

SECTION I: Cover Sheet

APPLICANT INFORMATION

Organization Name:	Laramie Historic Railroad Depot
Contact Person:	Karl Moore
Mailing Address:	PO Box 623, Laramie WY 82073-0623
Phone:	503-440-2966
E-mail:	laramiedepot@gmail.com
Web:	www.laramiedepot.org

Type of Organization:

Recreation/ Arts and Culture
 Civic/Quasi-Governmental
 Social Service
 Other _____

Requested Amount for FY19/20: City \$ 5000 **County \$** 5000

Will this amount be used to leverage additional funds either through grants or other means?

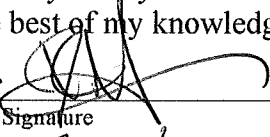
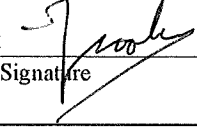
Yes
 No

If you marked "yes", indicate the amount of additional funds that will be leveraged and note whether these are estimated or actual.

\$ 10,000
 Estimated
 Actual

Description of request: Using the space below, *briefly* describe how your organization will use these funds and how the proposed program/project will benefit the community. A more detailed description is requested in Section III – Brick Replacement Project, Phase IV. Replace brick walkways around depot for safety and to protect foundation and to repair the gutters above the walkways to protect the bricks.

Declaration: I hereby certify that the information give in this application for Community Partner funding is true and correct to the best of my knowledge.

Agency Director		KARL MOORE	3/15/19
	Signature	Print Name	Date
Board President		Joseph Cook	3/15/19
	Signature	Print Name	Date

SECTION II: Organization History

Organizational History and Mission

Provide a mission statement and brief history of your organization in Laramie and/or Albany County, including services provided to area residents.

The Laramie Union Pacific Depot was built in 1924 to replace the town's original Union Pacific Depot/Hotel that was destroyed by fire in 1917. It was added to the National Register of Historic Places in 19. The current station served as Laramie's Union Pacific passenger depot from its completion in 1924 until 1971, and as an Amtrak depot until 1983. In 1985, the Union Pacific Railroad generously transferred ownership of the Laramie Depot to the Laramie Plains Museum, and in 2009, ownership was transferred to the Laramie Railroad Depot Association, an independent 501(c)3 corporation. Currently, the building houses a small museum of railroad memorabilia and is used for various non-profit community functions such as music concerts, art showings and public meetings. The building is also used to raise revenue to maintain itself through rentals for weddings, banquets and other events. The Laramie Railroad Depot Association oversees the operation, maintenance and restoration of the Laramie Depot in accordance with the Association's mission: To preserve Albany County's railroad heritage, to educate and promote the importance of the railroad to the history, culture and economic development of the local area, the State of Wyoming and the nation, and to preserve this history for posterity.

Organizational Structure

List your officers and director(s), indicating their terms of office

Joe Cook President, term expires January 2021

Jerry Hansen, Vice President, term expires January 2021

Terry Hahn, Treasurer, term expires January 2021

Karl Moore, Secretary, term expires January 2020

SECTION III. *Funding Request Justification*

Briefly explain how the funds will be used and why public funds are necessary to accomplish this goal. Some discussion items to cover in this section may include:

- *whether or not the funding request has increased from prior years;*
- *whether or not this is a one-time or on-going request;*
- *description of any large program or staff expansion occurring in this fiscal year;*
- *large equipment or other fixed assets that will be purchased fiscal year;*
- *how your project relates to city or county goals or improves the overall quality, character or health of the community; and*
- *whether or not funding will be used to leverage additional monies for your organization either through grants or other means*

The Depot Building and the surrounding area are used by thousands of Albany County residents and visitors each year. The building itself is rented for various events and activities including the Jubilee Days Pancake Breakfast and Brewfest. Other activities include weddings, memorial services, holiday parties, graduation parties, the annual Open House, countless visitors watching trains and enjoying Depot Park.

Several years ago, french drains were installed to take up the water off the roof. The drains overflow and erode the sand under the brickwork around the Depot. Proper drainage should eliminate the problem.

The project is multi-faceted and addresses several needs at the Depot. From 2016 through 2018, using Community Partner, ACRB and Depot funds to leverage additional funding from the Wyoming Cultural Trust Fund, Phases I, II and III were completed on the walkways from the northeast corner to the southeast corner of the depot building. A new ADA ramp was built at the main entrance as part of Phase III.

We are now looking to fund Phase IV. The project will continue from the southeast corner along the southern side of the building, excavating, backfilling and replacing paver bricks to recreate the look of the depot from pictures of the building in the 1920's. Additionally, gutters around the depot will be repaired and replaced in order to protect the new brickwork and eliminate ice build up on the walkways. The extent of Phase IV will be determined by the amount of funding secured.

