

INFORMATION PACKET

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Friday, July 12, 2019



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We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

The Grid

A working draft of Council Meeting Agendas

July 16, 2019 Councilmembers Absent: Mayor Powell						
Regular Council Meeting Agenda Items		Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
C = Item is on Consent N = Item is not on Consent						
Pre-Meeting: Parade Ordinance Revisions						
Pre-Meeting: Special Event Guide & Policy Revisions						
Pre-Meeting: Title 8 Exemption for Mobile Food Vendors						
Pre-Meeting: Council Interview Questions						
Pre-Meeting: Response to Verizon Concerns						
Establish August 6, 2019 as Public Hearing Date for Consideration of an Ordinance Approving a Rezone of Lots 25-26, Block 8, East Burlington Addition, From M-1 (Limited Industrial) and C-2 (General Business), to Entirely C-2 (General Business), Located at 442 North Lennox.		C				
Establish August 6, 2019 as Public Hearing Date for Consideration of an Ordinance Approving a Zone Change of the Former North Casper Elementary School, on Lots 51-69 and 151-169, Block 29, North Casper Addition to the City of Casper, Natrona County, Wyoming, and Vacated alley Adjacent to Lots 51 through 64 and Lots 151 through 164, Block 29, North Casper Addition to the City of Casper, Natrona County, Wyoming, being also described as the North 350 Feet of the alley within Block 29, North Casper Addition to the City of Casper, Natrona County, Wyoming, from Ed (Educational District) zoning to C-2 (General Business), located at 1014 Glenarm Street.		C				
Establish August 6, 2019 as Public Hearing Date for Amendments to Casper Municipal Code Chapter 10.72 - Article I. - Parades.		C				
Establish August 6, 2019 as the Public Hearing and 1st Reading of the proposed Ordinance Amending Chapter 8.04 – Businesses Affecting Public Health of the Casper Municipal Code.		C				
Ordinance Approving a Plat Creating Fleming Addition to the City of Casper, and Approving the Subdivision Agreement for said Addition. 3rd Reading				N		
Rezoning of Block 60, Lot 9, and N. 20' of Lot 10; and Block 60, West 1/2 of Lots 10-12, Exc. N. 20' of Lot 10, Casper Addition, Located Directly East of the New Rescue Mission, on Lots Currently Addressed as 221 & 227 North Park Street. 3rd Reading				N		
Amending Section 17.12.124 of the Casper Municipal Code Pertaining to Wireless Communication Facilities 2nd Reading				N		
Amending Subparagraphs 10.36.031(D)(2)(b)(ii), (iv) and (v) of the Casper Municipal Code Regarding Mobile Vendor Parking. 2nd Reading (postponed from July 2nd)				N		

Approving the Vacation and Replat Lots 1, 2 and 3, Block 75, Casper Addition, and Parcels Described in Instruments # 551531 & 551532, City of Casper, Natrona County, Wyoming, Located in a Portion of the NE1/4 of the NE1/4, Section 9, T.33 N. – R.79 W., 6 th P.M., to Create the ANB Bank Addition, and Associated Subdivision Agreement.				C	
Approving the Creation of a Disability Council for the City Council, Adopting the Bylaws and Appointing the Officers and Members.				C	
Authorizing an Agreement with Chalk Buttes Landscaping, Inc., in the Amount of \$105,732.47, for the Highland Park Cemetery Irrigation Improvements 2019 Project.				C	
Authorizing a Contract for Professional Services with WLC Engineering and Surveying in the Amount of \$54,700, for the Morad Park to Walmart Trail.				C	
Authorizing an Agreement with Grizzly Excavating & Construction, LLC, in the Amount of \$95,248, for the 5 th & Beech Sanitary Sewer Replacement Project				C	
Authorizing the Purchase of the Critical Incident Management-BowMac System for Unit Command Training from BowMac Educational Services/RSI, in the Amount of \$86,250.				C	
Authorizing a Contract for Outside-City Water Service with Steven W. Hanson. (tentative)				C	
Authorizing the Purchase of One (1) One-ton Pickup with Dump Body and Accessories, from Fremont Motors, Casper, Wyoming, to be Used in the Cemetery Section of the Parks and Recreation Department, in the Total Amount of \$48,451.					C
Executive Session - Personnel					

July 23, 2019	Councilmembers Absent:			
Work Session Agenda Items	Recommendation	Allotted Time	Begin Time	
Recommendations = Information Only, Move Forward for Approval, Direction Requested				
Council Meeting Follow-up		5 min	4:30	
Interactive Long-Range Transportation Plan	Direction Requested	30 min	4:35	
State Health Plan Option	Direction Requested	60 min	5:05	
Finance Policies Resolution	Move Forward for Approval	20 min	6:05	
Wage & Compensation Study	Direction Requested	40 min	6:25	
Agenda Setting		20 min	7:05	
Legislative Review		10 min	7:25	
Council Around the Table		10 min	7:35	
Approximate Ending Time:				7:45

August 6, 2019 **Councilmembers Absent:**

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
C = Item is on Consent N = Item is not on Consent					
Pre-Meeting: LifeSteps Property Management - Part 1					
Establish August 20, 2019 as Public Hearing Date for Adoption of Fiscal Year 2020 Budget Amendment.	C				
Establish August 20, 2019 as Public Hearing Date for Consideration of an Ordinance Approving the City-initiated Annexation of the Green Valley Mobile Home Park, Comprising 14-Acres, More or Less, Located at 2760 South Robertson Road.	C				
Establish September 17, 2019 as Public Hearing Date for Consideration of Annexation Compliance with Title 15, Chapter 1, Article 4 of the Wyoming State Statutes to Determine if the Annexation of the Green Valley Mobile Home Park, Complies with W.S. 15-1-402.	C				
Public Hearing: Amending Chapter 8.04 – Businesses Affecting Public Health of the Casper Municipal Code.		N			
Public Hearing: Amendments to Casper Municipal Code Chapter 10.72 - Article I. - Parades.		N			
Rezone of Lots 25-26, Block 8, East Burlington Addition, From M-1 (Limited Industrial) and C-2 (General Business), to Entirely C-2 (General Business), Located at 442 North Lennox. Public Hearing		N			

Zone Change of the Former North Casper Elementary School, on Lots 51-69 and 151-169, Block 29, North Casper Addition to the City of Casper, Natrona County, Wyoming, and Vacated alley Adjacent to Lots 51 through 64 and Lots 151 through 164, Block 29, North Casper Addition to the City of Casper, Natrona County, Wyoming, being also described as the North 350 Feet of the alley within Block 29, North Casper Addition to the City of Casper, Natrona County, Wyoming, from Ed (Educational District) zoning to C-2 (General Business), located at 1014 Glenarm Street. Public Hearing		N			
Amending Section 17.12.124 of the Casper Municipal Code Pertaining to Wireless Communication Facilities 3rd Reading			N		
Amending Subparagraphs 10.36.031(D)(2)(b)(ii), (iv) and (v) of the Casper Municipal Code Regarding Mobile Vendor Parking. 3rd Reading			N		
Authorizing the Purchase of Two Paratransit Buses for use in the City's Transit System From Creative Bus Sales in an Amount of \$149,182 and Options to Purchase two Additional, Identical Vehicles Over the Next Four (4) Years.				C	
Authorizing a Contract with Venture Technologies to Upgrade the Existing 911 Phone System and Provide Five Year Maintenance Coverage on Software and Hardware.				C	
Acknowledge a Name Change for Restaurant Liquor License No. 31 from Himalayan Indian Cuisine, LLC to Himalayan Cuisine, LLC, located at 232 East 2nd Street.					C

August 13, 2019**Councilmembers Absent:**

Work Session Meeting Agenda Items	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Meeting Follow-up		5 min	4:30
Code of Ethics (John Henley)	Direction Requested	40 min	4:35
Wayfinding Plan	Direction Requested	20 min	5:15
Budget Amendment	Move Forward for Approval	20 min	5:35
Visit Casper?		20 min	5:55
Agenda Setting		20 min	6:15
Legislative Review		10 min	6:35
Council Around the Table		10 min	6:45
Approximate Ending Time:			6:55

August 20, 2019**Councilmembers Absent:**

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
C = Item is on Consent N = Item is not on Consent					
Public Hearing: Adoption of Fiscal Year 2020 Budget Amendment.		N			
Public Hearing: Consideration of an Ordinance Approving the City-initiated Annexation of the Green Valley Mobile Home Park, Comprising 14-Acres, More or Less, Located at 2760 South Robertson Road		N			
Rezone of Lots 25-26, Block 8, East Burlington Addition, From M-1 (Limited Industrial) and C-2 (General Business), to Entirely C-2 (General Business), Located at 442 North Lennox. 2nd Reading			N		
Zone Change of the Former North Casper Elementary School, on Lots 51-69 and 151-169, Block 29, North Casper Addition to the City of Casper, Natrona County, Wyoming, and Vacated alley Adjacent to Lots 51 through 64 and Lots 151 through 164, Block 29, North Casper Addition to the City of Casper, Natrona County, Wyoming, being also described as the North 350 Feet of the alley within Block 29, North Casper Addition to the City of Casper, Natrona County, Wyoming, from Ed (Educational District) zoning to C-2 (General Business), located at 1014 Glenarm Street. 2nd Reading			N		
Rescinding Resolution Number 17-207, and Adopting Revised Historic Preservation Program Rules and Regulations for the City of Casper, Wyoming.				C	

August 27, 2019**Councilmembers Absent:**

Work Session Meeting Agenda Items	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Meeting Follow-up			4:30

Agenda Setting		20 min	
Legislative Review		10 min	
Council Around the Table		10 min	
Approximate Ending Time:			



AMOCO REUSE AGREEMENT JOINT POWERS BOARD

MEETING MINUTES

6:00 p.m. Wednesday, June 12, 2019

2435 King Blvd, Big Horn Conference Room, Casper, WY 82604

Present: Reed Merschat, Ben Schrader, Bob Chynoweth, Doug Follick, Bob Hopkins, Forrest Chadwick, Terry Lane, and *Jim Belcher

Excused Absences: Jerad Stack

Others Present: Brendan LaChance (Oil City News), Matt Reams (Three Crowns), and ARAJPB's Executive Director Renee Hahn.

With a quorum in attendance, the meeting was called to order at 6:00 p.m. by Chairman Merschat. All attendees were asked to participate in the Pledge of Allegiance to the Flag.

1. Minutes from April 10, and May 8, 2019 Regular Meeting

A motion was made by Mr. Chynoweth and seconded by Mr. Hopkins to approve the Minutes of the April 10, 2019 meeting. There being no further discussion, the Board proceeded to vote. The motion carried with all members in attendance voting to accept the Minutes as presented.

A motion was made by Mr. Hopkins and seconded by Mr. Chynoweth to approve the Minutes of the May 8, 2019 meeting. There being no further discussion, the Board proceeded to vote. The motion carried with all members in attendance voting to accept the Minutes as presented.
(Copy of both Minutes on file.)

2. Approval of June 12, 2019 Treasurer's Report

Details of investment accounts, the checking account and the various vouchers listed on the Treasurer's Report as of June 12, 2019 were presented by Mr. Chynoweth. He informed the Board that there were four invoices that will be reimbursed by BP of North America totaling \$1,852.00 for gas odor repairs made in the basement crawl space at 2435 King Blvd. The invoices described were from Casper Electric, GW Mechanical, and two from Sheet Metal Specialties.

Mr. Lane inquired on the type of lighting that was used along the pathway. Ms. Hahn and Mr. Hopkins explained that LED lights are replacing the past bulbs as they burn out.

A motion was made by Mr. Follick and seconded by Mr. Chynoweth to approve the Treasurer's Report of June 12, 2019, containing the financial report of the investment funds, checking account, interest accrued and the authorization for payment of all vouchers listed on the report. There being no further discussion, the Board proceeded to vote. The motion carried with all members in attendance voting to accept the report.

The May 2019 monthly financial statement draft by Lenhart Mason was presented by Mr. Chynoweth. He inquired if any of the Board had additional questions. No questions were asked.

- **Investment/Financial Committee**

Mr. Chynoweth informed the Board that the Financial Committee did not meet this past month. He stated "More cash will be needed from the Davidson Fund to infuse cash into ARAJPB's checking account to pay for the dirt removal on the PRC which is estimated at \$421,000." He asked that Ms. Hahn give more details. Ms. Hahn stated "The invoices will be split 50/50 with BP. BP has indicated that they can repay ARAJPB for these invoices with a 10-day turn around." Ms. Hahn has supplied BP with all the necessary information to allow BP to remit ACH deposits. Ms. Hahn informed the Board that the total amount owed to the City of Casper for tipping fees was \$58,000 as of June 10th.

*6:13 p.m. Mr. Belcher enters meeting.

Mr. Chynoweth informed the Board that the Proposed Budget for 2019-2020 was approved by the State Auditor's Department. Mr. Schrader stated "I want to propose a change to the final budget and request that another \$200,000 is added to the PRC Remediation, account number 7550. This request is based on the expense of the dirt removal costs."

A motion was made by Mr. Schrader and seconded by Mr. Follick to approve the increase of \$200,000 in the final budget to be submitted to the State. There being no further discussion, the Board proceeded to vote. The motion carried with all members in attendance voting to accept the change in the Final Budget.

3. Committee Reports

- **Three Crowns**

Mr. Follick discussed the weather and how Mother Nature was not cooperating with Three Crowns. Mr. Reams informed the Board "Though the weather was not their friend, I have managed to cut expenses to justify the loss of income." He reminded the Board that May had six days of zero play. Mr. Chynoweth inquired if any of the 926 rounds that were lost in April and May might be recoverable. Mr. Reams stated they were not, but is feeling very positive with the financial situation.

- **PRC**

Ms. Hahn informed the Board that the final walk through for the trail will be tomorrow at noon. She welcomed all board members to join her. She stated "The Art Call will now be run through **Art 321** with no costs attached." Ms. Grant, who is Art 321's Executive Director, is working with Wyoming Arts Council to finalize the call prior to it being made public. They are currently working on a budget estimating the cost of installation as well as a maintenance budget. Once presented, it will be shared with the Board for their input.

- **Refined Properties**

Mr. Schrader informed the Board with the Parkway Hotel being developed as a conference center, ARAJPB has asked FLAG Development work to come to a halt. "Now the top priority

is to move forward on the possibility of having a sports complex in the Commons.” “We hope to present drawings/plans to the Board at next month’s meeting.”

“ARAJPB did receive a very low offer on 14 acres in the Salt Creek Heights which has been countered.” ARAJPB expects to hear back on the offer, but at this time we are still waiting. Ms. Hahn shared a new marketing logo for the PRC which was developed by the Bark Firm. The Board agreed to the design.

- **Architectural Review**

There was no report.

Executive Session

A motion was made by Mr. Chynoweth and seconded by Mr. Follick to enter into Executive Session to discuss personnel matters.

Ms. Hahn, Mr. Reams, and Mr. LaChance exited the meeting at 6:34 p.m.

Mr. Follick asked that Ms. Hahn return to the meeting as the others had left upon the completion of the Executive Session at 6:54 p.m.

A motion was made by Mr. Merschatt and seconded by Mr. Schrader to approve an increase to the Executive Director’s salary to \$84,000 for the entire 2019-2020 budget year. There being no further discussion, the Board proceeded to vote. The motion carried with all members in attendance voting to accept the change in the executive director’s salary.

- **Executive Committee**

Mr. Merschatt discussed future meetings dates and times.

4. Interaction with City and County Representatives – Specific Issues and Concerns

Mr. Hopkins had nothing to report. Mr. Chadwick discussed current projects with the County.

5. Other

None.

6. Future Meetings/Agenda

- Three Crowns Management Committee – June 20th, 7:00 am, 2435 King Blvd., Big Horn Conference Room
- Year-End Board Meeting – June 28th, 12:00 pm at 2435 King Blvd., Big Horn Conference Room
- Regular Board meeting – July 10th, 6:00 pm at 2435 King Blvd., Big Horn Conference Room
- Three Crowns Management Committee – July 18th, 7:00 am, 2435 King Blvd., Big Horn Conference Room

7. Public Comment

None.

8. Good of the Order

None.

9. Adjournment

There being no further action by the Board, a motion was made by Mr. Follick and seconded by Mr. Schrader to adjourn the meeting at 7:12 p.m. The motion carried with all members in attendance voting aye.

