

INFORMATION PACKET

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Friday, June 12, 2020



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We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

The Grid

A working draft of Council Meeting Agendas

June 16, 2020 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-meeting: Update on Responses to RFP for Parking Operations and Maintenance (no memo)					
Pre-meeting: Casper Community Greenhouse (MEMO)					
Pre-meeting: Protest Response Costs (MEMO)					
Pre-meeting: Midwest Ave. Reconstruction					
Pre-meeting: In Person Meetings					
Pre-meeting: Eventide Sole Source Purchase					
Approve Exec Session minutes - June 2					
Establish July 7, 2020, as Public Hearing Date for Consideration of an Ordinance to Vacate West 8th Street, from South David to South Center Street.	C				
Establish July 7, 2020, as Public Hearing Date for Consideration of the Adoption of Revisions to the Current Rate Resolution for Residential and Commerical Solid Waste Collection, Recycling, and Disposal at the Casper Solid Waste Facility.	C				
Public Hearing: FY 20 Budget Amendment #3		N			
Public Hearing: FY 21 Budget Adoption		N			
Ordinance Approving a Municipal Code Text Amendment to Sections 15.02.120 and 15.04.070 Regarding Unsafe Structures and Equipment. 3rd Reading			N		
Approving a Zone Change of Lots 344 and 345, Kenwood Addition Subdivision, from R-2 (One Unit Residential) to C-2 (General Business). 3rd Reading			N		
Vacation and Replat of Lot 1, Block 1, Cemetery Addition, to create the Gorgan Hills Addition Subdivision, comprising 31.52-acres, more or less, generally located south of West 46th Street and east of Moose Street. 3rd Reading			N		
Authorizing a Contract with PowerPhone Total Response Emergency Medical Dispatch, in the Total Amount of \$71,410.				C	
Accepting a Grant from the Natrona County Joint Powers Board, in the Amount of \$223,000, to be Used to Fund Components of the First Street Gateway Project.				C	
Approving a Contract for Professional Services with AECOM Technical Services, Inc., for the Quality Assurance and Quality Control Services, in an Amount not to Exceed \$15,850.				C	
Authorizing Amendment #1 to the Professional Services Contract with Civil Engineering Professionals, Inc., for a Time Extension of 228 Days for the City of Casper 2020 Water System Master Plan Project.				C	
Authorizing an Agreement with 71 Construction, Inc., in the Amount of \$3,258,607 for the Midwest Avenue Reconstruction – Elm/Street to Walnut Street Project.				C	

Authorizing an Agreement with Atlantic Electric, Inc., in the Amount of \$34,752.00 for the Luminaire Services FY21-FY24 Project.				C	
Authorizing Amendment No. 1 to the Project Agreement with the Wyoming Water Development Commission for funding the West Casper Zone II Water System Improvements.				C	
Authorizing an Agreement with Treto Construction in the Amount of \$1,963,786 for the Ridgecrest Zone 2 & 3 Waterline Replacements Project.				C	
Authorizing the Acceptance of the Wyoming Office of Homeland Security Grant, in the Amount of \$104,000, for the Purchase of Equipment for Regional Response Team 2.				C	
Authorizing a Request to Natrona County to Continue the Collection of 8 Mills of Property Taxes on Behalf of the City of Casper.				C	
Authorizing the Emergency Sole Source Purchase of an Eventide Logging Records from Communications Technologies, Inc., of Casper, Wyoming, in the Amount of \$124,028, for Immediate Deployment by the Casper Public Safety Communication Center.				C	
Authorizing a Contract between the University of Wyoming and the City of Casper for the Purpose of a Joint Horticulture Service.				C	
Links Pump Station (tentative)				C	

June 23, 2020

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
Natrona County Assessor - Property Tax	Information Only	30 min	4:35
Animal Control Ordinance Update (Memo Due)	Information Only	30 min	5:15
		30 min	
Agenda Review		20 min	
Legislative Review		10 min	
Council Around the Table		10 min	
			Approximate Ending Time:

July 7, 2020

Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Public Hearing: Consideration of an Ordinance to Vacate West 8th Street, from South David to South Center Street.		N			
Public Hearing: Adoption of Revisions to the Current Rate Resolution for Residential and Commercial Solid Waste Collection, Recycling, and Disposal at the Casper Solid Waste Facility.		N			

July 14, 2020 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Followup		5 min	4:30
Cowboy Skills Demo	Information Only	15 min	4:35
TOPOL Addition Release of Zoning Restrictions		10 min	
Utility Business Plan		30 min	
Wayfinding Plan Implementation		45 min	4:55
Agenda Review		20 min	
Legislative Review		10 min	
Council Around the Table		10 min	
Approximate Ending Time:			

Future Agenda Items

Item	Date	Estimated Time	Notes
Parking on the Parkways		30 min	
David Street Station 501(c)(3)		30 min	
Animal Care Ordinance Review			
Meadowlark Park			Spring 2020
Private Operation of Hogadon			
Formation of Additional Advisory Committees			
Golf Course Guidelines	June 9 tentative		
Wayfinding Plan Implementation	July 14	45 min	
LAD Followup			August

Staff Items

Limo Amendment			
Utility Business Plan	July 14, 2020		After New Year - February
Sign Code Revision			
Wind River Traffic Update			Summer 2020
Community Relations Spec Update		30 min	
TOPOL Addition Release of Zoning Restrictions	July 14, 2020	10 minute	After June 18

Future Council Meeting Items

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Retreat Items

Economic Development and City Building Strategy



**AMOCO REUSE AGREEMENT
JOINT POWERS BOARD**

2435 King Blvd, Suite 249
Casper, WY 82604
(307) 472-5591



renee@arajpb-casper.org

AMOCO REUSE AGREEMENT JOINT POWERS BOARD

MEETING MINUTES

6:00 p.m. Wednesday, April 8, 2020

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

Due to COVID-19 the meeting was held in Room 249 and via conference call

Present: Bob Chynoweth, Ben Schrader, Terry Lane, Doug Follick, Bob Hopkins,
Brook Kaufman, Rob Hurless, and Jim Belcher

Absent: Reed Mersch

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

With a quorum in attendance, the meeting was called to order at 6:02 p.m. by Chairman Chynoweth. All attendees were asked to participate in the Pledge of Allegiance to the Flag.

1. Minutes from March 11, 2020 Regular Meeting

A motion was made by Mr. Follick and seconded by Mr. Hopkins to approve the Minutes of the March 11, 2020 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 Minutes on file.)

2. Approval of April 8, 2020 Treasurer's Report

Details of investment accounts, the checking account and the various vouchers listed on the Treasurer's Report as of April 8, 2020 were presented by Mr. Lane.

A motion was made by Mr. Lane and seconded by Mr. Follick to approve the Treasurer's Report of April 8, 2020, containing the financial report of the investment funds, checking account and interest accrued as well as 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. Mr. Lane explained the investments. The March 2020 monthly financial statement draft by Lenhart Mason was presented by Mr. Lane. He informed the Board the new golf cart fleet will be put on the balance sheet in April since the transaction has not been completed as of yet. He inquired if any of the Board had additional questions. No questions were asked.

Mr. Hopkins asked that the Treasurer's Report include identification on columns and rows to help via teleconference. Ms. Hahn assured him that she was able to accomplish his request.

Investment/Financial Committee

Mr. Lane discussed the Security that will mature from the Davidson Funds on April 17, 2020. "The Security will be transferred into the ARAJPB checking account at Hilltop Bank on April 27th to pay Three Crowns annual Operations and Maintenance Fund as well as any approved Capital Expenditures."

3. Committee Reports

- **Three Crowns**

Mr. Follick discussed the challenges at Three Crowns regarding Covid-19. He thanked Landscapes Unlimited (LU) and Mr. Reams for all their extra work producing reports to assist Three Crowns applying for any Forgiveness Programs. He informed the Board that Mr. Reams had estimated a loss in the first three months of operation to be \$75,000. This new expected loss will hopefully be subsidized with the SBA PPE Loan Forgiveness Program which was applied for through Hilltop Bank. Mr. Follick also informed the Board the new cart fleet had arrived. Mr. Reams stated "Curbside Service has been instated since mid-March for the restaurant as well as take-out bar service. "The course had opened 10 days early due to the weather cooperating. Activity on the course has been solid amongst the pandemic." Currently, Three Crowns has a hiring freeze which will assist in savings.

Mr. Chynoweth also thanked LU, Matt Reams, and Renee Hahn for their work on applying for the Forgiveness Programs.

- **PRC**

Mr. Hopkins asked Ms. Hahn to update the Board on the Platte River Commons.

Ms. Hahn informed the Board that the celebration of the artwork will be held at a later date due to Covid-19. Installation is still scheduled for May 18th. Ms. Hahn also mentioned that lighting along the path is currently operational. An electrical short is being researched for the lighting on the Railroad Bridge.

- **Refined Properties**

Mr. Schrader informed the Board the Western Opportunity Area (WOA) has received estimates on testing for electro-magnetic survey and drilling to assist in determining where the debris is buried and also find the depth. The total cost of this testing is estimated to be \$34,200 which would be split with BP paying 50% and ARAJPB paying the other 50% or \$17,100. This cost for ARAJPB would be run through Refined Properties. Mr. Schrader then asked for Board input. Mr. Follick stated "This is a good investment." Mr. Hopkins and Mr. Belcher agreed. Mr. Schrader informed the Board there is another test costing \$7,400 to characterize the soil on another site and if the soil is determined to be clean, it could be used as fill on the WOA. Mr. Belcher inquired if this cost includes hauling the soil. Mr. Schrader informed him it did not. Mr. Hopkins agreed that this test should be performed. A motion was made by Mr. Follick and seconded by Ms. Kaufman to approve the moving forward on both tests. There being no further discussion, the Board proceeded to vote. The motion carried with all members in attendance voting to approve the testing in the PRC as presented.

Mr. Schrader reported that the SFA Feasibility Study has been submitted but has not yet been reviewed. Currently the project is on hold.

Mr. Schrader asked Ms. Hahn to update the Board on the purchased lot in Salt Creek that has been delayed. Ms. Hahn informed the Board that Refined Properties is moving forward to change the PUD to allow above ground flammable storage tanks. Currently, BP has been requested to send their approval through their legal department as well. Each property owner in

Salt Creek Heights will be expected to sign-off on this new change in the PUD's. More information will be shared at next month's meeting.

• **Architectural Review**

No Report.

• **Executive Committee**

Mr. Chynoweth asked Ms. Hahn to review upcoming meetings and stated that the Executive Committee discussed the 2020-2021 upcoming proposed budget. Ms. Hahn informed the Board that the proposed budget will be on next month's agenda for approval.

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

City Representative Hopkins informed the Board that the CFNR and Basketball Tournaments have been cancelled.

Ms. Kaufman shared that there were no updates with Banner Health.

5. Other

No Report.

6. Future Meetings/Agenda

- Three Crowns Committee Meeting – April 16th, 7:30 am, 2435 King Blvd., Big Horn Conference Room or via teleconference.
- Regular Board meeting – May 13th, 6:00 pm at 2435 King Blvd., Big Horn Conference Room or via teleconference.
- Three Crowns Committee Meeting – May 21st, 7:30 am, 2435 King Blvd., Big Horn Conference Room or via teleconference.

7. Office Closures:

April 10th - Good Friday

May 25th - Memorial Day

8. Public Comment

There was no public comment.

9. Good of the Order

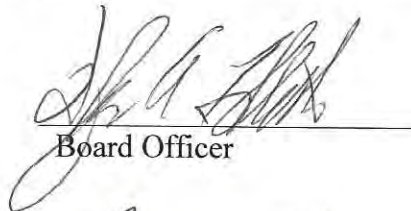
None.