Section IV. Financial Information (a current balance sheet can be submitted to satisfy this requirement)

Balance Sheet as of December 31, 2018: See attached Financial Summary Sheet

<i>Assets</i>	<i>Liabilities</i>	<i>Other Financial Information</i>
Current: Cash: CDs , etc.: Receivables:	Current: Payables: Withholding:	You Wish to Include:
Fixed: Equipment: Building: Less Depreciation:	Long Term: Promissory Notes: Mortgage: Owner's Equity:	

SECTION V. Fiscal Year Budget Information

Revenue

	Amount	Secured or pending?
City of Laramie, Community Partner	5,000	Pending
Albany County, Community Partner	5,000	Pending
United Way	0	N/A
Donors	0	N/A
Fundraisers	5,000	Secured
Interest	0	N/A
Other - ACRB	10,000	Pending
Other – Wyoming Historical Preservation	10,000	Pending
Other – Rental Income	25,000	Secured
Other	0	N/A
Total Estimated Revenue	60,000	

Expense

	Amount	Comments
Salary, Director	0	
Salary, Other(s)	0	
Benefits	0	
Rent	1	
Utilities	4,499	
Client Service	0	
Client Aid	0	
Equipment	0	
Other – Supplies	1,500	
Other – Janitorial Services	7,000	
Other – Insurance	2,500	
Other – Brickwork Phase IV	25,000	
Total Estimated Expense	40,500	

Section VI: Interim Report for FY 2018/2019 Awardees Only

Complete this section if your agency was awarded Community Partner Funding in Fiscal Year 2018/2019

Amount Awarded? \$ 5,300

Have you used all of the funds awarded? Yes
 No

If you have not used all of the funds awarded, please include *amount remaining* and *date* by which you intend to use those funds. \$ _____
Date: _____

Briefly describe the impact that the FY 2018/2019 award has had on your program, project or organizational operations. Some discussion items to cover in this section may include:

- *Number of persons served and demographics of persons served (income level, age, race, etc.)*
- *Describe the overall impact of these funds on your program, project or organization*
- *If your agency has not yet to spent all of the awarded funds, please briefly describe your plans to expend the funds by the end of the fiscal year*
- *Did your agency use Community Partner funding to leverage additional funds, either through grants or other means?*

2018/2019 Community Partner funding was used in conjunction with ACRB funding, donations, and Depot monies to complete Phase III of the project, replacing bricks along the eastern side of the Depot and rebuilding the ADA ramp to the main entrance. Since completion, the Depot has been rented out for 33 various functions, been open for tours for school children and visiting tourists/railroad aficionados, and hosted several meetings for community organizations.



Wyoming Sales Tax
Exemption Certificate
 (see back of this form for instructions)

Tax must be collected on all sales of tangible personal property or taxable services unless an Exemption Certificate or Direct Pay Permit is furnished. Read instructions on back of form before completing this Certificate.

Issued to (Seller): LARAMIE RAILROAD DEPOT ASSOCIATION Date Issued: 5-25-2010
 Street Address P.O. Box 623 City LARAMIE State WY Zip Code 82070

To Be Completed By Purchaser: I, the undersigned, hereby certify that I am making an exempt purchase as follows:

Wyoming or Out of State Vendors sales/use tax license/registration number 236290 Wyoming Non-licensed Rid _____

My principal business or activity is Non Profit

I claim an exemption for the following reason(s) (place an X in applicable box or boxes):

Purchase For Resale:

1. Purchases made for resale or taxable services for resale. (Licensed vendors only.)

Purchase By Commercial Agricultural Producer:

- 2. Purchase of farm implements.
- 3. Purchase of livestock kept for agricultural use or for resale or for profit, which includes, but is not limited to: horses, cattle, mules, asses, sheep, swine, llamas, bison, ostrich, emu, poultry, fish, and bees.
- 4. Purchase of power or fuel used directly in agriculture. Must be metered, stored, or separately accounted for to distinguish it from non-exempt power or fuel.
- 5. Purchase of feeds used in commercial feeding of livestock for marketing purposes. Also includes seeds, roots, bulbs, small plants, and fertilizer planted or applied to land, the products of which are to be sold or applied to land in a state or Federal crop set aside program.

Purchase of Rolling Stock:

6. Purchase of rolling stock including locomotives purchased by interstate railroads, aircraft purchased by interstate air carriers which are holders of valid United States Civil Aeronautics Board permits or authorities, and trucks, truck tractors, trailers, semitrailers, and passenger buses in excess of ten thousand (10,000) pounds gross vehicle weight which are purchased by common or contract carriers or which are operating in interstate commerce under exemption clauses in federal law if they are to be used in interstate commerce.