7-10-19
Date

7/10/19
Date


Board Officer


Presiding Officer



COMMUNITY DEVELOPMENT
DEPARTMENT

State of Wyoming
City of Casper
200 N David St Phone: (307) 235-8264
Building Department
June 2019 Reports



Type of Permit	Number of Permits	Fees	Valuations
New-Sign	2	\$1,305.00	\$160,000.00
Rep-Re-Roof	56	\$9,444.00	\$470,022.70
Add-Deck	6	\$735.00	\$28,000.00
Rem-Basement	7	\$2,046.00	\$142,000.00
Rem-Bathroom	2	\$514.00	\$34,500.00
Rem-Multi Family	1	\$162.00	\$7,500.00
New-Detached Garage	3	\$1,281.00	\$110,500.00
Rep-Res Misc	7	\$1,119.00	\$54,850.00
New-Residential	6	\$13,664.40	\$1,838,500.00
Rem-Residential	4	\$953.00	\$62,664.88
Add-Residential	1	\$370.00	\$26,400.00
Retaining Wall	2	\$174.00	\$3,500.00
Rem-Commercial	5	\$6,332.29	\$529,968.00
New-Manufactured Home	2	\$931.00	\$45,000.00
Rem-Kitchen	2	\$360.00	\$18,500.00
Add-Other	1	\$184.00	\$10,000.00
New-Commercial	1	\$5,564.13	\$551,500.00
Rep-Deck	5	\$846.00	\$41,237.00
Dem-Commercial	1	\$300.00	\$0.00
Rep-Comm Misc	1	\$274.00	\$18,000.00
			\$0.00
			\$0.00
			\$0.00
	115	\$46,558.82	\$4,152,642.58

Electrical Permits Issued	Fees Invoiced
115	\$15,276.20

Mechanical Permits Issued	Fees Invoiced
82	\$13,746.20

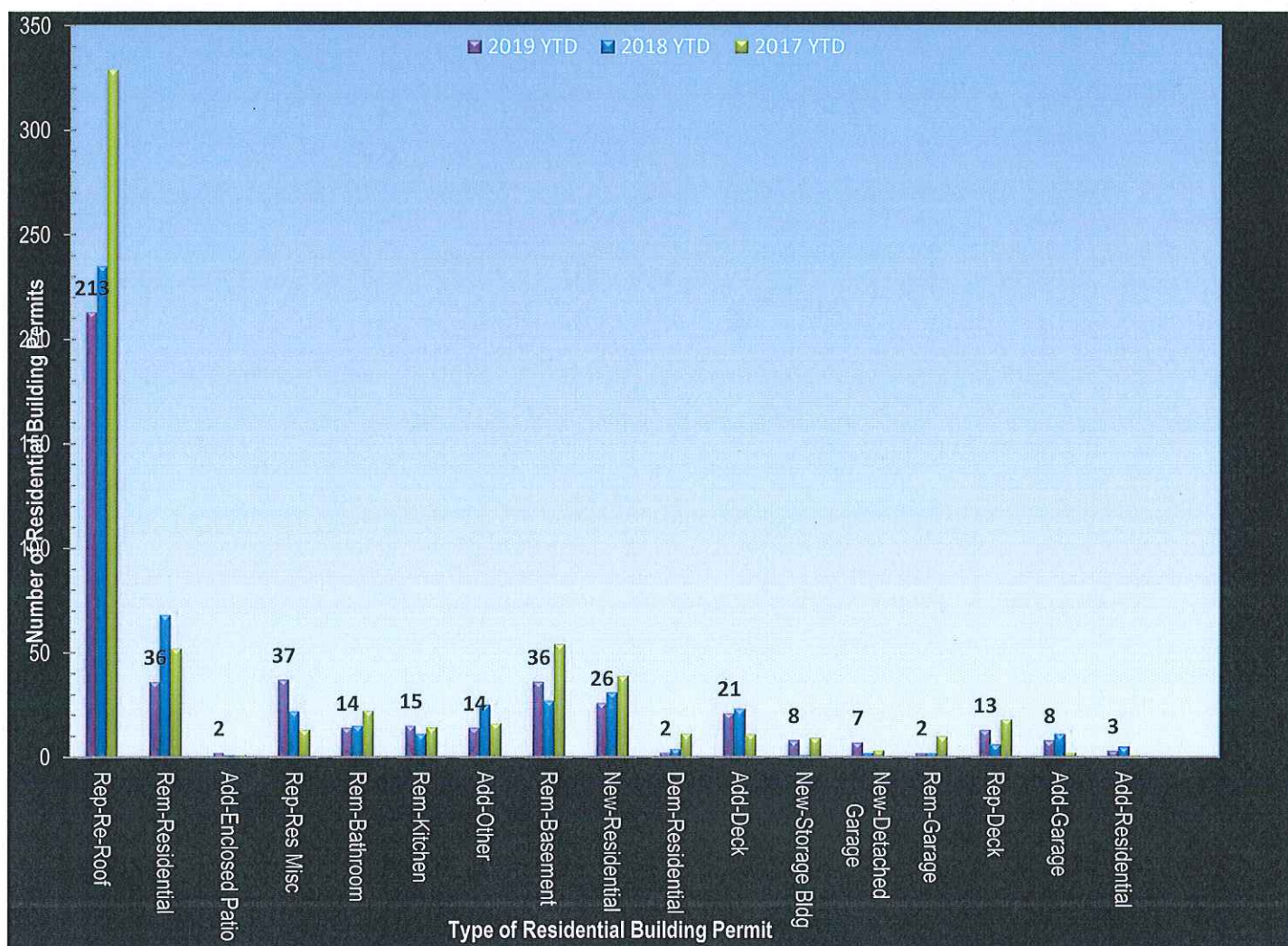
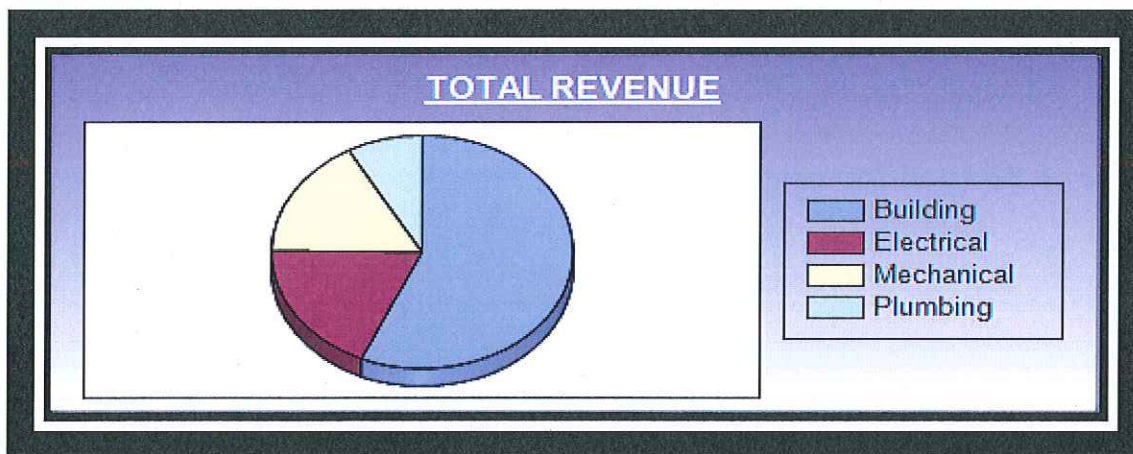
Plumbing Permits Issued	Fees Invoiced
77	\$6,728.00

Single Family Houses YTD			June 2019 Single Family Houses		
2018		31		2018	4
2019		26		2019	6



COMMUNITY DEVELOPMENT
DEPARTMENT

State of Wyoming
City of Casper
200 N David St Phone: (307) 235-8264
Building Department
June 2019 Reports





COMMUNITY DEVELOPMENT
DEPARTMENT

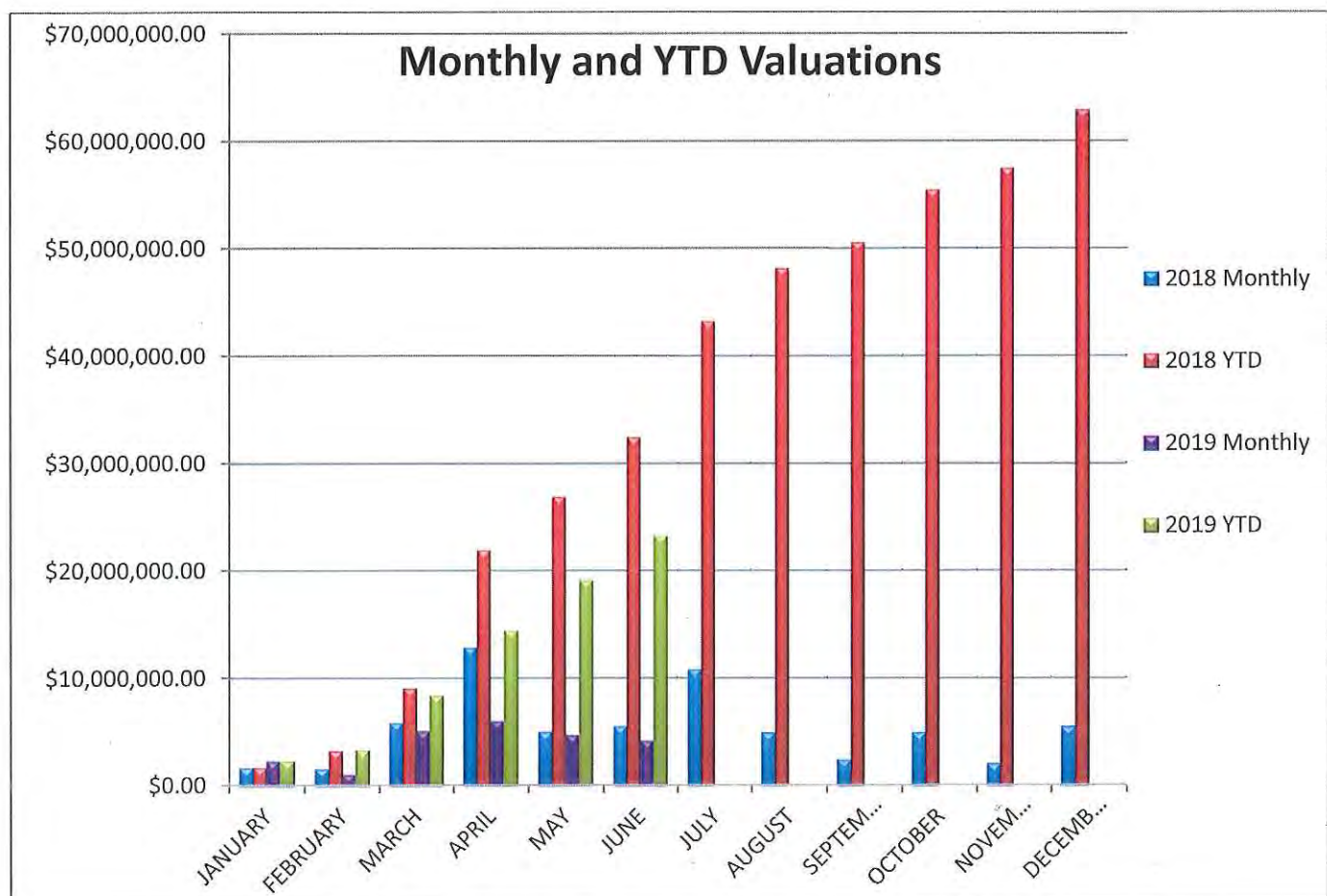
State of Wyoming
City of Casper
200 N David St Phone: (307) 235-8264
Building Department
June 2019 Reports



MONTH	2018 Monthly Valuation	2018 YTD Valuation	2019 Monthly Valuation	2019 YTD Valuation
JANUARY	\$1,661,039.40	\$1,661,039.40	\$2,282,162.88	\$2,282,162.88
FEBRUARY	\$1,551,977.75	\$3,213,017.15	\$1,036,308.48	\$3,318,471.36
MARCH	\$5,836,851.00	\$9,049,868.15	\$5,072,606.25	\$8,391,077.61
APRIL	\$12,821,244.41	\$21,871,112.56	\$5,981,892.38	\$14,372,969.99
MAY	\$4,985,808.62	\$26,856,921.18	\$4,696,267.67	\$19,069,237.66
JUNE	\$5,525,644.37	\$32,382,565.55	\$4,152,642.58	\$23,221,880.24
JULY	\$10,827,919.90	\$43,210,485.45	\$0.00	\$0.00
AUGUST	\$4,916,015.14	\$48,126,500.59	\$0.00	\$0.00
SEPTEMBER	\$2,389,571.30	\$50,516,071.89	\$0.00	\$0.00
OCTOBER	\$4,907,298.90	\$55,423,370.79	\$0.00	\$0.00
NOVEMBER	\$2,004,394.65	\$57,427,765.44	\$0.00	\$0.00
DECEMBER	\$5,442,555.00	\$62,870,320.44	\$0.00	\$0.00
	<u>\$62,870,320.44</u>	<u>\$62,870,320.44</u>	<u>\$23,221,880.24</u>	<u>\$23,221,880.24</u>

LARGE VALUATIONS:

June 2019 - No new projects over \$1,000,000





State of Wyoming
City of Casper
 200 N David St Phone: (307) 235-8264
Building Department
Fees Collected
June 2019 Report



BUILDING PERMITS	\$ 37,097.75
ELECTRICAL PERMITS	\$ 16,808.80
MECHANICAL PERMITS	\$ 16,264.20
PLUMBING PERMITS	\$ 578.00
ELECTRICAL LICENSES	\$ 521.00
PLUMBING LICENSES	\$ 175.00
MOBILE HOME LICENSES	\$ 165.00
MECHANICAL LICENSES	\$ 34.00
UTILITY LICENSES	\$ -
GENERAL CONTRACTORS LICENSES	\$ 750.00
SIGN PERMITS	\$ 328.00
C-CAN PERMITS	\$ 125.00
EROSION CONTROL PERMITS	\$ -
MOBILE HOME PERMITS	\$ 25.00
PLAN CHECK FEES	\$ 6,891.72
PLANNING FEES	\$ 2,400.00
DEMO PERMITS (included in Building Permits)	\$ -

Totals: \$ 82,163.47

MONTHLY INSPECTIONS:

BUILDING	ELECTRIC	PLUMBING	MECHANICAL
167	162	116	49

CONSULTS	PLAN REVIEW	FIRE
12	8	0

YTD INSPECTIONS:

BUILDING	ELECTRIC	PLUMBING	MECHANICAL
891	862	696	266

CONSULTS	PLAN REVIEW	FIRE
93	155	0

2019 Monthly Inspections
June 2019

Inspector	Building Inspections	Electrical Inspections	Plumbing Inspections	Mechanical Inspections	Plan Reviews	Fire Training/ Inspections	Consults, Gray Slips, Miscellan eous	Total Inspections and Plan Reviews
Lonnie Genoff	0	0	82	49	0	0	0	131
Justin Scott	125	0	0	0	0	0	0	125
Shawn Barrett	3	80	0	0	1	0	5	89
Dan Elston	38		34	0	7	0	7	86
Russ Lutz	1	82	0	0	0	0	0	83
								0
Monthly Total	167	162	116	49	8	0	12	514

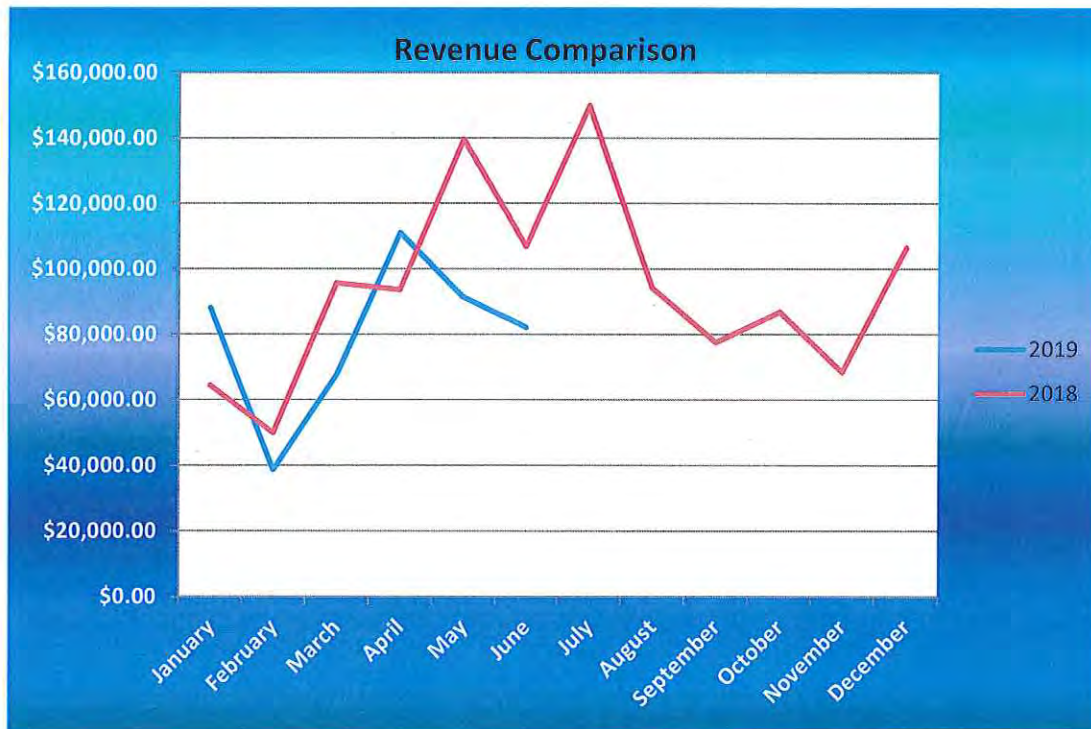
YTD Totals	891	862	696	266	155	0	93	2963	2963
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State of Wyoming
City of Casper
 200 N David St Phone: (307) 235-8264
Building Department
Revenue Collected
June 2019 Report



Month	TOTAL REVENUE FOR 2018	TOTAL REVENUE FOR 2019
January	\$64,406.94	\$88,267.32
February	\$49,910.69	\$38,690.00
March	\$95,661.23	\$67,734.89
April	\$93,605.60	\$111,120.24
May	\$139,648.90	\$91,425.56
June	\$106,906.31	\$82,163.47
July	\$149,912.87	
August	\$93,951.10	
September	\$77,512.91	
October	\$86,919.71	
November	\$68,523.56	
December	\$106,530.13	
	\$1,133,489.95	\$479,401.48



Dan Elston: Building Official



**Central Wyoming Regional Water System
Joint Powers Board**

1500 SW Wyoming Boulevard
Casper, Wyoming 82604
(307) 265-6063 • Fax (307) 265-6058

**Board
Members:**

H. H. King, Jr.,
Chairman

Larry Keffer,
Vice-Chairman

Ken Waters,
Secretary

Paul Bertoglio,
Treasurer

Steve Freel

Mike Huber

Charlie Powell

REGULAR JOINT POWERS BOARD MEETING AGENDA

Tuesday

July 16, 2019

11:30 a.m.

**Regional Water Treatment Plant
Joint Powers Board Conference Room
1500 SW Wyoming Boulevard**

1. Announcements
2. Approve Minutes – June 18, 2019 *
3. Approve Vouchers – July 2019 *
4. Approve Financial Report – June 2019 *
5. Operations Update
6. Public Comment
7. Old Business
 - a) Project Updates
 - i. FY19 Roof Replacements – Under Construction – Limmer Roofing
 - ii. PLS/SCADA Project – Under Construction – HOA Solutions
 - iii. Wardwell Zone IIIB Tank – Under Construction – Great Plains Structures
 - iv. Raw Water Switch Gear and VFD Replacements – Under Design – West Plains Engineering
 - v. 2.6 MG Water Storage Tank Renovations – Under Construction – Riley Industrial
 - vi. Liquid Oxygen System Heaters – Under Construction – Rocky Mountain Air
 - vii. Well Rehabilitation – Assigned to Engineering Staff – Requesting Proposal
 - b) Other
8. New Business
 - a) Consider Amendment No. 1 to the Contract for Professional Services with Rocky Mountain Air Solutions for a Second Liquid Oxygen System Heater in the amount of \$12,489 *
 - b) Discuss Easement for RWS Transmission Line
 - c) Other
9. Chairman's Report

Next Meeting: Regular JPB Meeting – August 20, 2019

****Indicates Attachment***



***CENTRAL WYOMING REGIONAL WATER SYSTEM
JOINT POWERS BOARD***

MEETING PROCEEDINGS

June 18, 2019

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, June 18, 2019 at 11:30 a.m., in the Joint Powers Board Conference Room, Regional Water Treatment Plant, 1500 SW Wyoming Boulevard, Casper, WY.

Board Members Present - Chairman King, Secretary Waters, Treasurer Bertoglio, and Board Members Bogart, Huber, and Freel. Board Members Powell and Walsh were absent.

City of Casper – Freel, Huber, Andrew Beamer, Bruce Martin, Brian Schroeder, Clint Conner, Janette Brown, Scott Baxter, Ethan Yonker, Michael McDaniels

Natrona County – Bertoglio

Salt Creek Joint Powers Board – King

Wardwell Water & Sewer District – Bogart

Pioneer Water & Sewer District – Waters

Poison Spider Improvement & Service District –

Wyoming Water Development Office -

Sandy Lakes Estates -

Lakeview Improvement & Service District -

33 Mile Road Improvement & Service District –

Mile-Hi Improvement and Service District –

Central Wyoming Groundwater Guardian Team (CWGG) –

Others —

The Board meeting was called to order at 11:30 a.m.

