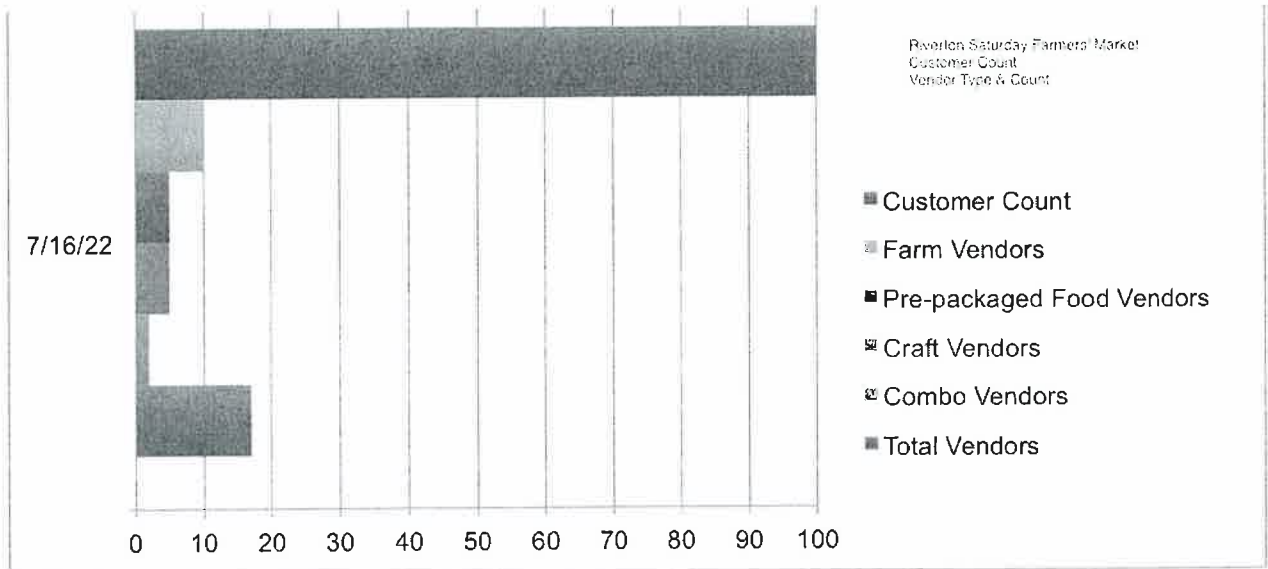
Full survey data results on type and quantity of food available can be found [in this linked spreadsheet](#). The majority of foods available were pre-packaged and vegetables. The most meats available were pork, beef and lamb. There was chicken available on one of the survey dates. Fresh herbs available included parsley, lavender, fennel, dill, cilantro and basil. For fruits, there were only cherries and peaches. While there were plenty of chicken eggs, there were no duck, goose or turkey. Dairy products were limited from cow milk. There were goat milk, soft cheese and yogurt available.

Riverton Saturday Farmers' Market



The volunteer-run Fremont County Master Gardeners' Farmers' Market takes place on Saturdays in Riverton. In the summer it is held in the City Hall parking lot at 816 N. Federal Boulevard, and in the winter at the Little Wind Center at 1010 Fairground Road. Locate information about the market on [its Facebook page](#). This market was only surveyed once in 2022.

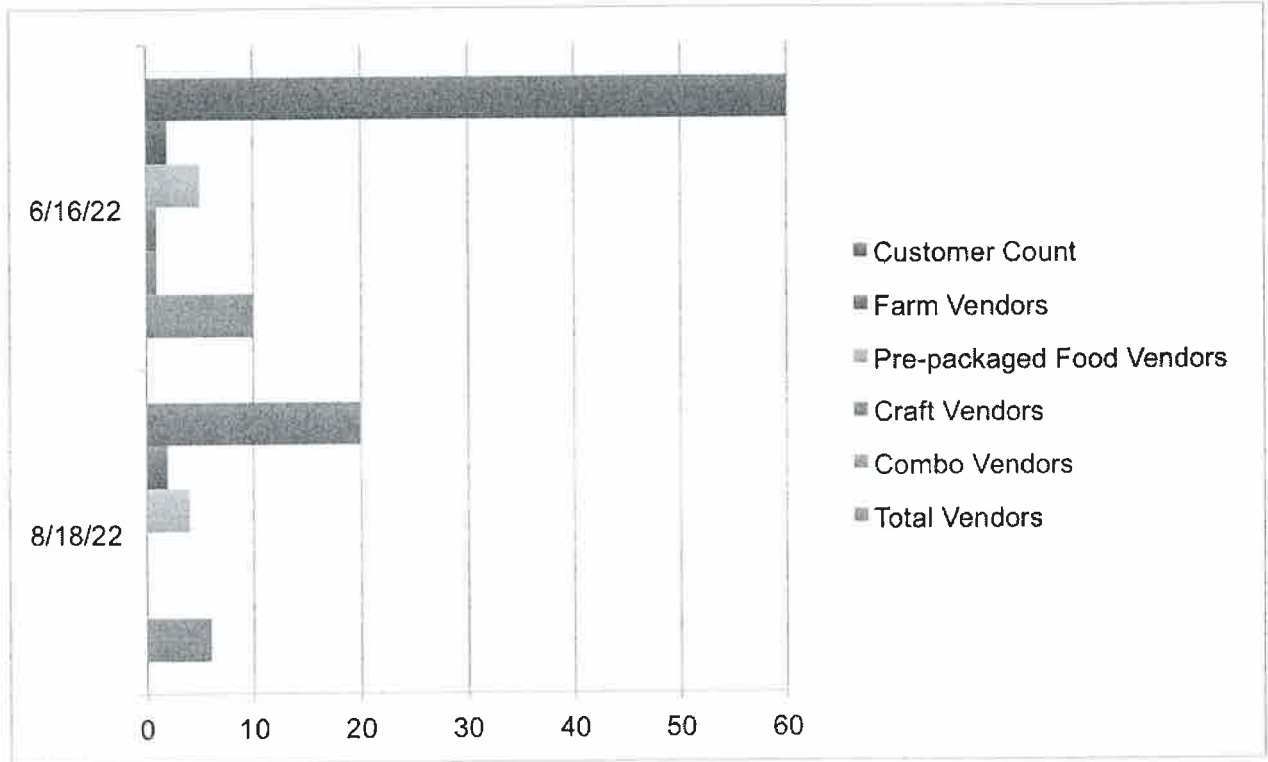
Full survey data results on type and quantity of food available can be found [in this linked spreadsheet](#). The majority of foods, as with other area markets, were pre-packaged or vegetables. There were cow and goat dairy products, and an estimated 31-50 dozen chicken eggs. While there was no fruit available, fresh herbs included basil, chives, cilantro, dill, mint and rosemary. The only meat products available were beef.



Riverton Wednesday Farmers' Market



The Riverton Wednesday Farmers' Market takes place in the summer on Wednesdays from 5-to-7 pm at Riverton's City Park at 901 E. Fremont Avenue. It is managed by a volunteer board with a seasonal paid market manager. Find details on [its Facebook page](#). The total customer count for the 2022 season was 11,046. This is of note, since the entire population of Riverton is 10,587 people. Attendance was a 42 percent increase over 2021 season attendance (6,475). Vendor income for 2022 was self-reported as \$93,565, which was a 25 percent increase over the previous year (\$70,693).



Retail Storefront

Fremont Local Market



The Fremont Local Market of the Fremont Local Foods non-profit organization opened on Riverton's Main Street on October 1, 2022 at 524 E. Main Street. It is a year-round indoor

20 March 2023

Dear EDGE Committee Members:

I recently purchased the 524 E. Main St property (formally known as The Flea Market).

The Fremont Local Market now occupies the west side of the property and is seeking your assistance in purchasing and installing an awning along the side facing Main Street. They have my complete support.

The awning will help lower electrical service costs, protect merchandise from direct sunlight, and provide protection from the elements for pedestrians. Furthermore, in terms of beautification we will ensure the work complements Riverton's Downtowners Main Street Alliance goals.

If you have any questions please feel free to contact me at 857-7090.

Regards,


Steve Doyle

City of Riverton EDGE Committee
Application for Funding

Applicant
 *attach documentation of registration with Secretary of State and IRS

Mailing Address:

City **State** **Zip**

E-Mail Address: **Phone #:**

Tax ID #: **DUNS #:**

Contact Person:

Phone # **E-Mail Address**

Project Start Date: **Completion Date:**

PROJECT FUNDING INFORMATION

Name of Project

Amount of Funding Requested **% of total**

List all other funding sources for the project in the table below including the status and amount expended, if any.

Other Funding Source	Amount	Status*		Amount Expended	Funding Percentage
		Pending	Approved		
Impact 307 Start-Up Challenge (2022)	\$17,500		\$17,500	\$17,500	28.78%
				\$0	0.00%
				\$0	0.00%
				\$0	0.00%
					0.00%
					0.00%
Total Other Funding	\$17,500			\$17,500	

*Documentation to support the status must be attached to the Application Packet.

Estimated Total Project Cost:

Balance of Project Incomplete:
Auto Calculated

1. Briefly describe the project for which funding is being requested. (attach supporting documents as needed)

High Country Fungus was selected as a winner in the 2022 Fremont County Impact 307 Start-Up Challenge. With those resources we were able to complete the first phase of development and we're now at the next phase for HCF Materials Mushroom Grown Packaging. We are now growing custom fit and standardized Mushroom Grown Packaging in thermoformed plastic molds. We are working through our first prototypes for local clients. In order to fulfill production we are in need of some machinery, equipment, supply and some assistance in the operation. The process will require a thermoforming machine, pasteurization unit, rolling shelves and other supplies like plastic sheeting for mold making.

2. Describe how the project will increase employment in Riverton.

We will be taking a crucial step towards creating our first position(s). Our goal this year is to complete these initial client orders and open the door to increased production and further enhance our job potential.

New Jobs Created:

1

3. Describe how the project will result in a net gain of money into the community.

HCF Materials can start to supply locally produced packaging to local manufacturing companies currently purchasing their packaging out of state/country. We will be sourcing our supplies from local and regional suppliers. This creates a new community based economic ecosystem.

Annual Increase of monies into community:

\$ 35,000.00

4. Describe how the project will benefit the community beyond the proposed economic development activity.
 Supporting this next phase of development will ensure we can grow into a larger operation and create more jobs. Additionally HCF Materials is bringing cutting edge bio-degradable materials manufacturing to the community which will generate positive spotlight attention.

5. Describe how the project complies with the City of Riverton Strategic plan for economic development.
 By funding this project the City of Riverton will be supporting an emerging business and innovator to help build the local economy organically. The City of Riverton will maintain its commitment to continue support of resources to assist entrepreneurs regionally and coordinate/create a "Virtual Incubator."

6. Provide a breakdown of the estimated project costs (attach information as necessary)

Cost Description	Total Amount	Amount Spent	Amount Pending
Machinery	\$23,770		\$0
Equipment/Supply	\$6,610		\$0
Operations	\$12,918		\$0
			\$0
			\$0
			\$0
Total Other Funding	\$43,298	\$0	\$0

7. Will the applicant completely own the asset for which funding is being requested? If no, what is the ownership structure? Attach supporting documents as needed.	Yes	No
	X	

8. What is the plan to fund operations of the project? Attach plan if already prepared or prepared separately.	Yes	No

Currently, High Country Fungus operates a culinary mushroom farm in attempts to support all of the contingent functions for driving the Mushroom Grown Packaging operation at the start up level.

9. If only partial funding is possible, can the project be completed? If yes, provide minimum funding required	Yes	No
	X	
\$30,380		

10. If full funding is received but there are cost overruns or unexpected expenses, how will those additional costs be covered?

Additional community funding will be requested as well as institutional loans or private financing.

11. Please describe any other funding sources applied for to fund this project but were denied, if applicable. Please denote known reasons for denial.

N/A

I certify that I am authorized to sign this application on behalf of our organization/entity, and the applicant will comply with all appropriate requirements, if approved.
 To the best of my knowledge and belief, the information in this application is true and correct.
 I understand the City of Riverton may review any relevant documents or instruments relating to the analysis of this application.

 3/31/2023
 Signature Date

Daniel Stewart, Founder High Country Fungus LLC
 Printed Name and Title

STATE OF WYOMING * SECRETARY OF STATE
BUSINESS DIVISION

Herschler Bldg East, Ste.100 & 101, Cheyenne, WY 82002-0020
Phone: 307-777-7311 · Website: <https://sos.wyo.gov> · Email: business@wyo.gov

Filing Information



Please note that this form CANNOT be submitted in place of your Annual Report.

Name	High Country Fungus LLC		
Filing ID	2021-000994762		
Type	Limited Liability Company	Status	Active

General Information

Old Name		Sub Status	Current
Fictitious Name		Standing - Tax	Good
		Standing - RA	Good
Sub Type		Standing - Other	Good
Formed in	Wyoming	Filing Date	04/07/2021 6:06 AM
Term of Duration	Perpetual	Delayed Effective Date	
		Inactive Date	

Principal Address

1221 Fairview Drive
Riverton, WY 82501

Mailing Address

1221 Fairview Drive
Riverton
Riverton, WY 82501

Registered Agent Address

Daniel Bristol Stewart
1221 Fairview Drive
Riverton, WY 82501

Parties

Type	Name / Organization / Address
Organizer	Daniel Bristol Stewart 215 E Bell Ave apt 2, Riverton WY 82501

Notes

Date	Recorded By	Note
------	-------------	------

Filing Information



Please note that this form CANNOT be submitted in place of your Annual Report.

Name	High Country Fungus LLC		
Filing ID	2021-000994762		
Type	Limited Liability Company	Status	Active

Most Recent Annual Report Information

Type	Original	AR Year	2022
License Tax	\$60.00	AR Exempt	N
AR Date	4/26/2022 8:48 AM		
Web Filed	Y	AR ID	07207241

Officers / Directors

Type	Name / Organization / Address
------	-------------------------------

Principal Address

1221 Fairview Drive
Riverton, WY 82501

Mailing Address

1221 Fairview Drive
Riverton
Riverton, WY 82501

Annual Report History

Num	Status	Date	Year	Tax
07207241	Original	04/26/2022	2022	\$60.00

Principal Address 1 Changed From: 215 E Bell Ave apt 2 To: 1221 Fairview Drive

Amendment History

ID	Description	Date
2022-003621378	Delinquency Notice - Tax	04/02/2022
2022-003566363	RA Name/Address Change	02/09/2022
See Filing ID	Initial Filing	04/07/2021

Date of this notice: 01-31-2022

Employer Identification Number:
87-4734716

Form: SS-4

Number of this notice: CP 575 G

HIGH COUNTRY FUNGUS LLC
DANIEL STEWART SOLE MBR
1221 FAIRVIEW DR
RIVERTON, WY 82501

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 87-4734716. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

Taxpayers request an EIN for their business. Some taxpayers receive CP575 notices when another person has stolen their identity and are opening a business using their information. If you did **not** apply for this EIN, please contact us at the phone number or address listed on the top of this notice.

When filing tax documents, making payments, or replying to any related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear-off stub and return it to us.

A limited liability company (LLC) may file Form 8832, *Entity Classification Election*, and elect to be classified as an association taxable as a corporation. If the LLC is eligible to be treated as a corporation that meets certain tests and it will be electing S corporation status, it must timely file Form 2553, *Election by a Small Business Corporation*. The LLC will be treated as a corporation as of the effective date of the S corporation election and does not need to file Form 8832.

To obtain tax forms and publications, including those referenced in this notice, visit our Web site at www.irs.gov. If you do not have access to the Internet, call 1-800-829-3676 (TTY/TDD 1-800-829-4059) or visit your local IRS office.

City of Riverton EDGE Committee
Application for Funding

Applicant
*attach documentation of registration with Secretary of State and IRS

Mailing Address:

City **State** **Zip**

E-Mail Address: **Phone #:**

Tax ID #: **DUNS #:**

Contact Person:

Phone # **E-Mail Address**

Project Start Date: **Completion Date:**

PROJECT FUNDING INFORMATION

Name of Project

Amount of Funding Requested **% of total**

List all other funding sources for the project in the table below including the status and amount expended, if any.

Other Funding Source	Amount	Status*		Amount Expended	Funding Percentage
		Pending	Approved		
TAD Grant Funding	\$3,000	X		\$0	1.44%
Sponsorships	\$22,500	X		\$0	10.81%
General Admission Ticket Sales	\$46,250	X		\$0	22.22%
VIP Beef Tasting Event Ticket Sales	\$33,750	X		\$0	16.22%
Vendor Fees	\$1,750	X		\$0	0.84%
USDA Turnkey Grant	\$100,000	X		\$0	48.05%
					0.00%
Total Other Funding	\$207,250			\$0	

*Documentation to support the status must be attached to the Application Packet.

Estimated Total Project Cost:

Balance of Project Incomplete:
Auto Calculated

1. Briefly describe the project for which funding is being requested. (attach supporting documents as needed)

The Rendezvous City Beef Round-up has partnered with Central Wyoming College (CWC) in an effort to obtain an USDA Turnkey Grant as part of the USDA's Farmers Market Promotion Program. The Turnkey Grant would provide \$100k over two years (2024 & 2025) if awarded. This grant opportunity requires a 25% match from the sponsoring agency(s).

See attached for additional detailed information.

2. Describe how the project will increase employment in Riverton.

The Rendezvous City Beef Round-up has historically been conducted on an entirely volunteer basis, and as such, has served to support the community in sales provided through our attending producers and general admission attendees through hotel accommodations, non-event food sales, and personal/convenience/support sales during the event. We desire to provide at least one position in the form of an executive director; however, the position would need to be self-sustaining through revenue generated during the event, and is not contained in our 3 year event business plan (attached).

New Jobs Created:	1
--------------------------	---

3. Describe how the project will result in a net gain of money into the community.

See attached.

Annual Increase of monies into community:	See attached.
--	---------------

4. Describe how the project will benefit the community beyond the proposed economic development activity.
 See attached.

5. Describe how the project complies with the City of Riverton Strategic plan for economic development.
 One of Riverton's strategic plan goals is to "put Riverton on the map". The Rendezvous City Beef Round-up has garnered nationwide attention from not only those wishing to attend as either contestants or general admission attendees, but regional and national publications and television programs. In only three years, event attendance has increased from a little over 50 to close to 300, all on a shoestring budget. Award of the aforementioned Turnkey Grant and this funding, would allow for much greater national and international exposure.
 Another goal detailed in Riverton's strategic vision is encouraging Riverton as a great meeting place. Our "Best Beef in Wyoming" competition invites ten beef producers and their families from around the state to compete. This event showcases the ability of Riverton to host large-scale events.

6. Provide a breakdown of the estimated project costs (attach information as necessary)

Cost Description	Total Amount	Amount Spent	Amount Pending
See attached.			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
Total Other Funding	\$0	\$0	\$0

7. Will the applicant completely own the asset for which funding is being requested? If no, what is the ownership structure? Attach supporting documents as needed.	Yes	No
	x	
See attached.		

8. What is the plan to fund operations of the project? Attach plan if already prepared or prepared separately.	Yes	No
	x	
See attached.		