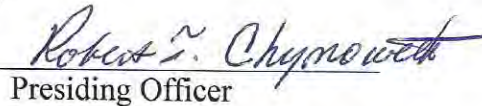
10. Adjournment

There being no further action by the Board, a motion was made by Mr. Follick and seconded by Mr. Hopkins to adjourn the meeting at 6:54 p.m. The motion carried with all members in attendance voting aye.

6/7/20
Date

6-10-20
Date


Board Officer


Presiding Officer

BLACKMORE MARKETPLACE

DRIVE-IN MOVIE NIGHTS

The Fun Starts at 7pm
Movies Follow After Sunset

JUNE 21ST PLAYING WITH FIRE (PG)

AUG 1ST MISSING LINK (PG)

Drive on In and Join Us!
Free Admission! Raffle Prizes!

LOCATED NEXT TO MARSHALLS AT BLACKMORE MARKETPLACE

*Pre order food and drinks from one of
our fine restaurant establishments*





COMMUNITY DEVELOPMENT
DEPARTMENT

State of Wyoming

City of Casper

200 N David St Phone: (307) 235-8264

Building Department

May 2020 Report



Type of Permit	Number of Permits	Fees	Valuations
Rem-School	1	\$16,929.33	\$1,781,354.00
Add-Deck	9	\$1,707.00	\$99,527.70
Add-Residential	4	\$458.00	\$14,840.00
New-Residential	4	\$8,639.20	\$1,142,000.00
New-Storage Bldg	4	\$525.00	\$20,720.78
Add-Commercial	2	\$21,301.50	\$2,204,368.00
Rep-Re-Roof	58	\$9,801.00	\$483,030.60
Rem-Kitchen	2	\$887.00	\$85,000.00
New-fence	1	\$242.00	\$15,000.00
Add-Other	6	\$718.00	\$28,500.00
Rem-Residential	3	\$965.00	\$72,500.00
New-Detached Garge	2	\$833.00	\$80,000.00
Rem-Commercial	3	\$10,159.38	\$947,463.00
Rem-Bathroom	3	\$1,050.00	\$80,000.00
Rem-Basement	3	\$642.00	\$39,000.00
Rem-Garage	1	\$104.00	\$3,000.00
Add-Enclosed Patio	1	\$104.00	\$2,500.00
Rep-Res Misc	4	\$420.00	\$13,100.00
Dem-Commercial	1	\$300.00	\$0.00
Add-Garage	1	\$353.00	\$25,000.00
Rep-Comm Misc	1	\$286.00	\$18,800.00
	114	\$76,424.41	\$7,155,704.08

Electrical Permits Issued	Fees Invoiced
114	\$14,181.00

Mechanical Permits Issued	Fees Invoiced
97	\$16,429.80

Plumbing Permits Issued	Fees Invoiced
87	\$7,264.00

Single Family Houses YTD		April Single Family Houses	
2019	20	2019	6
2020	17	2020	4



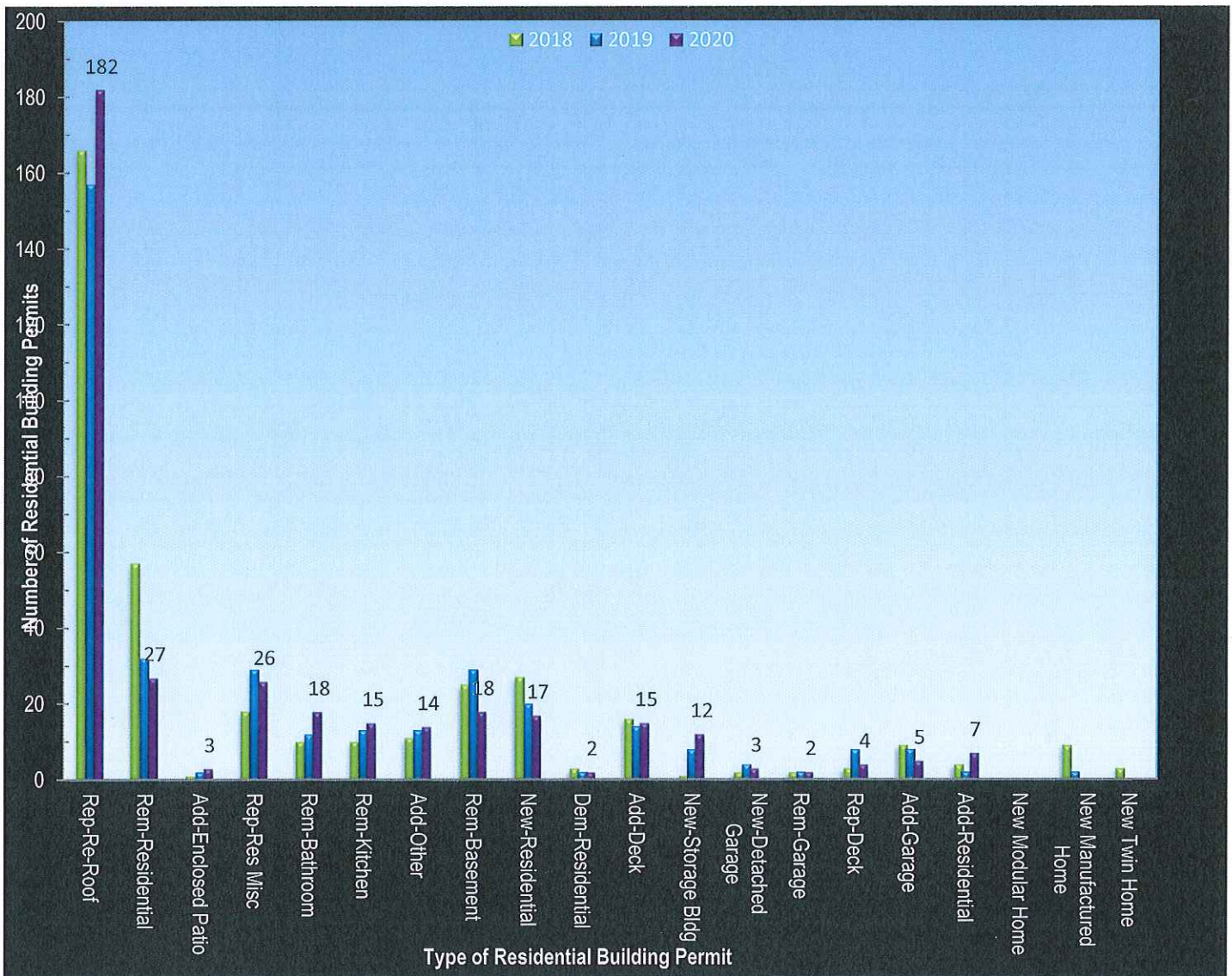
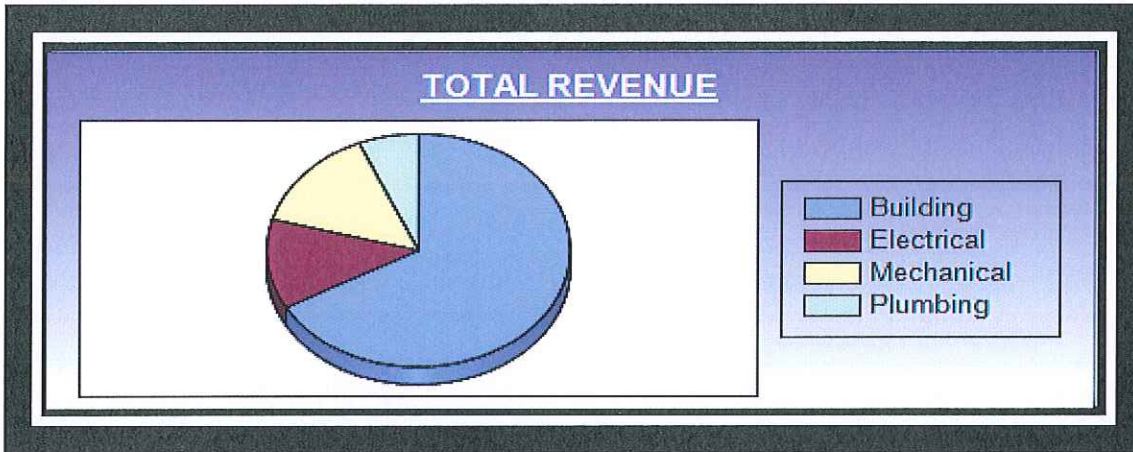
COMMUNITY DEVELOPMENT
DEPARTMENT

State of Wyoming City of Casper

200 N David St Phone: (307) 235-8264

Building Department

May 2020 Report





COMMUNITY DEVELOPMENT
DEPARTMENT

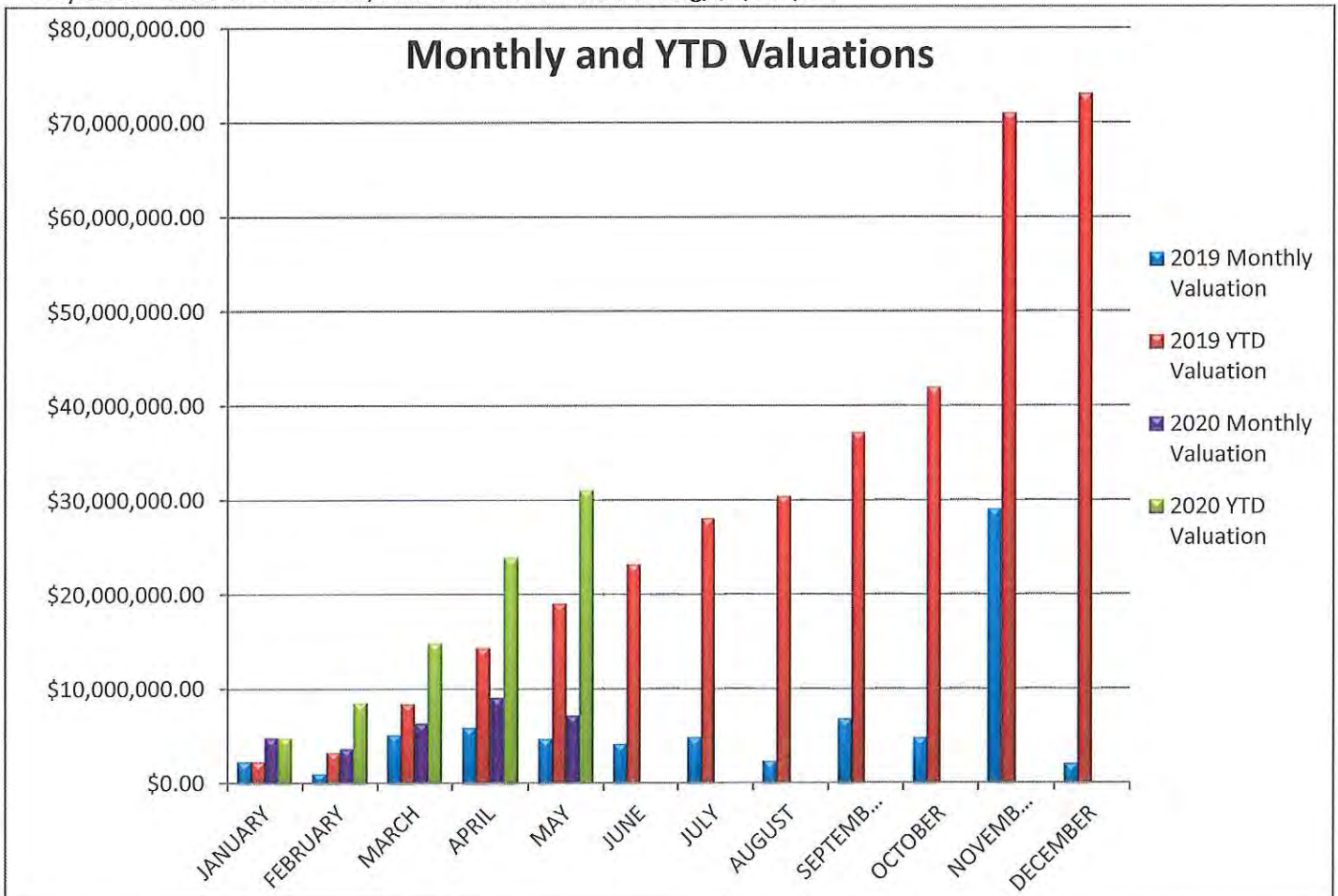
State of Wyoming
City of Casper
 200 N David St Phone: (307) 235-8264
Building Department
 May 2020 Report