1. In Announcements, Mr. Martin stated that Mr. James Bogart with Wardwell Water & Sewer District is in attendance today and has the proxy for Vice-Chairman Keffer.

2. Chairman King asked for a motion to approve the minutes from the May 21, 2019 meeting. A motion was made by Treasurer Bertoglio and seconded by Secretary Waters to approve the minutes from the May 21, 2019 meeting. Motion put and carried.
3. Mr. Martin asked the Board to reference the updated voucher listing dated today and shown on the screen. Mr. Martin stated that one additional voucher was added to the listing; voucher 8039 for Modern Electric, Co. in the amount of \$4,539.25 for Retainage Release for the WTP VFD Project. Mr. Martin recommended approval of the vouchers and offered to answer any questions the Board may have on the voucher listing.

Chairman King asked for a motion to approve the June 2019 vouchers. A motion was made by Secretary Waters and seconded by Board Member Bogart to approve the June 2019 voucher list to include voucher numbers 8029 through 8039 in the amount of \$444,191.71. Motion put and carried.

4. Mr. Martin asked the Board to reference the Gallons Produced table in the agenda packet. Mr. Martin stated that production for May 2019 was 216 MG, which is 18 MG more than the five year average of 234 MG. Mr. Martin stated that year to date production is 3.014 BG, compared to the five year average of 3.16 BG.

Board Member Huber arrived at 11:37 a.m.

Mr. Martin asked the Board to reference page 2 of the Financial Report. Mr. Martin stated that year to date Water Sales are \$5,555,451, which is an increase of \$226,062 over last year, a 4.24% increase, due to the rate increase.

Mr. Martin stated that the Total Operating Expenses are \$2,832,026, which is a 2.34% increase over last year.

Chairman King asked for a motion to approve the May 2019 Financial Report as presented. A motion was made by Board Member Bogart and seconded by Board Member Freel to approve the May 2019 Financial Report as presented. Motion put and carried.

5. Chairman King turned the time over to Mr. Schroeder for the Operations Update.

Mr. Schroeder stated that the surface water plant has been running all month, but production has been low due to the cool weather and rain. Mr. Schroeder stated that there is enough demand to keep the surface water plant running, but it is just idling.

Mr. Schroeder stated that the Bureau of Reclamation has not started releasing a lot of water from the reservoirs so recharge on the wells is low. Mr. Schroeder stated that the last report he received showed that there was approximately 1200 cfs coming from Grey Reef. Mr. Schroeder stated that usually by this time of year, river flows are at 2500 cfs. Mr. Schroeder stated that the water is just not needed downstream.

Board Member Bogart stated that the river level looks pretty high, and asked if it was just

from runoff. Mr. Schroeder stated that the river is higher than normal winter flows of 500 cfs, as right now it is 1200 to 1300 cfs, but in order to get good recharge of the wells it needs to be higher.

Mr. Schroeder stated that the groundwater contactor is leaking again. Mr. Schroeder stated that staff repaired a joint, but it is still leaking. Mr. Schroeder stated that staff will go back in next week and do more repairs.

The time was turned over to Mr. Conner for the Transmission System Update.

Mr. Conner stated that Mr. Martin will show the video from the construction of the Airport Elevated Tank. Mr. Conner stated that swallows are starting to build nests right where the tank meets the concrete pillar. Mr. Conner stated that that area is sealed, and the swallows are perching there like they do under bridges.

Mr. Conner stated that the small pump at the Wardwell Booster is down and will have to be rebuilt. Mr. Conner stated that a 4-inch swing check valve needs to be rebuilt for this booster. Mr. Conner stated that staff will change out bearings and seals on the rest of the pumps this winter.

Mr. Conner stated that staff is getting the booster stations ready for the summer season.

Mr. Conner stated that the chloramine residuals are good out in the system.

Mr. Conner stated that at the Airport Elevated Tank around the outlet vault, where the overflow comes in, is settling along with a couple of bollards, so the contractor will have to take care of those issues.

Mr. Conner stated that staff has been mowing at the booster and tank sites, and will be completing end of fiscal year inventory next week.

Secretary Waters stated that last month mention was made that a valve or something was being replaced on the end of the Pioneer system. Mr. Conner stated that a backflow preventer on the meter pit at 12 Mile failed, so a new check valve has to be installed.

6. There was no Public Comment.
7. There was no Old Business.
 - a. There was no Other Old Business.
8. In New Business:
 - a. Mr. Martin stated that the contractor is getting ready to start the 2.6 MG Water Storage Tank Recoating Project. Mr. Martin stated that while the tank is out of service for this project, it is the perfect time to install a PAX water tank mixer as this tank does not have one. Mr. Martin stated that the mixer will help improve

water quality in the tank.

Mr. Martin stated that the contract with Municipal Treatment Equipment, Inc. is just for the mixer itself. Mr. Martin stated that there will be a separate contract for the electrical work, and staff will install the mixer.

A motion was made by Secretary Waters and seconded by Board Member Huber to approve the contract with Municipal Treatment Equipment, Inc. for one PAX Water Storage Tank Mixer for use in the 2.6 MG Water Storage Tank in the amount of \$34,950. Motion put and carried.

- b. Mr. Martin stated that last month the Board approved Change Order No. 1 to the North Platte River Exposed Waterline Repair Project to include extending the recharge channel intake piping approximately 200 feet into the river.

Mr. Martin stated that when the portion of the North Platte River Restoration Project adjacent to the RWS Morad wellfield was completed in 2017, a change in river channel geometry and creation of a backwater wetland resulted in stagnant water near the existing recharge intake directly west of the WTP on the west side of the river.

Mr. Martin stated that the funding agreement before the Board serves as a mechanism for transferring Casper river project funding to the RWS to cover the costs associated with the intake piping extension. Mr. Martin stated that once the agreement is approved, the City of Casper will pay \$32,200, its fair share of the construction costs, to the RWS. Mr. Martin stated that the Casper City Council approved this funding agreement during its June 4, 2019 regular council session.

A motion was made by Board Member Huber and seconded by Board Member Bogart to approve the funding agreement with the City of Casper for the construction of the RWS Caisson Recharge Channel Intake Piping Extension in the amount of \$32,200. Motion put and carried.

- c. Mr. Martin stated that the Raw Water intake pump station components switch gear and MCCs are 30+ years old. Mr. Martin stated that the replacement of these components was budgeted in the FY19 budget, but the funds had to be used for the Exposed Waterline Project, and have been re-budgeted in the FY20 budget.

Mr. Martin stated that the agreement before the Board is with West Plains Engineering, Inc. for design and construction administration of the WTP MCC and Switchgear Replacement, Project No. 18-078. Mr. Martin stated that since this is a FY20 project, work will not start until July 1st. Mr. Martin stated that Mr. Scott Baxter with the City Engineering Department is in attendance today to answer any questions the Board may have.

Mr. Baxter stated that the only thing he had to add to Mr. Martin's overview was

that \$500 of the \$13,500 is for design of lighting replacement for the building. Mr. Baxter stated that depending on the overall funds available at the time of bidding, this would be one of the options.

Secretary Waters asked what size of MCC is in the Raw Water pump station. Mr. Baxter stated that he believed that it is 480v. Mr. Baxter stated that it is a single unit as far as the set of MCC and switchgear.

Secretary Waters asked if it is a watertight enclosure that the MCC is being put in. Mr. Schroeder stated that it is not watertight. Mr. Martin stated that the MCCs are all along the wall, but there is not water spraying everywhere.

Secretary Waters stated that it just seems a small amount of funding for electrical design. Mr. Martin stated that compared to the WTP, this is a very small pump station that doesn't require a lot of electrical.

A motion was made by Secretary Waters and seconded by Board Member Freel to approve the Contract for Professional Services with West Plains Engineering, Inc. for design and construction administration of the WTP MCC and Switchgear Replacement, Project No. 18-078 in the amount of \$13,500. Motion put and carried.

- d. Mr. Martin asked the Board to reference the deduct change order for HOA Solutions, Inc. for the PLC/SCADA project. Mr. Martin stated that HOA Solutions proposed to use VT SCADA software in place of the original specified software. Mr. Martin stated that SCADA is the Operator interface to the system. Mr. Martin stated that WTP Staff had the opportunity to test the proposed software and recommends approval of the substitution.

Mr. Schroeder stated that staff was able to download a free version of the software to try. Mr. Schroeder stated that the Operators were very happy with the software demonstration. Mr. Martin stated that the software is very user friendly and the Instrumentation Tech will be able to make some modifications within the system instead of having to bring in a consultant.

Mr. Martin stated that as this project is funded by the State, DWSRF Staff have reviewed and approved the change order.

Mr. Martin stated that Mr. Ethan Yonker with the City Engineering Department is in attendance to answer any questions the Board might have on the change order. Mr. Yonker stated that HOA included a memo with their bid submittal regarding a deduct change order would be offered if the VT SCADA software was approved for use.

A motion was made by Board Member Bogart and seconded by Secretary Waters to approve Deduct Change Order No. 1 to the WTP SCADA Improvements Project No. 17-038 for the price reduction of \$65,000 for the substitution of

SCADA software. Motion put and carried.

- e. Mr. Martin stated that with it being the end of the fiscal year, funds need to be reallocated to line items in the budget that have overages. Mr. Martin asked the Board to reference the FY19 Budget Reallocation. Mr. Martin stated that funds are being reallocated to Consulting - \$120; Legal Expense - \$6,000 due to the Wardwell Zone IIIB Water Storage Tank; Accounting & Audit - \$300 due to an increase in the BusinessWorks Software renewal; Buildings - \$12,800 for the Roof Project; and PLC/SCADA Equipment Replacement - \$1,502,000 moved into the loan line item. Mr. Martin stated that these funds were moved from Insurance & Bonds, Travel & Training, and Improvements Other Than Buildings.

Secretary Waters asked what the total cost was for the Roof Project. Mr. Martin stated that \$40,000 was budgeted for the Roof Project, but the bid came in \$14,000 higher.

A motion was made by Secretary Waters and seconded by Treasurer Bertoglio to approve the FY2019 Budget Reallocations as presented. Motion put and carried.

- f. Mr. Martin stated that there are several FY19 projects that were not completed, and the funds need to be encumbered in order to be carried over into the FY20 budget. Mr. Martin reviewed the following encumbrances with the Board:

RWS2019-1 71 Construction \$432,200 – North Platte River Exposed Water Line Project No. 17-097

RWS2019-2 HOA Solutions Inc. \$1,492,816 – SCADA System Upgrades Project No. 17-038

RWS2019-3 Rocky Mountain Air Solutions \$49,745.78 – LOX System Heater Replacement

RWS2019-4 Great Plains Structures, LLC \$500,000 – Wardwell Tank Repairs Project No. 16-035

RWS2019-5 Riley Industrial Services, Inc. \$815,584 – 2.6M Gallon Tank Recoating Project No. 18-093

RWS2019-6 Municipal Treatment Equipment, Inc. \$34,950 – PAX Water Tank Mixer for 2.6 MG Tank

RWS2019-7 City of Casper \$64,296.67 – 2019 Roof Replacement Project

Mr. Martin recommended approval of the FY2019 encumbrances.

A motion was made by Treasurer Bertoglio and seconded by Board Member Bogart to approve the FY19 encumbrance numbers RWS2019-1 through RWS2019-7 as presented. Motion put and carried.

- g. Mr. Martin stated that at the meeting last month the Board reviewed the Wholesale Water Rate Model and looked at different scenarios. Mr. Martin stated that the Board consensus was to bring a 5% rate increase forward for consideration at the meeting today.

A motion was made by Secretary Waters and seconded by Board Member Huber to approve a 5% wholesale water rate increase to \$1.93 per thousand gallons for FY2020. Motion put and carried.

- h. Mr. Martin stated that the preliminary FY20 budgets for the WTP Operations and RWS Agency were presented to the Board in April. Mr. Martin stated that there have been a few updates to the budgets since that time.

WTP Budget

Mr. Martin stated that the Casper City Council approved a one-time payment for employees, which increased Personnel Costs by \$35,381 over the FY19 budget.

Mr. Martin stated that Interdepartmental Services has increased \$14,500 over the FY19 budget.

Treasurer Bertoglio stated that he just received notice that the gas company is requesting a 25% increase to take place in January 2010 and asked how often the budgeted amount for natural gas is overspent. Mr. Schroeder stated that in the last few years it has been very seldom that the budgeted amount has not been sufficient. Treasurer Bertoglio stated that the requested increase must still be approved by the Public Services Commission.

Mr. Martin stated that the preliminary FY20 Operations budget showed a 0.5% increase in April, but now shows a 1.9% increase over the FY19 Operations budget with the changes.

Central Wyoming Regional Water System Agency Budget

Mr. Martin stated that Water Rate Revenue was increased by \$177,067 to include the 5% wholesale water rate increase. Mr. Martin stated that these revenues are proportioned to each wholesale entity based on the fiscal year percentage of water production based on a five-year average of total production.

Mr. Martin stated that Insurance & Bonds was increased to \$97,544, which is an increase of \$5,521 over the FY19 budget.

Mr. Martin stated that \$120,000 was added to Improvements Other Than Buildings to replace the WTP HVAC Chiller. Mr. Martin stated that there was preliminarily \$50,000 budgeted for HVAC pumps and valves, but then the chiller started failing.

A motion was made by Board Member Freel and seconded by Secretary Waters to approve the FY2020 WTP Operations Budget and RWS Agency Budget as presented. Motion put and carried.

- i. Mr. Martin stated that as the Board recalls, there was one bad sample during the Long-Term 2 Enhanced Surface Water Treatment Rule testing that failed and moved the RWS into the BIN2 classification. Mr. Martin stated that this is what required the UV system upgrade. Mr. Martin stated that there had been a back and forth discussion with EPA on this, but Treasurer Bertoglio has new information that he would like to share with the Board.

Treasurer Bertoglio stated that he was at a meeting at Representative Cheney's office and ran into Mark Pepper with Wyoming Rural Water. Treasurer Bertoglio stated that Mr. Pepper informed him that rural water systems really get hit by EPA over an anomalous test and then are requiring substantial upgrades to the small water plants. Treasurer Bertoglio stated that he brought this up to Representative Cheney, and she wants to get involved.

Treasurer Bertoglio stated that Mr. Pepper told them that once a system is put into BIN2 classification, there really is no way to work with the regulatory agency to get back out.

Treasurer Bertoglio stated that Senator Barrasso is the chairman of the Energy and Natural Resources Committee and has a subcommittee that is working on a bill that would take an anomalous test and have it held back and look for something else. Treasurer Bertoglio stated that Senator Barrasso has a staff member that used to work at the EPA and puts fear into the regulatory people because they worked on the other side.

Treasurer Bertoglio stated that he gave them a copy of information provided by Mr. Martin, Mr. Schroeder, and Mr. Beamer. Treasurer Bertoglio stated that he has had conversations with Mr. Martin, Mr. Schroeder, and Mr. Beamer about going directly to EPA and asking them to reconsider. Treasurer Bertoglio stated that this may just be kicking a hornet's nest by doing so.

Treasurer Bertoglio stated that he wanted the Board to know that he gave this information to Mr. Pepper as he is one of five people on the subcommittee working on this legislation. Treasurer Bertoglio stated that if it comes to fruition, a test like this would probably get rejected as an anomalous test result under the circumstances. He stated that it may require additional testing.

Treasurer Bertoglio stated that President Trump has said that the EPA's ability to go in cart blank and heap on new regulations will no longer be acceptable. Treasurer Bertoglio stated that right now is a favorable legislative/political window, and before we actually have to spend this money, but continue on with the path that was agreed to with the EPA, but the legislative backing and using the RWS as an example, may actually be a benefit. Treasurer Bertoglio stated that his suggestion is that the Board reaches out and plays the legislative game without actually saying that we're not going to install UV, and if everything works out to get the legislation approved in the next year, it may be a moot point for building the UV system.

Chairman King asked if the one test result that Treasurer Bertoglio is referencing is where one spore was found. Treasurer Bertoglio stated that the data for the two year period says less than 0.05 and the one bad test said 1.5. Treasurer Bertoglio stated that his understanding is that probably the average is 0.05, and has been that in every test for the last twenty years except for the one. Treasurer Bertoglio stated that an anomalous test under unusual circumstances, once the test happened, that's when they should have said that they wanted it to be tested again more frequently during these type of instances, instead of being automatically in the dog house. Treasurer Bertoglio stated that this is where the legislation would take into account a much broader history of data and might be an instance where the test would be thrown out or looked at as anomalous, and look at the events surrounding the testing and take more/different precautions.

Treasurer Bertoglio stated that he didn't want to get outside of the Board and have everyone get struck with this. Treasurer Bertoglio stated that he would rather go head to head with EPA, but he thinks in this particular case, legislation would be better. Treasurer Bertoglio stated that Mr. Pepper believes that EPA wants the Board to go out to Split Rock and drill water wells and pipe it to Casper as they don't want anything connected to the river. Treasurer Bertoglio stated that Mr. Pepper has seen EPA do this a lot in smaller systems that are pulling water directly from rivers.

Treasurer Bertoglio stated that he would keep the Board posted.

Secretary Waters stated that makes a lot more sense to throw out the anomalous test instead of having to install more equipment.

j. There was no Other New Business.

9. In the Chairman's Report, Chairman King stated that the next regular meeting will be held on July 16, 2019.

Board Member Huber stated that he was at the Municipalities Convention last week and one of the guys from Waterworks mentioned to him that they sell pumps to everyone in the state, except Casper because they purchase their pumps from Colorado. Mr. Martin

stated that he believes that Waterworks was talking about the pumps in the wastewater system as they have been standardized to Flygt pumps. Board Member Huber thanked Mr. Martin for the explanation.

A motion was made by Secretary Waters and seconded by Board Member Freel to adjourn the meeting at 12:20 p.m. Motion put and carried.