9. If only partial funding is possible, can the project be completed? If yes, provide minimum funding required	Yes	No
	x	
The Rendezvous City Beef Round-up has always worked within our means; however, without this funding, our chances of obtaining the USDA Turnkey Grant diminish considerably. A minimum funding estimate is approximately \$18,000.		

10. If full funding is received but there are cost overruns or unexpected expenses, how will those additional costs be covered?

The funds obtained through this funding avenue are meant as matching funds for future grant funding. Once funding is secured, a detailed budget will be produced utilizing the available funds.

11. Please describe any other funding sources applied for to fund this project but were denied, if applicable. Please denote known reasons for denial.

N/A

**I certify that I am authorized to sign this application on behalf of our organization/entity,
and the applicant will comply with all appropriate requirements, if approved.
To the best of my knowledge and belief, the information in this application is true and correct.
I understand the City of Riverton may review any relevant documents or instruments relating to the analysis of this application.**

Signature _____ Date _____

Tyler McCann - Board Member
Printed Name and Title

**9. If only partial funding is possible, can the project be completed?
If yes, provide minimum funding required**

Yes	No
x	

The Rendezvous City Beef Round-up has always worked within our means; however, without this funding, our chances of obtaining the USDA Turnkey Grant diminish considerably. A minimum funding estimate is approximately \$18,000.

10. If full funding is received but there are cost overruns or unexpected expenses, how will those additional costs be covered?

The funds obtained through this funding avenue are meant as matching funds for future grant funding. Once funding is secured, a detailed budget will be produced utilizing the available funds.

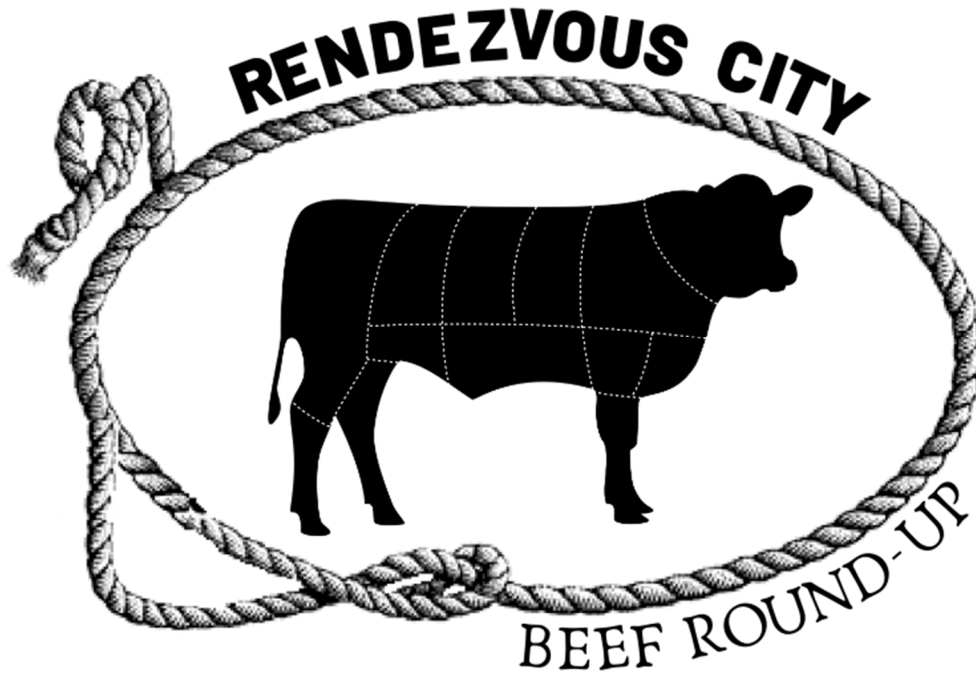
11. Please describe any other funding sources applied for to fund this project but were denied, if applicable. Please denote known reasons for denial.

N/A

I certify that I am authorized to sign this application on behalf of our organization/entity,
and the applicant will comply with all appropriate requirements, if approved.
To the best of my knowledge and belief, the information in this application is true and correct.
I understand the City of Riverton may review any relevant documents or instruments relating to the analysis of this application.

Tyler McCann 3/31/23
Signature Date

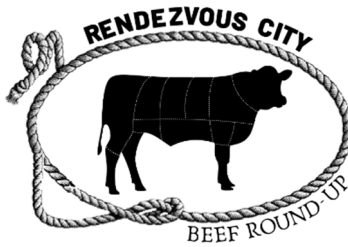
Tyler McCann - Board Member
Printed Name and Title



Rendezvous City Beef Round-up
Event Business Plan
2023-2025

March, 2023

Primary Contact:
Tyler McCann
(307) 850-8403
RCBR307@gmail.com



Executive Summary:

General Information:

The Rendezvous City Beef Round-up (RCBR) is an all-day event, held annually at Central Wyoming College on the last Saturday in August. 2023 will mark the fourth year our event has been held. It includes an educational expert speaker series on all things related to beef, a wine pairing seminar, and two double-blind taste testing competitions.

Our Mission:

To host a world renowned and respected event, highlighting Wyoming beef producers, celebrating the world's beef producers, educating attendees, and providing scholarship funding for students pursuing degrees in agricultural sciences.

Background:

After the passage of the Wyoming Food Freedom Act, there was a surge of interest in locally sourced, sustainable food products. In 2018, the Local Food Hub was created in Riverton with the mission of increasing availability of these products and their producers. The Rendezvous City Beef Round-up was born out of this movement. Tyler McCann envisioned an event solely dedicated to featuring beef producers providing custom beef products directly to consumers. Since 2020 we have hosted 27 Wyoming beef producers and 26 producers from 13 different states. Our 2023 event is scheduled to host beef produced from New Jersey to California, and Texas to North Dakota.

Budget Estimate:

2023-2025 Budget Estimate Summary

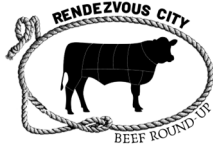
	2023	2024	2025
<i>REVENUE</i>	\$45,000	\$85,250	\$102,000
<i>EXPENSES</i>	\$31,425	\$84,018	\$92,660

Event Business Plan Review:

The Rendezvous City Beef Round-up board consists of 5 members: Tyler McCann, Tasha Messenger, Beth Monteiro (CWC), Tara Carr, and Eric Carr. We meet on a monthly basis from September to June, and a bi-monthly basis from June through completion each year's event in order to monitor progress and compliance with the Event Business Plan.

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Our Team:

Tyler McCann – Event founder, beef producer relations, partner(s) liaison, and speaker acquisition.

Tasha Messenger – Event coordinator, marketing, sponsor liaison, and social media director.

Beth Monteiro & Central Wyoming College (CWC) – Event partner, marketing coordination, venue owner.

Tara Carr – Event planner/volunteer

Eric Carr – Event planner/volunteer

Background and History

In 2015, after the passage of the Wyoming Food Freedom Act, Riverton, Wyoming (the Rendezvous City) experienced a surge of interest in locally sourced, sustainable food products – not dissimilar to many other places around the country. It began with a small group of folks interested in knowing more about how the food they were preparing for their families was grown, raised, and processed prior to their consumption of it. The movement began small and eventually germinated the first farmer’s market in Riverton, where local vegetable growers, meat and poultry producers, bakers and canners could bring their products and sell them directly to consumers. The farmer’s market gained in popularity year after year, and eventually spawned a second farmer’s market, i.e., there was enough interest to support two markets per week through the spring, summer, and fall.

In 2018, several more individuals and groups came together and consolidated likeminded individuals, foodies, and those producing food into one group, or cooperative organization – this cooperative evolved into the “Local Food Hub”. Once organized, the group collaborated with the local community college (Central Wyoming College), and the City of Riverton and eventually leased a commercial kitchen located at the Central Wyoming Regional Airport in Riverton. Their new kitchen became certified by the State of Wyoming and allowed for much greater flexibility to those creating food stuffs for eventual sale.

It was around this time our founder Tyler McCann envisioned an event solely dedicated to beef – specifically, an event featuring beef producers who focused on providing custom beef products directly to consumers. The initial thought was to see if a few local producers would be willing to enter into a “beef tasting” competition where everyone would bring in a few steaks, grill them up, and put them to the taste – so to speak. At the onset, producers were difficult to find and determining a good time for everyone proved too difficult to overcome. In 2019 our first event failed to get off the ground.

Not to be deterred, we regrouped, selected a date for our inaugural event of August 28, 2020 and partnered with Central Wyoming College to promote and host the event. Our first event featured 3 celebrity speakers and attracted eight beef producers from around the state to compete in the “Best Beef in Wyoming” taste testing. The taste testing consisted of a double-blind tasting of the



eight producer's New York strip steaks – in one ounce portions, all prepared exactly the same. 73 votes were cast, and our first “Best Beef in Wyoming” winner was awarded.

Word of our event traveled fast, and we were approached by several out-of-state producers who were interested in competing too. Our 2021 event featured 9 producers from Wyoming and we added the “Best Beef in the West” competition; with producers arriving from Colorado, Kansas, Montana, Nebraska, North Dakota, Nevada, Oklahoma, South Dakota, Texas, Utah, and Washington – all taking on the 2020 Wyoming winner.

Our third event was held on September 10, 2022 and featured ten Wyoming producers in the “Best Beef in Wyoming” competition, and thirteen producers from Colorado, Kansas, Minnesota, Missouri, Montana, Nebraska, South Dakota, Texas, Utah, and of course, Wyoming.

Draw for speakers has also significantly increased for our daytime event. From our first event speaker count of three, we have increased to 12 speakers throughout the midday – offering topics from how to smoke meat, to knife maintenance, legislative issues, and agricultural economics. Our 2023 event is poised to be even bigger (and beefier) with producers scheduled from New Jersey, to California, and Texas to North Dakota, along with internationally renowned speakers, and new celebrity chefs. We've covered the entire nation in less than 4 years and are excited to go to the next level!



Development Plan:

Vision: The Rendezvous City Beef Round-up (RCBR) long-term vision is to host a world renowned and respected event, highlighting Wyoming beef producers, celebrating the worlds beef producers, educating attendees on all things beef related, and providing scholarship funding benefiting students pursuing degrees in agricultural sciences.

Strategic Development:

In the next three to five years, our specific long-term goals include the following:

1. Apply for, and receive, USDA Turnkey Grant (\$100k over two years).
2. Raise required matching funds (\$37.5k)
3. Increase daytime event attendance by order of magnitude (~1,000 to 1,500).
4. Increase daytime event speaker count in relation to planned attendance and existing facility occupancy.
5. Increase daytime event outdoor activities/vendors to accommodate attendees not electing to attend educational speaker event(s).
6. Introduce an international beef tasting competition.
7. Optimize evening event attendance between three factors: attendee maximum, producer commitment, and kitchen/server capacity.
8. Create concert event during event to increase draw.
9. Copywrite and trademark the Rendezvous City Beef Round-up.
10. Obtain 501 (c) 3 tax status for the Rendezvous City Beef Round-up.

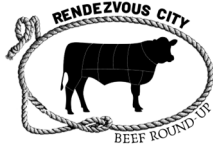
SWOT Analysis:

Strengths:

The largest strength of the RCBR is its uniqueness. To our knowledge there are no other events such as this. One of the most recurrent statements from producers who have attended the event is, “We really wish someone would do this in our state.” Trademarking and copyrighting the event will ensure our uniqueness into the future.

Our continued partnership with Central Wyoming College (CWC) and their personnel is also key to our success. CWC’s campus is located on over 120 acres and possesses state of the art educational facilities perfectly suited to host a large-scale event such as the RCBR.

Finally, our reputation has increased exponentially over the last three years. We are drawing interest from coast to coast and from the southern boarder to the norther boarder of the United States – from producers, speakers, and attendees. We soon hope to have an international competition, in addition to the “Best Beef in Wyoming” and the “Best Beef in the West Nation” competitions.



Weaknesses:

As with any volunteer organization, acquiring sufficient help during the event has always been a major challenge. This challenge will only be exacerbated with increased attendance. Limiting factors also include reasonable hotel capacity near our event, occupancy limit(s) of venue facilities, and kitchen/server capacities.

Opportunities:

Obtaining award of the USDA Turnkey Grant is one of our largest opportunities. Expert speakers, celebrity chefs, and quality musicians are costly; not to mention appropriate attendee gifts. You want to increase attendance, but need sufficient draw; however, the sufficient draw exceeds your budget. The Turnkey Grant would provide sufficient capital for investment in sufficient draw.

Threats:

Certainly, the regional, national, and worldwide economic climate could potentially pose a threat to the success of the RCBR; i.e. a lack of disposable income. Under this condition, producers and attendees would likely opt to spend their money elsewhere. These situations do not generally happen instantaneously and could be mitigated with adequate planning in advance of the event.

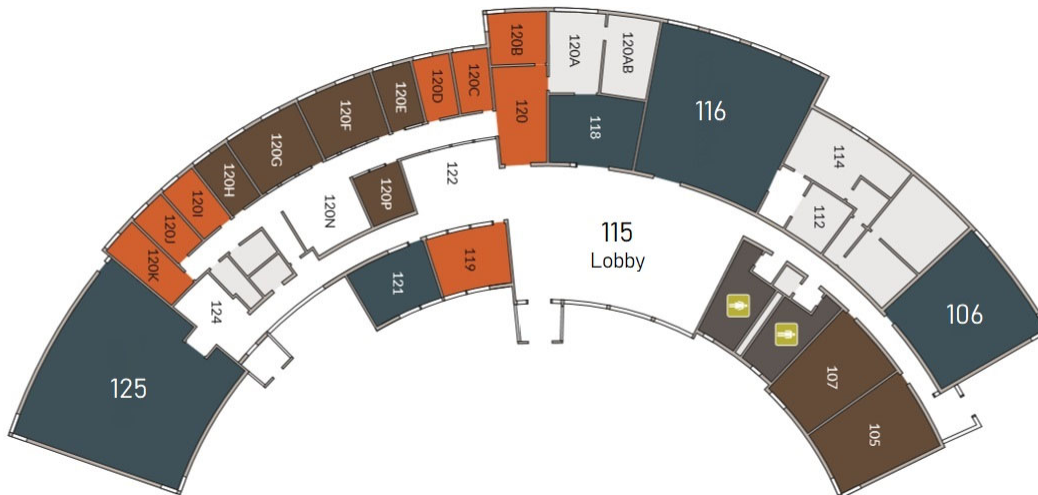
Activism from those opposed to the ranching and beef industries is another potential threat. If this situation was to arise, CWC has a security department which could deal with unwelcome or potentially violent attendees.

The largest threat to the Rendezvous City Beef Round-up is lack of support from the community. Whether it be in the form of sponsorships, attendance, or volunteerism for the event. Continued marketing efforts and education around the event will keep the RCBR front and center in people's minds.



Facility Requirements:

The RCBR has, and will continue to utilize the Intertribal Education Center on the CWC campus. The facility has three, large, state of the art classrooms (106, 116, & 125). These classrooms are sufficient to provide adequate facilities for the daytime events and speakers which has historically been conducted between 10:00 AM and 3:00 PM. Speakers and events are scheduled in 50 minute blocks, providing for the opportunity to present up to 15 speaker/events.



CWC ITEC floor plan

The “Best Beef in the West” competition has also historically been conducted at the ITEC. The RCBR was gifted two, commercial grade BBQ grills from Camp Chef, which our celebrity chef uses to prepare the beef for the competition.

For the past three years, the V.I.P. ticketed tasting event has been held in the CWC cafeteria. The cafeteria has the capacity to seat approximately 90 people and the use of a commercial kitchen. This year, the RCBR plans to hold the V.I.P. event at the newly constructed Rocky Mountain Regional Equine and Agricultural Center. This facility will allow for greatly increased occupancy; however, there is no kitchen facility. The RCBR plans to rent a mobile commercial kitchen in order to conduct the “Best Beef in Wyoming” competition.

Required Staffing:

Daytime Event:

- Day of Ticket Sales – 2
- SWAG Distribution – 2
- MC – 1
- Speaker Moderators – 3
- Celebrity Chef – 1
- Food Prep./Servers – 3
- Total 12

Evening Event:

- Day of Ticket Sales – 2
- Registration/Ticket Booth – 2
- MC – 1
- Server Manager – 1
- Celebrity Chef – 1
- Servers – 1 per 10 attendees (~10-15)
- Total – 17-22



Financial Plan:

Revenue & Expenditure Projections:

2023-2025 Budget Estimate

<i>REVENUE</i>	2023	2024	2025
TAD Grant Funding	\$1,000	\$1,000	\$1,000
Turnkey Grant Funding	\$0	\$50,000	\$50,000
1/2 Cent Econ. Dev. Funding	\$25,000	\$0	\$0
Sponsorships	\$2,500	\$7,500	\$12,500
General Admission Ticket Sales	\$5,000	\$15,000	\$26,250
VIP Beef Tasting Event Ticket Sales	\$11,250	\$11,250	\$11,250
Vendor Spots	\$250	\$500	\$1,000
TOTAL	\$45,000	\$85,250	\$102,000

<i>EXPENSES</i>	2023	2024	2025
Venue (CWC)	\$0	\$0	\$0
General Admission Bags	\$3,000	\$10,000	\$18,750
Instant Read Thermometers for V.I.P. Event	\$1,925	\$2,118	\$2,310
Insulated Cooler Bags for V.I.P. Event	\$7,000	\$7,700	\$8,400
Propane	\$500	\$550	\$600
Advertising / Marketing	\$5,000	\$35,000	\$25,000
Trophies / Awards	\$1,000	\$1,100	\$1,200
Scholarship Donation (CWC)	\$2,000	\$3,000	\$4,000
Speaker Fees	\$2,500	\$5,000	\$7,500
Mobile Kitchen Rental	\$3,500	\$4,550	\$4,900
Musical Talent	\$5,000	\$15,000	\$20,000
TOTAL	\$31,425	\$84,018	\$92,660

The three-year budget estimate is based on past grant awards and invoices, current quotes, and estimated rate increases over time.



Economic Impact:

Over the past three years the RCBR has hosted almost 50 beef producers and their families from Wyoming and several western states. Attendees of the event have traveled as far away as New York, and Oregon – most of whom have stayed in the area longer than our one-day event. As stated in our strategic goals, we are aiming for a substantial increase in attendance through a targeted marketing and advertising campaign. Following is an estimated economic impact to Riverton, and Fremont County:

ECONOMIC IMPACT ESTIMATE

	2023	2024	2025
Hotel Accommodations	\$38,480	\$65,780	\$88,400
Meals	\$50,888	\$90,900	\$132,600
Personal / Convenience / Support	\$46,250	\$97,405	\$139,400
Event Sales	\$16,250	\$26,250	\$37,500

Σ = \$151,868 \$280,335 \$397,900

Total = \$830,103

March 31, 2023

City of Riverton/EDGE Committee
816 N. Federal Blvd.
Riverton, WY 82501
EDGE@rivertonwy.gov

Carol Harper
319 West Pershing Ave.
Riverton, WY 82501
goriverton@gmail.com

Dear City of Riverton/EDGE Committee:

Thank you for this opportunity to apply for EDGE funding. Attached are the required application and supporting attachments.