MONTH	2019 Monthly Valuation	2019 YTD Valuation	2020 Monthly Valuation	2020 YTD Valuation
JANUARY	\$2,282,162.88	\$2,282,162.88	\$4,816,153.00	\$4,816,153.00
FEBRUARY	\$1,036,308.48	\$3,318,471.36	\$3,662,654.68	\$8,478,807.68
MARCH	\$5,072,606.25	\$8,391,077.61	\$6,335,044.95	\$14,813,852.63
APRIL	\$5,929,187.11	\$14,320,264.72	\$9,065,180.76	\$23,879,033.39
MAY	\$4,696,267.67	\$19,016,532.39	\$7,155,704.08	\$31,034,737.47
JUNE	\$4,152,642.58	\$23,169,174.97		
JULY	\$4,876,893.38	\$28,046,068.35		
AUGUST	\$2,348,883.06	\$30,394,951.41		
SEPTEMBER	\$6,790,186.21	\$37,185,137.62		
OCTOBER	\$4,799,859.60	\$41,984,997.22		
NOVEMBER	\$29,047,317.40	\$71,032,314.62		
DECEMBER	\$2,049,925.00	\$73,082,239.62		
	<u>\$73,082,239.62</u>	<u>\$73,082,239.62</u>	<u>\$31,034,737.47</u>	<u>\$31,034,737.47</u>

LARGE VALUATIONS:

May 2020 - 4901 E. 2nd Street, First Interstate Bank Building, \$2,002,000





COMMUNITY DEVELOPMENT DEPARTMENT

State of Wyoming
City of Casper

200 N David St Phone: (307) 235-8264

Building Department
Fees Collected
May 2020 Report



Table with 2 columns: Category and Amount. Categories include BUILDING PERMITS, ELECTRICAL PERMITS, MECHANICAL PERMITS, etc. Total: \$ 128,060.26

MONTHLY INSPECTIONS:

Table with 4 columns: BUILDING, ELECTRIC, PLUMBING, MECHANICAL. Values: 167, 189, 154, 50

Table with 2 columns: CONSULTS, PLAN REVIEW. Values: 16, 23

YTD INSPECTIONS:

Table with 4 columns: BUILDING, ELECTRIC, PLUMBING, MECHANICAL. Values: 794, 830, 762, 231

Table with 2 columns: CONSULTS, PLAN REVIEW. Values: 117, 111

2020 Monthly Inspections
May 2020

Inspector	Building Inspections	Electrical Inspections	Plumbing Inspections	Mechanical Inspections	Plan Reviews	Consults, Gray Slips, Miscellaneous	Total Inspections and Plan Reviews
Lonnie Genoff	0	0	137	44	0	0	181
Justin Scott	116	0	0	0	10	0	126
Shawn Barrett	1	97	0	0	3	5	106
Dan Elston	50	0	16	5	8	7	86
Russ Lutz	0	92	1	1	2	4	100
							0
Monthly Total	167	189	154	50	23	16	599

YTD Totals	794	830	762	231	111	117	2845
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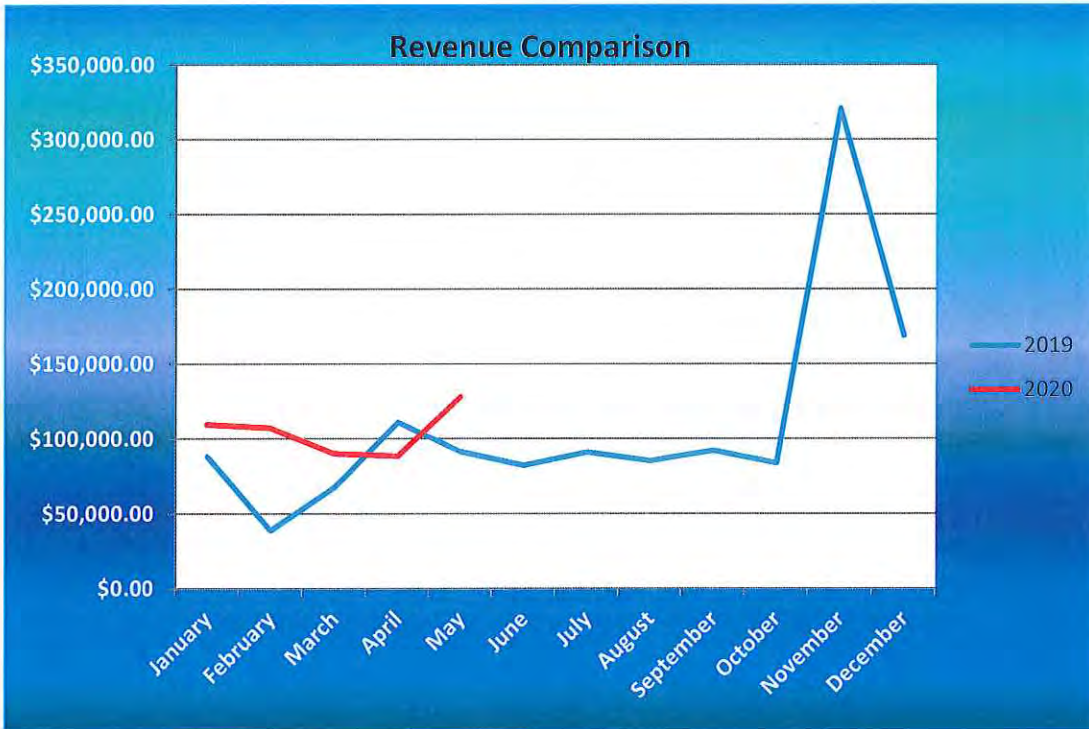
COMMUNITY DEVELOPMENT DEPARTMENT

State of Wyoming
City of Casper
200 N David St Phone: (307) 235-8264



Building Department
Revenue Collected
May 2020 Report

Table with 3 columns: Month, TOTAL REVENUE FOR 2019, TOTAL REVENUE FOR 2020. Rows list months from January to December with corresponding revenue values.



Handwritten signature of Dan Elston

Dan Elston: Building Official



OFFICE OF THE DIRECTOR

Mark Gordon, Governor | Patricia L. Bach, Director

June 5, 2020

Mr. J. Carter Napier
City of Casper Manager
200 North David
Casper, WY 82601

Re: Employee's Group Insurance Advisory Panel

Dear Carter:

I am pleased to appoint you to the Employee's Group Insurance Program (EGI) panel. I appreciate your taking the time out of your schedule to participate in this very important group. Your participation ensures that those members in the EGI plan are represented and have a voice regarding how the plan moves forward.

The EGI program is a valuable tool in the recruiting and retention of quality individuals for all state agencies. The advisory panel is designed to serve as ombudsmen to the participants in the program. The Employee's Group Insurance section of A&I looks forward to working with you in the ongoing development of the program.

I anticipate a short virtual meeting in the middle of June to have introductions and discuss the direction of the panel. We will send out a meeting notice well in advance so that we can make sure we have good participation. Please contact Ralph Hayes, Group Insurance Manager if you have any questions. As always, I look forward to working with you!

Sincerely,

A handwritten signature in blue ink that reads "Patricia L. Bach".

Patricia L. Bach
Director
Department of A&I

cc: Ralph Hayes
Erin Williams



**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 Cathey

Steve Freel

Mike Huber

Charlie Powell

REGULAR JOINT POWERS BOARD MEETING AGENDA

Tuesday June 16, 2020 11:30 a.m.

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

1. Announcements
2. Approve Minutes – May 19, 2020 *
3. Approve Vouchers – June 2020 *
4. Approve Financial Report – May 2020 *
5. Operations Update
6. Public Comment
7. Old Business
 - a) Other
8. New Business
 - a) Consider Budget Reallocation to Legal Expense in the amount \$5,000 *
 - b) Consider FY2021 Wholesale Water Rate *
 - c) Consider FY2021 Budgets *
 - i) WTP Operations Budget *
 - ii) RWS Agency Budget *
 - d) Schedule Special Meeting
 - e) Other
9. Chairman's Report

Next Meeting: Regular JPB Meeting – July 21, 2020

****Indicates Attachment***



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

MEETING PROCEEDINGS

May 19, 2020

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, May 19, 2020 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, Vice-Chairman Keffer, Treasurer Bertoglio, and Board Members Freel and Powell. Secretary Waters and Board Members Cathey and Huber were absent.

City of Casper – Freel, Powell, Andrew Beamer, Bruce Martin, Brian Schroeder, Janette Brown

Natrona County – Bertoglio

Salt Creek Joint Powers Board – King

Wardwell Water & Sewer District – Keffer

Pioneer Water & Sewer District –

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 — Charlie Chapin – Williams, Porter, Day & Neville, P.C.;

The Board meeting was called to order at 11:36 a.m.

1. In Announcements, as the meeting is being conducted by video conference, Ms. Brown took roll call as follows:

Chairman King – By Phone/Video
Vice-Chairman Keffer – By Phone/Video
Secretary Waters – Absent
Treasurer Bertoglio – By Phone/Video
Board Member Cathey – Absent
Board Member Freel – By Phone/Video
Board Member Huber – Absent
Board Member Powell – By Phone/Video
Mr. Chapin – By Phone/Video
Mr. Beamer – By Phone/Video
Mr. Martin – In Person
Mr. Schroeder – In Person
Ms. Brown – In Person

Mr. Martin asked the Board Officers to stay on the line after the meeting to schedule times with Ms. Brown to sign various documents.

2. Chairman King asked for a motion to approve the minutes from the April 21, 2020 meeting. A motion was made by Treasurer Bertoglio and seconded by Vice-Chairman Keffer to approve the minutes from the April 21, 2020 meeting. Motion put and carried.
3. Mr. Martin informed the Board that two additional vouchers were added to the voucher listing; voucher 8158 for Sage Software in the amount of \$990.00 for the BusinessWorks Annual Update; and voucher 8159 for Endress+Hauser, Inc. in the amount of \$10,039.81 for Filter Level Transmitters and Displays. 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 May 2020 vouchers. A motion was made by Vice-Chairman Keffer and seconded by Board Member Powell to approve the May 2020 voucher list to include voucher numbers 8146 through 8159 in the amount of \$744,409.61. 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 April 2020 was 159 MG, which is 8 MG less than the five-year average of 167 MG. Mr. Martin stated that year-to-date production is 2.97 BG, which is approximately 40 MG more than the five-year average of 2.93 BG.

Mr. Martin asked the Board to reference page 2 of the monthly compilation. Mr. Martin stated that Water Sales is \$5,728,717, which is \$570,743, or 11% more than last year due to the rate increase and slightly above average water sales.

Mr. Martin stated that Total Operating Expenses are \$2,438,518 for April compared to \$2,572,089 for the same time last fiscal year which is a decrease of 5%. Mr. Martin stated that this is due to timing of chemical purchases.

Chairman King asked for a motion to approve the April 2020 Financial Report as

presented. A motion was made by Treasurer Bertoglio and seconded by Board Member Freel to approve the April 2020 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 SCADA Project is still under construction and the contractor is working on the punch list. Mr. Schroeder stated that there are a few issues with the Surface Water Plant running in automatic. Mr. Schroeder stated that training on the SCADA system is being done this week as well.