Chairman

Secretary

UNAPPROVED VOUCHER LISTING

July 10, 2019

VOUCHER NO.	VENDOR	DESCRIPTION	AMOUNT
8040	City of Casper	Operations Reimbursement – June19	\$338,690.73
8041	Wyoming.com	RWS Website Domain Renewal	\$20.00
8042	City of Casper	Loan Payment	\$127,960.40
8043	ITC Electrical Technologies	Capital Expense – Wardwell VFD Installation	\$767.75
8044	HDR Engineering, Inc.	Capital Expense – WTP SCADA Improvements PP#24	\$11,751.69
		Total	\$479,190.57

*



**INVOICE &
STATEMENT OF ACCOUNT**

8040

Page 1 of 1

CUSTOMER: CENTRAL WYO. REGIONAL WATER SYSTEM JPB
1500 SW WYOMING BLVD.
CASPER, WY, 82604

DATE: 7/3/2019

CUSTOMER ACCOUNT#: 2784

ACCOUNT SUMMARY

Invoices Due Upon Receipt

TRANSACTION DATE	INVOICE #	DESCRIPTION	STATUS	INVOICE AMOUNT/ CHARGES REMAINING
06/30/2019	175769	JUNE 2019 OPERATIONS REIMBURSEMENT	NEW CHARGE	\$338,690.73

June 2019 Total Reimbursement Invoice			
9010.00	Wages & Salaries Dir Labor - O&M	\$110,651.49	
9020.00	Chemical Charge - O&M	\$159,880.74	
9030.00	Utilities - O&M	\$61,084.17	
9040.00	Supplies - O&M	\$1,782.18	
9060.00	Training - O&M	\$740.70	
9070.00	Major Maint, Repair, Replc - O&M	\$2,275.68	
9080.00	Testing & Lab Services - O&M	\$1,821.91	
9090.00	Other Reimbursable Costs - O&M	\$0.00	
6025.10	Capital	\$453.86	
80-404000-5819 Invoice Total		\$338,690.73	

NEW CHARGES	\$338,690.73
PREVIOUS BALANCE	\$0.00
TOTAL AMOUNT DUE	\$338,690.73

Delinquent accounts over \$50.00 will be charged an interest penalty of 1.5% per month. Sending payment to cover delinquent invoices (invoice older than 30 days) will prevent further action with the City of Casper collection effort and possible refusal of all city services. Direct all questions about your statement to (307) 235-8400. Please disregard if full payment has been sent.

Make all checks payable to City of Casper and include this remittance stub with the invoices you are paying to ensure proper processing.

Mail Payments To:

City of Casper
200 N David St
Casper, WY 82601

CUSTOMER ACCOUNT#: 2784

TOTAL AMOUNT DUE: \$338,690.73

AMOUNT ENCLOSED: \$338,690.73

Pay Invoice(s): 175769

If invoice(s) are/is not listed monies received will be posted to the oldest invoice on the account.

City of Casper Wyoming
Expenditure Reimbursement Request
June 30, 2019

Vendor	Account Name	Date	Invoice Number	Invoice Amount	Purchased
ALSCO - Pcard	Laundry & Towel	6/13/2019	LCAS1270846, LCAS1273624	127.62	Mats, Mops, Towels
Aqua Smart	Chemicals	6/19/2019	22835	107,010.00	Sequest Corrosion & Scal Control Inhibitor
Black Hills Energy	Energy - Natural Gas	6/19/2019	131408	3,081.03	Natural Gas
Brenntag Pacific, Inc.	Chemicals	6/3/2019	BPI947337	13,239.00	Ammonium Hydroxide
Brenntag Pacific, Inc.	Chemicals	6/19/2019	BPI949105	9,626.70	Ferric Chloride
Brenntag Pacific, Inc.	Chemicals	6/19/2019	BPI950575	11,730.30	Ferric Chloride
Casper Public Utilities	Sewer	6/19/2019	RIN0029672	24.56	Sewer Bill
Casper Public Utilities	Refuse Collection	6/19/2019	RIN0029672	119.50	Sanitation Bill
Casper Star-Tribune - Pcard	Advertising	6/18/2019	55161	109.40	Legal Ad - FY20 Budget Hearing
Casper Star-Tribune - Pcard	Advertising	6/28/2019	55162	48.28	Legal Ad - JPB Meeting
Casper Tire - Pcard	Vehicle Supplies	6/28/2019	70660	15.00	Repair Lawn Mower Flat Tire
Coastal Chemicals - Pcard	Vehicle Supplies	6/18/2019	0119273	133.54	Gasoline
Coastal Construction - Pcard	Equipment Repairs	6/18/2019	100010032	1,119.73	GW Contactor Repair
Diamond Vogel - Pcard	Equipment Repairs	6/18/2019	726274888	42.60	GW Contactor Repair Supplies
DPC Industries, Inc.	Chemicals	6/19/2019	737001907-19	7,039.62	Sodium Hypochlorite
Energy Laboratories - Pcard	Lab Testing	6/18/2019	235907, 235910, 235911, 237574, 238037	645.00	TOC Alkalinity, Aerobic Spore, Bacti Testing
Energy Laboratories - Pcard	Lab Testing	6/18/2019	238838	231.00	Aerobic Spore Testing
Energy Laboratories - Pcard	Lab Testing	6/18/2019	239292	57.00	Well Mix TOC & UV254 Testing
Energy Laboratories - Pcard	Lab Testing	6/28/2019	240668	42.00	NPDES Permit Testing
Energy Laboratories - Pcard	Lab Testing	6/28/2019	240451, 240449, 240443	509.00	Aerobic Spore, NPDES Permit, TOC/Alkalinity Testing
Eurofins Eaton Analytical - Pcard	Lab Testing	6/18/2019	L0454394	200.00	Bromate Testing
Ferguson - Pcard	Equipment Repairs	5/31/2019	CC769199	13.67	GW Injector Pump #1
Ferguson - Pcard	Other Materials & Supplies	6/28/2019	CC770440	416.27	Ozone Parts
Ferguson - Pcard	Other Materials & Supplies	6/28/2019	CC781052	21.49	Ozone Parts
Greiner - Pcard	Vehicle Supplies	6/18/2019	510015	59.44	F-150 Truck Oil Change
Harbor Freight - Pcard	Vehicle Supplies	6/28/2019	03 333	45.98	Tires
Harbor Freight - Pcard	Vehicle Supplies	6/28/2019	273052	(45.98)	Return Tires - Wrong Size
Hawkins - Pcard	Chemicals	6/13/2019	4505205	8,586.00	Polymer
Health Insurance	Health Insurance	6/13/2019		7,036.53	Health Insurance
Health Insurance	Health Insurance	6/27/2019		7,036.53	Health Insurance
Health Insurance Transfer	Transfers Out	6/10/2019		8,988.02	Additional Health Insurance Allocation
Home Depot - Pcard	Equipment Repairs	6/18/2019	086853/6151659	49.36	GW Temp Fix Controller
Interdepartmental Charges	Interdepartmental Services Fixed	6/10/2019		7,242.00	2 FTE's from Water Distribution
Interdepartmental Charges	Interdepartmental Services Fixed	6/10/2019		14,091.42	IT, Finance, HR, City Council, City Manager, City Attorney
Interdepartmental Services	Interdepartmental Services	6/10/2019		(2,067.50)	Reimbursement for Shared Employee
Jersey Mike's - Pcard	Other Materials & Supplies	5/31/2019	01-001013-01-213042	97.98	CPU meeting lunch
Logan Wood	Travel & Training	6/18/2019	RIN029626	740.70	Tuition Reimbursement
Matthew Mosteller	Clothing Allowance	6/3/2019	RIN0029624	100.00	Uniform Jeans
Modern Electric - Pcard	Equipment Repairs	6/19/2019	8691	891.10	Troubleshoot SWHS #1 VFD
NAPA Auto Parts - Pcard	Equipment Repairs	5/31/2019	441418	37.94	Ozone Air Compressor Parts
Northern Tool + Equipment - Pcard	Vehicle Supplies	6/28/2019	60455252	99.97	Tires for John Deere Lawn Mower
Other Insurance	Other Insurance	6/13/2019		310.15	Other Insurance Benefits
Payroll	Personnel	6/13/2019		33,586.17	6/13/19 Payroll
Payroll	Personnel	6/27/2019		32,276.42	6/27/19 Payroll

City of Casper Wyoming
Expenditure Reimbursement Request
June 30, 2019

Vendor	Account Name	Date	Invoice Number	Invoice Amount	Purchased
Phone, Email, Internet, Wireless	Telecommunications	6/10/2019		90.00	Phone, Email, Internet, Wireless
Rocky Mountain Air Solutions - Pcard	Chemicals	6/13/2019	30053827	2,649.12	Liquid Oxygen
Rocky Mountain Power	Energy - Electricity	6/20/2019	RIN0029689	49,645.49	Electricity - WTP, Wells
Rocky Mountain Power	Energy - Electricity	6/20/2019	RIN0029689	8,074.15	Electricity - Boosters, Tanks, Meters
Smith's - Pcard	Other Materials & Supplies	6/28/2019	081429	77.95	JPB meeting lunch
Subway - Pcard	Other Materials & Supplies	5/31/2019	012064	85.07	Lunch for JPB meeting
Sutherlands - Pcard	Equipment Repairs	6/18/2019	001466	59.97	GW Contactor Repair Supplies
Sutherlands - Pcard	Equipment Repairs	6/19/2019	171984	46.99	New Screen for Polymer Room
Sutherlands - Pcard	Other Materials & Supplies	5/31/2019	005822	1.99	Key for SW Cooling Water Valve
Sutherlands - Pcard	Vehicle Supplies	6/18/2019	012704	31.92	Batteries for Vehicle Fobs
Tyler Technologies	Capital	6/4/2019	045-261756	229.65	Implementation of New Accounting Software
Tyler Technologies	Capital	6/18/2019	045-266096	41.64	Implementation of New Accounting Software
Tyler Technologies	Capital	6/18/2019	045-265245	120.80	Implementation of New Accounting Software
Tyler Technologies	Capital	6/18/2019	045-263167	61.77	Implementation of New Accounting Software
UPS - Pcard	Lab Testing	6/18/2019	00008F045W239	137.91	Lab Sample Shipping Fees
Verizon - Pcard	Telecommunications	6/12/2019	9829290753	24.72	Cell Phone Bill
Verizon - Pcard	Telecommunications	6/21/2019	9831268081	24.72	Cell Phone Bill
Wardwell Water & Sewer District	Water Line Materials	6/19/2019	RIN0029658	14.32	Wardwell Booster Irrigation
Wear Parts - Pcard	Other Materials & Supplies	5/31/2019	358184	19.58	Bolts for Sand Pumps
William Neeland	Clothing Allowance	6/3/2019	RIN0029629	91.93	Uniform Jeans
Workers' Compensation	Workers' Compensation	6/10/2019		2,151.75	Workers' Compensation
Xerox - Pcard	Other Materials & Supplies	6/18/2019	097104415	244.75	Copier Lease
Total				<u><u>\$338,690.73</u></u>	

Central Wyoming Regional Water System

Gallons Produced

Fiscal Year 2018-2019

Entity	Gallons of Water Produced												Year-to-Date
	6/30/2019	5/31/2019	4/30/2019	3/31/2019	2/28/2019	1/31/2019	12/31/2018	11/30/2018	10/31/2018	9/30/2018	8/31/2018	7/31/2018	
Salt Creek JPB	3,459,370.408	2,253,061.224	2,876,791.837	2,349,134.694	2,171,574.490	2,435,213.265	2,292,788.776	1,989,107.143	3,207,681.633	3,920,891.837	5,665,450.000	6,443,328.571	39,064,393.878
Wardwell W&S	21,464,373.469	10,482,777.551	8,766,165.306	7,773,989.796	7,614,025.510	8,469,804.082	7,964,371.429	8,038,224.490	11,392,635.714	26,621,290.816	33,602,661.224	31,667,788.776	183,858,108.163
Pioneer	4,319,840.816	2,918,535.714	3,194,177.551	3,285,645.918	2,197,807.143	2,543,828.571	2,702,926.531	2,664,115.306	3,695,976.531	5,518,868.367	7,228,646.939	7,456,834.694	47,727,204.082
Poison Spider	697,551.020	615,663.265	668,316.327	620,306.122	525,918.367	541,785.714	907,908.163	1,920,714.286	660,204.082	838,928.571	1,123,316.327	1,104,132.653	10,224,744.898
33 Mile Road	679,591.837	637,091.837	726,122.449	654,489.796	806,122.449	915,051.020	771,581.633	673,367.347	718,367.347	1,052,602.041	1,379,591.837	1,029,081.633	10,043,061.224
Sandy Lake	1,064,841.837	681,034.694	605,646.939	808,327.551	490,459.184	624,918.367	556,811.224	637,488.776	993,687.755	1,460,154.082	1,923,954.082	1,711,074.490	11,558,398.980
Lakeview	513,659.184	176,929.592	177,636.735	95,613.265	107,467.347	108,629.592	118,917.347	116,483.673	230,795.918	542,930.612	690,248.980	756,117.347	3,635,429.592
Mile-Hi	574,172.449	285,916.327	385,698.980	322,633.673	383,034.694	661,802.041	399,297.959	389,194.898	385,222.449	579,183.673	801,223.469	756,579.592	5,923,960.204
City of Casper	314,678,472.980	197,968,779.796	168,905,234.878	139,835,772.184	133,589,747.816	149,804,594.347	146,670,053.939	142,907,352.082	191,727,832.571	435,800,063.000	521,120,523.143	525,811,093.245	3,068,819,519.980
Regional Water	(547,000.00)	0.00	0.00	(2,109.000)	(148,492.000)	(6,219,086.000)	(275,443.000)	(4,150,076.000)	(4,543,892.000)	(1,119,900.000)	(1,204,620.000)	(907,720.000)	(19,118,338.000)
TOTAL	346,904,874.000	216,019,790.000	186,305,791.000	155,743,804.000	147,737,665.000	159,886,541.000	162,109,214.000	155,185,972.000	208,468,512.000	475,215,013.000	572,330,996.000	575,828,311.000	3,361,736,483.000

TOTAL PRIOR YEAR (FY2018) GALLONS PRODUCED:

3,565,168,235.046

Central Wyoming Regional Water System

Water Rates Billed

Fiscal Year 2018-2019

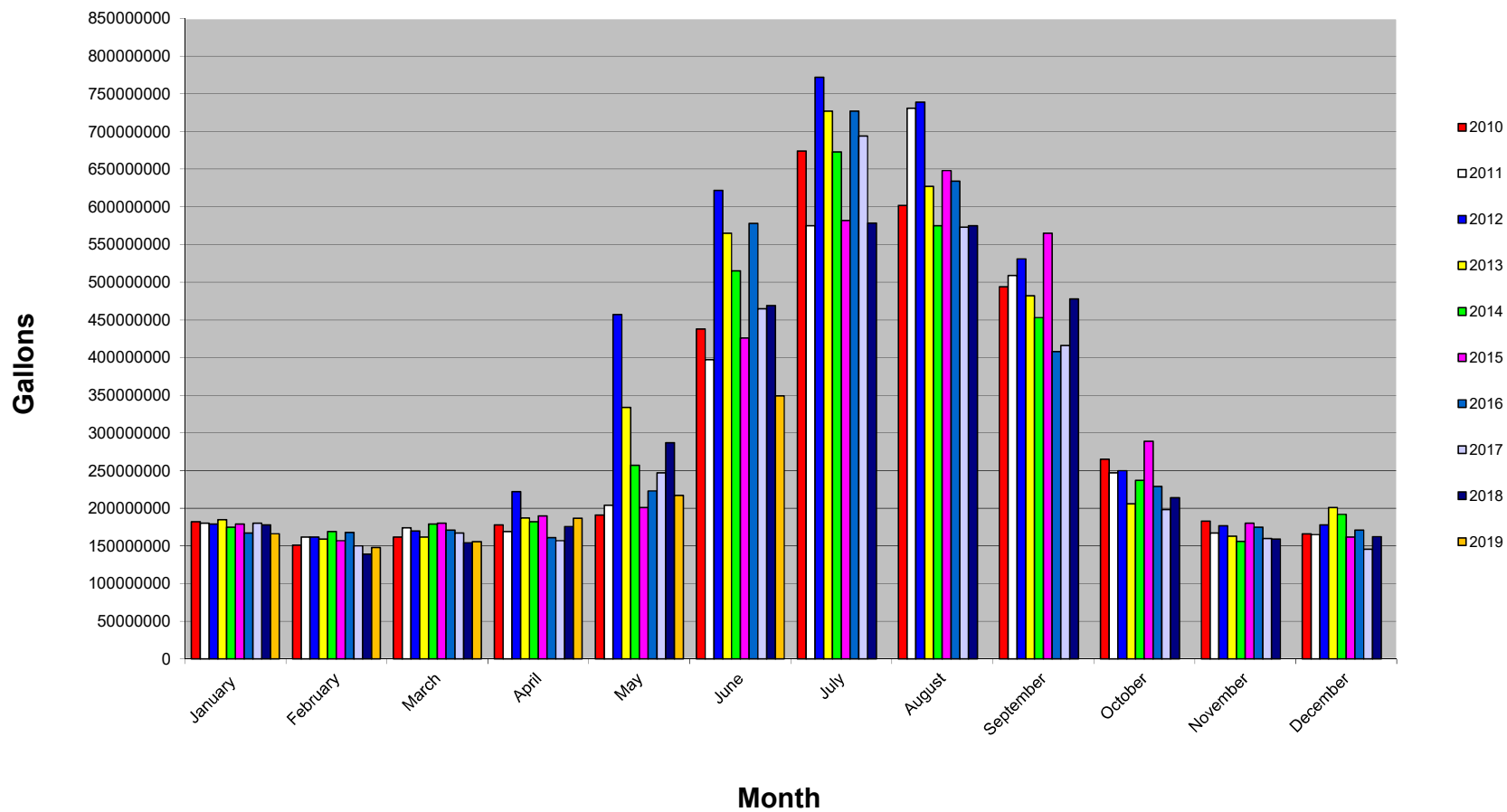
Entity	Water Rates Billed												Year-to-Date
	6/3/2019	5/31/2019	4/30/2019	3/31/2019	2/28/2019	1/31/2019	12/31/2018	11/30/2018	10/31/2018	9/30/2018	8/31/2018	7/31/2018	
Salt Creek JPB	\$ 6,365.24	\$ 4,145.63	\$ 5,293.30	\$ 4,322.41	\$ 3,995.70	\$ 4,480.79	\$ 4,218.73	\$ 3,659.96	\$ 5,902.13	\$ 7,214.44	\$ 10,424.43	\$ 11,855.72	\$ 71,878.48
Wardwell W&S	\$ 39,494.45	\$ 19,288.31	\$ 16,129.74	\$ 14,304.14	\$ 14,009.81	\$ 15,584.44	\$ 14,654.44	\$ 14,790.33	\$ 20,962.45	\$ 48,983.18	\$ 61,828.90	\$ 58,268.73	\$ 338,298.92
Pioneer	\$ 7,948.51	\$ 5,370.11	\$ 5,877.29	\$ 6,045.59	\$ 4,043.97	\$ 4,680.64	\$ 4,973.38	\$ 4,901.97	\$ 6,800.60	\$ 10,154.72	\$ 13,300.71	\$ 13,720.58	\$ 87,818.06
Poison Spider	\$ 1,283.49	\$ 1,132.82	\$ 1,229.70	\$ 1,141.36	\$ 967.69	\$ 996.89	\$ 1,670.55	\$ 3,534.11	\$ 1,214.78	\$ 1,543.63	\$ 2,066.90	\$ 2,031.60	\$ 18,813.53
33 Mile Road	\$ 1,250.45	\$ 1,172.25	\$ 1,336.07	\$ 1,204.26	\$ 1,483.27	\$ 1,683.69	\$ 1,419.71	\$ 1,239.00	\$ 1,321.80	\$ 1,936.79	\$ 2,538.45	\$ 1,893.51	\$ 18,479.23
Sandy Lake	\$ 1,959.31	\$ 1,253.10	\$ 1,114.39	\$ 1,487.32	\$ 902.44	\$ 1,149.85	\$ 1,024.53	\$ 1,172.98	\$ 1,828.39	\$ 2,686.68	\$ 3,540.08	\$ 3,148.38	\$ 21,267.45
Lakeview	\$ 945.13	\$ 325.55	\$ 326.85	\$ 175.93	\$ 197.74	\$ 199.88	\$ 218.81	\$ 214.33	\$ 424.66	\$ 998.99	\$ 1,270.06	\$ 1,391.26	\$ 6,689.19
Mile-Hi	\$ 1,056.48	\$ 526.09	\$ 709.69	\$ 593.65	\$ 704.78	\$ 1,217.72	\$ 734.71	\$ 716.12	\$ 708.81	\$ 1,065.70	\$ 1,474.25	\$ 1,392.11	\$ 10,900.09
City of Casper	\$ 579,008.39	\$ 364,262.55	\$ 310,785.63	\$ 257,297.82	\$ 245,805.14	\$ 275,640.45	\$ 269,872.90	\$ 262,949.53	\$ 352,779.21	\$ 801,872.12	\$ 958,861.76	\$ 967,492.41	\$ 5,646,627.92
Regional Water	\$ (1,006.48)	\$ -	\$ -	\$ (3.88)	\$ (273.23)	\$ (3,525.59)	\$ (506.82)	\$ (7,514.74)	\$ (8,239.36)	\$ (2,060.62)	\$ (2,216.50)	\$ (1,670.20)	\$ (27,017.42)
TOTAL	\$638,304.97	\$397,476.41	\$342,802.66	\$286,568.60	\$271,837.30	\$302,108.76	\$298,280.95	\$285,663.59	\$383,703.46	\$874,395.62	\$1,053,089.03	\$1,059,524.10	\$6,193,755.45

TOTAL PRIOR YEAR (FY2018) BILLING:

\$ 6,132,089.36

*Total water produced does not equate to total water billed due to credit given.