My project, "GoRiverton/RivertonConnected: Business & Community Engagement" has proven itself as a valuable tool and resource for the City of Riverton and the community at large. There was a significant increase in the usage of online and social media platforms during COVID in 2020 (Facebook, Zoom, Facetime, Google Meet) and as a result, a vast number of sites, pages, and groups have been formed.

Though some may still have merit, many more have little or no active or consistent administration or oversight and have not been updated in several years. Eventually, these pages or groups become defunct and can cause a community to become fragmented or confused as to where to go or who to contact for valuable information, products, and services.

GoRiverton and RivertonConnected is and has been an active online resource and effective networking tool for businesses and community organizations, and has great potential of being a considerable, continued source of funding for the design, beautification, and economic revitalization of Riverton's Main Street and the entire City of Riverton.

Thank you for your time and consideration.

Sincerely,

Carol Harper
Media & Communications Officer
Riverton Downtowners Main Street Alliance
GoRiverton.com
RivertonConnected.org

City of Riverton EDGE Committee
Application for Funding

Applicant
**attach documentation of registration with Secretary of State and IRS*
Riverton Downtowners Main Street Alliance 501C3 is currently pending. Contact Traci Cooper at 307-840-0405 for status.

Mailing Address:

City **State** **Zip**

E-Mail Address: **Phone #:**

Tax ID #: **DUNS #:**

Contact Person:

Phone # **E-Mail Address**

Project Start Date: **Completion Date:**

PROJECT FUNDING INFORMATION

Name of Project

Amount of Funding Requested **% of total**

List all other funding sources for the project in the table below including the status and amount expended, if any.

Other Funding Source	Amount	Status*		Amount Expended	Funding Percentage
		Pending	Approved		
GoRiverton Promotional Fundraising	\$300	X		\$0	2.00%
<i>NOTE: This program is just newly launched.)</i>				\$0	0.00%
				\$0	0.00%
				\$0	0.00%
				\$0	0.00%
				\$0	0.00%
Total Other Funding	\$300			\$0	

*Documentation to support the status must be attached to the Application Packet.

Estimated Total Project Cost:

Balance of Project Incomplete:
Auto Calculated

1. Briefly describe the project for which funding is being requested. (attach supporting documents as needed)

The Project: GoRiverton & RivertonConnected–Business & Community Engagement

GoRiverton and RivertonConnected are current, active online influencer and resource platforms that serve the purposes of 1) Effective community engagement and 2) Promotion and support of local businesses, employers, producers, and services, with the goal and the purpose of fundraising for the projects, events and activities of the Riverton Downtowners Main Street Alliance and the beautification, preservation and prosperity of Riverton’s Main Street.

GoRiverton

Link: www.goriverton.com

[Facebook.com/GoRiverton](https://www.facebook.com/GoRiverton)

GoRiverton partners with and supports the Riverton Downtowners Main Street Association by providing promotional fundraising towards the restoration, beautification, and preservation of Main Street, and the events, activities, and projects that benefit the businesses and community of Riverton, Wyoming.

RivertonConnected

Link: www.rivertonconnected.org

RivertonConnected is a network connecting the community groups, programs, projects, and volunteers that serve Riverton, Wyoming.

Riverton Downtowners Main Street Alliance (RDMSA)

Link: www.rivertondowntowners.org

NOTE: These projects merge on several points the Wyoming Main Street’s 4-point Approach and the EDGE/City of Riverton’s goals for economic development and act as community information and resource hubs.

See Attachment #1

2. Describe how the project will increase employment in Riverton.

Networking: Increase Awareness of New and Existing Opportunities

Business and community engagement means identifying and supporting new and existing resources and opportunities that bolster and improve the quality of life for individuals, families, and the community at large. Employment is paramount. But first, there needs to be a way for people to know that these resources and opportunities even exist.

Once an online presence is created and launched by a business or organization, the biggest, ongoing need is promotion and sharing. GoRiverton and RivertonConnected are active, online media hubs and influencer tools that connect Riverton’s public without them having to spend copious amounts of time searching and clicking. They also extend the reach from employer-to-community in order to attract both potential employees and/or those who might contract/negotiate their services.

Encourage Entrepreneurship and Innovation: Self-Employed, Contractors, Work At Home, Telecommuting, Online Businesses

Not all are employed by a corporate brick-and-mortar storefront or corporate businesses...they come in all forms, shapes, and sizes. E-commerce platforms such as Shopify, Etsy, Square, Wix, BigCommerce, MailChimp, Amazon, eBay, etc. are utilized by those who run online businesses or non-profit organizations.

However, there are many who do not use (or trust) online storefronts, as associated setup and management fees can be costly and increase over time. In my experience, most home-based businesses or local producers simply prefer to do business via their Facebook (page). Again, the issue is the awareness and promotion of products/services. GoRiverton and RivertonConnected serve in providing both.

Knowing that there is already an avenue of effective, affordable marketing and promotion can encourage aspiring entrepreneurs to focus more on developing their products and business ideas and preparing them for launch to the public.

Community support for both current and potential employers

When an employer moves into a community, the investment is more than just doing business...it's about participation. Local, regional, and national sponsorship and philanthropic opportunities can attract employers who are already members of organizations such as Kiwanis, Rotary, Elks, Lions, Sorpotomists, etc. Churches and their programs and ministries also play a big role in business and community engagement.

GoRiverton and RivertonConnected help newcomers - residents and business owners - immediately "plug in" to their community.

See Attachment #2

RivertonConnected: The Value of Volunteerism

Non-profit organizations (NGOs) are businesses, too! Volunteerism adds value to a resume and work history, indicating to employers that a potential employee has been actively engaged and busy in their community, even during times they've been unemployed or in-between jobs.

NGOs can:

Provide opportunities for future employees to develop and gain valuable work experience under a program of organized staff and mentors.

Network and connect potential employees with corporate and business sponsors and donors.

New Jobs Created:	Unknown
--------------------------	---------

2. Describe how the project will result in a net gain of money into the community.

GoRiverton & Riverton Downtowners Main Street Association: Promotional Fundraising

Promotional fundraising calls for an active investment from all stakeholders, businesses, and organizations in support of the mutual economic development elements of the Riverton Downtowners Main Street Association (RDMSA)'s Wyoming Main Street program and the City of Riverton/EDGE.

The buy-in is economically affordable:

Current Tiers:

\$75/year - \$40 goes to the RDMSA

\$150/year - \$75 goes to the RDMSA

\$300/year - \$150 goes to the RDMSA

For a description of the benefits under each tier, visit:

<https://www.goriverton.com/promotional-fundraising>

As you can see, a portion of the funds currently goes towards the costs and management of GoRiverton, RivertonConnected and RDMSA websites. However, if an administrator is employed and at least funded part-time, **all** funds from each tier level would go directly to the RDMSA/City of Riverton.

According to the 2020 U.S. Census, the City of Riverton has 1,243 employer establishments. Even if we round that number down to 1200, and every business contributed \$75/annually (1st tier):

of businesses @ \$75/yr = \$90,000

Current Campaign: Riverton Downtowners (\$40/yr): \$48,000

That's approximately \$90K dedicated to the beautification and revitalization projects for Riverton's Main Street corridor!

Annual Increase of monies into community:	\$48K-90K
--	------------------

3. Describe how the project will benefit the community beyond the proposed economic development activity.

GoRiverton, Grow Riverton!

Active networking and connection of individuals, families, organizations, employers and businesses and with their community on an *ongoing, daily basis* are critical for success. Both RivertonConnected and GoRiverton have been and are valuable resource platforms, tools, and assets that facilitate a network that everyone has access to...providing a way for volunteers to volunteer and increase awareness of the great programs, projects, events, and activities that Riverton has to offer. Neighborhoods, schools, churches, clubs...building an inclusive, community and creating a positive, productive culture is worth the time, energy, and investment, present and future. To do this requires time and commitment, constant attention, management and administration.

4. Describe how the project complies with the City of Riverton Strategic plan for economic development.

GoRiverton serves the following Building Blocks of Economic Development:Development:

Existing Business Development

Entrepreneur Development

RivertonConnected serves the following Building Blocks of Economic Development:

Quality Of Life (through community engagement)

Workforce Development (through volunteerism)

The Riverton Downtowners serve the following Building Blocks of Economic Development:

Infrastructure Development & Quality of Life

Existing Business Development

New Business Recruitment

Besides our Main Street businesses, other departments, groups and organizations that could benefit from this funding:

FORCC

Riverton Tree Board

Wyoming Heritage Trail

Airport Board (Airport Road/Hill)

Riverton Garden Club/Master Gardeners

Local artists/Arts in Action

Riverton Community/Business Watch

Parks & Recreation

5. Provide a breakdown of the estimated project costs (attach information as necessary)

Cost Description	Total Amount	Amount Spent	Amount Pending
Domains x 3 (12.99/year)	\$39		\$39
MailChimp (\$20/month)	\$240		\$240
Printing Costs/Materials	\$200		\$200
Custom Rack Cards (Qty 750)	\$150		\$150
Part-Time Administrator (\$1200/month)	\$14,400		\$14,400
<i>(Please see attached spreadsheet)</i>			\$0
Total Other Funding	\$15,029	\$0	\$15,029

6. Will the applicant completely own the asset for which funding is being requested?

Yes	No
-----	----

If no, what is the ownership structure? Attach supporting documents as needed.

X	X
---	---

Currently, yes. Ultimately, no. Defined and advised under the WY Main Street program, it is the hope (and goal) that this project would fall permanently under the City of Riverton's purview, where both programs operate under a Community Engagement department or committee and be fully supported by the City, with a full-time, paid administrator, which also meets the goal for becoming a Certified WY Main Street.

I currently own both domains (GoRiverton.com and RivertonConnected.org), using Google Sites for both sites. If funded, I would continue to run these sites on a part-time basis.

7. What is the plan to fund operations of the project?

Yes	No
-----	----

Attach plan if already prepared or prepared separately.

N/A	N/A
-----	-----

The project is already under operation; I have been running all sites for free. GoRiverton.com has been operating since December 2020. Mailchimp e-blast campaigns have been sent out twice-weekly since February 1, 2021. RivertonConnected.org launched in February 2023. This funding would compensate me for the large amount of time it takes to manage the sites and social media, as well as the administrator of the Riverton Downtowners Main Street Alliance, which is one of the goals in becoming a certified Wyoming Main Street.

8. If only partial funding is possible, can the project be completed?	Yes	No
If yes, provide minimum funding required	X	

GoRiverton's promotional fundraising would still go forward with the original tier plan (a portion of the proceeds going to the Riverton Downtowners Main Street Alliance). The (minimum) amount would depend on how many sign up and on what Tier level.

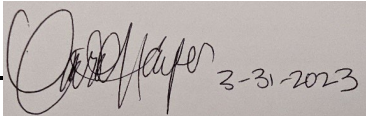
10. If full funding is received but there are cost overruns or unexpected expenses, how will those additional costs be covered?

Again, through the promotional fundraising program.

12. Please describe any other funding sources applied for to fund this project but were denied, if applicable. Please denote known reasons for denial.

This is the first application that this project has applied towards for funding.

**I certify that I am authorized to sign this application on behalf of our organization/entity,
and the applicant will comply with all appropriate requirements, if approved.
To the best of my knowledge and belief, the information in this application is true and correct.
I understand the City of Riverton may review any relevant documents or instruments relating to the analysis of this application.**

	3-31-2023
Signature	Date

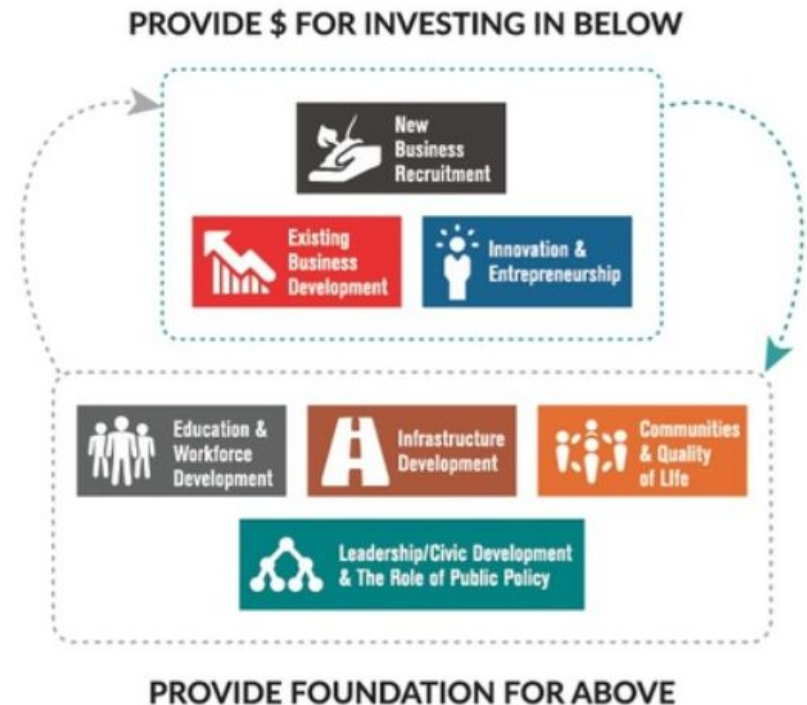
Carol Harper, Media & Communications Officer, Riverton Downtowners Main Street Alliance.
Printed Name and Title



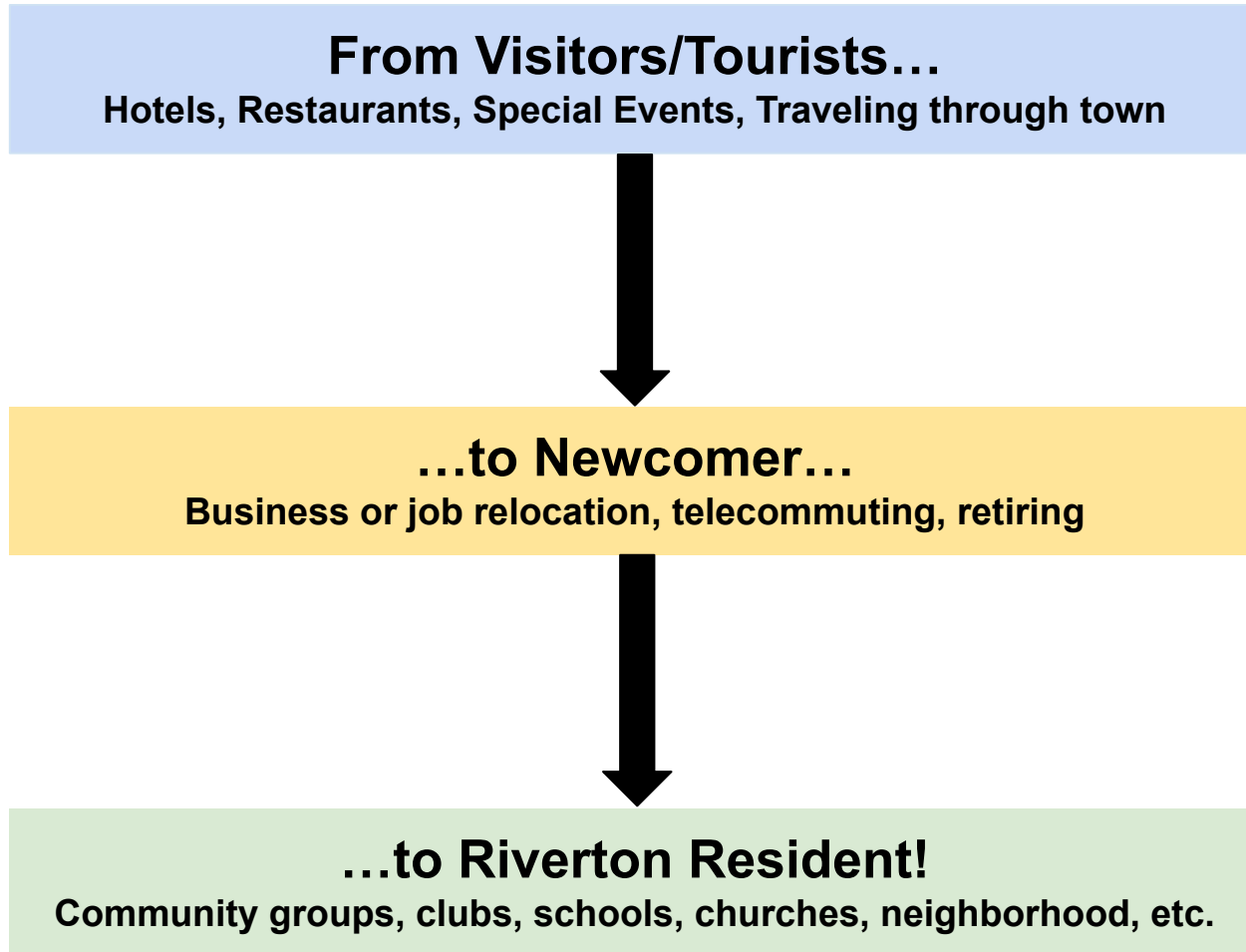
Main Street America 4-Point Approach



City of Riverton “Building Blocks of Economic Development”



Attachment #2



EDGE APPLICATION March 2023 - GoRiverton/RivertonConnected

Proposal: Business & Community Engagement Administration	SUBTOTAL
Part Time Administrator (\$1200/month)	\$ 14,400.00
GoRiverton: Media & Communications	
Website/blog Management (Google Sites: FREE)	\$ -
Business Spotlights - FREE	\$ -
Domains (\$12.99/year) x 3	\$ 38.97
MailChimp (Standard) \$20/month	\$ 240.00
RivertonConnected: Community Engagement	
Community Engagement (Volunteer)	\$ -
Website/blog Management (Google Sites: FREE)	\$ -
Newsletter (Seasonal)	
Spring/Summer Fall/Winter	
Content:	
Feature and spotlight stories	\$ -
Directory of Resources	\$ -
Ads by supporting advertisers (promotional fundraising)	
	\$ -
Printable (PDF) For waiting rooms, coffee tables, etc.	\$
Materials - Media, Promotion & Marketing	
Printing costs/materials: Posters, signage, etc.	\$ 200.00
Custom Rack cards Qty 750	\$ 150.00
TOTAL	\$ 15,028.97

**City of Riverton EDGE Committee
Application for Funding**

Applicant
 *attach documentation of registration with Secretary of State and IRS

Mailing Address:

City **State** **Zip**

E-Mail Address: **Phone #:**

Tax ID #: **DUNS #:**

Contact Person:

Phone # **E-Mail Address**

Project Start Date: **Completion Date:**

PROJECT FUNDING INFORMATION

Name of Project

Amount of Funding Requested **% of total**

List all other funding sources for the project in the table below including the status and amount expended, if any.

Other Funding Source	Amount	Status*		Amount Expended	Funding Percentage
		Pending	Approved		
N/A	\$0	0	\$0	\$0	0.00%
				\$0	0.00%
				\$0	0.00%
				\$0	0.00%
				\$0	0.00%
				\$0	0.00%
Total Other Funding	\$0			\$0	0.00%

*Documentation to support the status must be attached to the Application Packet.