Mr. Schroeder stated that the rehabilitation of two wells, Casper 22 and Morad 5, has been completed. Mr. Schroeder stated that the groundwater production has increased from these two wells.

Mr. Schroeder stated that production has increased to 16 MGD as of yesterday, which was a big jump from what it was. Mr. Schroeder stated that we are heading into summer very quickly this year.

Mr. Schroeder stated that Great Plains Structures has completed the leak testing on the new roof for the Wardwell Zone IIIB tank. Mr. Schroeder stated that a few small leaks were detected and repaired. Mr. Schroeder stated that the tank was disinfected and put back into service. Mr. Schroeder stated that weekly samples are being taken and everything is looking good at this time.

Mr. Schroeder stated that Water Distribution staff completed the installation of the second Ozone Contactor drain valve and it is back in service.

Mr. Schroeder stated that Landmark arrived to complete internal paint repairs on the Airport Elevated Water Tank. Mr. Schroeder stated that the tank is currently being filled and tested to be put back in service later this week.

Mr. Schroeder stated that Mr. Conner met with 609 Consulting and 71 Construction when they exposed the 10-inch permastrand waterline on Poison Spider for Pioneer's new waterline. Mr. Schroeder stated that they are currently getting stiffener rings built and will be cutting in a new tee.

6. There was no Public Comment. Mr. Martin stated that a conference line was set up for the public to be able to call in and listen to the meeting, but there were no requests from the Public to listen the meeting.
7. There was no Old Business.
 - a. There was no Other Old Business.
8. In New Business:
 - a. Mr. Martin asked the Board to reference Change Order No. 5 with HOA Solutions

for the Water Treatment Plant SCADA Improvements Project No. 17-038. Mr. Martin stated that it was determined during progress meetings that there is SCADA equipment currently in operation at the Upper Rock Creek Reservoir, however the existing equipment will not communicate with the new SCADA system. Mr. Martin stated that HDR was not aware of the SCADA equipment at Upper Rock Creek during design. Mr. Martin stated that the proposal is to replace a cellular modem, NIC cards, and to tie Upper Rock Creek Reservoir into the new system for the amount of \$9,710.

Mr. Martin stated that the current contract amount is \$1,410,283.08, with a construction contingency amount of \$82,832.92. Mr. Martin stated that this change order will increase the contract amount to \$1,419,993.08 and decrease contingency to \$72,822.92. Mr. Martin stated that this change order has been reviewed and approved by the Drinking Water State Revolving Fund (DWSRF) representative as this project is funded by DWSRF.

A motion was made by Treasurer Bertoglio and seconded by Board Member Powell to approve Change Order No. 5 with HOA Solutions for a price increase of \$9,710.00 for the Water Treatment Plant SCADA Improvements Project No. 17-038. Motion put and carried.

- b. Mr. Martin asked the Board to reference the updated Budget Reallocation Form in the agenda packet. Mr. Martin stated that this is to reallocate \$19,000 to Legal Expense from Consulting, Accounting/Audit, Insurance/Bonds, Travel/Training, and Other Contractual.

Mr. Chapin asked if this reallocation is due to the latest invoice from his firm. Mr. Martin stated that was correct.

A motion was made by Treasurer Bertoglio and seconded by Vice-Chairman Keffer to approve the reallocation of \$19,000 to Legal Expense. Motion put and carried.

- c. Mr. Martin stated that at the meeting last month, the Board reviewed the Preliminary FY2021 Budget. Mr. Martin stated that this month the wholesale water rate will be reviewed. Mr. Martin stated that at the meeting in June the Board will have a final review and approval of both the budget and wholesale water rate for FY2021.

Mr. Martin reviewed the Wholesale Water Rate Narrative with the Board:

Staff has made efforts to keep the FY21 budget at minimal increases. The FY21 operations budget is .19% higher than the FY20 budget. However, increases will be seen in the areas of booster station supplies, interdepartmental costs, and a slight increase in electricity costs. The FY21 RWS Agency budget is 4.2% greater than the FY20 budget. The Agency budget is primarily driven by capital

costs.

Assumptions made in the development of the wholesale water rate model are as follows:

1. Model assumes no growth in the Regional Water System over the next five years. The Water Treatment Plant Facilities Plan recommends a growth rate of .05%. Due to anticipated economic conditions, no growth has been included in the model this year.
2. In previous years, the rate models assumed various inflation rates for personnel services, health insurance costs, contractual services, and materials and supplies. This model assumes an across the board 3% rate of inflation.
3. The model assumes fund reserve interest earnings at 1.25% for the next five years.
4. The model assumes the volume of water produced by the Regional Water System (RWS) represents the most probable case for the next five years. The models do not assume a reduction in wholesale water produced due to water restrictions or reduced demand due to the current local economy. History during the 1980's economic downturn indicated water sales were far more influenced by climatic conditions than the economic downturn.
5. The recommended minimum RWS fund reserves are calculated in accordance with the Regional Water System Fund Reserves Policy as adopted by the Board in August 2007.
6. Rates developed by these models include rate adjustments needed for new and replacement capital facilities above that obtained from the system investment charges, reserves, grants, and loans. The rate models are driven by new and replacement capital projects more than operational expenditures.
7. The model assumes that grant/loan funding will be secured in FY24 for the Disinfection Upgrade Project (UV Treatment System).
8. The criteria and results for the model presented are as follows:

5.0% wholesale water rate increase. FY21 Wholesale Water Rate - \$2.03/1,000 gallons. FY20 wholesale water rate - \$1.93/1,000 gallons.

Result –

FY21 Reserves

Projected - \$4.57 M

Minimum Required - \$4.47 M

It needs to be emphasized that the assumptions and budget information used

for the wholesale water rate models are suitable for one year only. The assumptions and budget information will have to be changed and/or adjusted for next year's wholesale water rate models incorporating the best information available at that time.

Mr. Martin asked the Board to reference the rate model on the screen. Mr. Martin stated that the black line represents minimum reserves, the green line represents 10% above reserves, and the blue line is the performance. Mr. Martin stated that the rise of the blue line in FY24 reflects the payoff of the City loan.

Mr. Martin stated that under Debt Service a loan was added in 2026 for the UV project. Treasurer Bertoglio stated that he will speak to Mr. Mark Pepper this week about EPA requiring the UV project, and will even speak to Congresswoman Liz Cheny if the Board wants him to. Board Member Powell stated that if it will save the Board money to go for it. Treasurer Bertoglio stated that he will speak to Mr. Pepper first to see about going forward.

Mr. Martin stated that staff is not comfortable with operating below required reserves. Treasurer Bertoglio asked Mr. Martin to have the rate model show a 4% increase in FY21 and FY22. Mr. Martin made the requested changes. Treasurer Bertoglio stated that 2021-2022 dips below minimum reserves; if the Board could get away with 4% increase this year due to current economic conditions, it would be break even, than the rate could be raised 5% for FY22.

Board Member Powell asked if Mr. Martin could imagine a catastrophic issue that would use up the reserves. Mr. Martin stated that it doesn't take much to use \$1 M. Mr. Martin stated that the roof replacement for the 2.6 MG tank is not out to bid yet. Mr. Martin stated that it just depends on how much risk the Board is willing to take.

Treasurer Bertoglio asked if the figures for the 2.6 MG tank and the Wardwell tank are removed, if it will be close to minimum reserves. Mr. Martin stated that is correct.

Chairman King asked when the new rate will take effect. Mr. Martin stated that this is just the preliminary rate discussion; next month the Board will have approval of the final rate which will go into effect July 1st.

Treasurer Bertoglio asked if Mr. Martin anticipated having the cost for the 2.5 MG Tank roof for the June meeting. Mr. Martin stated the he does anticipate having the cost for the June meeting.

Treasurer Bertoglio stated that he is comfortable with a 4% rate increase, but if the cost for the 2.6 MG Tank roof is high, he is not opposed to a 5% rate increase. Board Member Powell stated the he agrees with Treasurer Bertoglio's suggestion.

Mr. Martin stated that he will put together a 4% rate increase and have the cost estimate for the roof replacement.

Treasurer Bertoglio asked what it will take to get above the green line in the rate model. Mr. Martin stated that it would take dropping expenses or have a 7 - 8% rate increase. Treasurer Bertoglio stated that the Board needs to get the debt paid off.

a. There was no Other New Business.

9. In the Chairman's Report, Chairman King stated that the next regular meeting will be held on June 16, 2020. Chairman King stated that the Board would be informed if the June meeting will be held in this same manner with the video/phone.

A motion was made by Treasurer Bertoglio and seconded by Board Member Powell to adjourn the meeting at 12:16 p.m. Motion put and carried.

Chairman

Secretary

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

**UNAPPROVED VOUCHER LISTING
June 10, 2020**

VOUCHER NO.	VENDOR	DESCRIPTION	AMOUNT
8160	City of Casper	Operations Reimbursement – May2020	\$142,141.54
8161	ITC Electrical Technologies	Capital Expense – Ozone Panel Troubleshooting	\$447.75
8162	Casper Star-Tribune	Capital Expense – Notice of Final Payment – Wardwell Tank Repairs, Project No. 16-035	\$265.78
8163	ITC Electrical Technologies	Capital Expense – Install Filter Level Transmitters	\$3,917.96
8164	City of Casper	Loan Payment	\$127,960.40
8165	Casper Star-Tribune	Capital Expense – Advertisement for Bid – 2.6MG Backwash Tank Roof Replacement	\$517.48
8166	ITC Electrical Technologies	Capital Expense – Disconnect and Reconnect Power to Wells being Rehabilitated	\$2,525.74
8167	Engineering Associates	Capital Expense – Well Rehabilitation Project No. 19-045	\$62,350.00
8168	Wyoming .com	RWS Website Domain Renewal	\$20.00
8169	Great Plains Structures, LLC	Retainage Release – Wardwell Tank Repairs Project No. 16-035	\$20,837.50
8170	71 Construction	Capital Expense – Fill for Ozone Contactor Valve Replacement	\$364.08
8171	HDR Engineering, Inc.	Capital Expense – 2.6M Gallon Tank Roof Replacement Project No. 18-093 PP#5	\$8,366.96
8172	HDR Engineering, Inc.	Capital Expense – Wardwell Tank Repairs Project No. 16-035	\$2,951.25
8173	HDR Engineering, Inc.	Capital Expense – 2.6M Gallon Tank Roof Replacement Project No. 18-093 PP#6	\$7,945.00
8174	HDR Engineering, Inc.	Capital Expense – Wardwell Tank Repairs Project No. 16-035	\$1,777.75
8175	HDR Engineering, Inc.	Capital Expense – WTP SCADA Improvements PP#34	\$5,184.08
8176	Williams, Porter, Day & Neville, P.C.	Legal Expense – May2020	\$200.00
		Total	\$387,773.27

*

City of Casper
 Business Services - Finance Division
 200 N. David
 Casper, WY 82601
 adminsvcs@cityofcasperwy.com
 (307)235-8400

**INVOICE &
 STATEMENT OF ACCOUNT**

8160

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

DATE: 6/5/2020

CUSTOMER ACCOUNT#: 2784

ACCOUNT SUMMARY

Invoices Due Upon Receipt

TRANSACTION DATE	INVOICE #	DESCRIPTION	STATUS	INVOICE AMOUNT/ CHARGES REMAINING
05/31/2020	185631	MAY 2020 OPERATIONS REIMBURSEMENT	CURRENT	\$142,141.54
NEW CHARGES				
PREVIOUS BALANCE				\$142,141.54
TOTAL AMOUNT DUE				\$142,141.54

May 2020 Total Reimbursement Invoice		
9010.00	Wages & Salaries Dir Labor - O&M	\$23,104.14
9020.00	Chemical Charge - O&M	\$49,009.82
9030.00	Utilities - O&M	\$56,906.74
9040.00	Supplies - O&M	\$2,390.77
9060.00	Training - O&M	\$0.00
9070.00	Major Maint, Repair, Replc - O&M	\$5,007.11
9080.00	Testing & Lab Services - O&M	\$5,421.42
9090.00	Other Reimbursable Costs - O&M	\$0.00
6025.10	Capital	\$301.54
	80-404000-5819 Invoice Total	\$142,141.54