WTP PRODUCTION



City of Casper

Budget Comparison

As of June 30, 2019

	Original Budget	Carry Over Encumbrances	Transfers/ Adjustments	Revised Budget	Actual	Remaining	% of Budget
CWR Water System							
Revenue							
WATER TREATMENT PLANT FUND							
55-340000-44800000000000 Interdepartmental Services	(\$24,810.00)	\$0.00	\$0.00	(\$24,810.00)	(\$24,810.00)	\$0.00	100.00%
55-340000-47020000000000 Intergovernmental Reimbursements	(\$3,263,443.00)	\$0.00	\$0.00	(\$3,263,443.00)	(\$3,027,238.58)	(\$236,204.42)	92.76%
WATER TREATMENT PLANT FUND Total	(\$3,288,253.00)	\$0.00	\$0.00	(\$3,288,253.00)	(\$3,052,048.58)	(\$236,204.42)	92.82%
Revenue Total	(\$3,288,253.00)	\$0.00	\$0.00	(\$3,288,253.00)	(\$3,052,048.58)	(\$236,204.42)	92.82%

City of Casper

Budget Comparison

As of June 30, 2019

	Original Budget	Carry Over Encumbrances	Transfers/ Adjustments	Revised Budget	Actual	Remaining	% of Budget
Expenditure							
PERSONNEL SERVICES							
55-340401-50100352000000 Water Plant Operator I	\$39,738.00	\$0.00	(\$39,000.00)	\$738.00	\$0.00	\$738.00	0.00%
55-340401-50100353000000 Water Plant Operator II	\$0.00	\$0.00	\$39,000.00	\$39,000.00	\$38,708.66	\$291.34	99.25%
55-340401-50100354000000 Water Treat Plant Operator III	\$0.00	\$0.00	\$57,958.00	\$57,958.00	\$119,242.06	(\$61,284.06)	205.74%
55-340401-50100356000000 Water Treatment Plant Manager	\$101,515.00	\$0.00	\$0.00	\$101,515.00	\$101,438.88	\$76.12	99.93%
55-340401-50100357000000 Water Plant Operator IV	\$313,871.00	\$0.00	(\$56,452.00)	\$257,419.00	\$197,828.30	\$59,590.70	76.85%
55-340401-50100720000000 Instrument & Controls Tech	\$54,801.00	\$0.00	\$810.00	\$55,611.00	\$55,588.71	\$22.29	99.96%
55-340401-50100729000000 Water Plant Lead Operator	\$83,296.00	\$0.00	\$0.00	\$83,296.00	\$83,233.11	\$62.89	99.92%
55-340401-50100744000000 Plant Mechanic II	\$61,951.00	\$0.00	\$0.00	\$61,951.00	\$61,904.65	\$46.35	99.93%
55-340401-50100810000000 Custodial Maintenance Worker I	\$35,112.00	\$0.00	\$0.00	\$35,112.00	\$35,124.55	(\$12.55)	100.04%
55-340401-50207602000000 Administrative Assistant I	\$18,948.00	\$0.00	\$448.00	\$19,396.00	\$16,857.49	\$2,538.51	86.91%
55-340401-50310000000000 Standby	\$7,392.00	\$0.00	\$0.00	\$7,392.00	\$6,606.58	\$785.42	89.37%
55-340401-50320000000000 Overtime	\$14,977.00	\$0.00	\$0.00	\$14,977.00	\$6,627.76	\$8,349.24	44.25%
55-340401-50410000000000 Supplemental Pay	\$11,000.00	\$0.00	\$0.00	\$11,000.00	\$10,000.00	\$1,000.00	90.91%
55-340401-51110000000000 Health Insurance	\$140,709.00	\$0.00	\$0.00	\$140,709.00	\$154,793.46	(\$14,084.46)	110.01%
55-340401-51130000000000 Other Insurance - Benefits	\$3,422.00	\$0.00	\$0.00	\$3,422.00	\$3,547.74	(\$125.74)	103.67%
55-340401-51200000000000 Social Security Contributions	\$59,463.00	\$0.00	\$211.00	\$59,674.00	\$53,993.10	\$5,680.90	90.48%
55-340401-51300000000000 Retirement Contributions	\$61,666.00	\$0.00	\$213.00	\$61,879.00	\$60,564.29	\$1,314.71	97.88%
55-340401-51450000000000 Federal Tax	\$4,083.00	\$0.00	\$0.00	\$4,083.00	\$3,711.90	\$371.10	90.91%
55-340401-51600000000000 Workers' Compensation	\$25,821.00	\$0.00	\$84.00	\$25,905.00	\$25,821.00	\$84.00	99.68%
55-340401-51710000000000 Accrued Leave	\$6,200.00	\$0.00	\$0.00	\$6,200.00	\$0.00	\$6,200.00	0.00%
55-340401-51750000000000 Allowances - Other	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$6,000.00	\$0.00	100.00%
55-340401-51760000000000 Clothing Allowance	\$800.00	\$0.00	\$0.00	\$800.00	\$398.92	\$401.08	49.87%
PERSONNEL SERVICES Total	\$1,050,765.00	\$0.00	\$3,272.00	\$1,054,037.00	\$1,041,991.16	\$12,045.84	98.86%
CONTRACTUAL							
55-340401-52190000000000 Lab Testing	\$52,000.00	\$0.00	\$0.00	\$52,000.00	\$30,016.03	\$21,983.97	57.72%
55-340401-52510000000000 Sewer	\$275.00	\$0.00	\$0.00	\$275.00	\$283.45	(\$8.45)	103.07%
55-340401-52520000000000 Refuse Collection	\$40,000.00	\$0.00	\$0.00	\$40,000.00	\$23,940.39	\$16,059.61	59.85%
55-340401-52530000000000 Energy - Electricity	\$731,340.00	\$0.00	\$0.00	\$731,340.00	\$643,403.97	\$87,936.03	87.98%
55-340401-52540000000000 Energy - Natural Gas	\$50,000.00	\$0.00	\$2,300.00	\$52,300.00	\$52,296.34	\$3.66	99.99%
55-340401-52700000000000 Equipment Repairs	\$45,000.00	\$0.00	\$0.00	\$45,000.00	\$46,201.51	(\$1,201.51)	102.67%
55-340401-52760000000000 Maintenance Agreements	\$30,314.00	\$0.00	(\$2,300.00)	\$28,014.00	\$27,920.08	\$93.92	99.66%
55-340401-53200000000000 Insurance & Bonds	\$22,187.00	\$0.00	\$0.00	\$22,187.00	\$22,187.00	\$0.00	100.00%

City of Casper

Budget Comparison

As of June 30, 2019

	Original Budget	Carry Over Encumbrances	Transfers/ Adjustments	Revised Budget	Actual	Remaining	% of Budget
55-340401-53300000000000 Telecommunications	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$2,579.93	\$920.07	73.71%
55-340401-53330000000000 Postage/Shipping	\$750.00	\$0.00	\$0.00	\$750.00	\$567.87	\$182.13	75.72%
55-340401-53400000000000 Advertising	\$700.00	\$0.00	\$50.00	\$750.00	\$728.36	\$21.64	97.11%
55-340401-53500000000000 Printing/Reproduction	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%
55-340401-53700000000000 Travel & Training	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$3,266.70	\$733.30	81.67%
55-340401-53800000000000 Interdepartmental Charges	\$86,904.00	\$0.00	\$0.00	\$86,904.00	\$86,904.00	\$0.00	100.00%
55-340401-53920000000000 Association Dues	\$1,100.00	\$0.00	\$33.00	\$1,133.00	\$1,133.00	\$0.00	100.00%
55-340401-53930000000000 Laundry & Towel Service	\$2,100.00	\$0.00	\$0.00	\$2,100.00	\$1,839.83	\$260.17	87.61%
55-340402-52530000000000 Energy - Electricity	\$123,420.00	\$0.00	\$0.00	\$123,420.00	\$99,192.21	\$24,227.79	80.37%
55-340402-53800000000000 Interdepartmental Svcs Fixed	\$169,097.00	\$0.00	\$0.00	\$169,097.00	\$169,097.04	(\$0.04)	100.00%
55-340403-52190000000000 Other Testing - Laboratory	\$4,500.00	\$0.00	\$0.00	\$4,500.00	\$3,980.40	\$519.60	88.45%
55-340403-53330000000000 Postage/Shipping	\$100.00	\$0.00	\$0.00	\$100.00	\$20.00	\$80.00	20.00%
55-340403-53400000000000 Advertising	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	0.00%
55-340403-53500000000000 Printing/Reproduction	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	0.00%
CONTRACTUAL Total	\$1,368,487.00	\$0.00	\$83.00	\$1,368,570.00	\$1,215,558.11	\$153,011.89	88.82%
MATERIALS AND SUPPLIES							
55-340401-54010000000000 Operating Supplies - Chemicals	\$750,000.00	\$0.00	\$0.00	\$750,000.00	\$739,727.07	\$10,272.93	98.63%
55-340401-54040000000000 Other Materials & Supplies	\$42,500.00	\$0.00	\$2,000.00	\$44,500.00	\$43,553.30	\$946.70	97.87%
55-340401-54050000000000 Uniforms	\$1,000.00	\$0.00	\$152.00	\$1,152.00	\$1,151.50	\$0.50	99.96%
55-340401-54360000000000 Instrumentation	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$2,442.02	\$3,557.98	40.70%
55-340401-54380000000000 Well Supplies	\$8,000.00	\$0.00	\$0.00	\$8,000.00	\$6,331.79	\$1,668.21	79.15%
55-340401-54390000000000 Vehicle Supplies	\$8,000.00	\$0.00	\$0.00	\$8,000.00	\$4,537.94	\$3,462.06	56.72%
55-340401-54820000000000 Bulk Fuel	\$10,000.00	\$0.00	(\$2,235.00)	\$7,765.00	\$7,115.06	\$649.94	91.63%
55-340402-54310000000000 Water/Sewer Line Materials	\$7,000.00	\$0.00	\$0.00	\$7,000.00	\$602.72	\$6,397.28	8.61%
55-340402-54360000000000 Instrumentation	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	0.00%
55-340402-54370000000000 Booster/Lift Station Supplies	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$8,388.11	\$6,611.89	55.92%
55-340403-54040000000000 Other Materials & Supplies	\$500.00	\$0.00	\$0.00	\$500.00	\$123.30	\$376.70	24.66%
MATERIALS AND SUPPLIES Total	\$850,000.00	\$0.00	(\$83.00)	\$849,917.00	\$813,972.81	\$35,944.19	95.77%
TRANSFERS OUT							
55-340401-59000000000000 Transfers Out	\$19,001.00	\$0.00	\$37,023.00	\$56,024.00	\$56,024.04	(\$0.04)	100.00%
TRANSFERS OUT Total	\$19,001.00	\$0.00	\$37,023.00	\$56,024.00	\$56,024.04	(\$0.04)	100.00%
Expenditure Total	\$3,288,253.00	\$0.00	\$40,295.00	\$3,328,548.00	\$3,127,546.12	\$201,001.88	93.96%
CWR Water System Total	\$0.00	\$0.00	\$40,295.00	\$40,295.00	\$75,497.54	(\$35,202.54)	

City of Casper

Budget Comparison

As of June 30, 2019

	Original Budget	Carry Over Encumbrances	Transfers/ Adjustments	Revised Budget	Actual	Remaining	% of Budget
CWR Water System Agency							
Revenue							
INTERGOVERNMENTAL							
80-404000-42200000042189 State Grant - WYDOT W. Winds Interchange	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,399.00)	\$1,399.00	100.00%
80-404000-42200000122349 State Grant - RWS Airport Elevated Tank	(\$437,872.00)	\$0.00	\$0.00	(\$437,872.00)	\$0.00	(\$437,872.00)	0.00%
80-404000-422900000000000 State Loan Proceeds	(\$1,300,000.00)	\$0.00	\$0.00	(\$1,300,000.00)	\$0.00	(\$1,300,000.00)	0.00%
80-404000-42290000040000 State Loan Proceeds - Emergency Power	\$0.00	\$0.00	\$0.00	\$0.00	(\$436,181.78)	\$436,181.78	100.00%
80-404000-42290000071163 State Loan - RWS Backwash Water Supply	(\$212,710.00)	\$0.00	\$0.00	(\$212,710.00)	(\$218,959.03)	\$6,249.03	102.94%
INTERGOVERNMENTAL Total	(\$1,950,582.00)	\$0.00	\$0.00	(\$1,950,582.00)	(\$656,539.81)	(\$1,294,042.19)	33.66%
CHARGES FOR SERVICES							
80-404000-443900000000000 Water Rate Revenue	(\$6,929,444.00)	\$0.00	\$0.00	(\$6,929,444.00)	(\$6,193,755.47)	(\$735,688.53)	89.38%
80-404000-444100000000000 System Investment Charge Revenue	(\$98,500.00)	\$0.00	\$0.00	(\$98,500.00)	(\$132,907.00)	\$34,407.00	134.93%
CHARGES FOR SERVICES Total	(\$7,027,944.00)	\$0.00	\$0.00	(\$7,027,944.00)	(\$6,326,662.47)	(\$701,281.53)	90.02%
INTEREST							
80-404000-460000000000000 Interest On Investments	(\$17,000.00)	\$0.00	\$0.00	(\$17,000.00)	(\$117,951.23)	\$100,951.23	693.83%
INTEREST Total	(\$17,000.00)	\$0.00	\$0.00	(\$17,000.00)	(\$117,951.23)	\$100,951.23	693.83%
MISCELLANEOUS							
80-404000-473300000000000 Contributions	(\$300,000.00)	\$0.00	\$0.00	(\$300,000.00)	(\$333,910.00)	\$33,910.00	111.30%
80-404000-473500000000000 Miscellaneous Revenue	(\$50.00)	\$0.00	\$0.00	(\$50.00)	\$0.09	(\$50.09)	-0.18%
MISCELLANEOUS Total	(\$300,050.00)	\$0.00	\$0.00	(\$300,050.00)	(\$333,909.91)	\$33,859.91	111.28%
80-404000-42290000074189 State Loan RWS WTP SCADA Imp	\$0.00	\$0.00	\$0.00	\$0.00	(\$561.72)	\$561.72	100.00%
Total	\$0.00	\$0.00	\$0.00	\$0.00	(\$561.72)	\$561.72	100.00%
Revenue Total	(\$9,295,576.00)	\$0.00	\$0.00	(\$9,295,576.00)	(\$7,435,625.14)	(\$1,859,950.86)	79.99%