Estimated Total Project Cost:

Balance of Project Incomplete:

1. Briefly describe the project for which funding is being requested. (attach supporting documents as needed)

This project is one portion of our rink/hockey improvement plans for the current year. We have determined that upgrading our heating system is necessary to grow our program and to maximize the number of hockey participats/spectators and maximize the local economic impact of sports tourism from hockey. RIHA is working to continually improve our current facilities in an effort to grow our program and the sport of hockey for Fremont County youth while simultaneously saving funds for long term facility upgrades. While RIHA has achieved significant success, one of the major challenges that the organization faces is an inconsistent season length with weather dependent ice and the inhospitable conditions of an open air rink when facing subzero temperatures. While the bitter temperatures have been good for the ice, they are not ideal for filling the stands with spectators. RIHA is one of only two Wyoming hockey associations that do not have an enclosed temperature controlled ice rink. This impacts the association's ability to recruit and retain skaters and to schedule and host hockey tournaments. The open air rink without heating results in significantly less spectators for hockey in sub zero temperatures. Upgrading the heating systems at the rink and providing a more comfortable environment will increase the number of skaters and spectators and result in increased economic impact from hockey tourism from out of town skaters and spectators.

2. Describe how the project will increase employment in Riverton.

This project will support a local business for labor and material costs, which indirectly supports employment. Improving our current rink facilities will allow us to increase the number of skaters in our program and the number of spectators at practice, games and tournaments. RIHA is currently run by volunteers, but sports tourism and infastructure for active families has an indirect yet important role in employment within the community.

New Jobs Created:

0

3. Describe how the project will result in a net gain of money into the community.

Based on information provided by the Riverton Chamber of Commerce and a feasibility study completed by the Hughes Foundation out of Jackson, Wyoming, it is estimated that each youth hockey team member traveling to Riverton for a tournament would generate \$300/day of revenue to the local economy (using a family of 4 for the figures). Using the feasibility study's data, and assuming a team of 15 players, the potential revenue would be \$4,500 brought to Riverton for each day a tournament is being played. An estimated \$1,080 of that amount would be collected in taxes (local and state). This season RIHA hosted 40 home games as part of the Wyoming Amatuer Hockey Assocaition state sanctioned league, but we noted significantly less spectators at those games with January's sub zero temperatures. We have determined it is necessary to have some additional heating to maximize the spectators and out of town family members traveling to Riverton for our games which will also maximize the sports tourism revenue from youth hockey. Since we do not track spectators or the number of out of town family members, it would require an estimate for the potential to increase specators and annual monies into the community. We feel it is reasonable to assume more comfortable accommodations would increase out of town specators by 10% since our concession sales were down by over 50% with this year's sub zero temperatures compared to last year's unseasonably warm temperatures.

Annual Increase of monies into community:

\$ 7,200.00

4. Describe how the project will benefit the community beyond the proposed economic development activity.

In addition to economic development, improvements at the rink will make hockey and ice sports more appealing to local families and youth. According to the most recent Wyoming Youth Risk Behavior survey, only 51% of Wyoming high school students are physically active for at least 60 minutes on 5 or more days of the week. Active and healthier youth in our community has an indirect positive impact on future economic development. This project will be completed by a local business, putting dollars back into our community.

5. Describe how the project complies with the City of Riverton Strategic plan for economic development.

This project fits the city's strategy of promoting tourism and recreation, thus attracting outside dollars into Riverton. This project also fits with strategy ED2.B as RIHA is a current non-profit business that is experiencing success and we have a strategic plan for continued growth over the next 3-5 years, which makes us a good candidate for the city's goal of helping businesses already existing in the community. RIHA and ice hockey also support defining Riverton's identity. Creating an attractive environment is a fundamental need for economic development. Since Riverton currently lacks dedicated indoor recreational/sports facilities, the hockey rink provides infrastructure in the community for active families and can serve to attract new residents/employees. In addition to economic development, improvements at the rink will make hockey and ice sports more appealing to local families and youth. The growth of sports tourism dollars from hockey is relational to the growth of the local program and sport. According to the most recent Wyoming Youth Risk Behavior survey, only 51% of Wyoming high school students are physically active for at least 60 minutes on 5 or more days of the week. Active and healthier youth in our community has an indirect positive impact on future economic development and also supports local workforce development.

6. Provide a breakdown of the estimated project costs (attach information as necessary)

Cost Description	Total Amount	Amount Spent	Amount Pending
2 - 40' tube heater w/ U bend Small Bleachers			\$0
1 - 40' tube heater w/ 90 elbow Large Bleachers			\$0
1 - 50' tube heater players bench	\$13,574		\$13,574
Natural Gas Piping To Each Unit	\$5,000		\$5,000
Lift Rental	\$3,000		\$3,000
Labor, Installation of Heaters (40 Hours)	\$3,600		\$3,600
			\$0
Total Other Funding	\$25,174	\$0	\$25,174

7. Will the applicant completely own the asset for which funding is being requested?

Yes	No
------------	-----------

If no, what is the ownership structure? Attach supporting documents as needed.

X	
---	--

Yes RIHA will completely own the heating system.

8. What is the plan to fund operations of the project?

Yes	No
------------	-----------

Attach plan if already prepared or prepared separately.

X	
---	--

Please see attached estimate. Tube heaters \$13,574. Gas piping to heating units \$5,000. Lift rental for installation \$3,000. Labor for 40 hours \$3,600. We are seeking grant funding for the operations of the project. After completion of project funds for use will come from membership fees and donations.

9. If only partial funding is possible, can the project be completed?	Yes	No
If yes, provide minimum funding required	X	
Partial funding would allow us to upgrade and install some heating elements.		

10. If full funding is received but there are cost overruns or unexpected expenses, how will those additional costs be covered?

RIHA has funds in savings to cover overruns or unexpected expenses. Our long term goal is to attain a refrigeration system or fully enclosed rink to provide our skaters comprable skating facilities . We are working to continually improve our current facilities in an effort to grow our program and the sport of hockey for Fremont County youth while simultaneously saving funds for long term rink upgrades.

11. Please describe any other funding sources applied for to fund this project but were denied, if applicable. Please denote known reasons for denial.

N/A

**I certify that I am authorized to sign this application on behalf of our organization/entity,
 and the applicant will comply with all appropriate requirements, if approved.
 To the best of my knowledge and belief, the information in this application is true and correct.
 I understand the City of Riverton may review any relevant documents or instruments relating to the analysis of this application.**

Signature _____ Date _____

Ryan Hamilton, RIHA President
 Printed Name and Title

9. If only partial funding is possible, can the project be completed? If yes, provide minimum funding required	Yes	No
	X	

Partial funding would allow us to upgrade and install some heating elements.

10. If full funding is received but there are cost overruns or unexpected expenses, how will those additional costs be covered?

RIHA has funds in savings to cover overruns or unexpected expenses. Our long term goal is to attain a refrigeration system or fully enclosed rink to provide our skaters comprable skating facilities . We are working to continually improve our current facilities in an effort to grow our program and the sport of hockey for Fremont County youth while simultaneously saving funds for long term rink upgrades.

11. Please describe any other funding sources applied for to fund this project but were denied, if applicable. Please denote known reasons for denial.

N/A

I certify that I am authorized to sign this application on behalf of our organization/entity, and the applicant will comply with all appropriate requirements, if approved.
To the best of my knowledge and belief, the information in this application is true and correct.
I understand the City of Riverton may review any relevant documents or instruments relating to the analysis of this application.

Signature  Date 3/29/23

Ryan Hamilton, RIHA President
Printed Name and Title

BAKER HEATING & AIR CONDITIONING

62 Tumbleweed Dr.
Lander, WY 82520
3073322025
kbaker245@gmail.com



Estimate

ESTIMATE # 1376
DATE 03/28/2023

ADDRESS
Hockey Association

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	2 40' tube heaters with U bend for small bleachers, 1 40' tube heater with 90 degree elbow for large bleachers, 1 50' tube heater for players bench	1	13,574.00	13,574.00
	Gas piping to each unit	1	5,000.00	5,000.00
	Lift rental	1	3,000.00	3,000.00
	Labor, installation of new unit heaters in Riverton ice rink	40	90.00	3,600.00
TOTAL				\$25,174.00

Accepted By

Accepted Date

**City of Riverton EDGE Committee
Application for Funding**

Applicant
 *attach documentation of registration with Secretary of State and IRS

Mailing Address:

City **State** **Zip**

E-Mail Address: **Phone #:**

Tax ID #: **DUNS #:**

Contact Person:

Phone # **E-Mail Address**

Project Start Date: **Completion Date:**

PROJECT FUNDING INFORMATION

Name of Project

Amount of Funding Requested **% of total**

List all other funding sources for the project in the table below including the status and amount expended, if any.

Other Funding Source	Amount	Status*		Amount Expended	Funding Percentage
		Pending	Approved		
Riverton Ramage Rumble Tournament	\$20,000			\$0	4.00%
Fundraising	\$50,000			\$0	10.00%
Philanthropy	\$100,000			\$0	20.00%
Player Registrations	\$5,000			\$0	1.00%
Matching Donations/Pledges	\$200,000				40.00%
					0.00%
					0.00%
Total Other Funding	\$375,000			\$0	

*Documentation to support the status must be attached to the Application Packet.

Estimated Total Project Cost:

Balance of Project Incomplete:
Auto Calculated

1. Briefly describe the project for which funding is being requested. (attach supporting documents as needed)

The combination of teamwork and physical activity found in sports is highly beneficial for today's youth, allowing for the development of skills that are crucial to handling both present and future adversities. Recreational avenues within rural areas help improve the economic environment and quality of life by offering participants the opportunity to grow socially and developmentally. Recreation plays an integral role in a citizen's ability to be a contributing member of society.

Riverton Youth Soccer Association has worked to improve the quality of life for the area residents by providing a safe, reliable environment for youth athletes to play soccer and learn life skills that will help them grow into contributing members of society. The stable recreational and competitive programs that RYSA provides is now seeking to expand this program to the purchase of land for two more regulation size fields to be an addition to Rein Park.

2. Describe how the project will increase employment in Riverton.

RYSA has hosted Rampage Rumble Soccer Tournament, April 24-25, 2021, April 23-24, 2022 and scheduled for the third annual on April 22-23, 2023. This tournament hosts approximately 1300 youth from around the State of Wyoming. It has been estimated that this tournament brought \$240,000 to the community through hotels, restaurants, grocery stores and gasoline to local businesses. RYSA's goal is to add to hosting more outdoor tournaments each year. This is all accomplished with 100% volunteer staff.

The construction of the new fields will bring employment to the community as well as the goal of hiring a future manager/coach for the facility.

New Jobs Created:

5

3. Describe how the project will result in a net gain of money into the community.

With the expansion of the two new fields, this project will enhance the soccer programs within the entire community. RYSA members plan to work alongside Fremont County School District #25 as well as Central Wyoming College to utilize the usage of full sized playing fields. Fremont County School District #25 already has a shortage of field space due to the addition of the Middle School teams. Two new fields will give all parties the ability to host more games and tournaments.

Annual Increase of monies into community:

\$ 1,000,000.00

4. Describe how the project will benefit the community beyond the proposed economic development activity.

Recognizing the importance of the social development in recreational programs as well as the impact they have in the economic and quality of life, RYSA is fulfilling its mission to serve its community by expanding its program offerings. Recreation plays an integral role in a citizen's ability to be a contributing member of society. Without quality recreational programs, youth turn to unhealthy and/or illegal forms of recreation such as drugs and alcohol to pass the time. Youth and adults will benefit from this important project.

5. Describe how the project complies with the City of Riverton Strategic plan for economic development.

Besides bringing revenue to the community through the tournaments, RYSA plans to offer employment due to the need for maintenance of the complex, scheduling events, collecting facility fees as well as plans to hire a Director of Coaching for the program. The construction will also bring jobs for the duration of the project.

6. Provide a breakdown of the estimated project costs (attach information as necessary)

Cost Description	Total Amount	Amount Spent	Amount Pending
Land Purchase	\$150,000		\$0
Site work & prep	\$100,000		\$100,000
Sprinkler System	\$50,000		\$50,000
Grass/Turf	\$200,000		\$200,000
			\$0
			\$0
			\$0
Total Other Funding	\$500,000	\$0	\$350,000

7. Will the applicant completely own the asset for which funding is being requested?

Yes	No
------------	-----------

If no, what is the ownership structure? Attach supporting documents as needed.

x	
---	--

Initially RYSA will front the money for this project. The goal in the future is to have the City of Riverton, Fremont County School District #25 and Central Wyoming College all have some ownership over the usage and maintenance over the complex.

8. What is the plan to fund operations of the project?

Yes	No
------------	-----------

Attach plan if already prepared or prepared separately.

Tournaments, Fundraising, Philanthropy, Dinner Banquet, Player Registrations

9. If only partial funding is possible, can the project be completed?	Yes	No
If yes, provide minimum funding required	x	
<p>RYSA will use many avenues to ensure that the project comes to fruition. The organization's Board of Directors will oversee all of the construction, leveraging community partners, fundraising initiatives and sustainable operations once the project is complete. The Board holds monthly meetings to discuss the construction process and the list of tasks that must be done to completion. RYSA plans to utilize social media marketing, print materials and work-of-mouth to inform the residents of the plan and to engage them in the planning process. Through these initiatives, RYSA will be able to increase the number of stakeholders in the organization and expand its offerings to a larger number of individuals.</p>		

10. If full funding is received but there are cost overruns or unexpected expenses, how will those additional costs be covered?
<p>RYSA will continue to fundraise, seek philanthropic avenues, seek revenue for the use of the facility and continue to host tournaments to offset operational costs.</p>

11. Please describe any other funding sources applied for to fund this project but were denied, if applicable. Please denote known reasons for denial.
<p>EDGE Grant denial of funding to date when applied for in February, 2021. USDA Grant denial in October, 2021. USDA felt we did not have the USDA support available to us. MOVE Grant denial July, 2021.</p>

**I certify that I am authorized to sign this application on behalf of our organization/entity,
 and the applicant will comply with all appropriate requirements, if approved.
 To the best of my knowledge and belief, the information in this application is true and correct.
 I understand the City of Riverton may review any relevant documents or instruments relating to the analysis of this application.**

<i>Josh Saltgaver</i>	3/31/2023
Signature	Date

Josh Saltgaver - Member at Large
Printed Name and Title



Riverton Youth Soccer Association

Project Narrative

1. The combination of teamwork and physical activity found in sports is highly beneficial for today's youth, allowing for the development of skills that are crucial to handling both present and future adversities. Recreational avenues within rural areas help improve the economic environment and quality of life by offering participants the opportunity to grow socially and developmentally. Recreation plays an integral role in a citizen's ability to be a contributing member of society.

Riverton Youth Soccer Association has worked to improve the quality of life for the area residents by providing a safe, reliable environment for youth athletes to play soccer and learn life skills that will help them grow into contributing members of society. The stable recreational and competitive programs that RYSA provides is now seeking to expand this program to the purchase of land for two more regulation size fields to be an addition to Rein Park.

2. RYSA has hosted Rampage Rumble Soccer Tournament, April 24-25, 2021, April 23-24, 2022 and scheduled for the third annual on April 22-23, 2023. This tournament hosts approximately 1300 youth from around the State of Wyoming. It has been estimated that this tournament brought \$240,000 to the community through hotels, restaurants, grocery stores and gasoline to local businesses. RYSA's goal is to add to hosting more outdoor tournaments each year. This is all accomplished with 100% volunteer staff.

The construction of the new fields will bring employment to the community as well as the goal of hiring a future manager/coach for the facility.

3. Recognizing the importance of the social development in recreational programs as well as the impact they have in the economic and quality of life, RYSA is fulfilling its mission to serve its community by expanding its program offerings.

Recreation plays an integral role in a citizen's ability to be a contributing member of society. Without quality recreational programs, youth turn to unhealthy and/or illegal forms of recreation such as drugs and alcohol to pass the time. Youth and adults will benefit from this important project.

4. Besides bringing revenue to the community through the tournaments, RYSA plans to offer employment due to the need for maintenance of the complex, scheduling events, collecting facility fees as well as plans to hire a Director of Coaching for the program. The construction will also bring jobs for the duration of the project.

5. Riverton Youth Soccer Land Purchase

LAND ACQUISITION APPROX. 10.5 acres located in county near Rein Park Riverton WY. \$150,000 cost. Approximately \$250k value donated with this acquisition.

6. Riverton Youth Soccer Additional Fields

Phase 1

Land acquisition- Gard Enterprises partial donation of land on South Major Avenue with extended purchase agreement. This agreement would give RYSA 10+ acres to develop two outdoor grass fields. Apply for ½ cent county funding June, 2023.

Phase 2

Start site work and prep. Invitation to bid foundation and dirt work. Pledge drive and Grant application drive. Goal of raising \$100k in grant/pledge money and fundraising efforts.

Phase 3

2024 summer have full use of two full sized soccer fields.

7. Upon the support of the City of Riverton EDGE funding, RYSA will forge ahead with fundraising efforts and our spring tournaments. As noted in the Phases above, RYSA would like to secure the land purchase.

8. Our soccer/sports complex will include a bike path extending from Riverview Road to Willow Creek Elementary with future plans to extend through Rein Park all the way down to the Rails to Trails bike path. This will connect the current City of Riverton bike paths offering a safe pathway to our school as well as promoting biking within our community. The location of this project will also have future potential with Fremont County School District #25 sports expansion offering. Currently, Riverton Middle School does not have adequate space for the soccer teams to practice. Due east of our proposed site is an additional 10+ acres of vacant land owned by Fremont County School District #25 where grass or turf fields could be installed. This would allow for an even bigger sporting complex that would allow Riverton to host regional and state soccer tournaments. This alone could bring in hundreds of thousands of dollars every spring when we are the host.

9. Our soccer/sports complex's vision is to eventually offer an indoor facility that is large enough to support all youth sports during our long Wyoming winters. It would also offer open hours for adults and senior citizens to utilize the indoor space. We would work closely with R Recreation to maximize the usage of the facility of this nature. We are currently in discussion with other sports and plan to build partnerships with them to pursue building a facility that would support all community activities for youth and old.