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: \$142,141.54

AMOUNT ENCLOSED: \$142,141.54

Pay Invoice(s): 185631

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
May 31, 2020

Vendor	Account Name	Date	Invoice Number	Invoice Amount	Purchased
ATLAS OFFICE PRODUCT	Materials & Supplies	04/24/2020	58254-3	56.76	Office cleaning supplies
ATLAS OFFICE PRODUCT	Materials & Supplies	04/24/2020	58644-0	87.13	Office Supplies - Post-It Notes, Batteries, Staples
ATLAS OFFICE PRODUCT	Materials & Supplies	04/28/2020	58728-0	41.16	Cleaning Supplies
ATLAS OFFICE PRODUCT	Materials & Supplies	04/30/2020	58773-0	824.43	Office Chair
ATLAS OFFICE PRODUCT	Materials & Supplies	04/30/2020	C056845-0	-198.73	Credit on chair return
ATLAS OFFICE PRODUCT	Materials & Supplies	05/08/2020	58254-4	99.96	Cleaning Supplies
ATLAS OFFICE PRODUCT	Materials & Supplies	05/19/2020	59151-0	23.46	Office Safety - Knee Pads
ATLAS OFFICE PRODUCT	Materials & Supplies	05/26/2020	59336-0	106.26	Office Supplies - Paper Towels
ATLAS OFFICE PRODUCT	Materials & Supplies	05/26/2020	59311-0	81.01	Office Supplies - Staples, Paper Towels
Atlas Reproduction - Pcard	Postage & Printing	04/24/2020	130731	60.25	Copy Operations Manual
BLACK HILLS ENERGY	Natural Gas	05/07/2020	RIN0036079	4,405.96	Natural Gas
BLACK HILLS ENERGY	Natural Gas	05/11/2020	RIN0030112	3,940.97	Natural Gas
BRENNTAG PACIFIC, IN	Chemicals	05/07/2020	BPI44400	9,617.28	Ferric
BRENNTAG PACIFIC, IN	Chemicals	05/13/2020	BPI46030	10,008.90	Ferric
BRENNTAG PACIFIC, IN	Chemicals	05/27/2020	BPI47695	9,868.10	Ferric
CARUS CORPORATION	Chemicals	05/01/2020	10083249	8,964.00	Poly 500-55
Casper Star-Tribune - Pcard	Advertising	04/24/2020	65045	53.02	JPB Meeting Ad
Casper Star-Tribune - Pcard	Advertising	05/22/2020	65737	53.02	JPB Meeting Ad
CENTURYLINK	Communications	05/04/2020	1489972787	8.09	Voip acct. 71332709
CENTURYLINK	Communications	05/11/2020	18809	19.42	VOIP P-307-111-9950 456M
CITY OF CASPER	Refuse Collection	05/07/2020	RIN0030107	124.50	Utilities acct. 1910101
CITY OF CASPER	Sewer	05/07/2020	RIN0030107	24.33	Utilities acct. 1910101
CK Mechanical - Pcard	Maintenance/Repair	05/15/2020	994	1,200.00	Third floor Roof Drains cleaning
Coastal Chemical - Pcard	Materials & Supplies	05/07/2020	0121079	22.91	Vehicle Fuel
Coastal Chemical - Pcard	Materials & Supplies	05/21/2020	0121148	35.68	Vehicle Fuel
Consolidated Electrical - Pcard	Materials & Supplies	05/14/2020	052696	83.76	Light Bulbs
Dana Kepner - Pcard	Materials & Supplies	05/01/2020	2230527-00	88.60	Well Parts Morad #5
DPC INDUSTRIES, INC.	Chemicals	05/11/2020	737001467-20	6,458.87	NaHypo
Energy Laboratories - Pcard	Testing	04/24/2020	309218	22.00	Lab Test
Energy Laboratories - Pcard	Testing	04/24/2020	309217	84.00	Lab Test TOC ALK
Energy Laboratories - Pcard	Testing	05/05/2020	310528	44.00	Lab Test BCT
Energy Laboratories - Pcard	Testing	05/06/2020	310183	231.00	Lab Test TAC
Energy Laboratories - Pcard	Testing	05/07/2020	311502	231.00	Lab Test TAS
Energy Laboratories - Pcard	Testing	05/11/2020	311875	22.00	Lab Test BCT
Energy Laboratories - Pcard	Testing	05/14/2020	312344	231.00	Lab Test TAS
Energy Laboratories - Pcard	Testing	05/19/2020	313334	57.00	Lab Test Well Mix
Energy Laboratories - Pcard	Testing	05/20/2020	313973	231.00	Lab Test TAS
Energy Laboratories - Pcard	Testing	05/21/2020	314132	47.00	Lab Test NPDES
Energy Laboratories - Pcard	Testing	05/21/2020	314131	84.00	Lab Test TOC/ALK
Eurofins Eaton Analytical - Pcard	Testing	04/29/2020	L0508097	200.00	Lab Test Bromate
Eurofins Eaton Analytical - Pcard	Testing	05/20/2020	L0511629	200.00	Lab Test Bromate
FERGUSON ENTERPRISES	Materials & Supplies	04/23/2020	CC917128	254.76	GW Contact Replace Line
FERGUSON ENTERPRISES	Maintenance/Repair	05/07/2020	1107348	74.20	Ozone valve contactor

City of Casper Wyoming
Expenditure Reimbursement Request
May 31, 2020

Vendor	Account Name	Date	Invoice Number	Invoice Amount	Purchased
GRAINGER, INC.	Lab Supplies	05/06/2020	1382275452	121.00	Lab Supplies Thermo Probe
HACH CO., CORP.	Lab Supplies	05/04/2020	11906407	631.90	Lab Supplies - Reagents
HACH CO., CORP.	Lab Supplies	05/04/2020	11905566	2,849.99	Lab Supplies
Health Insurance	Health Insurance	5/14/2020		7,995.48	Health Insurance
Health Insurance	Health Insurance	5/28/2020		8,048.16	Health Insurance
Health Insurance Transfer	Transfers Out	04/30/2020		892.87	Additional Health Insurance Allocation
Insurance/Bonds	Insurance/Bonds	04/30/2020		1,841.59	Insurance/Bonds
Interdepartmental Charges	Interdepartmental Services Fixed	02/29/2020		1,167.56	IT, Finance, HR, City Council, City Manager, City Attorney
Interdepartmental Charges	Interdepartmental Services Fixed	04/30/2020		1,167.56	IT, Finance, HR, City Council, City Manager, City Attorney
Interdepartmental Charges	Interdepartmental Services Fixed	05/01/2020		(67,235.80)	2 FTE's from Water Distribution
INTERMOUNTAIN MOTOR	Maintenance/Repair	04/28/2020	35005	1,000.00	Dewatering Pump Rebuild
INTERMOUNTAIN MOTOR	Maintenance/Repair	04/28/2020	34999	1,638.44	Pioneer Booster Motor Repair
INTERMOUNTAIN MOTOR	Maintenance/Repair	04/28/2020	34999a	814.51	Pioneer Booster Motor Repair
ITC ELECTRICAL TECHN	Maintenance/Repair	05/14/2020	30180	137.85	Dewatering pump wiring
LONG BUILDING TECHNO	Maintenance/Repair	05/05/2020	SRVCE0107729	112.10	Repair boiler after outage
NAPA AUTO PARTS CORP	Materials & Supplies	04/30/2020	568584	120.60	Belts for HVAC system
Other Insurance	Other Insurance	5/14/2020		999.52	Other Insurance Benefits
Payroll	Personnel	5/14/2020		35,128.28	5/14/2020 Payroll
Payroll	Personnel	5/28/2020		32,014.36	5/28/2020 Payroll
P-CARD VENDORS	Laundry/Towel	05/07/2020	LCAS1336484,1338755	123.10	Mats, Mops, Towels
Rocky Mountain Air - Pcard	Chemicals	05/18/2020	30159582	4,092.67	Liquid Oxygen
ROCKY MOUNTAIN POWER	Electricity	05/19/2020	RIN0030118	40,568.99	Electricity - WTP, Wells
ROCKY MOUNTAIN POWER	Electricity	05/19/2020	RIN0030118	7,763.28	Electricity multiple accounts
Sutherlands - Pcard	Materials & Supplies	04/30/2020	057892	13.00	Well supplies for Morad #5 and Casper #22
TYLER TECHNOLOGIES I	Capital	05/13/2020	045-301361	126.00	Tyler training
TYLER TECHNOLOGIES I	Capital	05/13/2020	045-301108	17.50	Tyler conversion
TYLER TECHNOLOGIES I	Capital	05/27/2020	045-301322	46.04	Scanner
TYLER TECHNOLOGIES I	Capital	05/27/2020	045-297768	56.00	Implementation
TYLER TECHNOLOGIES I	Capital	05/27/2021	045-302935	56.00	Implementation
UPS - Pcard	Testing	05/13/2020	00008F045W190	106.09	Lab Sample Shipping Fees
UPS - Pcard	Testing	05/20/2020	00008F045W200	28.44	Lab Sample Shipping Fees
Verizon - Pcard	Communications	04/24/2020	9851671324	25.60	WTP Operator Cell Phone
Verizon - Pcard	Communications	05/21/2020	9853731872	25.60	WTP Operator Cell Phone
Walmart - Pcard	Materials & Supplies	05/22/2020	072997	39.84	Coffee
WARDWELL WATER & SEW	Booster Supplies	05/05/2020	RIN0030106	30.01	Booster/Irrigation
Wear Parts - Pcard	Materials & Supplies	05/04/2020	366924	82.21	Well Parts Morad #5
Wear Parts - Pcard	Materials & Supplies	05/08/2020	367145	35.17	Parts for Well Morad #5
Workers' Compensation	Workers' Compensation	5/14/2020		529.72	Workers' Compensation
Workers' Compensation	Workers' Compensation	5/28/2020		554.84	Workers' Compensation
Xerox - Pcard	Materials & Supplies	05/08/2020	010213059	203.41	Office Copier
			Total	142,141.54	

Central Wyoming Regional Water System

Gallons Produced

Fiscal Year 2019-2020

Entity	Gallons of Water Produced											
	5/31/2020	4/30/2020	3/31/2020	2/28/2020	1/31/2020	12/31/2019	11/30/2019	10/31/2019	9/30/2019	8/31/2019	7/31/2019	Year-to-Date
Salt Creek JPB	3,002,642.857	1,788,865.306	2,010,976.531	2,145,129.592	1,934,306.122	2,169,152.041	2,168,233.673	2,758,381.633	3,453,167.347	5,137,603.061	6,543,140.816	33,111,598.980
Wardwell W&S	17,966,009.184	9,069,717.347	9,129,244.898	7,932,810.204	8,041,320.408	9,798,595.918	7,812,144.898	14,089,494.898	29,568,138.776	35,608,590.816	35,250,247.959	184,266,315.306
Pioneer	4,732,220.408	3,167,308.163	4,010,432.653	3,234,195.918	3,635,697.959	3,875,176.531	3,645,804.082	4,451,311.224	6,291,189.796	7,698,387.755	8,113,820.408	52,855,544.898
Poison Spider	960,204.082	603,316.327	663,367.347	590,663.265	698,418.367	891,377.551	697,091.837	654,693.878	1,372,857.143	1,797,346.939	1,758,571.429	10,687,908.163
33 Mile Road	996,020.408	713,724.490	657,091.837	635,357.143	762,040.816	802,959.184	583,316.327	679,846.939	979,489.796	1,027,448.980	1,196,224.490	9,033,520.408
Sandy Lake	1,383,135.714	826,039.796	767,291.837	651,783.673	774,537.755	927,666.327	675,990.816	1,318,853.061	1,723,878.571	1,811,189.796	2,272,014.286	13,132,381.633
Lakeview	393,251.020	133,005.102	138,316.327	110,173.469	170,138.776	119,922.449	118,436.735	167,226.531	579,789.796	866,826.531	999,478.571	3,796,565.306
Mile-Hi	552,041.837	249,150.000	374,262.245	206,810.204	251,119.388	206,848.980	204,369.388	239,412.245	867,248.980	871,733.673	1,172,442.857	5,195,439.796
City of Casper	284,189,805.490	143,293,560.469	147,233,823.327	125,482,324.531	142,722,743.408	161,204,164.020	134,084,067.245	176,194,179.592	467,197,249.796	568,137,374.449	635,485,546.184	2,985,224,838.510
Regional Water	(817,598.00)	(482,000.00)	(900,000.000)	0.000	0.000	(804,000.000)	(1,456,450.000)	(8,172,805.000)	(1,658,000.000)	(940,310.000)	(468,000.000)	(15,699,163.000)
TOTAL	313,357,733.000	159,362,687.000	164,084,807.000	140,989,248.000	158,990,323.000	179,191,863.000	148,533,005.000	192,380,595.000	510,375,010.000	622,016,192.000	692,323,487.000	3,281,604,950.000