City of Casper

Budget Comparison

As of June 30, 2019

	Original Budget	Carry Over Encumbrances	Transfers/ Adjustments	Revised Budget	Actual	Remaining	% of Budget
Expenditure							
CONTRACTUAL							
80-404000-52000000000000 Consulting Fees	\$15,000.00	\$6,641.74	\$120.00	\$21,761.74	\$15,119.58	\$6,642.16	69.48%
80-404000-52100000000000 Investment Fees	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$180.00	\$1,320.00	12.00%
80-404000-52110000000000 Legal	\$15,000.00	\$0.00	\$6,000.00	\$21,000.00	\$17,885.60	\$3,114.40	85.17%
80-404000-52120000000000 Accounting & Auditing	\$31,000.00	\$0.00	\$300.00	\$31,300.00	\$31,244.99	\$55.01	99.82%
80-404000-52170000040000 Engineering Services - Emergency Power	\$0.00	\$10,054.26	\$0.00	\$10,054.26	\$10,020.27	\$33.99	99.66%
80-404000-53200000000000 Insurance & Bonds	\$92,023.00	\$0.00	(\$6,000.00)	\$86,023.00	\$85,125.49	\$897.51	98.96%
80-404000-53700000000000 Travel & Training	\$2,000.00	\$0.00	(\$420.00)	\$1,580.00	\$0.00	\$1,580.00	0.00%
80-404000-53910000000000 Other Contractual	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$1,750.00	\$1,250.00	58.33%
CONTRACTUAL Total	\$159,523.00	\$16,696.00	\$0.00	\$176,219.00	\$161,325.93	\$14,893.07	91.55%
OTHER							
80-404000-58010000000000 Debt Service	\$1,881,758.00	\$0.00	\$0.00	\$1,881,758.00	\$1,972,978.91	(\$91,220.91)	104.85%
80-404000-58040000000000 Interest Expense	\$536,410.00	\$0.00	\$0.00	\$536,410.00	\$568,883.78	(\$32,473.78)	106.05%
80-404000-58190000000000 Reimbursable Contract Expenses	\$3,263,443.00	\$0.00	\$0.00	\$3,263,443.00	\$2,682,445.96	\$580,997.04	82.20%
OTHER Total	\$5,681,611.00	\$0.00	\$0.00	\$5,681,611.00	\$5,224,308.65	\$457,302.35	91.95%
CAPITAL OUTLAYS NEW							
80-404000-55200000000000 Buildings	\$90,000.00	\$2,100.00	\$0.00	\$92,100.00	\$32,869.20	\$59,230.80	35.69%
80-404000-55200000040000 Buildings - WTP Emergency Power Loan	\$0.00	\$449,427.14	\$0.00	\$449,427.14	\$335,338.14	\$114,089.00	74.61%
80-404000-55300000000000 Improv. Other Than Bldgs.	\$45,000.00	\$5.88	(\$20,000.00)	\$25,005.88	\$0.00	\$25,005.88	0.00%
80-404000-55400000000000 Light Equipment	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$9,750.00	\$250.00	97.50%
80-404000-55800000000000 Technologies	\$8,000.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$8,000.00	0.00%
CAPITAL OUTLAYS NEW Total	\$153,000.00	\$451,533.02	(\$20,000.00)	\$584,533.02	\$377,957.34	\$206,575.68	64.66%
CAPITAL OUTLAYS REPLACEMENT							
80-404000-57200000000000 Buildings	\$75,000.00	\$12,580.00	\$12,800.00	\$100,380.00	\$24,474.00	\$75,906.00	24.38%
80-404000-57300000000000 Improv. Other Than Bldgs.	\$3,577,000.00	\$448,693.06	(\$1,219,409.00)	\$2,806,284.06	\$728,097.65	\$2,078,186.41	25.95%
80-404000-57300000000349 Improv Other Than Bldgs-Airport Tank Mch	\$0.00	\$152,465.60	\$539,662.00	\$692,127.60	\$474,172.82	\$217,954.78	68.51%
80-404000-57300000042189 Improv. Other Than Bldgs.-WYDOT W. Winds	\$0.00	\$5,449.09	\$0.00	\$5,449.09	\$1,399.00	\$4,050.09	25.67%
80-404000-57300000071163 Improv Other Than Bldgs-Backwash Water	\$0.00	\$54,010.79	(\$275,391.00)	(\$221,380.21)	(\$254,899.83)	\$33,519.62	115.14%
80-404000-57300000122349 Improv Other Than Bldgs-Airport Tank Gr	\$0.00	\$539,664.07	(\$539,662.00)	\$2.07	\$0.00	\$2.07	0.00%
80-404000-57400000000000 Light Equipment	\$32,000.00	\$0.00	\$0.00	\$32,000.00	\$19,522.25	\$12,477.75	61.01%
80-404000-57600000000000 Intangibles	\$0.00	\$42,905.60	\$0.00	\$42,905.60	\$20,690.26	\$22,215.34	48.22%

City of Casper

Budget Comparison

As of June 30, 2019

	Original Budget	Carry Over Encumbrances	Transfers/ Adjustments	Revised Budget	Actual	Remaining	% of Budget
80-404000-57800000000000 Technologies - Replacement	\$29,130.00	\$0.00	\$0.00	\$29,130.00	\$15,357.91	\$13,772.09	52.72%
CAPITAL OUTLAYS REPLACEMENT Total	\$3,713,130.00	\$1,255,768.21	(\$1,482,000.00)	\$3,486,898.21	\$1,028,814.06	\$2,458,084.15	29.51%
80-404000-573000000074189 Imp O/T Bldg RWS WTP SCADA IMP	\$0.00	\$0.00	\$1,502,000.00	\$1,502,000.00	\$561.72	\$1,501,438.28	0.04%
Total	\$0.00	\$0.00	\$1,502,000.00	\$1,502,000.00	\$561.72	\$1,501,438.28	0.04%
Expenditure Total	\$9,707,264.00	\$1,723,997.23	\$0.00	\$11,431,261.23	\$6,792,967.70	\$4,638,293.53	59.42%
CWR Water System Agency Total	\$411,688.00	\$1,723,997.23	\$0.00	\$2,135,685.23	(\$642,657.44)	\$2,778,342.67	

**AMENDMENT NO. 1 TO THE CONTRACT
FOR PROFESSIONAL SERVICES (“AMENDMENT”)**

This Amendment to the Contract for Professional Services (“Amendment”) is entered into on this 16th day of July, 2019, by and between the following parties:

1. The Central Wyoming Regional Water System Joint Powers Board, a Wyoming Joint Powers Board, 1500 SW Wyoming Boulevard, Casper, Wyoming 82604 (“Owner”).

2. United States Welding, Inc. d/b/a Rocky Mountain Air Solutions, 89 Salt Creek Highway, Casper, WY 82604 (“Consultant”)

Throughout this document, the Owner and the Consultant may be collectively referred to as the “parties.”

RECITALS

A. On March 19, 2019, the Owner and Consultant entered into a *Contract for Professional Services* (“Contract”) for replacing one heater on the liquid oxygen system at the Central Wyoming Regional Water System Water Treatment Plant.

B. A second heater on the liquid oxygen system also requires replacement. The heaters are of special design and cost savings can be realized if both heaters are built and replaced at the same time. Additional services are required to supply and install the second heater, as per the Consultant’s quote (as modified) dated June 22, 2019, attached hereto and marked as Exhibit “A”, with an additional cost of Twelve Thousand Four Hundred Eighty-Nine Dollars (\$12,489).

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties hereto agree by and between them to amend the Contract as follows:

1. INCORPORATION OF RECITALS

The recitals set forth above are hereby incorporated herein at this point as if fully set forth as part of this Amendment.

2. AMENDMENT TO PART 1 – AGREEMENT, SECTION 2. TIME OF PERFORMANCE.

The portion of the paragraph which begins with “completed on or before June 30, 2019” is now deleted in its entirety and replaced with the following:

“completed on or before September 30, 2019.”

3. AMENDMENT TO PART I – AGREEMENT, SECTION 3. COMPENSATION.

The portion of the paragraph which begins with “not to exceed a maximum of...” is now deleted in its entirety and replaced with the following:

“not to exceed a maximum of Sixty Two Thousand Two Hundred Thirty-Four Dollars and Seventy Eight Cents (\$62,234.78), which includes Amendment No. 1.”

3. RATIFICATION

The terms and conditions of the Contract, as modified herein, are hereby ratified by the parties and shall remain in full force and effect.

[The rest of this page is intentionally left blank]

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the Parties have executed this Amendment as of the day and year above.

APPROVED AS TO FORM

ATTEST

OWNER:

CENTRAL WYOMING REGIONAL WATER
SYSTEM JOINT POWERS BOARD

Kenneth L. Waters
Secretary

H. H. King, Jr.
Chairman

WITNESS

CONSULTANT
Rocky Mountain Air
89 Salt Creek Highway
Casper, Wyoming 82604

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

EXHIBIT "A"

CRYOGENIC EXPERTS®

An ACME Cryogenics Company

World Wide Web <http://www.CEXI.com> E-mail Sales@cexi.com

Toll Free 1-800-FOR CEXI

Phone (805) 981-4500

Facsimile (805) 981-4501



Rocky Mountain Air Solutions
600 Santa Fe Drive
Denver, CO 80223

Attn: **Roger Sparks**

Email: RSparks@rockymountainair.com

Phone No.: 303-777-6671

Reference: **Replacement heater casting – S/N 980417**

Date: 22 June 2019

Quote No.: **Q204-19 rev A**

We wish to quote as follows:

Item	Qty	Description
1	1	Model HCA480C-10-.25-O₂ Trim heater casting assembly Flow 7400 scfh Fluid Oxygen / Nitrogen gas MAWP 250 psig Operating Pressure 100 psig Pressure Drop 5 to 7 psig at full rated flow and 100 psig Temperature Rise 200°F Outlet Temp 150°F Inlet / Outlet Connections 1" 150 lb. ANSI flange Whetted Materials 304 stainless steel Cleaning For oxygen service per CP010102 rev 4 Kilowatts 10 Power Required 480 vac, 60 cycle, three phase 12.2 amps

The following is included:

1. Aluminum casting assembly

EXHIBIT "A"

- a. Insulated with foam glass covered with a stainless-steel jacket
- b. Junction box on top of the heater casting assembly
- c. High temp cut off switch
- d. Heater bussed
- e. Spare heaters in the casting
2. Stand assembly
3. The unit will be as close to a match of the existing unit as we can make it.

Net Price	\$12,089.00 net ea.
Total	\$12,089.00 net
Delivery	5 to 6 weeks aro

Item	Qty	Description
------	-----	-------------

2	1	Estimated Freight To Casper Wyoming
---	---	--

Net Price	\$400.00 net
Total	\$400.00 net
Delivery	3 to 4 days transit time.

TERMS & CONDITIONS

~~Aeme Cryogenics, Inc. ("Aeme") Terms and Conditions of Sale apply to all orders unless otherwise agreed in writing by an authorized officer of Aeme and can be found at <https://www.acmecryo.com/app/uploads/2018/03/acme-terms-and-conditions-of-sale.pdf>. Aeme's Terms and Conditions of Sale cannot be changed or supplemented by submitted purchase orders. Payment terms are subject to credit review at time of order. Information contained herein is based on assumptions provided and is subject to revision. This quote shall expire 30 days from the date herein and nothing contained herein shall be construed as a binding contract unless accepted in writing by an authorized officer of Aeme.~~

~~Quotes are valid for 30 days from date on quote unless otherwise noted. All funds quoted are U. S. Dollars.~~

~~Payment Terms are Net 30 upon approval of credit.~~

~~Contracts more than \$50,000.00 will require progress payments that will be arranged by agreement between CEXI and the Buyer upon acceptance of the quotation. This applies to single large orders. The preferred progress payment schedule is as follows:~~

~~25% upon receipt of drawings~~

~~25% upon receipt of major materials—verifiable by packing slips~~

~~40% upon shipping~~

~~10% upon acceptance of the unit(s) or 6 months after shipping—whichever comes first~~

EXHIBIT "A"

~~FREIGHT IS FOB CEXI, Oxnard, California 93036.~~

~~Buyer is responsible for arranging and paying for shipment to and from CEXI's facility and ownership of the goods pass to the Buyer once it leaves CEXI's dock. If the Goods arrive damaged, the Buyer must report the damage to, file all the necessary information with and seek reimbursement from the shipper. If the arrival date is critical for any reason, such as coordinating a crane for off loading, it is the Buyer's responsibility to make such arrangements. All Sellers' shipping dates are estimates. CEXI will not accept any back charges or short pays due to late arrival of the equipment or for freight damage. As a courtesy to the Buyer and upon Buyer's request, CEXI will arrange to have a freight company deliver the Goods to the Buyer. In the event CEXI arranges for delivery of the Goods none of the Terms and Conditions listed herein will be affected. Upon the arrival of the Goods at the Buyers facility, Buyer shall have twenty four hours in which to report any shortages. After twenty four hours without written notice from the Buyer of any shortage, the order will be considered complete and invoiced as such.~~

~~Buyer agrees to pay a late charge of 1.5% per month on unpaid invoices older than thirty days from the due date. Buyer agrees to reimburse Seller for all taxes with respect to the Goods sold which the Seller may be required to pay. Buyer agrees to pay attorney fees to Seller in any action arising out of or related to the sale of Goods to Buyer. These Terms and Conditions shall be construed and enforced in accordance with California law and any action arising out of or related to the sale of Goods to Buyer shall be filed in an appropriate Court in Ventura, California.~~

WARRANTY

~~Cryogenic Experts, Inc. (CEXI) warrants that all CEXI equipment purchased by the original Buyer will be free of defects in workmanship or material for one year from the time of installation or 18 months after shipment to the original Buyer from CEXI's facility, whichever occurs first.~~

~~The Buyer must notify CEXI in writing of any claim for warranty within 5 working days of knowledge of the defect.~~

~~Buyer is responsible for shipping to and from CEXI's facility for warranty evaluation and repair. If CEXI determines that any defect in workmanship or material is due to the manufacturing process, CEXI will, at its sole discretion, repair or replace the defective part. If the Buyer chooses to have CEXI or its authorized agent come to the Buyer's facility for warranty evaluation and repair, the Buyer agrees to pay for the travel time, transportation and lodging costs.~~

~~If it is determined that the defect is not covered by warranty, in addition to travel time, transportation and lodging costs, Buyer agrees to pay all costs related to the repair of the goods.~~

EXHIBIT "A"

~~If it is determined that the defect is covered by warranty, the Buyer will not be billed for the time and material to repair the Goods, but is still responsible for the travel time, transportation and lodging costs.~~

~~Buyer must allow CEXI access to make the repairs and not in any way hinder the timely repair of the Goods.~~

~~This warranty applies only to parts manufactured by CEXI. Items furnished by CEXI, but manufactured by others (such as motors, pumps, controls, etc.) are covered by the manufactures warranty on those products, if any.~~

~~This warranty is void if CEXI finds that there was any improper, handling during shipping, installation, operation, care or maintenance of the product.~~

~~There is no implied warranty of merchantability or fitness for purpose.~~

Best Regards

Rob Worcester

Rob Worcester

CCBW

CRYOGENIC EXPERTS®

An ACME Cryogenics Company

531 Sandy Circle | Oxnard, CA 93036

O: 805-981-4500 x #121 | F: 805-981-4501 | E: rob@cexi.com

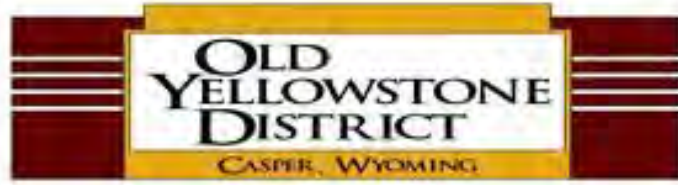
C: 805-796-5940



www.CEXI.com

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The Casper City Council and the Old Yellowstone District Advisory Committee are pleased to announce the 11th annual **Redevelopment “OSCARS” Award** ceremony!!!

You are cordially invited to the presentation ceremony to join us in **honoring the neighborhood businesses that are this year’s** recipients. The ceremony will be held:

Monday, July 15, 2019, from 4:00 p.m. – 5:00 p.m.

at The Lyric

A social gathering will begin at 4:00 p.m.

The ceremony will start at 4:15 p.m.

Refreshments will be served

Please RSVP by Friday, July 12th at noon to Liz Becher (235.8241)

Dress is casual attire

Hosted by the City of Casper



FY 2019 Specific Entity and One Cent Quarterly Report

Please file this form at the conclusion of the quarter. Failure to complete and send in this form could result in a denial of payment for any current or future funding.

Organization: <u>Mercer Family Resource Center</u>		Program/ Event: <u>Prevention, Intervention & Education</u>	
Contact Person: <u>Cori Cosner-Burton</u>	Phone Number: <u>(307) 265-7366</u>	Date: <u>7/1/19</u>	
Email address: <u>Cburton@mercercasper.com</u>			
Please Select One: <u>Contract required a Final Report for end of Fiscal Year</u>			
1 st Quarter Jul. 1-Sep. 30	2 nd Quarter Oct. 1-Dec. 31	3 rd Quarter Jan. 1-Mar. 31	4 th Quarter <u>X</u> Apr. 1-Jun. 30
Reports are due the last day of the quarter			

1. Mission

Please state the agency's mission/vision:

Mercer Family Resource Center (Mercer FRC) has provided education, counseling, and prevention services that build stronger and healthier youth and families in our community since 1971. In our vision to build a unified community with strong families and healthy youth, Mercer FRC provides family and parenting education, adult and youth intervention, and community connections that are proactive, impactful, and accessible to anyone in the community! Each year we serve approximately 3,000 families through direct services and reach an additional 80% of the population through substance abuse and suicide prevention/awareness presentations and campaigns.

2. Financial Information

Please attach a one (1) page summary of the revenue and expenses for this event. **Please include the amount you were allocated from One Cent funding or General Fund Agency funding.**

3. Program significance

- Using bullets describe the individuals who are the focus of your work and are influenced by your activities. *Please see below in bullets.*
- What impact did the program have on the specified target population and community? *Increases in protective factors – individual/peer social skills and opportunities for pro social involvement. Decreases in risk factors – attitude toward drug use, future intent to use drugs, family conflict, poor family management, and rebelliousness. Other impacts included below.*

Have there been significant trends over the past months regarding your target population? *Substance abuse can lead to increase in criminal behavior, depression, school dropout and suicide. Risk and protective factors must be addressed for prevention to be effective. WY Survey and Analysis Center reported that compared to the national average, Wyoming youth were 6.5 times more likely to be arrested for liquor law violations. Unfortunately, youth who start drinking before the age of 15 are four times more likely to develop alcohol dependence (Wyoming Department of Health Alcohol Prevention Program, NIAA, 2017.).*

c.

- Family & Parenting: Strengthening Families works on cohesiveness, aggression, substance abuse, school success and is designed for parents with youth ages 10-16 (youth attend with their parents and after dinner break into peer groups); Make Parenting a Pleasure focuses on child development, communication, stress management and self-care (designed for parents with youth ages birth-8); and Love and Logic is dedicated to making parenting fun and rewarding instead of stressful and chaotic, through conflict resolution and empathy building

(for parents with children of all ages). We know that families who are connected and communicate with each other create a healthier environment for daily living. They are better able to cope with life-changing situations and decrease family conflicts. Counseling and some classes are available in Spanish, as well as offer childcare and meals.

- Early Intervention: Mercer FRC offers several early intervention classes for first time offending youth, in lieu of being suspended from school and becoming involved in the juvenile justice system: Child In Need of Supervision is an assessment and referral process to prevent out of home placement of youth who are habitually truant, have run away from home or habitually disobey their parents; Insight II is substance prevention education for minors; Anger Management identifies triggers and develops coping skills; Tobacco Education teaches minors the dangers of tobacco products; Corrective Thinking focuses on recognizing criminal thinking barriers versus healthy thought processes; and Something for Nothing redirects participants to learn positive thinking patterns and associate the risks of shoplifting. We know that children who are connected with educational programs have the information they need to make positive life choices. Mercer FRC connects youth with the educational tools they need to create healthier lives for themselves physically, emotionally, and mentally.
- In addition to individual and family counseling, Mercer FRC also offers Youth Mental Health First Aid (MHFA) to community members. MHFA teaches anyone that interacts with youth, the signs of addictions and mental illnesses. It is an in-person training on how to help young people in crisis.

4. Results

a. Please describe the outcomes/outputs

This year we directly served 1,382 youth and family members and reached another 1,776 individuals through Community Engagement activities and events. We were able to provide 8,303 hours of services last year to those who needed it most. 99% of parents reported feeling more informed about healthy alternatives to substance use. 95% of youth were able to identify healthy alternatives to substance use. 88% of participants dealing with mental or emotional health challenges reached their service plan goals. 97% of students reported feeling more informed about suicide. In our partnership with Department of Family Services we have been successful with keeping 95% of youth out of State's custody who were truant, running away or disobeying their parents when they came in for services.

FY 2018 client outcomes:

I learned new, helpful information and skills. Yes 95% youth & 100% adults

The issue(s), situation(s), or feeling(s) that brought me to Mercer FRC have improved. Yes 90% youth & 99% adults

Because of this service, I am more likely to use positive coping skills to handle life challenges.