MAYOR AVE

1004'

804' 10 ACRES +/-

200'

MONROE AVE

ROADWAY TO THE NORTH

538'

RYSA

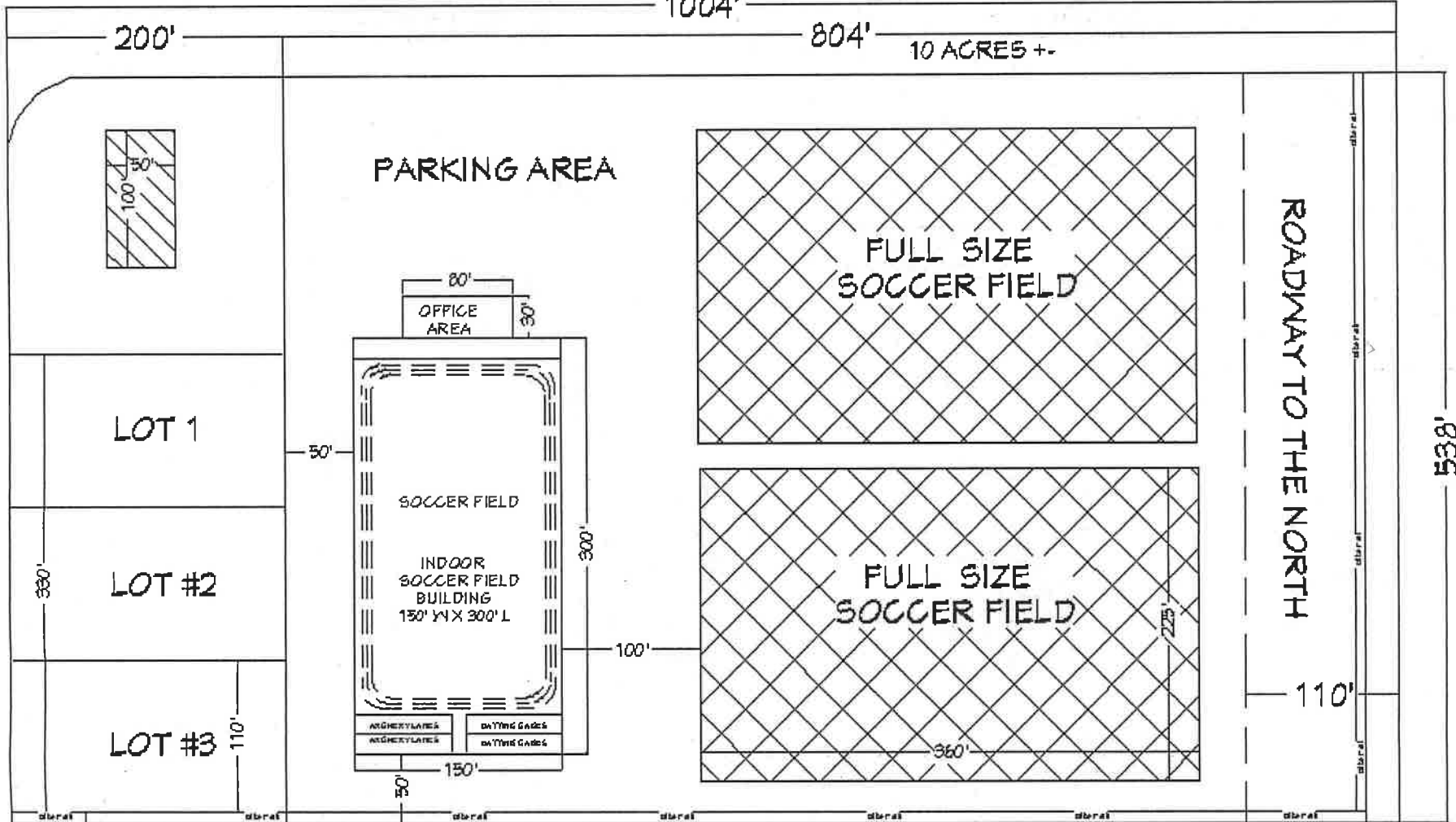
DRAWINGS PROVIDED BY:

DATE:
2/4/2022

SCALE:

SHEET:

A#



WILLOW CREEK SCHOOL
PARKING AREA

2022-2023		Financial Report for RYSA			
Date	Check	For	Debit		Credit
8/8/2022	Top Notch Auto Spa	Fundraiser	\$ 144.00		
8/9/2022	Deposit	rec & comp			\$ 14,330.00
8/9/2022	TSYS	refund	\$ 170.00		
8/10/2022	TSYS	refund	\$ 60.00		
8/10/2022	TSYS	fees	\$ 526.01		
8/15/2022	Amazon	comp	\$ 369.00		
8/29/2022	Deposit	rec & comp			\$ 730.00
8/29/2022	Deposit	Europe trip			\$ 1,592.00
8/31/2022	Deposit	rec & comp			\$ 3,695.00
8/31/2022	Casper Soccer Club	Fall Classic	\$ 4,595.00		
9/2/2022	Challenger Sports	Europe trip	\$ 1,350.00		
9/13/2022	TSYS	fees	\$ 582.41		
9/14/2022	Deposit	comp			\$ 65.00
9/14/2022	SUMUP	Europe trip Sept8-Sept14, 2022			\$ 140.92
9/14/2022	Deposit	Europe trip			\$ 490.00
9/16/2022	Deposit	Comp			\$ 2,328.00
9/20/2022	Deposit	comp \$45 ReMax \$600			\$ 645.00
9/22/2022	The Rock Challenge	tournament	\$ 4,800.00		
9/23/2022	Deposit	comp			\$ 411.00
9/28/2022	Josh Saltsgaver	reimburse - coaching clinic pizza	\$ 50.56		
9/29/2022	WSA	SP State fees, laminating supplies	\$ 1,537.79		
9/29/2022	T's to Please	rec	\$ 1,494.00		
9/30/2022	Deposit	Comp \$90 Europe \$1837.15			\$ 1,927.15
9/30/2022	SUMUP	Europe trip Sept15-Sept30			\$ 259.90
10/5/2022	Josh Saltsgaver	refund HS team	\$ 45.00		
10/5/2022	Jeff Carruth	refund HS team	\$ 45.00		
10/5/2022	Rachel Bolte	refund HS team	\$ 45.00		
10/6/2022	Mandy Stowell	refund HS team	\$ 45.00		
10/6/2022	Maria Howard	refund HS team	\$ 45.00		
10/6/2022	Shannon Mejorado	refund HS team	\$ 45.00		
10/6/2022	Jody Boyd	refund HS team	\$ 45.00		
10/6/2022	Dennis Graham	fields/paint Fall 2022	\$ 2,690.57		
10/6/2022	Deposit	sponsor-HomeSource			\$ 150.00
10/6/2022	Andy Titus	sponsor-HomeSource-tourney fee	\$ 150.00		
10/7/2022	Deposit	HS Team			\$ 521.00
10/11/2022	TSYS	fees	\$ 102.88		
10/14/2022	Challenger Sports	Europe trip	\$ 3,000.00		
10/14/2022	Deposit	Europe trip			\$ 903.00
10/17/2022	Deposit	ReMax-Europe & Smart Start \$100			\$ 4,490.00
10/17/2022	Andy Titus	sponsor-Smart Start-tourney fee	\$ 100.00		
10/18/2022	Challenger Sports	Europe trip-Weisz	\$ 4,390.00		
10/19/2022	Venmo	Europe trip			\$ 9.71
10/21/2022	Deposit	HS team			\$ 270.00
10/28/2022	SUMUP	Europe trip Oct1-31			\$ 46.13

11/2/2022	Challenger Sports	Europe trip-Alexio	\$ 300.00		
11/3/2022	Deposit	Europe trip-HomeSource			\$ 2,195.00
11/10/2022	TSYS	fees	\$ 113.50		
11/10/2022	Venmo				\$ 722.33
11/15/2022	Challenger Sports	Europe trip	\$ 1,830.00		
11/15/2022	Challenger Sports	Europe trip-Piplica	\$ 2,195.00		
11/16/2022	Deposit	Europe trip			\$ 1,375.56
11/22/2022	SUMUP	Europe trip			\$ 56.00
11/29/2022	Deposit	Europe trip			\$ 380.00
12/1/2022	Deposit	Europe trip			\$ 2,223.00
12/5/2022	Debbie Graham	ink	\$ 52.00	x	
12/12/2022	TSYS	fees	\$ 86.85		
12/14/2022	Skye Marie Coleman-Weisz	reimburse - Europe fundraiser	\$ 133.15	x	
12/16/2022	Deposit	Europe trip			\$ 1,370.00
12/16/2022	Challenger Sports	Europe trip	\$ 2,195.00	x	
12/16/2022	Challenger Sports	Europe trip	\$ 1,370.00	x	
12/16/2022	Challenger Sports	Europe trip	\$ 1,960.70	x	
12/19/2022	Deposit	Venmo-Europe trip			\$ 391.22
12/28/2022	Harland Clark	check order	\$ 29.90		
1/5/2023	Deposit	Sponsor checks			\$ 2,250.00
1/10/2023	TSYS	fees	\$ 101.10		
1/17/2023	WSA	Fall fees \$7194 2022 Tourn fee \$	\$ 9,064.00	x	
1/18/2023	Challenger Sports	Europe trip	\$ 1,859.68	x	
1/19/2023	Deposit	Venmo-Europe trip			\$ 279.49
1/20/2023	Deposit	Europe trip			\$ 1,601.61
1/31/2023	Deposit	TSYS Rec & Comp Jan.13-31			\$ 8,410.00
2/6/2023	Deposit	TSYS Rec & Comp Feb.1-6			\$ 3,080.00
2/10/2023	TSYS	fees	\$ 428.26		
2/10/2023	Magic City Soccer	Tournament	\$ 650.00		
2/14/2023	Aubrey Mills LLC	website	\$ 1,200.00		
2/28/2023	Deposit	TSYS Rec & Comp Feb.7-28			\$ 8,320.00
3/2/2023	Magic City Soccer	tournament	\$ 600.00		
3/3/2023	Deposit	TSYS Rec & Comp Mar.1-3			\$ 3,000.00
3/3/2023	Deposit	Europe trip			\$ 1,000.00
3/3/2023	Deposit	Rec & Comp(\$1205)/Tourney(\$750)			\$ 1,955.00
3/6/2023	Magic City Soccer	tournament	\$ 650.00		
3/7/2023	TSYS	refunds	\$ 720.00		
3/10/2023	TSYS	fees	\$ 488.74		
3/14/2023	Amazon	Comp equipment	\$ 307.16		
3/16/2023	Amazon	Comp equipment	\$ 218.34		
3/16/2023	Amazon	Comp equipment	\$ 263.54		
3/20/2023	VEO Technology	Comp equipment	\$ 11.69		
3/20/2023	VEO Technology	Comp equipment	\$ 13.49		
3/20/2023	Amazon	Comp equipment	\$ 499.20		
3/20/2023	Amazon	Comp equipment	\$ 506.00		
3/20/2023	VEO Technology	Comp equipment	\$ 1,299.00		
3/20/2023	VEO Technology	Comp equipment	\$ 1,499.00		

3/21/2023	SUMUP	Europe Trip		\$	550.00
3/23/2023	Venmo	Europe Trip		\$	349.73
3/24/2023	Deposit	Europe Trip		\$	1,951.30
3/27/2023	US Soccer Federation	referee registrations (15)	\$	1,295.00	
3/31/2023	Deposit	TSYS Rec & comp Mar 6-27		\$	1,770.00
3/23/2023	Challenger Sports	Europe Trip	\$	3,780.79	
	TOTALS		\$	62,148.31	\$ 76,234.05

8/1/2022	Beginning Balance 8/1/2022		\$	84,178.90
	Deposits		\$	76,234.05
	Expenses		\$	62,148.31
3/31/2023	Ending Balance 3/31/2023		\$	98,264.64

2021-2022		Financial Report for RYSA			
Date	Check	For	Debit		Credit
8/11/2021	Deposit	Aug1-11 rec & comp			\$ 12,690.00
8/11/2021	TSYS	cc fees	\$ 453.54		
8/11/2021	Deposit	rec & comp			\$ 660.00
8/12/2021	Josh Saltsgaver	reimburse supplies	\$ 20.96		
8/17/2021	TSYS	refunds comp & rec	\$ 440.00		
8/17/2021	Openyard.com		\$ 331.17		
8/20/2021	TSYS	refund rec	\$ 40.00		
8/20/2021	FC Boulder	tournament	\$ 850.00		
8/27/2021	TSYS	refund comp	\$ 200.00		
8/31/2021	Deposit	Aug12-31 rec & comp			\$ 2,720.00
9/1/2021	Top Notch Auto Spa	Rein Park Signage	\$ 731.35		
9/2/2021	TSYS	refund comp	\$ 400.00		
9/7/2021	Amazon		\$ 51.47		
9/7/2021	Amazon		\$ 29.41		
9/10/2021	The Rock Challenge	tournament	\$ 4,825.00		
9/10/2021	Josh Saltsgaver	reimburse supplies	\$ 21.60		
9/10/2021	Deposit	rec & comp			\$ 420.00
9/10/2021	Casper Soccer Club	tournament	\$ 4,885.00		
9/10/2021	TSYS	cc fees	\$ 588.39		
9/14/2021	Deposit	comp			\$ 200.00
9/14/2021	T's to Please	rec shirts	\$ 1,520.00		
9/28/2021	Deposit	comp & sponsor			\$ 850.00
9/28/2021	Debbie Graham	office supplies, jump drive, stamp	\$ 83.65		
10/1/2021	Dennis Graham	fields	\$ 2,409.33		
10/1/2021	Casper Soccer Club	refund			\$ 200.00
10/7/2021	TSYS	refund	\$ 150.00		
10/7/2021	Shannon Watts Art & Design	website & domain	\$ 135.00		
10/12/2021	TSYS	cc fees	\$ 59.29		
11/2/2021	Deposit	comp \$50 FCGMC \$1500			\$ 1,550.00

11/10/2021	TSYS	cc fees	\$ 111.25		
11/23/2021	Deposit	Remax \$700 Walmart \$1564			\$ 2,264.00
12/10/2021	TSYS	cc fees	\$ 82.00		
12/14/2021	WSA	state fees	\$ 6,083.74		
12/22/2021	Deposit	Davis Funeral Home			\$ 1,500.00
1/3/2022	Challenger Teamwear	comp	\$ 1,910.00		
1/4/2022	Deposit	Chevy			\$ 500.00
1/6/2022	Challenger Teamwear		\$ 1,218.00		
1/10/2022	TSYS	cc fees	\$ 99.45		
1/19/2022	WSA	RRR Tourney app fee & bond	\$ 250.00		
1/31/2022	Deposit	Jan18-31			\$ 7,520.00
2/10/2022	TSYS	cc fees	\$ 396.74		
2/24/2022	Debbie Graham	referee-reimbursement x5	\$ 525.00		
2/25/2022	Ussoccer	referee registrations	\$ 1,365.00		
2/25/2022	Epic Sports	referee shirts	\$ 298.06		
2/26/2022	Debbie Graham	food for referee clinic	\$ 82.14		
2/28/2022	Deposit	Feb1-28			\$ 15,570.00
2/28/2022	TSYS	refund registrations	\$ 280.00		
2/28/2022	Reddon Koehn Assoc.	501 (c)(3) - Tax return 990	\$ 475.00		
3/8/2022	TSYS	refund registrations	\$ 840.00		
3/9/2022	Deposit	Mar1-9			\$ 3,640.00
3/10/2022	Deposit	Colorado Caribous (\$550) & WR Hotel & Casino (\$750)			\$ 1,300.00
3/10/2022	TSYS	cc fees	\$ 637.25		
3/14/2022	Returned Check	Colorado Caribous	\$ 550.00		
3/14/2022	FIB	Service charge-returned check	\$ 4.00		
3/16/2022	Amazon	goals, balls, etc.	\$ 3,628.25		
3/16/2022	TSYS	refund	\$ 50.00		
3/17/2022	Deposit	RR tournament			\$ 1,320.00
3/17/2022	Deposit	RR tournament			\$ 6,600.00
3/17/2022	Wal-mart		\$ 67.27		
3/23/2022	Amazon		\$ 379.08		
3/25/2022	Deposit	RR tournament			\$ 2,775.00
3/28/2022	TSYS	refund	\$ 200.00		
3/30/2022	Ussoccer	referee	\$ 180.00		
3/30/2022	TSYS	refund	\$ 80.00		
3/11/2022	Top Notch Auto Spa		\$ 250.00		
3/31/2022	Deposit	Mar10-31			\$ 440.00
4/4/2022	Postmaster	PO Box	\$ 62.00		
4/4/2022	Brayden Bolte	referee - rec	\$ 80.00		
4/7/2022	Sherwin Williams	painter	\$ 3,046.40		
4/7/2022	T's to Please	rec shirts	\$ 1,820.00		
4/8/2022	Deposit	RR tournament			\$ 4,050.00
4/8/2022	Debbie Graham	referee fees - reimburse	\$ 540.00		
4/8/2022	Ace Hardware	paint	\$ 245.94		
4/11/2022	TSYS	refund	\$ 200.00		
4/11/2022	TSYS	cc fees	\$ 206.95		
4/14/2022	Deposit	tournament			\$ 2,650.00

4/14/2022	KaCee Bailey	awards - tournament	\$ 2,600.97		
4/21/2022	Amazon		\$ 71.74		
4/22/2022	Deposit	tournament			\$ 1,225.00
4/22/2022	Withdrawal	referee payment	\$ 10,350.00		
4/26/2022	Tressa gonzales	refund - rec	\$ 40.00		
4/26/2022	Sheridan County Soccer	Big Horn Cup	\$ 4,715.00		
4/26/2022	Casper Soccer Club	refund - 15u team tournament	\$ 575.00		
4/27/2022	Sundowner	referee motel	\$ 1,350.00		
4/28/2022	Deposit	tournament			\$ 8,800.00
5/2/2022	Deposit	tournament			\$ 6,400.00
5/2/2022	Dennis Graham	fields	\$ 3,432.90		
5/2/2022	Debbie Graham	referee food & supplies	\$ 354.97		
5/2/2022	Soccer Management Co.		\$ 10,450.00		
5/3/2022	Wrangler Well Service	tournament portapotties	\$ 923.80		
5/5/2022	ODP-Casper		\$ 2,020.00		
5/5/2022	Casper Soccer Club		\$ 4,380.00		
5/5/2022	OnSite Services LLC	portapotties - Rein Park	\$ 1,020.00		
5/9/2022	Yellowstone Fire		\$ 1,550.00		
5/9/2022	Deposit	sponsors - comp			\$ 2,519.00
5/9/2022	Deposit	referee unpaid - tournament & rec			\$ 270.00
5/10/2022	Yellowstone Fire	tournament	\$ 1,400.00		
5/10/2022	Yellowstone Fire	tournament	\$ 550.00		
5/12/2022	Casper Soccer Club	tournament	\$ 510.00		
5/10/2022	TSYS	cc fees	\$ 119.60		
5/11/2022	Depost	comp guest player			\$ 50.00
5/18/2022	Deposit	Rawlins teams-RRR			\$ 2,675.00
5/19/2022	Jeremy Mejorado	reimburse Cody Tourney	\$ 600.00		
5/20/2022	TSYS	refund rec coaches	\$ 320.00		
	TOTALS		\$ 91,802.66		\$ 91,358.00

8/1/2021	Beginning Balance		\$ 62,488.36		
	Deposits		\$ 91,358.00		
	Expenses		\$ 91,802.66		
5/23/2022	Ending Balance		\$ 62,043.70		

2020-2021	Financial Report for RYSA					
Date	Check	For	Debit		Credit	
8/5/2020	Deanna Dobson	refund	\$ 40.00			
8/10/2020	TSYS Fee	CC fees	\$ 70.57			
8/11/2020	Deposit	August 1-11			\$ 9,120.00	
8/11/2020	Rec Refunds	refund rec	\$ 80.00			
8/11/2020	Michael Ingwerson	refund rec	\$ 40.00			
8/13/2020	Deposit	AmazonSmile			\$ 17.94	