TOTAL PRIOR YEAR (FY2019) GALLONS PRODUCED:

3,361,736,483.000

Central Wyoming Regional Water System

Water Rates Billed

Fiscal Year 2019-2020

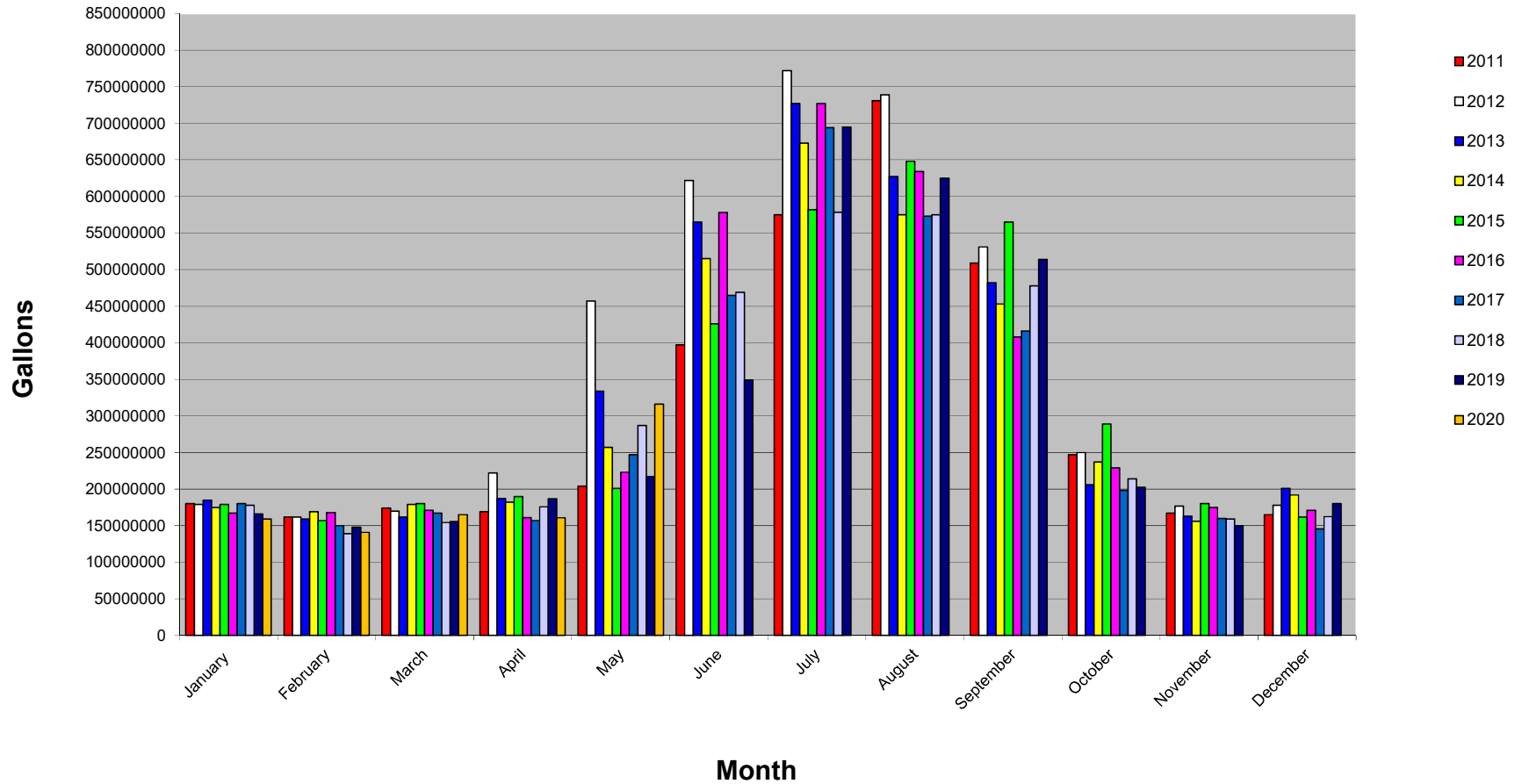
Entity	Water Rates Billed											
	5/31/2020	4/30/2020	3/31/2020	2/28/2020	1/31/2020	12/31/2019	11/30/2019	10/31/2019	9/30/2019	8/31/2019	7/31/2019	Year-to-Date
Salt Creek JPB	\$ 5,795.10	\$ 3,452.51	\$ 3,881.18	\$ 4,140.10	\$ 3,733.21	\$ 4,186.46	\$ 4,184.69	\$ 5,323.68	\$ 6,664.61	\$ 9,915.57	\$ 12,628.26	\$ 63,905.39
Wardwell W&S	\$ 34,674.40	\$ 17,504.55	\$ 17,619.44	\$ 15,310.32	\$ 15,519.75	\$ 18,911.29	\$ 15,077.44	\$ 27,192.73	\$ 57,066.51	\$ 68,724.58	\$ 68,032.98	\$ 355,633.99
Pioneer	\$ 9,133.19	\$ 6,112.90	\$ 7,740.14	\$ 6,242.00	\$ 7,016.90	\$ 7,479.09	\$ 7,036.40	\$ 8,591.03	\$ 12,142.00	\$ 14,857.89	\$ 15,659.67	\$ 102,011.20
Poison Spider	\$ 1,853.19	\$ 1,164.40	\$ 1,280.30	\$ 1,139.98	\$ 1,347.95	\$ 1,720.36	\$ 1,345.39	\$ 1,263.56	\$ 2,649.61	\$ 3,468.88	\$ 3,394.04	\$ 20,627.66
33 Mile Road	\$ 1,922.32	\$ 1,377.49	\$ 1,268.19	\$ 1,226.24	\$ 1,470.74	\$ 1,549.71	\$ 1,125.80	\$ 1,312.10	\$ 1,890.42	\$ 1,982.98	\$ 2,308.71	\$ 17,434.69
Sandy Lake	\$ 2,669.45	\$ 1,594.26	\$ 1,480.87	\$ 1,257.94	\$ 1,494.86	\$ 1,790.40	\$ 1,304.66	\$ 2,545.39	\$ 3,327.09	\$ 3,495.60	\$ 4,384.99	\$ 25,345.50
Lakeview	\$ 758.97	\$ 256.70	\$ 266.95	\$ 212.63	\$ 328.37	\$ 231.45	\$ 228.58	\$ 322.75	\$ 1,118.99	\$ 1,672.98	\$ 1,928.99	\$ 7,327.37
Mile-Hi	\$ 1,065.44	\$ 480.86	\$ 722.33	\$ 399.14	\$ 484.66	\$ 399.22	\$ 394.43	\$ 462.07	\$ 1,673.79	\$ 1,682.45	\$ 2,262.81	\$ 10,027.20
City of Casper	\$ 548,486.32	\$ 276,556.57	\$ 284,161.28	\$ 242,180.89	\$ 275,454.89	\$ 311,124.04	\$ 258,782.25	\$ 340,054.77	\$ 901,690.69	\$ 1,096,505.13	\$ 1,226,487.10	\$ 5,761,483.94
Regional Water	\$ (1,577.96)	\$ (930.26)	\$ (1,737.00)	\$ -	\$ -	\$ (1,551.72)	\$ (2,810.95)	\$ (15,773.51)	\$ (3,540.89)	\$ (1,814.80)	\$ (903.24)	\$ (30,640.33)
TOTAL	\$604,780.43	\$307,569.99	\$316,683.68	\$272,109.25	\$306,851.32	\$345,840.30	\$286,668.70	\$371,294.55	\$984,682.82	\$1,200,491.25	\$1,336,184.33	\$6,333,156.61

TOTAL PRIOR YEAR (FY2019) BILLING:

\$ 6,193,755.45

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

WTP PRODUCTION





Central Wyoming Regional Water System Joint Powers Board

Budget Reallocation Form

Fiscal Year: FY 2020

Date: 6/16/2020

Prepared By: Janette Brown

Page: 1 of 1

Public Utilities Manager: _____

Chairman: _____

Treasurer: _____

Processed By: _____
Date: _____

Line Item Budget Reallocation

Ref.	Account Number	Account Description	(To) Increase	(From) Decrease
	300-6212	Legal Expense	\$ 5,000.00	
	300-6510	Interest Expense		\$ 5,000.00

For Finance use only:
 Verify Account Numbers: _____
 Verify Funds Available: _____

Explanation of Need:
 Move funds to cover additional Legal expenses due to Wardwell Zone IIIB Water Storage Tank

Account

Fund 300 ... CWR
 Org 300 ... CWR
 Object 6212 ... Legal
 Project ...

Acct 300-000-050-00-00-0000-
 Acct name Legal Services
 Type Expense
 Rollup ...
 NY Rollup ...
 Sub-Rollup ...
 MultiYr Fund

4 YEAR COMPARISON CURRENT YEAR HISTORY 4 YEAR GRAPH HISTORY GRAPH

Yr/Per 2020/11	Fiscal Year 2020		Fiscal Year 2019	
Original Budget	30,000.00		15,000.00	
Transfers In	19,000.00		6,000.00	
Transfers Out	.00		.00	
Revised Budget	49,000.00		21,000.00	
Actual (Memo)	53,300.60		17,885.60	
Encumbrances	.00		.00	
Requisitions	.00			
Available	-4,300.60		3,114.40	
Percent used	108.78		85.17	

Account

Fund 300 ... CWR
 Org 300 ... CWR
 Object 6510 ... Int
 Project ...


Acct 300-000-050-00-00-0000-
 Acct name Interest
 Type Expense
 Rollup ...
 NY Rollup ...
 Sub-Rollup ...
 MultiYr Fund

4 YEAR COMPARISON CURRENT YEAR HISTORY 4 YEAR GRAPH HISTORY GRAPH

Yr/Per 2020/11	Fiscal Year 2020		Fiscal Year 2019	
Original Budget	483,778.00		536,410.00	
Transfers In	.00		.00	
Transfers Out	.00		.00	
Revised Budget	483,778.00		536,410.00	
Actual (Memo)	359,849.20		648,125.80	
Encumbrances	.00		.00	
Requisitions	.00			
Available	123,928.80		-111,715.80	
Percent used	74.38		120.83	

June 11, 2020

MEMO TO: H. H. King, Jr., Chairman
Members, Central Wyoming Regional Water System Joint Powers Board

FROM: Andrew Beamer, P.E., Public Services Director 
Bruce Martin, Public Utilities Manager

SUBJECT: Fiscal Year 2020-21 CWRWS Wholesale Water Rate

Wholesale Water Rate Narrative

City of Casper staff and the Regional Water System have made efforts to keep the FY21 budget, and forecasted future budgets, at minimal increases. The FY21 operations budget is .08% higher than the FY20 operations budget. Many operations budget line items will be status quo, or close to the FY20 budget. However, increases will be seen in the areas of booster station supplies, interdepartmental costs, and a slight increase in electricity costs. The Agency budget is primarily driven by capital costs. Of concern are future Water Treatment Plant equipment replacement needs and Water Treatment Plant improvements needed to meet pending EPA water quality regulations.