Yes 95% youth & 98% adults

Because of this service, I understand my choices and actions can affect others. Yes 95% youth

Because of this service, my family communication has improved. Yes 95% adults

Because of this service I understand risks involved with substance abuse. Yes 94% youth

Because of this service, I have the tools I need to work with my family without increasing conflict. 98% adults

b. Please describe the method of measurement

We regularly evaluate all of our programming for effectiveness, which supports our sustainability efforts, as well as provides us information to improve services for the benefit of families and youth in our county. Evaluations are conducted for both short-term and long-term outcomes. Evaluation tools are different based on funding requirements and desired outcome. Our objectives are measured with pre and post surveys administered to participants. These surveys reveal the level of knowledge at the end of the program. These are used with parenting and family education, as well as life skills education services. The Wyoming Survey and Analysis Center (WYSAC) provided a tool for evaluation of data, which we have incorporated with our client satisfaction surveys. Mercer FRC tracks statistics internally using Google Docs and SurveyMonkey to continue updating our evaluation plan based on our program goals and objectives. Each therapist tracks the success of their clients, utilizing treatment plan goals. As each client's case is closed we track the percent of goals met.

c. Please describe the performance results

Prevention Needs Assessment data, local law enforcement and Youth Diversion data, as well as Natrona County Student Surveys measure our other objectives. This data allows us to determine where we are successful at changing overall trends in our community regarding alcohol use,

antisocial behavior, and family cohesion. These large community surveys help us determine our agency effectiveness and also identify where continued efforts are still needed.

5. Program Results/Impacts (use bullets)

- a. Explain how much (quantity) service the program delivered
 - The majority of our programs and services are ongoing and offered weekly, such as Counseling, Intervention classes, Child in Need of Supervision and Youth Empowerment Council.
 - Parenting classes are offered quarterly, and there is almost always a course running at the agency or through outreach.
 - Suicide Prevention Awareness Team presentations are offered to each junior high and high school during the academic year.
 - Natrona County Prevention Coalition is held on a monthly basis, and other events are annual, such as our free substance-free celebrations: Family Day (served a meal and entertainment after the parade), Family Game Night and Community Baby Shower (offered incentives, resources and products), and First Night (New Year's Eve activities in a safe, family friendly environment).
- b. How well (quality) the services were delivered. For example, describe how individuals were better because of the service the program delivered.

Mercer FRC programs are evidence-based and best practice. We continue to monitor fidelity and data collected through our programs, as well as reported outcomes including: Decreased future intent to use drugs, family conflict and rebelliousness & Increased family management, social skills and opportunities for pro-social community involvement.

Recent quotes from class participants when asked about Mercer FRC-

"It saved my life, my family. Thank you"

"Because it is a resource my family can lean on to be a better unit together. Our community, as a whole, is better with Mercer because it teaches skills that can be used in all...situations, especially the difficult situations."

"I've also made a family with the other kids in YEC, and those bonds have carried me a long way. I had my own struggles with life, where I thought I really didn't have a choice in what would happen next, but having YEC and its kids there to support me made all the difference. I do believe that YEC has changed me as a person and without it I have no idea where I'd be, but I would have never had the experiences I have today."

- c. What does your analysis of the past year's data tell you about what is happening to the impacted target population?

2018 Prevention Needs Assessment data showed that students in grades 6-12 reported that acquiring alcohol is "very difficult" and their perception of peer usage has decreased, so we are making progress in the right direction. However, while reports show that drinking among Wyoming youth continues to decline, recent numbers show a startling trend that youth in Natrona County who consume alcohol, appear to consume at much higher quantities and as a result have dire results.

Results Analysis

- d. How could the program have worked better?

Some curriculum wording and terminology is occasionally confusing to our younger teens, and may impact their understanding of material. In addition to goals, facilitators and managers discuss options for making the programs more useful for all students of varying age ranges and learning levels. The Program Manager regularly observes classes. Annual review training occurs to refresh and train both existing and new staff about the programs.

- e. How will you address this?

Facilitators monitor and adjust to make programs useful and relatable to clients. In addition, our Programs and Services Task Force reviews SAMSHA's NREPP list for additional Substance Abuse Prevention Programs, Anytown USA's Communities That Care Youth Survey Report, and WY Survey and Analysis Center's Catalog of Environmental Prevention Strategies.

Mercer FRC added an additional 8-hour youth substance education class that satisfies treatment requirements for Level .5 since there isn't a sliding-fee course in the County. Our Family and Parenting Facilitator has purchased additional Love & Logic curriculums for 1) Calming the Chaos dealing with ADHD Children and 2) Highly Effective Educators. She continues to provide outreach classes in addition to our regular scheduled programs. We are also started a new Couples Education class called Elevate, as well as Nurtured Heart Approach from the Children's Success Foundation. Key staff have registered for training to implement a program called Too Good for Violence focusing on social emotional skills for pre-teens.

6. Attendance and Participation

In order to gauge the impact that your event has had on the community, it is important that we know how many people use your program. **Please fill out the information in the box on the opposite side of this page.** If you intend to use a counting method that is not listed, then please contact Fleur Tremel in the City Manager's Office (235-8224) to inquire about pre-approval.

Attendance and Participation

Please fill in the section below as instructed on the opposite side of this page.

I can accurately count the number of people who use our program because:

- ☐ We sold tickets
- ☐ We took a turnstile count or counted people as they came in
- X We conducted an organized head count
- ☐ All participants were registered
- X We used sign-in sheets
- ☐ We used another method that was pre-approved by the City Manager's Office

From: Platte River Trails Trust [mailto:platteriver@wyoming.com]

Sent: Thursday, July 11, 2019 4:27 PM

To: Renee Jordan-Smith <rjordansmith@casperwy.gov>

Subject: July Food Truck Friday Is All About the River



July Food Truck Friday Is All About the River

July 12, 2019



Tap Takeover by Good River Brewing, Live Music AND The Debut of our New Outdoor Explorer Toolkit

Summer is here and the temps are rising which means the North Platte River is literally the coolest place to be **in Casper!** The Platte River Trails Trust's July Food Truck Friday is Friday, July 12th from noon until 5 p.m. . Come celebrate this special time of year at the Tate Pumphouse. This is a **FREE** community event! Food Trucks will serve lunch and dinner.



We're pleased to feature Good River Brewing for our July Tap Takeover. Good River Brewing is a Denver based brewery that donates 2% of its gross revenue to river conservation efforts. ***Good River's mission is to "share inspirational beers and protect and conserve rivers"***. Good River will be offering a nice variety of brews for tasting including 1) The American Pilsner, a pre prohibition style lager, 2) Class 5 IPA, 3) Foo Fighter Belgium Golden Ale (head brewer Preston's favorite) and 4) River Right, a tropical wheat ale with passion fruit and coconut notes.



Live Music by Buffalo Scout

Live music by local favorites Buffalo Scout, featuring Diane Lynn and Steve Frame, will begin at 5 p.m. These two singers blend their harmonies along with Steve's guitar work and Diane's fiddle, mandolin and guitar.



Our New Outdoor Explorer Kit is Here!

The Platte River Trails will also be debuting the updated Outdoor Explorer Kit. Bring the kids along and receive a free Adventure Kit that is chock full of history, science, art and nature activities that make exploring the Platte River Trail and the North Platte River an adventure!

Platte River Trails | 307-577-1206
platteriver@wyoming.com | www.platterivertrails.com

STAY CONNECTED

Wyoming Association of Municipalities



Wyoming Association
of Municipalities
Building Strong Communities

June 30, 2019 Finance Report

Distributed To:

WAM Board

7/11/19

WAM Balance Sheet
as of June 30, 2019

ASSETS

Current Assets

Petty Cash	100
WMEF Investments	16,961
WAM Checking	38,635
RBC Wealth Mgt - Cash Acct. -320-41845	6,316
RBC Wealth Mgt - Cash Acct. -309-25434	21,472
RBC Wealth Mgt - Investments - 320-41845	225,336
RBC Wealth Mgt - Investments - 309-25434	379,499
Adjustments to Investments	-3,177
Accounts Receivable-General	28,074

Total Current Assets	713,216
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Property and Equipment

Equipment	116,296
Land	93,975
Buildings	864,984
Landscaping	514
WAM Vehicle	33,860
Accum.Depr	(433,743)

Total Property and Equipment	675,886
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Total Assets	1,389,102
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LIABILITIES AND CAPITAL

Current Liabilities

Accounts Payable- General	8,335
Sales Tax Payable	0
Payroll Tax Liability	0
SUTA Payable	0
Worker Comp	0
FUTA Payable	310
Accrued Leave	12,234

Total Current Liabilities	20,880
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Long-Term Liabilities

Mortgage-Balance	0
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Total Long-Term Liabilities	0
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Total Liabilities	20,880
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Capital

Beginning Balance Equity	0
Net Assets	1,263,786
Net Income	104,436

Total Capital	1,368,222
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WAM Balance Sheet
as of June 30, 2019

Total Liabilities & Capital	<u>1,389,102</u>
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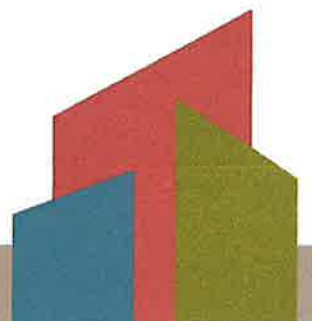


**Wyoming
Association of
Municipalities**
Building Strong Communities

TO: WAM Board of Directors
FROM: Earla Checchi, Finance Manager
DATE: July 11, 2019
RE: May 31 & June 30, 2019 Finance Report

We are at twelve (12) months into the fiscal year with a net income of \$107,436. For more detailed information, please review the attached spreadsheet, or if you have specific questions please call me at 307-632-0398.

- We are at 97% of our income goal.
- We are at 84% of our expense goal.
- Notable Line Item income or expenses
 1. Income line item 3 – Membership Dues are at 93%. (No dues from Rock Springs and Mills)
 2. Income line item 5 – Interest & Investments is at 296%. Conservative estimate.
 3. Income line item 7 – Annual Sponsorship is at 102%. Continue to work with potential sponsors.
 4. Income line item 8 – WAM-JPIC Administrative Fees is at 96%.
 5. Income line item 12 – WY Government Investment Fund is at 98%. We will receive two more quarterly payments for FY 2019.
 6. Expense line item 24 – Insurance/Taxes/Bonds is at 103%. This includes property tax for land and personal property, Directors & Officers Insurance, and the Building/Car Insurance.
 7. Expense line item 27 – IT Operation/Maintenance/Software is at 163%. This includes the yearly renewal of Capitol Impact of \$12,000. Additional IT expenses will be incurred until year end FY 2019. Additional fees for staff changes.
 8. Expense line item 32 – Dues/Memberships/Sponsorships is at 67%. This includes NLC Dues, Wyoming Conference of Building Officials, SHRM, Wyoming Capitol Club, WSAE, State & Local Legal Center, Wyoming Association of Broadcasters.
 9. Expense line item 40 – Summer/Winter Conventions is at 86%. The cost of Winter Conference was \$51,039 income for Winter Conference was \$44,000.
 10. Expense line item 44 – ED Search Expenses is at 241%. This includes candidate travel expenses, Dave's moving expenses and the new vehicle.



WAM Income Statement
as of June 30, 2019

	A	B	C	D	E	F	G
		Approved Budget	Approved Budget	Current Month Actual	Year to Date Actual	Approved Budget	Variance Budget to Actual
1							
2	INCOME	FY 2017	FY 2018	FY 2019	FY 2019*	FY 2019	
3	Membership Dues	400,000	423,809	0	392,347	423,809	93%
4	Building Office Space Rental	4,500	11,280	940	10,340	11,280	92%
5	Interest & Investments	5,000	5,000	2,428	14,813	5,000	296%
6	Summer/Winter Conventions	65,000	100,000	2,467	103,915	100,000	104%
7	Annual Sponsorship	43,000	76,000	0	77,650	76,000	102%
8	WAM-JPIC Administrative Fees	185,100	185,686	16,434	181,878	188,600	96%
9	Workshops/Training (HR, City Mgr/Admin, Regions, FD, BD)	60,000	8,000	0	4,225	5,000	85%
10	Contractor Testing Fees	0	0	0	30	0	0%
11	Wyoming Community Gas	3,000	3,000	0	3,000	3,000	100%
12	Wyoming Government Investment Fund	4,500	4,500	0	6,833	7,000	98%
13	Energy Lease Program	3,000	3,000	0	0	0	0%
14	Publication Sales	4,000	500	0	539	500	108%
15	Total	777,100	820,775	22,269	795,570	820,189	97%
16	*Does not include Rock Springs or Mills						

WAM Income Statement
as of June 30, 2019

	A	B	C	D	E	F	G
		Approved Budget	Approved Budget	Current Month Actual	Year to Date Actual	Proposed Budget	Variance Budget to Actual
17							
18	EXPENSES	FY 2017	FY 2018	FY 2019	FY 2019	FY 2019	FY 2019
19	Personnel (Salaries, Taxes, Retirement, Part-Time Staff)	316,247	342,793	22,927	279,997	349,612	80%
20	Group Health Insurance Premiums	81,700	76,667	7,920	74,542	109,000	68%
21	Educational Services/Training	35,000	35,000	1,500	14,703	20,000	74%
22	Utilities	7,000	7,500	431	7,007	7,500	93%
23	Building Maintenance	4,500	4,500	0	1,169	4,000	29%
24	Insurance/Taxes/Bonds (Building, Notary, Property Taxes, D&O, Crime Policy)	12,000	15,000	0	14,453	14,000	103%
25	Custodial/Lawn care/Snow removal	9,500	11,500	870	11,857	11,500	103%
26	Telephone/Internet/Website	8,000	11,000	366	7,011	18,000	39%
27	IT Operation/Maintenance/Software	4,000	15,000	0	19,524	12,000	163%
28	Office Supplies	5,000	8,000	11	3,356	5,000	67%
29	Postage	4,000	3,000	0	2,012	3,000	67%
30	Printing (Directory, WAM Connection & Copies)	10,000	10,000	0	5,854	10,000	59%
31	Equipment Leases (Postage Meter/Copy Machine)	6,000	8,500	0	3,888	5,700	68%
32	Dues/Memberships/Sponsorships	10,000	10,180	0	9,993	15,000	67%
33	Interstate Travel (Workshops/Training/Meals out of state)	35,000	35,000	0	3,241	25,000	13%
34	Audit and Report	6,100	6,600	0	7,000	7,000	100%
35	Outside Counsel	22,000	22,000	1,512	20,917	22,000	95%
36	Legislative Relations (Legislative Fees, Travel, Meals)	75,000	15,000	0	39,079	12,000	326%
37	Meals	1,000	2,500	0	308	2,500	12%
38	Scholarships (Convention Registration/Lodging)	2,500	2,500	455	455	3,000	15%
39	Intrastate Workshops/Training/Travel/Meals (Regions, FD/Managers Retreats)	60,000	25,000	90	20,109	20,000	101%
40	Summer/Winter Conventions	50,000	80,000	21,731	85,995	100,000	86%
41	Furniture/IT Equipment	2,500	5,000	0	1,570	5,000	31%
42	Staff Training/Professional Development Planning	4,000	4,000	0	3,081	6,900	45%
43	Special Projects (Municipal Finance Report)	78,239	25,000	0	0	0	0%
44	ED Search Expenses from reserves* this includes new vehicle	0	0	0	48,292	20,000	241%
45	Other Expenses **	1,553	2,800	177	5,722	12,477	46%
46	Total	810,600	784,040	57,991	691,135	820,189	84%
47	Net Income/Loss	810,600	36,735	-35,722	104,436	0	
48	**Other Expenses - Bank Charges, Investment Fees, Books/Periodicals/Car Expenses						

WAM Approved Budget
FY 2019

	A	B	C	D	E	F	G	H
1		Audited	Audited	Audited	Audited	Year to Date	Approved Budget	Variance Budget to Actual
2	INCOME	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019 *	FY 2019	
3	Membership Dues	423,843	428,097	400,762	380,820	392,347	423,809	93%
4	Building Office Rental Space	0	2,949	2,540	11,280	10,340	11,280	92%
5	Interest & Investments	5,843	5,928	2,092	1,981	14,813	5,000	296%
6	Summer/Winter Conferences	74,751	64,037	49,781	95,139	103,915	100,000	104%
7	Annual Sponsorship	95,761	84,532	76,700	77,370	77,650	76,000	102%
8	WAM-JPIC Administrative Fees	130,771	168,885	176,826	178,507	181,878	188,600	96%
9	Workshops & Training (HR, City Mgr/Admin, Regions, Finance Directors, Board of Directors)	60,665	60,540	40,901	3,056	4,225	5,000	85%
10	Contract Testing	7,360	535	60	30	30	0	0%
11	Wyoming Community Gas	2,100	3,000	3,000	3,000	3,000	3,000	100%
12	Wyoming Government Investment Fund	4,939	5,516	6,570	8,107	6,833	7,000	98%
13	Energy Lease Program	3,000	3,000	3,000	0	0	0	0%
14	Publication Sales	9,506	3,335	1,985	545	539	500	108%
15	Total	818,539	830,354	764,217	759,835	795,570	820,189	97%
16	*Not included in 2019 Dues (Rock Springs & Mills)							



WAM Approved Budget
FY 2019

	A	B	C	D	E	F	G	H
		Audited	Audited	Audited	Year To Date	Year to Date	Approved Budget	Variance Budget to Actual
17								
18	EXPENSE	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2019	
19	Personnel Expense (Salaries, Taxes, Retirement, PT Staff	333,934	293,332	342,417	331,626	279,997	349,612	80%
20	Group Health Insurance Premiums	89,607	56,491	81,679	73,737	74,542	109,000	68%
21	Educational Services	1,968	35,129	15,441	9,480	14,703	20,000	74%
22	Utilities	6,875	6,065	5,450	7,800	7,007	7,500	93%
23	Building Maintenance	4,677	5,055	589	1,558	1,169	4,000	29%
24	Insurance/Taxes/Bonds (Building, Notary, Property Taxes, D&O Crime Policy, Car Registration & Taxes)	11,767	11,729	12,864	12,932	14,453	14,000	103%
25	Custodial/Lawn Care/Snow Removal	8,106	8,559	8,099	10,593	11,857	11,500	103%
26	Telephone/Internet/Website	8,977	13,164	16,295	18,572	7,011	18,000	39%
27	IT Operations/Maintenance/Software	5,238	3,509	16,858	11,832	19,524	12,000	163%
28	Office Supplies	9,640	7,872	5,560	2,781	3,356	5,000	67%
29	Postage	5,053	4,578	1,995	2,215	2,012	3,000	67%
30	Printing (Directory, WAM Connection, Copies)	9,216	10,940	6,217	8,153	5,854	10,000	59%
31	Equipment Leases (Postage Meter, Copy Machine)	8,438	8,191	7,578	7,226	3,888	5,700	68%
32	Dues & Memberships/Sponsorship	9,902	18,208	10,492	10,998	9,993	15,000	67%
33	Interstate Travel (includes NLC, Mileage, Meals, Lodging, Car Rental /Membership Travel)	39,587	38,287	31,794	3,461	3,241	25,000	13%
34	Auditing (Anton Collins Mitchell)	5,700	6,000	6,300	6,600	7,000	7,000	100%
35	Outside Counsel	19,636	20,570	18,917	18,906	20,917	22,000	95%
36	Legislative Relations (Legislative Fees, Travel, Meals)	22,608	80,640	45,150	12,095	39,079	12,000	326%
37	Meals	1,227	882	480	215	308	2,500	12%
38	Scholarships (Convention Registration, Lodging)	500	0	1,000	0	455	3,000	15%
39	Intrastate Workshops/Training/Travel/Meals	48,998	44,291	36,724	12,933	20,109	20,000	101%
40	Summer/Winter Conferences	47,340	44,825	30,340	84,359	85,995	100,000	86%
41	Furniture/IT Equipment	13,765	1,784	717	1,214	1,570	5,000	31%
42	Staff Training/Professional Development & Planning	4,130	2,889	2,273	10,891	3,081	6,900	45%
43	Special Projects	0	0	6,475	16,786	0	0	0%
44	Executive Director Search *Includes Moving Expense & New Vehicle	0	0	0	0	48,292	20,000	241%
45	Other Expenses**	4,317	3,563	2,968	1,112	5,722	12,477	46%
46	Total	721,206	726,553	714,672	678,075	691,135	820,189	84%
47	Net Income/Loss	97,333	103,801	49,545	81,760	104,436	0	
48	** Other Expenses - Bank Charges, Books/Periodicals/Car Expenses							