8/24/2020	Challenger	uniforms	\$ 1,464.19		
8/26/2020	Deposit	Rec			\$ 160.00
8/28/2020	Deposit	August 12-28			\$ 12,800.00
9/8/2020	IRS	501c3	\$ 600.00		
9/10/2020	TSYS Fee	rec refunds	\$ 795.26		
9/15/2020	Refunds	comp	\$ 400.00		
9/16/2020	T's to Please	rec	\$ 842.00		
9/21/2020	Murdochs	locks	\$ 12.59		
9/21/2020	Casper Soccer Club	Fall Classic	\$ 2,875.00		
9/30/2020	Deposit	September 1-30			\$ 1,000.00
10/2/2020	Dennis Graham	fields	\$ 2,732.96		
10/2/2020	Josh Saltsgaver	Ref Certification	\$ 95.00		
10/2/2020	Debbie Graham	Ref & Assignor Certification	\$ 135.00		
10/2/2020	Lander Strikers	Lander Tournament	\$ 4,750.00		
10/2/2020	Deposit	comp			\$ 200.00
10/8/2020	Deposit	Rec Board & Comp			\$ 4,439.19
10/8/2020	Dani Cooper	Refund comp	\$ 200.00		
10/13/2020	TSYS Fee	cc fees	\$ 72.22		
10/13/2020	Refunds	Comp	\$ 400.00		
10/13/2020	KaCee Bailey	coach refund	\$ 40.00		
10/13/2020	Rachel Mejorado	coach refund	\$ 40.00		
10/13/2020	Trista Day	coach refund	\$ 80.00		
10/13/2020	Andy Linck	coach refund	\$ 40.00		
10/13/2020	Kristin Olson	coach refund	\$ 40.00		
10/13/2020	Barbara Wager	coach refund	\$ 40.00		
10/13/2020	Kristan Davis	coach refund	\$ 40.00		
10/13/2020	Christina Bekken	coach refund	\$ 40.00		
10/13/2020	Ashlee Cox	coach refund	\$ 40.00		
10/13/2020	Matt Coughanour	coach refund	\$ 40.00		
10/13/2020	Lindsey Thornock	coach refund	\$ 40.00		
10/14/2020	Deposit	Paskett-Lander Tournament			\$ 575.00
10/15/2020	Refunds	competitive	\$ 200.00		
10/16/2020	Debbie Graham	stamps/comp rings	\$ 32.24		
10/20/2020	Josh Saltsgaver	Armory rental	\$ 51.00		
10/20/2020	Refunds	competitive	\$ 900.00		
10/22/2020	VOID Check #3269	IRS 501c(3)			\$ 600.00
10/22/2020	IRS	501c(3)	\$ 275.00		
11/10/2020	TSYS Fee	CC fees	\$ 78.84		
11/12/2020	Deposit	comp			\$ 250.00
11/30/2020	OnSite Services	portapotties	\$ 305.00		
11/30/2020	Top Notch Auto Detailing	fund raiser	\$ 50.00		
12/1/2020	Deposit	paypal			\$ 211.62
12/4/2020	Challenger	goals	\$ 2,700.00		
12/8/2020	Dealers Electric Supply	fund raiser	\$ 391.92		
12/9/2020	Deposit	paypal			\$ 799.80
12/10/2020	TSYS Fee	CC fees	\$ 51.83		
12/11/2020	WSA	state fees	\$ 3,723.00		

12/23/2020	Deposit	paypal			\$ 96.90
1/22/2021	Deposit	FCSD#25 Rec Board grant			\$ 2,200.00
1/28/2021	Deposit	FC CARES grant			\$ 20,000.00
1/29/2021	Deposit	ReMax Donation			\$ 1,200.00
1/29/2021	Rocky Mountain Sports	fund raiser	\$ 1,230.60		
1/29/2021	Shannon Watts Art & Design	website domain	\$ 261.98		
1/11/2021	TSYS Fee	CC fees	\$ 57.60		
1/29/2021	Deposit	paypal - fundraising			\$ 2,146.23
1/30/2021	Deposit - January	rec & comp			\$ 8,200.00
2/2/2021	Deposit	rec & comp			\$ 2,280.00
2/10/2021	TSYS Fee	CC fees	\$ 376.10		
2/16/2021	Extreme Canopy	tents	\$ 495.00		
2/17/2021	Deposit	Bailey Enterprises-sponsor			\$ 1,500.00
2/24/2021	Amazon		\$ 1,130.48		
2/24/2021	Amazon		\$ 420.00		
2/24/2021	Amazon		\$ 188.87		
2/25/2021	Deposit	Rumble \$400 - Rec \$80			\$ 480.00
2/28/2021	Deposit	Feb.3-28 rec & comp			\$ 13,610.00
3/4/2021	Challenger		\$ 731.75		
3/10/2021	Challenger		\$ 224.65		
3/10/2021	TSYS Fee	CC fees	\$ 554.82		
3/11/2021	Amazon	1st Aid Supplies	\$ 182.84		
3/11/2021	Deposit	Rec - \$120 Fundraiser \$650			\$ 770.00
3/12/2021	TSYS Fee	Refund - comp to rec	\$ 160.00		
3/15/2021	Debbie Graham	ink for printer	\$ 71.17		
3/18/2021	Deposit	Rec \$200 - Blades \$325			\$ 525.00
3/18/2021	Amazon		\$ 236.10		
3/19/2021	Amazon		\$ 10.49		
3/22/2021	Admiral Beverages	banners	\$ 52.50		
3/22/2021	Amazon	Referee - kit	\$ 38.90		
3/22/2021	Amazon	Referee - kit	\$ 41.99		
3/22/2021	Amazon		\$ 458.04		
3/22/2021	Epic Sports	Referee - kits	\$ 556.46		
3/23/2021	Woodwards Floral	funeral - Alicia Pereda	\$ 59.50		
3/26/2021	Casper Soccer Club	JAM	\$ 315.00		
3/26/2021	Casper Soccer Club	JAM	\$ 315.00		
3/26/2021	Casper Soccer Club	JAM	\$ 315.00		
3/26/2021	Casper Soccer Club	JAM	\$ 365.00		
3/29/2021	Debbie Graham	Referees - stop watches	\$ 44.58		
3/29/2021	Deposit	Rec \$130 - Rumble \$1975			\$ 2,105.00
3/31/2021	Deposit	Mar 1-31			\$ 3,440.00
4/1/2021	ODP		\$ 1,760.00		
4/2/2021	Deposit	tournament \$2525 sponsor \$1200			\$ 3,725.00
4/5/2021	Postmaster	PO Box - 1 yr	\$ 56.00		
4/6/2021	T's to Please	rec shirts	\$ 1,710.00		
4/6/2021	Crown Awards	Tournament medals	\$ 1,184.17		
4/6/2021	Casper Soccer Club	JAM - 4 teams	\$ 1,300.00		

4/9/2021	Deposit	tournament \$350 sponsor \$800			\$ 1,150.00
4/12/2021	Refund	competitive refund	\$ 300.00		
4/12/2021	TSYS Fee	CC fees	\$ 168.45		
4/19/2021	Anthem Sport	field string & measuring tape	\$ 119.77		
4/23/2021	Deposit	tournament			\$ 1,475.00
4/23/2021	Deposit	tournament \$4275 sponsor \$1050			\$ 5,325.00
4/23/2021	Withdrawal	referees - payout	\$ 10,280.00		
4/24/2021	Brooks Paskett	referee - reimbursement	\$ 95.00		
4/26/2021	Top Notch Auto Detailing	tournament signs	\$ 855.00		
4/27/2021	Deposit	Pizza sales			\$ 303.00
4/27/2021	Deposit	tournament			\$ 17,600.00
4/27/2021	Cody Shootout	tournament fees	\$ 1,975.00		
4/28/2021	Brink Construction	fields	\$ 30.05		
4/28/2021	Mari Mejorado	tournament shoot out trophies	\$ 145.05		
4/29/2021	Soccer Management Co	tournament director	\$ 11,500.00		
4/29/2021	Sundowner Station	referee rooms	\$ 1,377.00		
4/30/2021	Deposit	tournament \$2900 Shootout \$420			\$ 3,320.00
4/30/2021	Utah Avalanche	10u G	\$ 520.00		
4/30/2021	Rachael Bolte	tournament - referee food	\$ 656.18		
4/30/2021	Josh Saltgaver	tournament - fields	\$ 149.72		
4/30/2021	Deposit	TSYS - competitive			\$ 450.00
5/3/2021	Debbie Graham	referee supplies	\$ 26.17		
5/5/2021	Dennis Graham	fields - spring 2021	\$ 3,325.32		
5/5/2021	Sam Knott	rec coach - refund	\$ 40.00		
5/5/2021	Deposit	uncashed checks			\$ 465.00
5/6/2021	WD	refund rec coaches	\$ 840.00		
5/7/2021	Sheridan Soccer Club	Big Horn Cup	\$ 2,375.00		
5/7/2021	Deposit				\$ 1,263.00
5/10/2021	Dave Paskett	reimburse - referee	\$ 136.21		
5/10/2021	TSYS Fee	CC fees	\$ 87.09		
5/12/2021	Check Order	checks	\$ 29.40		
5/14/2021	Deposit	tournament apparel-rebate			\$ 2,939.00
5/14/2021	Deposit	comp - guest			\$ 50.00
5/17/2021	OnSite Services	portapotties	\$ 945.00		
5/17/2021	RS Avengers	tournament	\$ 4,300.00		
5/19/2021	Casper Soccer Club	tournament	\$ 345.00		
5/21/2021	Deposit	IRS 501c(3)			\$ 275.00
5/21/2021	TSYS Fee	refund	\$ 150.00		
5/25/2021	Deposit	Tad Grant			\$ 8,000.00
6/2/2021	Casper Soccer Club	State Cup	\$ 5,445.00		
6/4/2021	Deposit				\$ 30.00
6/4/2021	Wyoming Secretary of State	corp report	\$ 25.00		
6/4/2021	RHS Boys Soccer Team	donation	\$ 500.00		
6/7/2021	Katsie McConnaughey	refund for comp	\$ 200.00		
6/9/2021	Deposit	refund - Casper Soccer Club			\$ 850.00
6/10/2021	Utah Avalanche	refund			\$ 520.00
6/10/2021	TSYS Fee	CC fees	\$ 50.96		

6/11/2021	Deposit	comp			\$ 50.00
6/11/2021	IRS 1023-EZ	501(c)(3)	\$ 275.00		
6/15/2021	WSA	fees	\$ 986.00		
6/18/2021	Deposit	Kairos-tournament sponsor			\$ 250.00
7/7/2021	OnSite Services	May/June	\$ 443.00		
7/9/2021	Reddon, Koehn & Assoc.	reinstate 501(c)(3)	\$ 285.00		
7/12/2021	TSYS Fee	CC fees	\$ 41.09		
7/15/2021	WSA	State fees	\$ 3,578.00		
7/19/2021	Deposit	Challenger			\$ 480.00
7/28/2021	WSA	Club Affiliation	\$ 100.00		
7/30/2021	Deposit	Reg for comp & rec - July 19-30			\$ 11,230.00
	TOTALS		\$ 92,447.67		\$ 148,476.68

8/1/2020	Beginning Balance		\$ 6,459.35		
	Deposits		\$ 148,476.68		
	Expenses		\$ 92,447.67		
7/31/2021	Ending Balance		\$ 62,488.36		

2019-2020 Financial Report for RYSA					
Date	Check	For	Debit		Credit
8/8/2016	Deposit	rec & comp			\$ 1,640.00
8/8/2019	Amazon		\$ 156.75		
8/12/2019	Amazon		\$ 37.88		
8/12/2019	TSYS Fees	fees	\$ 532.00		
8/13/2019	Deposit	Aug 1-13 CC			\$ 5,760.00
8/13/2019	Andrea Taylor	refund for rec	\$ 80.00		
8/13/2019	OnSite Services	May	\$ 368.00		
8/16/2019	Heather Wagner	refund for rec	\$ 40.00		
8/16/2019	Deposit	Walmart/rec/comp			\$ 1,940.00
8/21/2019	Deposit	Fremont Motor			\$ 2,000.00
8/22/2019	Debbie Graham	ink	\$ 47.13		
8/22/2019	T's to Please	rec & comp	\$ 960.00		
8/22/2019	Challenger	uniforms	\$ 3,000.00		
8/22/2019	Casper Soccer Club	tournament	\$ 495.00		
8/22/2019	Casper Soccer Club	tournament	\$ 495.00		
8/23/2019	Deposit	Fremont Motor			\$ 750.00
8/23/2019	Challenger		\$ 3,795.75		
8/26/2019	Casper Soccer Club	tournament	\$ 3,250.00		
8/27/2019	Casper Soccer Club	tournament	\$ 585.00		
8/28/2019	Rachelle Morris	refund for comp	\$ 200.00		
8/28/2019	Deposit	comp & rec			\$ 1,330.00
8/31/2019	Deposit	comp			\$ 600.00

9/6/2019	Lander Strikers	tournament	\$ 4,631.90		
9/6/2019	Challenger		\$ 502.35		
9/10/2019	TSYS Fees		\$ 217.26		
9/11/2019	Check Order		\$ 27.90		
9/12/2019	Challenger		\$ 492.10		
9/16/2019	RS Avenngers	tournament	\$ 4,610.00		
9/16/2019	Deposit	comp			\$ 400.00
9/19/2019	Challenger		\$ 33.85		
9/23/2019	WSA	annual membership	\$ 100.00		
9/23/2019	Kelly Shaffer	refund rec	\$ 40.00		
10/2/2019	Dennis Graham	fields & supplies	\$ 2,660.44		
10/4/2019	Ryan Taylor	coach refund	\$ 80.00		
10/4/2019	Doreen Pereda	coach refund	\$ 40.00		
10/4/2019	Kala Liedy	coach refund	\$ 40.00		
10/4/2019	Andy Linck	coach refund	\$ 40.00		
10/4/2019	Trevor Bekken	coach refund	\$ 80.00		
10/4/2019	Melissa Gold	coach refund	\$ 40.00		
10/4/2019	Rachel Mejorado	coach refund	\$ 40.00		
10/4/2019	Christie Coughanour	coach refund	\$ 40.00		
10/4/2019	Shawna Erhart	coach refund	\$ 40.00		
10/4/2019	Kirk Stewart	coach refund	\$ 40.00		
10/4/2019	Diana Christensen	coach refund	\$ 40.00		
10/4/2019	Matt House	coach refund	\$ 40.00		
10/9/2019	WSA	rec, comp , indoor	\$ 6,310.00		
10/10/2019	TSYS Fees		\$ 43.85		
10/11/2019	Deposit	comp, rec, Bailey			\$ 3,190.00
10/21/2019	Josh Saltgaver	reimburse paint	\$ 115.48		
10/21/2019	Debbie Graham	reimburse ref - friendlies	\$ 380.00		
11/4/2019	Prime Video		\$ 14.99		
11/12/2019	TSYS	CC charges	\$ 67.80		
11/25/2019	Deposit	ConocoPhillips			\$ 500.00
12/2/2019	Debbie Graham	ink	\$ 55.78		
12/2/2019	OnSite Services	portapotties	\$ 245.00		
12/4/2019	Prime Video		\$ 14.99		
12/9/2019	Amazon Prime		\$ 124.95		
12/10/2019	TSYS	CC charges	\$ 38.85		
1/6/2020	Amazon Prime		\$ 14.99		
1/7/2020	TSYS	CC deposit - comp			\$ 200.00
1/7/2020	Fremont Chevrolet GMC	reimburse	\$ 2,000.00		
1/7/2020	Deposit	rec board \$2448, FCGMC \$2000, Rec \$40			\$ 4,488.00
1/7/2020	St. Margaret's	Indoor gym deposit	\$ 230.00		
1/10/2020	TSYS Fee	fees	\$ 53.85		
1/16/2020	Fremont Auto Reconditioning		\$ 58.21		
1/17/2020	Deposit	Indoor \$980/ reimburse amazon \$154.93			\$ 1,134.93
1/27/2020	Deposit	Rec board Dist 25			\$ 2,933.07
1/28/2020	Kenna Borst	refund - comp	\$ 200.00		
1/31/2020	TSYS Deposit	comp & rec			\$ 8,120.00

2/10/2020	Sheyla Gies	refund - rec	\$ 40.00		
2/10/2020	TSYS Fee	fees	\$ 344.65		
2/11/2020	Postmaster	postcard stamps	\$ 210.00		
2/11/2020	The Print Shop	postcards & labels	\$ 70.35		
2/18/2020	TSYS Deposit	comp & rec			\$ 12,000.00
2/20/2020	Deposite	indoor			\$ 60.00
2/26/2020	SportsLab 360	coaching	\$ 650.00		
2/28/2020	TSYS Deposit	comp & rec			\$ 1,360.00
3/3/2020	Brady Slack	refund - too young	\$ 40.00		
3/3/2020	Jasmine McGill	refund - too young	\$ 40.00		
3/6/2020	WSA	fees - 26 rec 18 comp	\$ 1,121.00		
3/8/2020	Challenger	Jerseys	\$ 1,389.26		
3/9/2020	Deposit	rec			\$ 1,000.00
3/9/2020	TSYS Deposit	comp & rec			\$ 2,480.00
3/10/2020	TSYS Fee	CC fees	\$ 510.91		
3/10/2020	Deposit	rec			\$ 440.00
3/17/2020	Deposit	rec			\$ 80.00
3/19/2020	Amazon	equipment	\$ 249.24		
3/23/2020	Amazon	equipment	\$ 1,027.77		
3/23/2020	Amazon	equipment	\$ 879.94		
3/24/2020	Amazon	equipment	\$ 376.70		
3/24/2020	Amazon	equipment	\$ 742.23		
3/24/2020	Amazon	equipment	\$ 30.84		
3/24/2020	Amazon	equipment	\$ 82.47		
4/13/2020	TSYS Fee	CC fees	\$ 142.60		
4/14/2020	USPS	Mail box rent	\$ 56.00		
5/5/2020	Comp Refunds	comp refunds	\$ 18,600.00		
5/7/2020	Deposit	rec			\$ 40.00
5/11/2020	Deposit	rec			\$ 80.00
5/11/2020	TSYS Fee	CC fees	\$ 72.65		
5/21/2020	Dwan Hereford	refund for Shelby	\$ 200.00		
5/21/2020	Amazon	equipment	\$ 516.54		
5/22/2020	Deposit	AmazonSmile			\$ 8.99
5/26/2020	Comp Refunds	comp refunds	\$ 200.00		
5/28/2020	Dennis Graham	fields	\$ 2,284.82		
5/28/2020	Amazon	equipment	\$ 389.96		
5/29/2020	Rec Refunds	rec refunds	\$ 4,680.00		
6/1/2020	Desirae Cornejo	refund	\$ 600.00		
6/10/2020	TSYS Fee	CC fees	\$ 62.41		
6/10/2020	WY Secretary of State	corp. report	\$ 25.00		
6/18/2020	Joyce Fried	Refund rec	\$ 40.00		
7/6/2020	WSA	Affiliation Fee	\$ 100.00		
7/10/2020	TSYS Fee	CC fees	\$ 38.85		
7/23/2020	Kelly Shaffer	refund	\$ 40.00		
7/24/2020	Deposit	rec			\$ 80.00

	TOTALS		\$ 73,741.24		\$ 52,614.99
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8/1/2019	Beginning Balance		\$ 27,585.60
	Deposits		\$ 52,614.99
	Expenses		\$ 73,741.24
7/31/2020	Ending Balance		\$ 6,459.35

City of Riverton EDGE Committee
Application for Funding

Applicant
 *attach documentation of registration with Secretary of State and IRS

Mailing Address:

City **State**

E-Mail Address: **Phone #:**

Tax ID #: **DUNS #:**

Contact Person:

Phone # **E-Mail Address**

Project Start Date: **Completion Date:**

PROJECT FUNDING INFORMATION

Name of Project

Amount of Funding Requested **% of total**

List all other funding sources for the project in the table below including the status and amount expended, if any.