Assumptions made in the development of the wholesale water rate models are as follows:

1. Model assumes no growth in the Regional Water System over the next five years. The Water Treatment Plant Facilities Plan recommends a growth rate of .05%. Due to anticipated economic conditions, no growth has been included in the model this year.
2. In previous years, the rate models assumed various inflation rates for personnel services, health insurance costs, contractual services, and materials and supplies. This model assumes an across the board 3% rate of inflation.
3. The model assumes fund reserve interest earnings at 1.25% for the next five years.
4. The model assumes the volume of water produced by the Regional Water System (RWS) represents the most probable case for the next five years. The models do not assume a reduction in wholesale water produced due to water restrictions or reduced demand due to the current local economy. History during the 1980's economic downturn indicated water sales were far more influenced by climatic conditions than the economic downturn.
5. The recommended minimum RWS fund reserves are calculated in accordance with the Regional Water System Fund Reserves Policy as adopted by the Board in August 2007. That policy recommends the reserves be the sum of: a) Forty-five days of reserves for General Operation and Maintenance of the total budget year operation and maintenance expense; b) Forty-five days of reserves for Emergencies of the total budget year operation and maintenance expense; c) the budget year Debt Service payment times a 1.1 coverage

factor; d) Water Rights development reserve; e) Capital Replacement Reserves as required by the Wyoming Water Development Commission (WWDC); and f) Capital Improvement Reserves.

6. Rates developed by these models include rate adjustments needed for new and replacement capital facilities above that obtained from the system investment charges, reserves, grants, and loans. The rate models are driven by new and replacement capital projects more than operational expenditures. The models use a Ten-Year Capital Improvement Plan with assumed expenses and revenues for new and replacement capital projects. The capital items on the Capital Improvement Plan (CIP) represent the best projections of needed improvements and/or studies.

The projects and amounts are subject to change as more detailed information becomes available. New and replacement capital improvements after four to five years also tend to be uncertain due to future regulatory requirements, system growth, future water supply needs, and available financing, etc.

7. The model assumes that grant/loan funding will be secured in FY24 for the Disinfection Upgrade Project.
8. The criteria and results for the model presented are as follows:

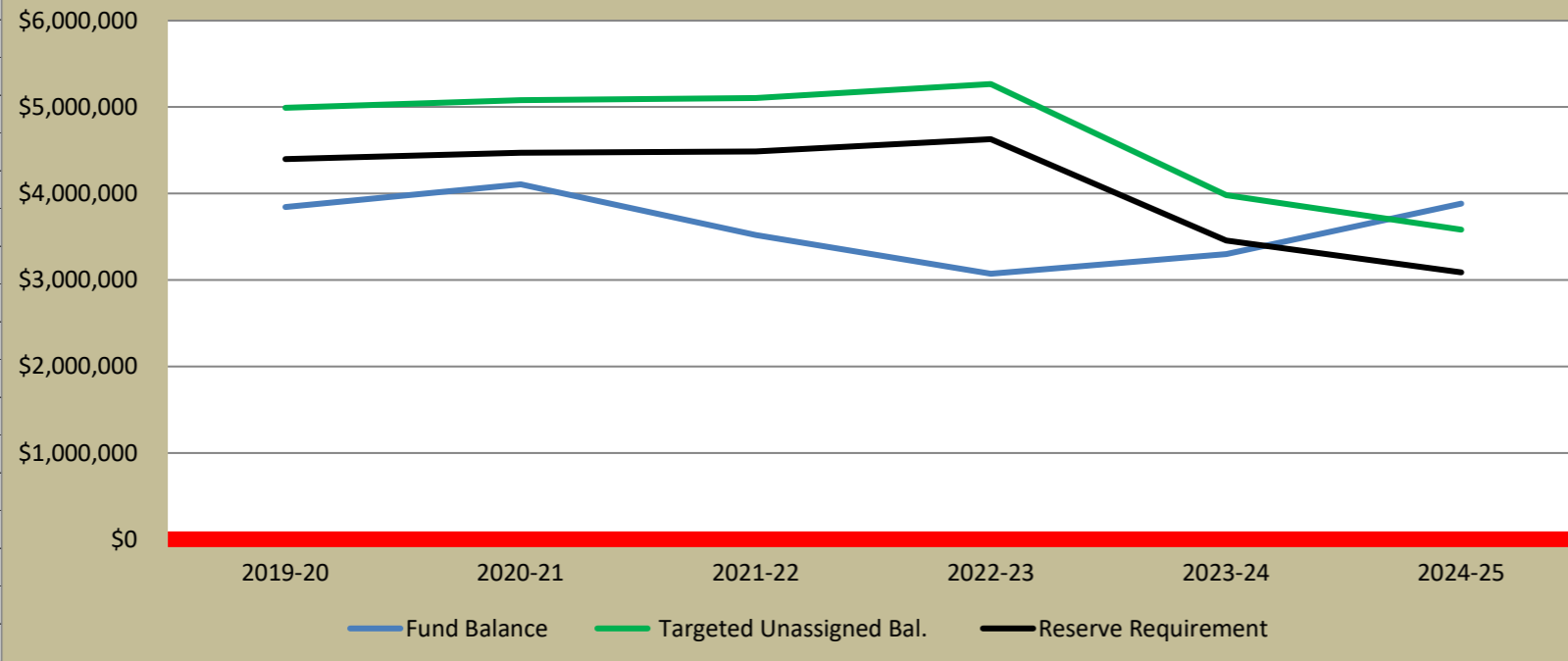
5.0% wholesale water rate increase. FY21 Wholesale Water Rate - \$2.03/1,000 gallons.
FY2020 wholesale water rate - \$1.93/1,000 gallons.

Result –

FY21 Reserves	
Projected	- \$4.11 M
Minimum Required	- \$4.47 M

It needs to be emphasized that the assumptions and budget information used for the wholesale water rate models are suitable for one year only. The assumptions and budget information will have to be changed and/or adjusted for next year's wholesale water rate models incorporating the best information available at that time.

RWS Fund with Staff Recommendations




RWS FUND (Rate adjustment/subsidy scenario)

Fiscal Year	Projected Revenues*	One Time Revenue Adjustments	Budgeted Expenses**	Proposed Rate Increase	Other Transfers	Ending Fund Balance	Targeted Unassigned Balance	Charge Per 1000 gals.	Increase from Current Year
							10.0%		
2018-19						\$4,652,329			
2019-20	\$7,421,561		\$8,230,727	0.0%	\$0	\$3,843,163	\$592,208	\$1.93	
2020-21	\$7,564,846		\$7,301,385	5.0%	\$0	\$4,106,625	\$612,138	\$2.03	\$0.10
2021-22	\$7,491,317		\$8,078,253	0.0%	\$0	\$3,519,689	\$618,549	\$2.03	\$0.00
2022-23	\$7,481,340		\$7,928,984	0.0%	\$0	\$3,072,044	\$637,823	\$2.03	\$0.00
2023-24	\$7,554,676	1,000,000	\$8,328,355	0.0%	\$0	\$3,298,365	\$525,460	\$2.03	\$0.00
2024-25	\$7,535,205	12,000,000	\$18,952,826	0.0%	\$0	\$3,880,744	\$494,077	\$2.03	\$0.00

RWS Charges	\$ Per 1000 gal	GALLONS	Water Sales	Ending Fund Balance	Targeted Unassigned Balance
2019-20	1.93	3,626,763,545	\$6,999,654	\$4,398,261	\$4,990,469
2020-21	2.03	3,577,496,249	\$7,249,796	\$4,469,582	\$5,081,720
2021-22	2.03	3,553,969,232	\$7,202,119	\$4,485,609	\$5,104,159
2022-23	2.03	3,551,729,431	\$7,197,580	\$4,628,816	\$5,266,639
2023-24	2.03	3,589,728,021	\$7,274,584	\$3,454,176	\$3,979,636
2024-25	2.03	3,579,937,296	\$7,254,743	\$3,087,808	\$3,581,886

June 9, 2020

MEMO TO: H. H. King, Jr., Chairman
Members, Central Wyoming Regional Water System Joint Powers Board

FROM: Andrew Beamer, P.E., Public Services Director 
Bruce Martin, Public Utilities Manager

SUBJECT: Fiscal Year 2020-21 Budgets – Water Treatment Plant Operations Budget and
Regional Water System Agency Budget

Budget Narrative

Find below the narrative regarding the Water Treatment Plant (WTP) Operations Budget and the Regional Water System Agency Budget. Only critical and higher dollar line items will be discussed.

The Public Utilities Division, in the preparation of the FY21 budget, has made serious efforts to maintain the Operations Budget at FY20 levels. The Regional Water System Agency Budget is driven by new and replacement capital projects more than by operational expenditures.

Many Operations Budget line items will be status quo, or close to the FY20 budget. However, increases will be seen in the areas of booster station supplies, interdepartmental costs, and a slight increase in electricity. The booster station supplies increase is due to the need for equipment rebuilds at the Wardwell Booster station. While the overall general fund portion of the interdepartmental costs decreased, there was a slight increase in personnel transfer portion of the costs, mainly due to increasing health insurance costs. Based on recent budget history, the electricity line item has increased slightly.

An increase in the Agency Budget revenues is anticipated to come from a proposed rate increase.

The new and replacement capital expenditures in the Agency Budget generally follow the WTP Capital Improvement Plan (CIP). Some projects have been deferred for a year or two to accommodate more immediate capital needs such as the 2.6 million gallon tank repairs and recoating.

Water Treatment Plant Operations Budget

Personnel Services

- a) Personnel Costs - \$1,058,692 – This represents a decrease of \$27,452 over the FY20 budget. While health insurance costs increased, reductions are coming from instituted

furloughs and a decrease in the Instrumentation Technician salary due to a new hire. There are no COLA increases in the FY21 budget.

Materials and Supplies

- a) General Supplies and Materials - \$125,500 – This represents an increase of \$19,715 over the FY20 budget. The General Supplies and Materials line includes office supplies, safety equipment, machinery supplies, booster station supplies, well field supplies, and laboratory supplies. The majority of the increases in this line include \$17,000 for booster station supplies and \$2,500 for safety supplies.
- b) Chemicals - \$750,000 – This amount is unchanged from the FY20 budget. This line item was increased by \$120,000 in FY17. Current projections show that, even with a slight increase in chemical costs, \$750,000 is sufficient.
- c) Postage and Printing - \$1,950 – This is a \$250 increase over the FY20 budget.
- d) Electricity - \$855,500 – This represents a \$740 increase over the FY20 budget. Electric usage is greatly dependent upon summertime water sales.
- e) Natural Gas - \$50,000 – This amount is unchanged from the FY20 budget.
- f) Bulk Fuel - \$10,000 – This amount is unchanged from the FY20 budget.
- g) Maintenance/Repair (non-contract) - \$50,000 – This amount is unchanged from the FY20 budget.
- h) Employee Uniforms - \$1,000 – This amount is unchanged from the FY20 budget.