Wyoming Association of Municipalities



Wyoming Association
of Municipalities
Building Strong Communities

May 31, 2019 Finance Report

Distributed To:

WAM Board

7/11/19

WAM
Balance Sheet as of
May 31, 2019

ASSETS

Current Assets

Petty Cash	100
WMEF Investments	17,098
WAM Checking	20,959
RBC Wealth Mgt - Cash Acct. -320-41845	4,675
RBC Wealth Mgt - Cash Acct. -309-25434	35,446
RBC Wealth Mgt - Investments - 320-41845	227,364
RBC Wealth Mgt - Investments - 309-25434	414,153
Adjustments to Investments	-4,613
Accounts Receivable-General	33,781

Total Current Assets 748,962

Property and Equipment

Equipment	116,296
Land	93,975
Buildings	864,984
Landscaping	514
WAM Vehicle	33,860
Accum.Depr	(433,743)

Total Property and Equipment 675,886

Total Assets 1,424,848

LIABILITIES AND CAPITAL

Current Liabilities

Accounts Payable- General	8,335
Sales Tax Payable	0
Payroll Tax Liability	0
SUTA Payable	0
Worker Comp	0
FUTA Payable	310
Accrued Leave	12,234

Total Current Liabilities 20,880

Long-Term Liabilities

Mortgage-Balance	0
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Total Long-Term Liabilities 0

Total Liabilities 20,880

WAM
Balance Sheet as of
May 31, 2019

Capital	
Beginning Balance Equity	0
Net Assets	1,263,785
Net Income	<u>140,183</u>
Total Capital	<u>1,403,968</u>
Total Liabilities & Capital	<u>1,424,848</u>

WAM
Income Statement as of
May 31, 2019

	A	B	C	D	E	F	G
1		Approved Budget	Approved Budget	Current Month Actual	Year to Date Actual	Approved Budget	Variance Budget to Actual
2	INCOME	FY 2017	FY 2018	FY 2019	FY 2019*	FY 2019	
3	Membership Dues	400,000	423,809	0	392,347	423,809	93%
4	Building Office Space Rental	4,500	11,280	940	9,400	11,280	83%
5	Interest & Investments	5,000	5,000	522	12,384	5,000	248%
6	Summer/Winter Conventions	65,000	100,000	23,287	101,448	100,000	101%
7	Annual Sponsorship	43,000	76,000	0	77,650	76,000	102%
8	WAM-JPIC Administrative Fees	185,100	185,686	10,919	165,444	188,600	88%
9	Workshops/Training (HR, City Mgr/Admin, Regions, FD, BD)	60,000	8,000	0	4,250	5,000	85%
10	Contractor Testing Fees	0	0	0	30	0	0%
11	Wyoming Community Gas	3,000	3,000	0	3,000	3,000	100%
12	Wyoming Government Investment Fund	4,500	4,500	0	6,834	7,000	98%
13	Energy Lease Program	3,000	3,000	0	0	0	0%
14	Publication Sales	4,000	500	19	539	500	108%
15	Total	777,100	820,775	35,687	773,326	820,189	94%
16	*Does not include Rock Springs or Mills						

WAM
Income Statement as of
May 31, 2019

	A	B	C	D	E	F	G
17		Approved Budget	Approved Budget	Current Month Actual	Year to Date Actual	Proposed Budget	Variance Budget to Actual
18	EXPENSES	FY 2017	FY 2018	FY 2019	FY 2019	FY 2019	FY 2019
19	Personnel (Salaries, Taxes, Retirement, Part-Time Staff)	316,247	342,793	22,887	257,070	349,612	74%
20	Group Health Insurance Premiums	81,700	76,667	3,984	66,622	109,000	61%
21	Educational Services/Training	35,000	35,000	0	13,203	20,000	66%
22	Utilities	7,000	7,500	647	6,577	7,500	88%
23	Building Maintenance	4,500	4,500	0	1,169	4,000	29%
24	Insurance/Taxes/Bonds (Building, Notary, Property Taxes, D&O, Crime Policy)	12,000	15,000	53	14,453	14,000	103%
25	Custodial/Lawn care/Snow removal	9,500	11,500	1,915	10,987	11,500	96%
26	Telephone/Internet/Website	8,000	11,000	657	6,645	18,000	37%
27	IT Operation/Maintenance/Software	4,000	15,000	36	19,524	12,000	163%
28	Office Supplies	5,000	8,000	634	3,345	5,000	67%
29	Postage	4,000	3,000	500	2,012	3,000	67%
30	Printing (Directory, WAM Connection & Copies)	10,000	10,000	121	5,854	10,000	59%
31	Equipment Leases (Postage Meter/Copy Machine)	6,000	8,500	489	3,888	5,700	68%
32	Dues/Memberships/Sponsorships	10,000	10,180	0	9,993	15,000	67%
33	Interstate Travel (Workshops/Training/Meals out of state)	35,000	35,000	412	3,241	25,000	13%
34	Audit and Report	6,100	6,600	0	7,000	7,000	100%
35	Outside Counsel	22,000	22,000	1,509	19,405	22,000	88%
36	Legislative Relations (Legislative Fees, Travel, Meals)	75,000	15,000	0	39,079	12,000	326%
37	Meals	1,000	2,500	54	308	2,500	12%
38	Scholarships (Convention Registration/Lodging)	2,500	2,500	0	0	3,000	0%
39	Intrastate Workshops/Training/Travel/Meals (Regions, FD/Managers Retreats)	60,000	25,000	5,650	20,019	20,000	100%
40	Summer/Winter Conventions	50,000	80,000	-1,000	64,263	100,000	64%
41	Furniture/IT Equipment	2,500	5,000	1,136	1,570	5,000	31%
42	Staff Training/Professional Development Planning	4,000	4,000	0	3,081	6,900	45%
43	Special Projects (Municipal Finance Report)	78,239	25,000	0	0	0	0%
44	ED Search Expenses from reserves* this includes new vehicle	0	0	0	48,292	20,000	241%
45	Other Expenses **	1,553	2,800	339	5,545	12,477	44%
46	Total	810,600	784,040	40,021	633,144	820,189	77%
47	Net Income/Loss	810,600	36,735	-4,335	140,183	0	
48	**Other Expenses - Bank Charges, Investment Fees, Books/Periodicals/Car Expenses						

From: Dave Fraser [mailto:dfraser@wyomuni.org]
Sent: Thursday, July 11, 2019 10:29 AM
Subject: Franchise Fee Memo

As you are probably aware, the Wyoming Legislature's Interim Corporations Committee has begun a discussion of possible changes to Franchise Fee legislation. As part of our strategy for engaging on this issue, I have procured the services of Bob Duchen, VP of River Oaks Communications Corporation. Many of you know, and have worked with, Bob. For those of you who are not familiar with Bob, he has an impressive record of success in this arena; and I anticipate that he will be a valuable member of our team.

For your benefit, I have asked Bob to prepare a brief overview of the current status of Franchise Fee regulation at the State and Federal level (see attached). I hope that this will be helpful. If you have any questions or comments, please reach out to me.

Thanks,

J. David Fraser
Executive Director
Wyoming Association of Municipalities
315 West 27th Street
Cheyenne, WY 82001
307-632-0398
dfraser@wyomuni.org
www.wyomuni.org

"Communities that don't matter, don't exist."



River Oaks Communications Corporation

Denver Office:

6860 South Yosemite Court, Suite 2000
Centennial, Colorado 80112
Telephone: (303) 721-0653
Fax: (303) 721-1746
E-Mail: bduchen@rivoaks.com

Colorado Springs Office:

6 South Tejon, Suite 519
Colorado Springs, Colorado 80903
Telephone: (719) 477-6850
Fax: (719) 477-0818
E-Mail: tduchen@rivoaks.com

MEMORANDUM

To: J. David Fraser - Executive Director
Wyoming Association of Municipalities

From: Bob Duchen - Vice President
River Oaks Communications Corporation

Date: July 10, 2019

Subject: Franchise Fees

We thought it might be helpful to provide an overview of how different types of Franchise Fees are treated at the Federal, State and local levels. The Industry has indicated that they would like to draft legislation with WAM that proposes a revenue-neutral outcome for local governments. This is a laudable goal; however, effectuating such a solution will be a very challenging process.

This overview is not intended to be a legal research paper. Rather, it is a general overview of the treatment of Franchise Fees by municipalities in Wyoming and other communities throughout the country.

Local Cable Television Franchises and State Issued Cable Franchises

There are two ways to provide traditional cable programming: one is for a company to be granted a non-exclusive Cable Franchise by the local government or, in more than 20 states, a State Issued Cable Franchise. Wyoming does not have State-wide cable franchising. For that reason, each community enters into its own negotiated cable franchise with wireline providers such as Charter d/b/a Spectrum, Comcast or TCT.

The Cable Communications Policy Act of 1984, as amended by the Cable Television Consumer Protection and Competition Act of 1992 (collectively, the "Cable Acts") and as further impacted by the Telecommunications Act of 1996, provide the basic framework for local cable television franchising. Under 47 U.S.C. Section 542, the Franchise Fees paid by a cable operator with respect to any cable system shall not exceed 5% of such cable operator's gross revenues derived in such period (12 months) from the operation of the cable system to provide cable services. This Franchise Fee is not absorbed by the cable operators because they place the Franchise Fee as a separate line item on subscribers' bills pursuant to the Cable Acts. Cable companies assert that this

Franchise Fee makes them less competitive with companies that provide comparable video services (Over-the-Top - OTT and Direct Broadcast Satellite - DBS).

Under a traditional Title VI Cable Television Franchise, local governments are not allowed to collect Franchise Fees on either telephone service or Internet service. Cable Franchise Fees typically go into a city's or town's general fund and are a very important item in the budgeting process. Those Franchise Fees can amount to thousands, to hundreds of thousands, to a million dollars annually for a local government. As the number of cable subscribers decline, due to OTT or DBS service, so do cable Franchise Fees.

Cable operators do not like the fact that companies that provide OTT or DBS video programming do not have to pay Franchise Fees to municipalities. The reason is that the OTT providers (such as Netflix and Hulu) and DBS providers (such as Dish and DirecTV) are not using the public right-of-way because their signals are transmitted via the Internet or satellite rather than in a wireline manner.

Until Congress updates the regulatory framework for the provision of cable television services, video programming providers will have dissimilar obligations. Cable companies are hopeful that their cable Franchise Fee obligations will soon be reduced. The FCC, in one of its Orders, issued a tentative conclusion that cable Franchise Fees could be offset by the value of in-kind services (free cable service to municipal locations). The Cable Industry would like to see the retail value of their "free" cable services reduce cable Franchise Fees. The FCC is planning on issuing its final Order in that regard as soon as next month.

Telecommunications

Although Federal and State law come into play, Telecommunications Franchises are typically a matter of negotiation between the provider and local government. For example, some successor legacy telephone companies (their predecessors emanated from the breakup of AT&T) take the position that they do not need a Franchise with a municipality. Others negotiate separate Telecommunications Franchises which generally provide Franchise Fees to cities and towns in the range of 1%-3% of annual gross revenues (excluding certain items, such as Franchise Fees on Internet service). Telecommunications franchises generally produce much less revenue in Franchise Fees for municipalities as compared with cable franchises.

Internet

The prevailing Federal rule (with limited exceptions) is, because of the Permanent Internet Tax Freedom Act, local governments cannot collect Franchise Fees on Internet access. Although this seems unfair, because companies have the capability of providing the Triple Play (video, voice and data) through the same system, the FCC and Courts have not been kind to local governments in this regard. Cable companies and telecommunications companies routinely refuse to pay any sort of Franchise Fee on the provision of broadband or Internet (data) service. Some entrants (wireline backhaul providers) have agreed to pay a per-linear-foot charge annually for use of the public right-of-way. Those amounts and charges vary widely across the country.

Conclusion

Technology has outpaced the regulatory environment, both at the Federal and State levels. Users of the right-of-way are paying more or less depending upon the type of services they are offering. This is a national problem, rather than a Wyoming-centric situation. It will be challenging to find a legislative solution that works equitably for citizens, the Industry and local governments.

From: Justin Schilling [mailto:jschilling@wyomuni.org]

Sent: Friday, July 5, 2019 4:36 PM

To: Renee Jordan-Smith <rjordansmith@casperwy.gov>

Subject: Word from WAM - Wyoming Women's Council, AARP Nominations, WAM Convention, Capitol Celebration, Interim Committee Schedule, Trivia!



Wyoming
Association of
Municipalities
Building Strong Communities

Word from WAM!

A Weekly Message

**Wyoming Council for Women's Issues
Accepting Nominations for Woman
Entrepreneur Award**

Nominations Accepted
Between Now and July 31st

For more information about the award,
or WCWI please click the [link here.](#)



AARP Seeking nominees for Community Service Award

2019 Andrus Award to Honor
an Outstanding Community
Servant Age 50 or Over

For more information on the award, or to
nominate a deserving individual in your
community [please click here.](#)

Award nominations are due by July 15th.



WAM Summer Convention in Sheridan



Members enjoy the Wednesday welcome reception at the Brinton Museum



Sheridan Rolled Out the Red Carpet
and Put on an Excellent Event

Keynote speaker Commander
Mary Kelly entertained and
enlightened

It was a week filled with amazing venues, beautiful scenery, engaging presentations, productive meetings and even a few heartfelt tributes. The 2019 WAM Summer Convention in Sheridan June 12-14 had it all, as WAM once again came together to learn, connect, engage and act on the behalf, and in the best interest, of the association's 97 member cities and towns. If you were in attendance, thank you again for coming. If you missed it, then you missed out, but we'll look forward to seeing you next June, as the City of Laramie is already hard at work preparing to host next year's event.

For those of you who did attend, we'd ask that you please take a few minutes to complete our follow up survey if you haven't already by [clicking here](#).

WAM would like to thank and recognize everyone from the City of Sheridan and the Towns of Dayton, Ranchester and Clearmont who worked so hard behind the scenes making this year's event a memorable one.

**Please Join Us! WAM to Hold Member
Lunch Before Capitol Ribbon Cutting**

The People's House

WYOMING STATE CAPITOL OPEN HOUSE *and* CELEBRATION

JULY 10, 2019 | 1:00 P.M. to 10:00 P.M.



RIBBON CUTTING | LIVE MUSIC
CAPITOL SQUARE TOURS | FIREWORKS

www.wyomingcapitolsquare.com

Join us in Cheyenne at the WAM Office for Lunch
Before the Capitol Ribbon Cutting on July 10th

We've been anxiously watching here at WAM Headquarters as the scaffolding has come down around the Capitol Building over the last few weeks. The People's House looks amazing and we're excited to get our first look inside on July 10th, at the official ribbon cutting, open house and celebration. Festivities at the Capitol start at 1 p.m., but we'd like to welcome any and all WAM Members who will be in town for the event to join us here at the WAM Office, 315 West 27th St., for lunch and refreshments from 11 a.m. to 12:30 p.m. before we walk over (we're less than a block from the Capitol) to enjoy the day's events. Please let us know if you'll be able to attend so we can gauge catering needs. We hope to see you here in Cheyenne July 10th!

[RSVP](#)

Legislative Interim Committee Schedule



Left to right: Representative Cyrus Western (Sheridan), WCCA Executive Director Jerimiah Rieman and WAM Executive Director David Fraser listen as Lander Mayor Monte Richardson testifies in front of the Joint Revenue Committee.

Interim Committee Season Begins and WAM Needs You!

As the Wyoming Legislature begins its interim committee work, remember how impactful your presence and participation in these meetings can be to advancing WAM's legislative efforts. Simply put, legislators love to see, and receive input from, local elected officials. So, if any upcoming meetings are in your neck of the woods, we'd encourage you to join us as we lay the groundwork for a successful 2020 Legislative Session.

Interim Committee Schedule

July

8-9 Joint Revenue, Wyoming Game and Fish, Elk Room, Cheyenne, 8:30 AM

9 Joint Appropriations, Joint Forces Readiness Center Auditorium, Cheyenne, 7:00 AM

10 Wyoming Capitol Square Project Grand Opening (See invite above)

15 Joint Efficiency Commission, TBD, Cheyenne, 9 AM

22-23 Joint Travel, Thermopolis Middle School, Thermopolis, 8:30 AM

30 Joint Wyoming's Tomorrow, School District Admin. Building, Pinedale, 8:30 AM

Weekly WAM Wyo-centric Trivia!

This Week's Winner Gets a \$10 Pre-Paid Card

You've got to have a little fun in life. So, every week in Word From WAM, we'll be posting a Wyo-centric trivia question for fun and fabulous prizes. Click the button below to submit your answer, and we'll draw a winner from all the correct answers we receive to get a \$10 pre-paid card from your friends here at WAM. Have fun and good luck!

Please Note These cards are good for in-person purchases anywhere Mastercard is accepted, but cannot be used for online purchases.

Question: Which U.S. President visited Yellowstone National Park with his family in August of 2009?

[Click to Answer](#)

Congratulations to last week's winner, absolutely no one! Several folks said that Dick Cheney spoke at Natrona County High School back on July 25th, 2007, which is true, but he was the Vice Presidential Candidate. The U.S. Presidential Candidate who spoke that day was of course George W. Bush. Thanks for playing and your gift card is not on its way!



tel: 307.632.0398 | fax: 307.632.1942 | www.wyomuni.org