Purchase Made By Persons Engaged In Manufacturing, Processing, Or Compounding:

- 7. Purchases of tangible personal property for manufacturing, processing or compounding if that property becomes an ingredient or component of the final manufactured product and purchases of containers, labels, or shipping cases used for the tangible personal property so manufactured, processed, or compounded.
- 8. Purchase of power or fuel by a person engaged in the business of manufacturing or processing when the same is consumed directly in manufacturing or processing. Must be metered, stored, or separately accounted for to distinguish it from non-exempt power or fuel.
- 9. Qualifying manufacturing machinery used directly and predominantly in manufacturing by a NAICS qualified manufacturing company.
- 10. Purchase of power or fuel by a person engaged in the transportation business when the power or fuel is used in generating motive power for actual transportation purposes.
- 11. Purchases of fuel for use as boiler fuel in the production of electricity.

Purchase By An Exempt Organization As Follows :

- 12. *Qualifying religious or charitable organizations.
- 13. *Qualifying Non-profit organizations providing meals or services to senior citizens.
- 14. United States Government.
- 15. State of Wyoming or its political subdivisions.
- 16. Wyoming Joint Apprenticeship Training Programs.
- 17. Qualifying Wyoming Joint Powers Boards.
- 18. Qualifying Wyoming Irrigation Districts.
- 19. Qualifying Wyoming Weed and Pest Districts.

Purchase Made By Special Groups:

- 20. Purchase made on the reservation by enrolled tribal members residing on the Wind River Indian Reservation.
- 21. Purchases of noncapitalized equipment and disposable supplies used in the direct medical or dental care of a patient.
- 22. Other: Specify: _____

Note: * All exemptions marked with an asterisk requires prior approval from the Department of Revenue before taking this exemption. Evidence of prior approval is a Department of Revenue letter of authority. I understand that by signing this certificate I may make "tax free" purchases of tangible personal property or purchase taxable services which are for exempt purposes. I will pay sales or use tax on all tangible personal property used or consumed in a taxable manner. In addition, I understand that I will be liable for the tax due, plus substantial penalty and interest for any erroneous or false use of this certificate.

Name of Purchaser <u>LARAMIE RAILROAD DEPOT ASSOC.</u>	Street Address <u>P.O. Box 623</u>
Signature of Owner, Partner, Officer of Corporation, etc	City <u>LARAMIE</u>
Title: <u>Bonnie M. Miller Treasurer</u>	State <u>WY</u> Zip <u>82070</u>

01/01/19- 01/01/19 Summary sheet

	January 2019	2018 Year End
Checking	\$2,222.52	\$1,166.22
Money market	\$82,485.71	\$76,142.09
Rental account	\$23,191.89	\$23,357.39
Operating costs		\$23,907.63
Labor (includes Dec 2018)	\$790.00	\$6,863.75
Utilities (includes Dec 2018)	\$680.01	\$4,444.07
Other	\$309.50	\$12,599.81
Allocated funds	\$83,664.33	\$59,230.26
RRHP	\$38,395.81	\$38,395.81
Kitchen	\$1,317.50	\$1,317.50
Ostresh Memorial	\$4,009.47	\$4,009.47
Museum	\$10,000.00	\$3,995.82
Furnace	\$1,610.00	\$1,610.00
WyDOT History Project	\$0.00	\$2,790.60
Brick Project	\$4,611.06	\$4,611.06
New Website Project	\$2,500.00	\$2,500.00
Model RR Club	\$1,000.00	
2019 Operating Budget	\$20,220.49	
Rentals paid as of Feb 1, scheduled Feb 2019 forward	\$9,575.00	\$6,600.00
Net Worth:		
Checking + Money market + Rental account	\$14,660.79	\$34,835.44
(-)Allocations		
(-)Rentals paid not yet occurred		

2017 Year End	2016 Year End	2015 Year End	2014 Year End
\$2,635.95	\$2,510.32	\$13.10	\$7,534.06
\$112,667.53	\$114,290.67	\$110,222.66	\$105,619.06
\$33,597.71	\$32,318.70	\$20,510.36	

\$16,819.57	\$15,675.41	\$15,789.54	\$15,941.23
\$6,637.50	\$6,591.25	\$5,687.50	\$3,121.09
\$4,364.58	\$3,638.72	\$4,392.18	\$5,162.77
\$5,817.49	\$5,445.44	\$5,709.86	\$7,657.37

\$116,927.74	\$131,544.93	\$126,085.28	\$62,293.34
\$38,884.34	\$45,961.46	\$46,369.02	\$47,344.02
\$1,317.50	\$1,317.50	\$1,317.50	\$0.00
\$4,009.47	\$4,159.47	\$4,159.47	\$4,159.47
\$4,045.32	\$4,045.32	\$4,232.82	\$4,232.82
\$1,610.00	\$1,610.00	\$1,610.00	\$1,610.00
\$10,199.05	\$17,956.85	\$19,702.12	
\$56,862.06	\$55,273.56	\$47,452.78	

\$9,832.50	\$7,850.00	\$6,980.00	*Rental payments from rental sheet, not banking records
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\$22,140.95	\$9,724.76	-\$2,319.16
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