Other Funding Source	Amount	Status*		Amount Expended	Funding Percentage
		Pending	Approved		
				\$0	0.00%
				\$0	0.00%
				\$0	0.00%
				\$0	0.00%
					0.00%
					0.00%
Total Other Funding	\$0			\$0	

*Documentation to support the status must be attached to the Application Packet.

Estimated Total Project Cost:

Balance of Project Incomplete:
Auto Calculated

1. Briefly describe the project for which funding is being requested. (attach supporting documents as needed)

Golden Buffalo Fine Jewelry in Riverton WY has been in operation in our community for over 25 years. GB has employed two master jewelers for the majority of that time. Custom designed jewelry for the store has steadily increased over the years and now comprises approximately 35% of the total annual sales volume. Due to the time required in manufacturing custom jewelry we are not able to grow this portion of the business without improving efficiency of our jewelers. With the improvements in AutoCad Software and 3D printing technology we will be able to reduce the time to production by over 70%. This will allow GBFJ to employ one more full time employee and greatly increase our production volume.

2. Describe how the project will increase employment in Riverton.

By increasing manufacturing of custom jewelry we will be able to add a full time master jeweler to the staff within 6-12 months of implementation, this will in turn create the need for another sales person and possibly bookkeeping staff as well. In just 30 days of advertising our product online we have seen a 10% increase in gross sales. In order to be able to supply product for the increased demand new staff is a necessity.

New Jobs Created:

1 to 2

2. Describe how the project will result in a net gain of money into the community.

Currently GBFJ must send some repairs and custom design work to outside vendors for completion. Our items that we sell large volumes of cannot be completed in house due to the time constraints of the traditional sketch/wax/mold process for jewelry. In 2022 GBFJ spent \$80,206 in payments for these services - all to companies that are located outside the State of Wyoming. By being able to improve design and production efficiency these services will be completed within Fremont County. The \$80M that was mailed to other states will now be in the form of salaries paid to individuals living in Fremont County. This project will also allow for GBFJ to provide design and manufacturing services for other jewelry stores in Wyoming, potentially increasing the amount of funds that would be generated in and stay in Fremont County.

Annual Increase of monies into community:

~\$80M

3. Describe how the project will benefit the community beyond the proposed economic development activity.

Increasing the volume of Custom Designed Jewelry that is designed and made in Riverton, Wyoming and for the first time available for purchase online will bring more awareness nationally and internationally to what Riverton has to offer. The job(s) provided by increasing the manufacturing capabilities of GBFJ are well above our average annual income. A master jeweler will earn over \$50M annually. Providing long term, well paying employment for a true locally owned company generates positive perception as well. Keeping our main street alive and thriving adds to that positive image of our community.

4. Describe how the project complies with the City of Riverton Strategic plan for economic development.

This project first and foremost provides a positive ROI to the City of Riverton. For an expenditure of \$26,500 the tax base through employment and equipment purchases, raw good purchases, sales tax, etc., will be recouped in less than 5 years. The project also increases manufacturing in Riverton and diversifies our Economy outside of the traditional mineral and ag industries.

5. Provide a breakdown of the estimated project costs (attach information as necessary)			
Cost Description	Total Amount	Amount Spent	Amount Pending
DWS Systems XFAB 2500 3D Printer	\$13,000		\$13,000
Jewelry CAD Dream Software	\$6,325		\$6,325
PC/Monitor/Setup	\$3,800		\$3,800
Wash Machine for 3D Parts	\$3,375		\$3,375
			\$0
			\$0
			\$0
Total Other Funding	\$26,500	\$0	\$26,500

6. Will the applicant completely own the asset for which funding is being requested? If no, what is the ownership structure? Attach supporting documents as needed.	Yes	No
	X	
Yes, it will be wholly owned by Jokr Inc.		

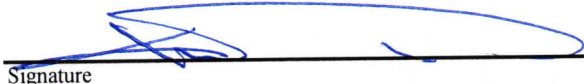
7. What is the plan to fund operations of the project? Attach plan if already prepared or prepared separately.	Yes	No
	X	
Ongoing operations will be funded by business cash flows.		

8. If only partial funding is possible, can the project be completed? If yes, provide minimum funding required	Yes	No
		X
In order to add an employee to handle the growth in business we do not have the liquidity to purchase the capital investment as well. We would have to wait 2-3 years to proceed if funding is not received. This market is innovative in the Jewelry Industry and waiting 2-3 years will cause significant loss of potential market share within the State of Wyoming. If this process is not adopted in Riverton it will be elsewhere.		

10. If full funding is received but there are cost overruns or unexpected expenses, how will those additional costs be
Business Savings/Cash Flow

12. Please describe any other funding sources applied for to fund this project but were denied, if applicable. Please
Bank Funding - Business is under newer ownership and banks are unable to fund until 3 years of ownership. Current ownership has operated for 13 months, with positive cash flow.

I certify that I am authorized to sign this application on behalf of our organization/entity,
and the applicant will comply with all appropriate requirements, if approved.
To the best of my knowledge and belief, the information in this application is true and correct.
I understand the City of Riverton may review any relevant documents or instruments relating to the analysis of this application.



Signature

3/29/2023

Date

Kip C. Post, Vice President
Printed Name and Title

Date of this notice: 01-21-2022

Employer Identification Number:
87-4562019

Form: SS-4

Number of this notice: CP 575 A

JOKR INC
GOLDEN BUFFALO FINE JEWELRY
% KIP POST
407 E MAIN ST
RIVERTON, WY 82501

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 87-4562019. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

Taxpayers request an EIN for their business. Some taxpayers receive CP575 notices when another person has stolen their identity and are opening a business using their information. If you did **not** apply for this EIN, please contact us at the phone number or address listed on the top of this notice.

When filing tax documents, making payments, or replying to any related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear-off stub and return it to us.

Based on the information received from you or your representative, you must file the following forms by the dates shown.

Form 941	04/30/2022
Form 940	01/31/2023
Form 1120	04/15/2023

If you have questions about the forms or the due dates shown, you can call us at the phone number or write to us at the address shown at the top of this notice. If you need help in determining your annual accounting period (tax year), see Publication 538, *Accounting Periods and Methods*.

We assigned you a tax classification (corporation, partnership, etc.) based on information obtained from you or your representative. It is not a legal determination of your tax classification, and is not binding on the IRS. If you want a legal determination of your tax classification, you may request a private letter ruling from the IRS under the guidelines in Revenue Procedure 2020-1, 2020-1 I.R.B. 1 (or superseding Revenue Procedure for the year at issue). Note: Certain tax classification elections can be requested by filing Form 8832, *Entity Classification Election*. See Form 8832 and its instructions for additional information.

IMPORTANT INFORMATION FOR S CORPORATION ELECTION:
If you intend to elect to file your return as a small business corporation, an election to file a Form 1120-S, U.S. Income Tax Return for an S Corporation, must be made within certain timeframes and the corporation must meet certain tests. All of this information is included in the instructions for Form 2553, *Election by a Small Business Corporation*.

If you are required to deposit for employment taxes (Forms 941, 943, 940, 944, 945, CT-1, or 1042), excise taxes (Form 720), or income taxes (Form 1120), you will receive a Welcome Package shortly, which includes instructions for making your deposits electronically through the Electronic Federal Tax Payment System (EFTPS). A Personal Identification Number (PIN) for EFTPS will also be sent to you under separate cover. Please activate the PIN once you receive it, even if you have requested the services of a tax professional or representative. For more information about EFTPS, refer to Publication 966, *Electronic Choices to Pay All Your Federal Taxes*. If you need to make a deposit immediately, you will need to make arrangements with your Financial Institution to complete a wire transfer.

The IRS is committed to helping all taxpayers comply with their tax filing obligations. If you need help completing your returns or meeting your tax obligations, Authorized e-file Providers, such as Reporting Agents or other payroll service providers, are available to assist you. Visit www.irs.gov/mefbusproviders for a list of companies that offer IRS e-file for business products and services.

IMPORTANT REMINDERS:

- * Keep a copy of this notice in your permanent records. This notice is issued only one time and the IRS will not be able to generate a duplicate copy for you. You may give a copy of this document to anyone asking for proof of your EIN.
- * Use this EIN and your name exactly as they appear at the top of this notice on all your federal tax forms.
- * Refer to this EIN on your tax-related correspondence and documents.
- * Provide future officers of your organization with a copy of this notice.

Your name control associated with this EIN is JOKR. You will need to provide this information along with your EIN, if you file your returns electronically.

Safeguard your EIN by referring to Publication 4557, *Safeguarding Taxpayer Data: A Guide for Your Business*.

You can get any of the forms or publications mentioned in this letter by visiting our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

If you have questions about your EIN, you can contact us at the phone number or address listed at the top of this notice. If you write, please tear off the stub at the bottom of this notice and include it with your letter.

Thank you for your cooperation.

Keep this part for your records.

CP 575 A (Rev. 7-2007)

Return this part with any correspondence so we may identify your account. Please correct any errors in your name or address.

CP 575 A

999999999

Your Telephone Number () - _____ Best Time to Call _____

DATE OF THIS NOTICE: 01-21-2022
EMPLOYER IDENTIFICATION NUMBER: 87-4562019
FORM: SS-4 NOBOD

INTERNAL REVENUE SERVICE
CINCINNATI OH 45999-0023
|||

JOKR INC
GOLDEN BUFFALO FINE JEWELRY
% KIP POST
407 E MAIN ST
RIVERTON, WY 82501



Wyoming Secretary of State
 Herschler Bldg East, Ste.100 & 101
 Cheyenne, WY 82002-0020
 Ph. 307-777-7311

For Office Use Only
WY Secretary of State
FILED: Jan 21 2022 11:07AM
Original ID: 2022-001072520

**Profit Corporation
 Articles of Incorporation**

- I. **The name of the profit corporation is:**
 JoKr Inc

- II. **The name and physical address of the registered agent of the profit corporation is:**
 Kip C Post
 309 E Main Street
 Riverton, WY 82501

- III. **The mailing address of the profit corporation is:**
 407 E Main Street
 Riverton, WY 82501

- IV. **The principal office address of the profit corporation is:**
 407 E Main Street
 Riverton, WY 82501

- V. **The number, par value, and class of shares the profit corporation will have the authority to issue are:**

Number of Common Shares: 1,000	Common Par Value: \$0.0100
Number of Preferred Shares: 0	Preferred Par Value: \$0.0000

- VI. **The name and address of each incorporator is as follows:**
 - Kip C Post
 203 Appaloosa Drive, Riverton, Wy 82501

 - Janet MC Winslow
 203 Appaloosa Drive, Riverton, Wy 82501

Signature: *Kip C Post* **Date:** 01/21/2022

Print Name: Kip C Post

Title: Vice President

Email: kipcpost@gmail.com

Daytime Phone #: (307) 851-0318



- I am the person whose signature appears on the filing; that I am authorized to file these documents on behalf of the business entity to which they pertain; and that the information I am submitting is true and correct to the best of my knowledge.
- I am filing in accordance with the provisions of the Wyoming Business Corporation Act, (W.S. 17-16-101 through 17-16-1804) and Registered Offices and Agents Act (W.S. 17-28-101 through 17-28-111).
- I understand that the information submitted electronically by me will be used to generate Articles of Incorporation that will be filed with the Wyoming Secretary of State.
- I intend and agree that the electronic submission of the information set forth herein constitutes my signature for this filing.
- I have conducted the appropriate name searches to ensure compliance with W.S. 17-16-401.
- I affirm, under penalty of perjury, that I have received actual, express permission from each of the following incorporators to add them to this business filing: Kip C Post, Janet MC Winslow
- I consent on behalf of the business entity to accept electronic service of process at the email address provided with Article IV, Principal Office Address, under the circumstances specified in W.S. 17-28-104(e).

Notice Regarding False Filings: Filing a false document could result in criminal penalty and prosecution pursuant to W.S. 6-5-308.

W.S. 6-5-308. Penalty for filing false document.

(a) A person commits a felony punishable by imprisonment for not more than two (2) years, a fine of not more than two thousand dollars (\$2,000.00), or both, if he files with the secretary of state and willfully or knowingly:

(i) Falsifies, conceals or covers up by any trick, scheme or device a material fact;

(ii) Makes any materially false, fictitious or fraudulent statement or representation; or

(iii) Makes or uses any false writing or document knowing the same to contain any materially false, fictitious or fraudulent statement or entry.

- I acknowledge having read W.S. 6-5-308.

Filer is: An Individual An Organization

Filer Information:

By submitting this form I agree and accept this electronic filing as legal submission of my Articles of Incorporation.

Signature: *Kip C Post* Date: 01/21/2022

Print Name: Kip C Post

Title: Vice President

Email: kipcpost@gmail.com

Daytime Phone #: (307) 851-0318



Wyoming Secretary of State
Herschler Bldg East, Ste.100 & 101
Cheyenne, WY 82002-0020
Ph. 307-777-7311

Consent to Appointment by Registered Agent

Kip C Post, whose registered office is located at **309 E Main Street, Riverton, WY 82501**, voluntarily consented to serve as the registered agent for **JoKr Inc** and has certified they are in compliance with the requirements of W.S. 17-28-101 through W.S. 17-28-111.

I have obtained a signed and dated statement by the registered agent in which they voluntarily consent to appointment for this entity.

Signature: ***Kip C Post*** Date: **01/21/2022**
Print Name: **Kip C Post**
Title: **Vice President**
Email: **kipcpost@gmail.com**
Daytime Phone #: **(307) 851-0318**

STATE OF WYOMING
Office of the Secretary of State

I, EDWARD A. BUCHANAN, Secretary of State of the State of Wyoming, do hereby certify that the filing requirements for the issuance of this certificate have been fulfilled.

CERTIFICATE OF INCORPORATION

JoKr Inc

I have affixed hereto the Great Seal of the State of Wyoming and duly executed this official certificate at Cheyenne, Wyoming on this **21st** day of **January, 2022** at **11:07 AM**.

Remainder intentionally left blank.



Filed Date: 01/21/2022

Edward A. Buchanan
Secretary of State

Filed Online By:

Kip C Post

on 01/21/2022



Wyoming Secretary of State
 Herschler Bldg East, Ste.100 & 101
 Cheyenne, WY 82002-0020
 Ph. 307-777-7311

For Office Use Only

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Number of Common Shares: 1,000	Common Par Value: \$0.0100
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 - Kip C Post
 203 Appaloosa Drive, Riverton, WY 82501

 - Janet MC Winslow
 203 Appaloosa Drive, Riverton, WY 82501

Signature: *Kip C Post* **Date:** 01/21/2022

Print Name: Kip C Post

Title: Vice President

Email: kipcpost@gmail.com

Daytime Phone #: (307) 851-0318



- I am the person whose signature appears on the filing; that I am authorized to file these documents on behalf of the business entity to which they pertain; and that the information I am submitting is true and correct to the best of my knowledge.
I am filing in accordance with the provisions of the Wyoming Business Corporation Act, (W.S. 17-16-101 through 17-16-1804) and Registered Offices and Agents Act (W.S. 17-28-101 through 17-28-111).
I understand that the information submitted electronically by me will be used to generate Articles of Incorporation that will be filed with the Wyoming Secretary of State.
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I affirm, under penalty of perjury, that I have received actual, express permission from each of the following incorporators to add them to this business filing: Kip C Post, Janet MC Winslow
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(i) Falsifies, conceals or covers up by any trick, scheme or device a material fact;
(ii) Makes any materially false, fictitious or fraudulent statement or representation; or
(iii) Makes or uses any false writing or document knowing the same to contain any materially false, fictitious or fraudulent statement or entry.

I acknowledge having read W.S. 6-5-308.

Filer is: [X] An Individual [] An Organization

Filer Information:

By submitting this form I agree and accept this electronic filing as legal submission of my Articles of Incorporation.

Signature: Kip C Post Date: 01/21/2022
Print Name: Kip C Post
Title: Vice President
Email: kipcpost@gmail.com
Daytime Phone #: (307) 851-0318



Wyoming Secretary of State
Herschler Bldg East, Ste.100 & 101
Cheyenne, WY 82002-0020
Ph. 307-777-7311

Consent to Appointment by Registered Agent

Kip C Post, whose registered office is located at **309 E Main Street, Riverton, WY 82501**, voluntarily consented to serve as the registered agent for **JoKr Inc** and has certified they are in compliance with the requirements of W.S. 17-28-101 through W.S. 17-28-111.

I have obtained a signed and dated statement by the registered agent in which they voluntarily consent to appointment for this entity.

Signature: *Kip C Post* Date: 01/21/2022
Print Name: Kip C Post
Title: Vice President
Email: kipcpost@gmail.com
Daytime Phone #: (307) 851-0318

STATE OF WYOMING
Office of the Secretary of State

I, EDWARD A. BUCHANAN, Secretary of State of the State of Wyoming, do hereby certify that the filing requirements for the issuance of this certificate have been fulfilled.

CERTIFICATE OF INCORPORATION

JoKr Inc

I have affixed hereto the Great Seal of the State of Wyoming and duly executed this official certificate at Cheyenne, Wyoming on this **21st** day of **January, 2022** at **11:07 AM**.

Remainder intentionally left blank.



Filed Date: 01/21/2022

Edward A. Buchanan

Secretary of State

Filed Online By:

Kip C Post

on 01/21/2022

CITY COUNCIL STAFF REPORT

TO: His Honor the Mayor and Members of the City Council

FROM: Brian Eggleston, Public Works Director

THROUGH: Kyle J. Butterfield, City Administrator

DATE: May 2, 2023

SUBJECT: Bid Award – 2023 Pavement Preservation Project

Recommendation: The City Council award 71 Construction in the amount of seven hundred twenty-one thousand, two hundred seventy four, and eighty-eight cents (\$721,274.88) for the 2023 Pavement Preservation Project.

Background: The 2023 Pavement Preservation Project was approved to be put to bid by the Fix Our Roads Citizen Committee (FORCC) up to the amount of one million dollars (\$1,000,000). City Staff prepared a bid to chip seal, slurry seal, as well as replace concrete in areas necessary to improve drainage and sent it out to receive bids for the 2023 Pavement Preservation Project on March 1, 2023. A pre-bid meeting was held March 14th and bid opening occurred (after an extension) on April 10th.

Discussion: 71 Construction submitted the only bid for the project. The bid came in at 50% over the budgeted total amount. City staff entered into negotiations with 71 Construction. A revised bid schedule, utilizing original bid pricing, included slurry seal of neighborhood streets (expanded from the original slurry seal area), reduction of the chip seal project. The area of full-depth repair was expanded from the original bid amount to include areas in need of full-depth repair to mitigate severe potholing in the street. The revised bid proposal is included below:

BID PROPOSAL

Biditem	Description	Quantity	Units	Unit Price	Bid Total
10	ASPHALT SLURRY SEAL	71,380.000	SY	3.50	249,830.00
30	FULL DEPTH ROADWAY REPAIR	2,391.000	SY	153.00	365,823.00
40	INSTALLATION OF FABRIC	2,391.000	SY	6.68	15,971.88
110	CONCRETE WATER VALVE COLLARS	5.000	EA	1,575.00	7,875.00
150	MOB, SURVEYING AND TRAFFIC CONTROL	1.000	LS	81,775.00	81,775.00
Bid Total					\$721,274.88

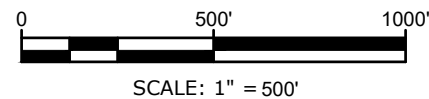
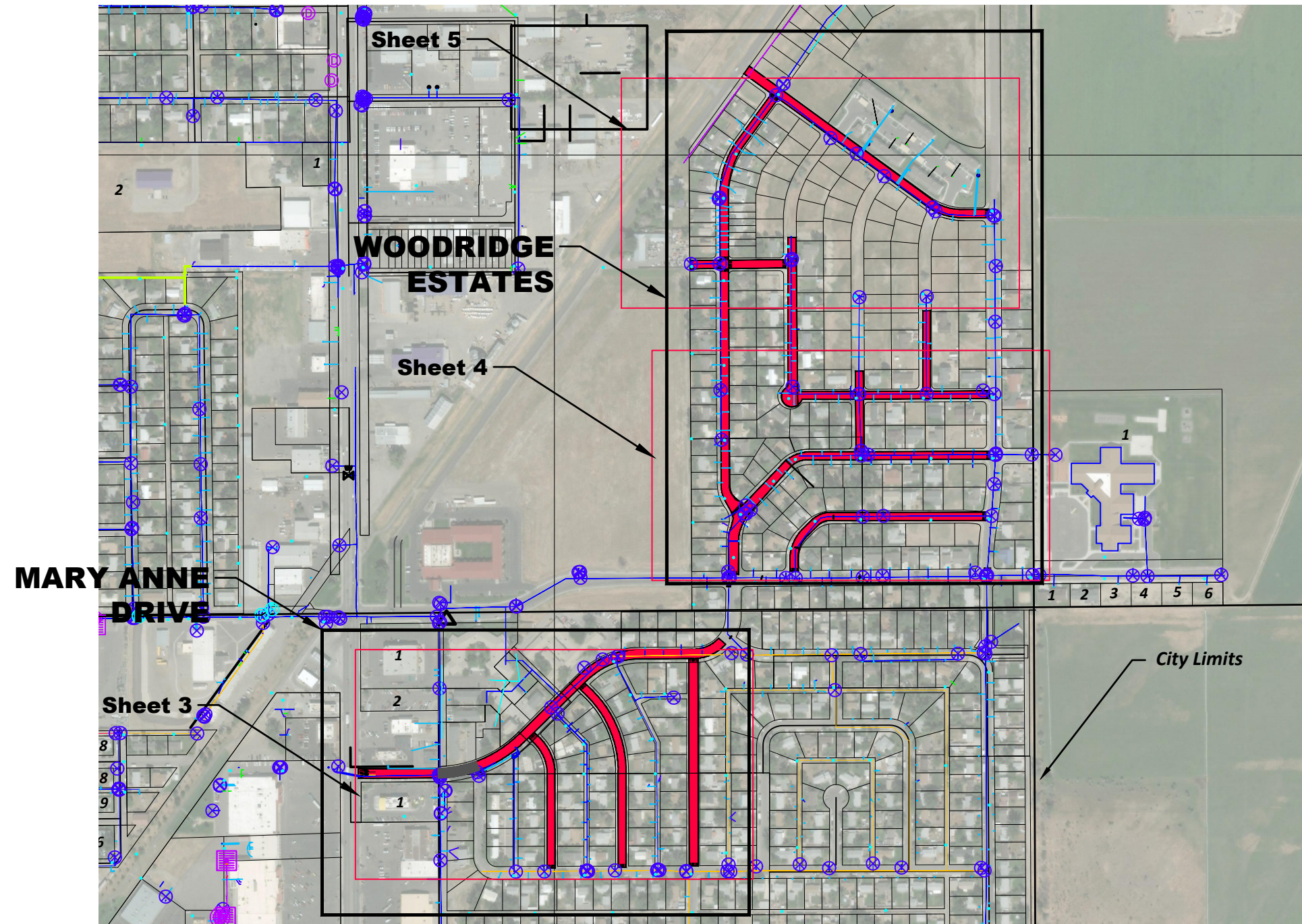
Additional Information: This project takes into account five areas where potholing is especially bad. Areas on West Adams and Park Avenue have been identified for full-depth repair where the asphalt and base material will be removed and geotechnical fabric installed and the area paved. This proposal should eliminate potholes that may develop in the future and properly repair an area of roadway where multiple potholes exist. A final full-depth repair area is on Forest Drive that will be repaired prior to an asphalt slurry seal being applied to the roadway. The slurry seal will accomplish multiple objectives including protecting the roadway from water and UV damage while creating a wearing course on the roadway. The slurry seal, as opposed to applying a chip seal will give a ‘new’ look to the road and will provide a better seal against weathering. Traffic can return to the roadway soon and the project can be done with one coat

applied in just one day. Chip seals may require two applications that are done two weeks apart that leave nuisance rocks (i.e. chips) around that do not get swept up from the project. The roadways selected for the slurry seal are those that have been improved within the past 10 years and will benefit most from the seal, prolonging the asphalt life. Areas where waterline is in need of replacement under the roadway have not been added into this project, as replacing any waterline would cause needless damage to any pavement preservation coat that is applied.

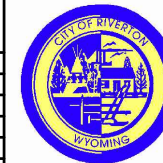
Budget Impact: The \$721,274.88 for this project will come from the FORCC 1% fund.

2023 PAVEMENT PRESERVATION PROJECT

WOODRIDGE ESTATES AND MARY ANNE DRIVE SLURRY SEAL



REVISIONS			
NO.	BY	DATE	DESCRIPTION



Title Sheet	
Project:	2023 Pavement Preservation Woodridge Estates Slurry Project
Drawn By:	Bob Sprague
Date:	2-22-2023

WoodridgeTitle(2)
10

2023 PAVEMENT PRESERVATION PROJECT

ORIGINAL TOWN AREA SLURRY SEAL

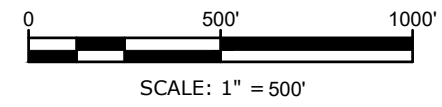
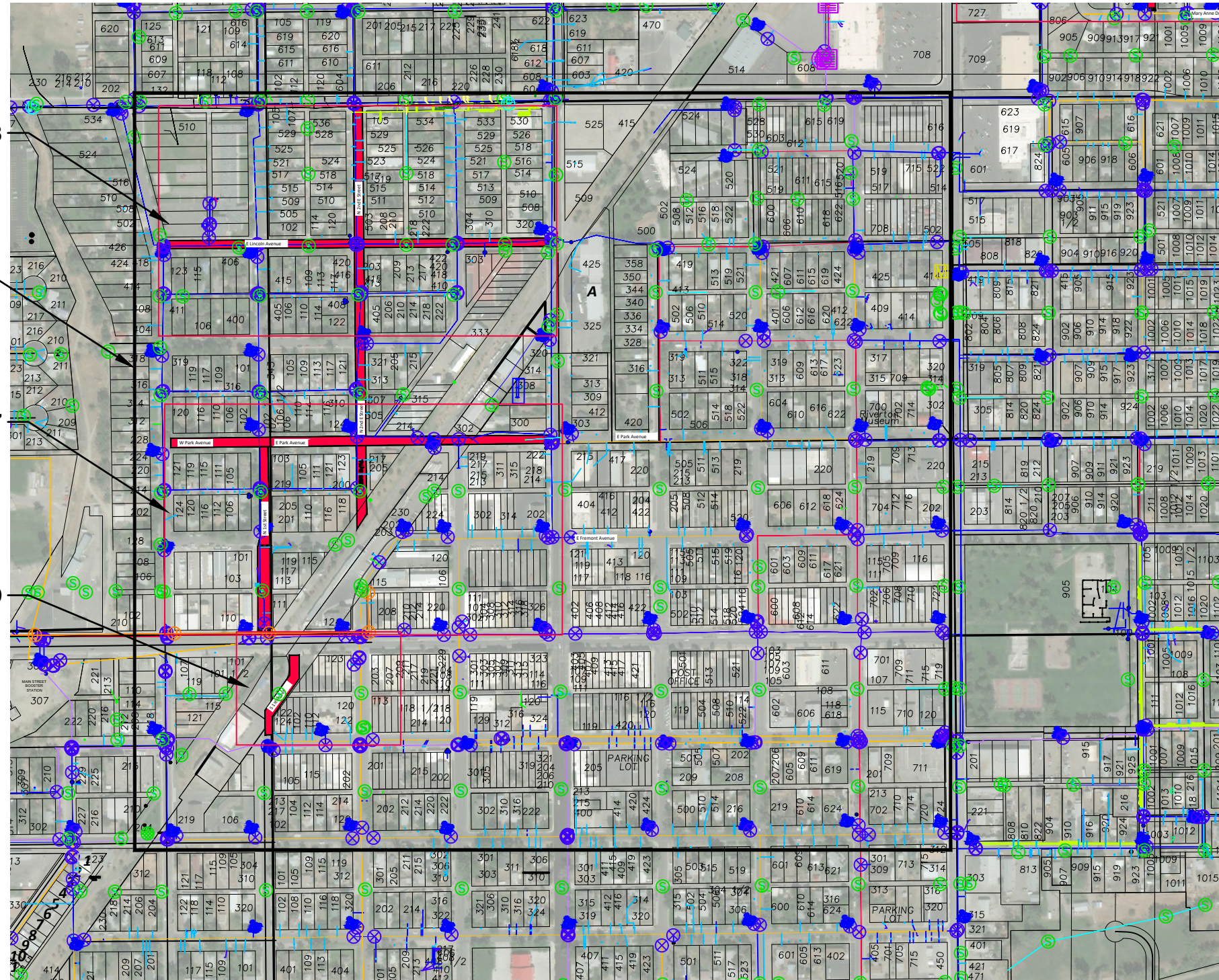


ORIGINAL TOWN AREA

Sheet 8

Sheet 7

Sheet 9




REVISIONS			
NO.	BY	DATE	DESCRIPTION



ORIGINAL TOWN SLURRY SEAL	
Project:	2023 Pavement Preservation Original Town Chip Seal Project
Drawn By:	Bob Sprague
Date:	2-22-2023

OriginalTitle(6)
10

CITY COUNCIL STAFF REPORT

TO: His Honor the Mayor and Members of the City Council
FROM: Kyle J. Butterfield, City Administrator 
DATE: May 2, 2023
SUBJECT: Consultant Selection – Airport Master Plan

Recommendation: The City Council approves the selection of Jviation, a Woolpert Company (Jviation) as the firm for the Airport Master Plan and directs staff to finalize a scope of work and negotiate a fee for services.

Background: The existing master plan for the Central Wyoming Regional Airport (Airport) was completed in November of 2011 and is due to be replaced. The development of a new master plan will identify facility needs and future development options to accommodate potential growth and sustain operations. This planning project is anticipated to be funded in part by the Federal Aviation Administration (FAA) and the Aeronautics Division of the Wyoming Department of Transportation (WDOT).

The Airport is a publicly-owned facility that serves the aviation needs of Fremont County, Wyoming and the surrounding region. It is located approximately three miles northwest of the central business district of the City of Riverton. The Airport serves a diverse aviation community with facilities for scheduled commercial air service, military, general aviation, and recreational activities. According to the 2020 Wyoming Economic Impact Study, the Airport contributes \$21.3 million in economic activity to Fremont County, of which \$11.9 million is attributed to commercial passenger operations. The Airport has a primary runway and crosswind runway. Runway 10/28 serves as the primary and is approximately 150 feet wide and 8,200 feet long. Runway 1/19 serves as the crosswind and is approximately 75 feet wide and 4,800 feet long.

On March 6, 2023, staff solicited statements of qualifications (SOQs) and experience from qualified firms to provide planning in the development of an airport master plan for the Airport. Staff is conducting an open selection process in accordance with current FAA Advisory Circular 150/5100-14E, Architectural, Engineering and Planning Consultant Services for Airport Grant Projects. Furthermore, the preparation of the Airport Master Plan and accompanying Airport Layout Plan will be done in accordance with current Federal regulations, policy, Advisory Circulars (ACs), and guidance. FAA AC 150/5070-6B, Airport Master Plans specifically outlines the minimum inclusion of the following items in the master plan:

1. Airport Geographic Information Systems (AGIS) Survey;
2. Public Involvement Program;
3. Environmental Considerations;
4. Existing Conditions;

5. Aviation Forecasts;
6. Facility Requirements;
7. Alternatives Development and Evaluation and Analysis;
8. Airport Layout Plan Drawing Set;
9. Facilities Implementation Plan; and
10. Financial Feasibility Analysis.

Discussion: SOQs related to the advertised Airport Master Plan project were received March 24, 2023. Three firms responded to the RFQ. A Selection Committee was appointed to rate the SOQs against 5 weighted criteria (Completeness of Submittal – 9%, Experience of the Firm in Airport Planning – 32%, Qualifications of the Project Team – 27%, Past Experience Working with FAA and WYDOT Aeronautics – 27%, Comprehensive Understanding of Project Requirements and Airport– 23%). The Selection Committee consisted of two city staff members, two members of the Airport Board, and one member of the City Council. The table below and attached sheet represent the committee’s rating averaged from their independent rating sheets.

Consultant Name	Average Rating (110 Possible)
Aviation Planning Group	98
HDR, Inc	96
Jviation, A Woolpert Company	102

Pursuant to the above referenced FAA advisory circular on consultant selection, the selection committee was able to perform interviews in addition to reviewing the SOQs. In light of the comparative high scores of the consultant SOQs, the selection committee exercised the option to request in-person interviews with the highest rated two firms. Oral presentations were received and interviews were performed with Aviation Planning Group and Jviation on April 28, 2023. The interviews lasted 30 minutes and the consultants were asked to provide information on the following:

1. Description of the consultant’s unique qualification to complete the project, including the composition of the project team and the skills/experience brought by each individual member;
2. Understanding of the project, including the above referenced minimum elements of master plans and knowledge of FAA regulations, policies, and procedures;
3. Recent experience on similar projects, including how this experience, both positive and negative, adds value to the proposed project; and
4. Understanding of local conditions, including critical factors that should be addressed in the project.

Interviews were rated against 4 weighted criteria (Overall Quality of the Interview & Oral Presentation – 10%, Qualification of Project Team – 40%, Understanding of Airport Master Planning – 30%, and Completion of Similar Projects and Applicability to Local Conditions – 20%). The table below and attached sheet represent the committee’s rating as averaged from their independent rating.

Consultant Name	Average Rating (50 Possible)
Aviation Planning Group	48
Jviation, A Woolpert Company	50

Jviation was ranked highest by the selection committee in both the review of SOQs and interviews. The committee discussed as a team their individual ratings and confirmed their recommendation of Jviation to perform the Airport Master Plan project.

Budget Impact: Costs related to this contract will be determined during the next phase of the selection process. Staff is requesting the direction of the council to negotiate a scope of work and fee for the master plan. The project will be supported by both state and federal grants. It is anticipated the local share of costs will be 2.5%.

**Central Wyoming Regional Airport
Airport Master Plan
Consultant Selection - 2023**

Aviation Planning Group	Detail and	Experience of the	Qualifications	Past	Comprehensive	Total	Rank of	Rank from
	Completeness of Submittal and Overall Quality of Response	Firm in Airport Planning	of the Project Team	Experience Working with FAA and WYDOT Aeronautics	Understanding of Project Requirements and Airport		Score Compared to Other Raters (1-5)	Individual Rater (1-3)
	10	35	30	10	25	110		
Committee Member 1	10	35	30	10	23	108	1	2
Committee Member 2	9	30	25	8	20	92	4	2
Committee Member 3	10	30	25	10	25	100	3	1
Committee Member 4	10	25	20	8	25	88	5	3
Committee Member 5	10	32	27	10	25	104	2	1
Total	49	152	127	46	118	492		
Average	10	30	25	9	24	98	2	
								492
								482
								511
HDR, Inc	Detail and	Experience of the	Qualifications	Past	Comprehensive	Total	Rank of	Rank from
	Completeness of Submittal and Overall Quality of Response	Firm in Airport Planning	of the Project Team	Experience Working with FAA and WYDOT Aeronautics	Understanding of Project Requirements and Airport		Score Compared to Other Raters (1-5)	Individual Rater (1-3)
	10	35	30	10	25	110		
Committee Member 1	10	35	30	10	20	105	2	3
Committee Member 2	10	30	25	8	15	88	4	3
Committee Member 3	9	25	20	10	20	84	5	3
Committee Member 4	10	35	30	10	25	110	1	1
Committee Member 5	10	30	25	10	20	95	3	3
Total	49	155	130	48	100	482		
Average	10	31	26	10	20	96	3	
Jviation	Detail and	Experience of the	Qualifications	Past	Comprehensive	Total	Rank of	Rank from
	Completeness of Submittal and Overall Quality of Response	Firm in Airport Planning	of the Project Team	Experience Working with FAA and WYDOT Aeronautics	Understanding of Project Requirements and Airport		Score Compared to Other Raters (1-5)	Individual Rater (1-3)
	10	35	30	10	25	110		
Committee Member 1	10	35	30	10	24	109	2	1
Committee Member 2	10	35	30	10	20	105	3	1
Committee Member 3	10	25	25	10	15	85	5	2
Committee Member 4	10	35	30	10	25	110	1	1
Committee Member 5	10	32	26	10	24	102	4	2
Total	50	162	141	50	108	511		
Average	10	32	28	10	22	102	1	

**Central Wyoming Regional Airport
Airport Master Plan
Consultant Selection - 2023**

Aviation Planning Group	Overall Quality of Interview & Oral Presentation	Qualification of Project Team	Understanding of Airport Master Planning	Completion of Similar Projects and Applicability to Local Conditions	Total	Rank	Rank from Individual Rater (1-3)
	5	20	15	10	50		
Committee Member 1	5	20	12	10	47	3	2
Committee Member 2	5	15	15	10	45	4	2
Committee Member 3	5	20	15	10	50	1	1
Committee Member 4	5	19	15	10	49	2	1
Total	20	74	57	40	191		191
Average	5	19	14	10	48	2	199

Aviation	Overall Quality of Interview & Oral Presentation	Qualification of Project Team	Understanding of Airport Master Planning	Completion of Similar Projects and Applicability to Local Conditions	Total	Rank	Rank from Individual Rater (1-3)
	5	20	15	10	50		
Committee Member 1	5	20	15	10	50	1	1
Committee Member 2	5	20	15	10	50	1	1
Committee Member 3	5	19	15	10	49	4	2
Committee Member 4	5	20	15	10	50	1	2
Total	20	79	60	40	199		
Average	5	20	15	10	50	1	