Contractual Services

- a) Professional Services - \$8,000 – This amount is unchanged from the FY20 budget. This line is used for instrumentation and controls maintenance and repairs.
- b) Maintenance Agreements - \$28,400 – This represents a decrease of \$2,650 from the FY20 budget. This line item covers agreements with outside service providers for such items as HVAC, instrumentation, elevator, chiller, chloramine analyzers, fire sprinkler system, and work order system that are beyond the expertise and/or certification of the Water Treatment Plant staff.
- c) Lab Testing – \$46,500 – This amount is unchanged from the FY20 budget.
- d) Laundry and Towel Service - \$2,000 – This represents a decrease of \$500 from the FY20 budget.

- e) Interdepartmental Services - \$286,350 – This is an increase of \$15,849 from the FY20 budget. This line item covers the following:
- \$16,835 – Information Technology – Increase of \$2,824
 - \$29,103 – Finance – Decrease of \$690
 - \$11,542 – Human Resources – Decrease of \$10,038
 - \$5,143 – City Council – Decrease of \$1,361
 - \$16,128 – City Manager – Decrease of \$636
 - \$12,534 – City Attorney – Decrease of \$218
 - \$195,065 – WDG Personnel – Increase of \$25,968

Other Costs

- a) Travel/Training - \$4,000 – This amount is unchanged from the FY20 budget.
- b) Insurance & Bonds – \$27,359 – This is a \$5,260 decrease from the FY20 budget. This line item covers liability insurance, etc. for the eleven WTP employees who are City of Casper employees.
- c) Advertising - \$900 – This amount is unchanged from the FY20 budget.
- d) Dues and Subscriptions - \$1,200 – This amount is unchanged from the FY20 budget.

Utility Costs

- a) Communication - \$2,200 – This amount is unchanged from the FY20 budget.
- b) Refuse Collection - \$40,000 – No change from the FY20 budget. This line item is mainly for sludge disposal. The two backwash water ponds and the two Actiflo sludge ponds are cleaned yearly. Waste sludge capacity in these ponds is critical to the operations of the surface water treatment plant.
- c) Sewer - \$400 – This represents an increase of \$100 over the FY20 budget.

Summary

This budget is a break-even budget in that it covers reimbursement to the City from the Regional Water System for operation, maintenance, and management of the Regional Water System.

The FY21 Operations Budget is .08% greater than the FY20 Operations Budget. In large part, the increase is a result of increased booster station supplies (Wardwell Booster), interdepartmental costs, and a slight increase in electricity costs.

Central Wyoming Regional Water System Agency Budget

Revenue

- a) Water Rate Revenue – \$7,319,864 - This reflects an increase of \$213,353 over the FY20 budget. These revenues are proportioned to each wholesale entity based on the July 2018 – June 2019 percentage of RWS production based on a five-year average of total RWS production.
- b) Interest on Investments –\$80,000 – This is an increase of \$10,000 from FY20 based on data from previous years.
- c) System Development Charges (SIC) - \$245,000 – This amount is unchanged from the FY20 budget. The SIC rates recommended from the recent cost of services and SIC study went into effect January 1, 2019.

Personnel Services

None - The RWSJPB contracts with the City for all management, operation, and maintenance of the Regional Water System. Personnel costs are included in the Water Treatment Plant Operations Budget.

Contractual Services

- a) Consulting Fees – \$15,000 – This amount for outside consulting work is unchanged from the FY20 budget.
- b) Legal Fees - \$30,000 – This amount is unchanged from the FY20 budget.
- c) Accounting & Auditing - \$32,000 - This amount is unchanged from the FY20 budget and is based on the Audit Engagement Agreement with Skogen, Cometto & Associates P.C. for Auditing Services for FY2019 and FY2020.
- d) Insurance & Bonds – \$100,000 – This is an increase of \$2,456 from the FY20 budget.
- e) Travel & Training - \$2,000 – This amount is unchanged from the FY20 budget. This is for RWS Board travel and training. The breakout is as follow:
 - Travel - \$ 1,000
 - Training - \$ 1,000

Debt Service

- a) Principal Payments - \$2,144,286 - This reflects the Principal for the City Loan to the RWS which occurred in FY12, two WWDC loans, and four DWSRF loans per the amortization schedules:

- City Loan - \$ 1,429,176
- WWDC (New Construction) - \$ 348,434
- WWDC (Rehabilitation) - \$ 111,281
- DWSRF Loan #115 (Emergency Power) - \$ 98,583
- DWSRF Loan #129 (Zone IIB Imp.) - \$ 23,624
- DWSRF Loan #153 (Backwash Tank) - \$ 68,367
- DWSRF Loan #213 (PLC/SCADA) - \$ 64,822

b) Interest Expense - \$441,361 – This reflects the interest expense for the City Loan to the RWS, two WWDC loans, and four DWSRF loans per the amortization schedules:

- City Loan - \$ 106,349
- WWDC (New Const.) - \$ 147,496
- WWDC (Rehab.) - \$ 47,106
- DWSRF Loan #115 (Emergency Power) - \$ 53,942
- DWSRF Loan #129 (Zone IIB Imp.) - \$ 11,247
- DWSRF Loan #153 (Backwash Tank) - \$ 37,408
- DWSRF Loan #213 (PLC/SCADA) - \$ 37,813

Capital – New

a) Buildings – None this year.

b) Improvements Other Than Buildings – \$52,000 – This covers the following:

- Plant Landscaping – \$20,000 - This project will install an irrigation system and landscaping at the WTP.
- Groundwater Well Variable Frequency Drives - \$32,000 – This project will be to install VFD’s on five ground water wells to allow for optimized flow control directly from the WTP control room.

c) Light Equipment - \$10,000 – This covers the following:

- Shop Tools - \$10,000 – Shop tools and equipment needed for in-house WTP maintenance and repair.

d) Technologies – No new technology equipment this year.

Capital – Replacement

a) Buildings - \$260,000 – This is for the following:

- Security - \$15,000 – This is an on-going project that includes the installation of security equipment including entrance gate upgrades, door-card access system, and several fixed, PTZ, and long-range cameras, external light replacements, and

fire alarm installations. This line item will be used for additional security upgrades and door replacements at the Raw Water and Ozone buildings.

- Roof Replacement - \$225,000 – This is to replace the roofing systems over the filter gallery.
- Coating System Rehabilitation - \$20,000 – This will be for building and external pipe recoating.

b) Improvements Other Than Buildings - \$852,000 - This includes:

- Major Equipment Replacements - \$75,000 - This is for unanticipated equipment and valve replacements during the year. Water Treatment Plant and/or wellfield equipment will fail unexpectedly needing immediate replacement or renovation.
- Groundwater Well Turbidimeter Repl. - \$30,000 - The RWS has 29 wells. Turbidimeters on each well were a requirement of EPA for their approval of Riverbank Filtration as a GWUDI alternative filtration technology in 2005. The existing turbidimeters are no longer supported by the vendor and replacement parts are difficult to obtain.
- Well Pumps - \$45,000 – This will purchase three spare well pumps for the wellfield. Twenty-six of the wells use the same pump. The existing pumps were installed in 1999 and are coming to the end of their life cycle. It is important to have spare well pumps in inventory because of the long lead time needed for their purchase.
- Mag Meter Replacements - \$50,000 – There are multiple mag meters throughout the RWS that are failing and/or are no longer supported. This on-going project is for mag meter replacements.
- Well Rehabilitation - \$100,000 - The RWS has 29 wells in the Ft. Caspar and Dempsey Acres wellfields. Every two – three years monies are allocated to rehabilitate two wells to achieve higher yields and clean the well screens of incrustation. This is cost effective as well water is considerably less expensive to treat than surface water.
- Pipe Restraint - \$16,000 – This project is to install pipe restraints on plant piping where movement has been identified.
- Actiflo Hydrocyclone Improvements - \$56,000 – This project is to refurbish the Actiflo Hydrocyclone system.
- Ozone Heat Rejection and Cooling Water Pump Replacements - \$33,000 – There are three heat rejection, and three cooling water pumps on the ozone system. This will be a three year project to replace one of each pump per year.
- Raw Water Switch Gear and VFD Replacements - \$200,000 – This will replace the electrical switchgear in the raw water pump station as well as add VFD's for pump control. This project has been re-budgeted from FY20.
- HVAC System Chiller Replacement – \$180,000 – This project is to replace the chiller unit and failing pumps and valves on the WTP building HVAC system.
- Gravity Filter Particle Counter Replacements - \$30,000 – This project is to replace the six existing counters that have failed. This upgrade will aid in optimizing filter performance.

- Gravity Filter Level Indicators - \$15,000 – This project is to replace the six existing level indicators that have failed. This upgrade will aid in optimizing filter performance.
 - GW System Hydrogen Peroxide Pumps and VFD's - \$10,000 – This project is to upgrade the hydrogen peroxide system with new pumps and VFD's.
 - West Hypo Tank Repairs - \$6,000 – This project is to make repairs to the fiberglass sodium hypochlorite tank that is leaking.
 - Actiflo Poly Line Replacement - \$6,000 – This project is to replace the Actiflo PVC polymer lines with stainless steel lines and supports.
- c) Intangibles – None this year.
- d) Light Equipment – None this year.
- e) Technologies - \$6,000 – This includes:
- Computers - \$6,000 – Replacement computers at the WTP.

Summary

The Agency budget anticipates an increase in revenues based on a wholesale water rate increase of 5%. The projects included in the capital budget have been identified and included in the 10-year capital improvement plan. Some projects have been deferred for a year or two to accommodate more immediate unanticipated capital needs such as the 2.6 million gallon tank repairs.

Staff considers the budgeted requests for both operational and capital to be responsible expenses for meeting the Regional Water System's public health and regulatory responsibilities to its customers for the present and for the future while minimizing the amount of wholesale rate increases.

In the coming years, disinfection system improvements needed to meet regulatory requirements and/or equipment replacement needs will be of concern.

	2019 Actual	2020 Revised	2020 Projected	2021 Proposed	Change Vs. Rev
Regional Water	(\$3,255,069)	(\$3,324,665)	(\$3,324,665)	(\$3,352,237)	1%
Intergovernmental	(\$3,228,191)	(\$3,325,665)	(\$3,325,665)	(\$3,352,237)	1%
Intergovernmental Reimb.	(\$3,228,191)	(\$3,325,665)	(\$3,325,665)	(\$3,352,237)	1%
Goods and Svcs Rev	(\$26,878)	\$0	\$0	\$0	0%
Interdepartmental Services	(\$26,878)	\$0	\$0	\$0	0%
Materials & Supplies	\$0	\$1,000	\$1,000	\$0	-100%
Postage and Printing	\$0	\$1,000	\$1,000	\$0	-100%

	2019 Actual	2020 Revised	2020 Projected	2021 Proposed	Change Vs. Rev
Regional Water Operations	\$2,984,497	\$3,040,179	\$3,040,179	\$3,182,437	5%
Personnel Services	\$1,041,991	\$1,086,146	\$1,086,146	\$1,058,692	-3%
Salaries and Wages - FT	\$693,069	\$692,969	\$692,969	\$677,515	-2%
Salaries and Wages - PT/Season	\$16,857	\$20,835	\$20,835	\$20,341	-2%
Overtime	\$6,628	\$14,000	\$14,000	\$11,999	-14%
Standby Pay	\$6,607	\$11,490	\$12,000	\$12,000	4%
Accrued Leave	\$0	\$1,300	\$6,000	\$0	-100%
Supplemental Pay	\$10,000	\$15,900	\$11,200	\$0	-100%
Other Employee Withholdings	\$3,712	\$2,974	\$2,464	\$0	-100%
FICA/MC Contributions	\$53,993	\$58,768	\$58,768	\$52,184	-11%
Retirement Contributions	\$60,564	\$64,305	\$64,305	\$61,792	-4%
Workers Compensation	\$25,821	\$20,288	\$20,288	\$18,511	-9%
Health Insurance	\$154,793	\$172,926	\$172,926	\$194,130	12%
Other Insurance	\$3,548	\$3,535	\$3,535	\$4,220	19%
Other Employee Compensation	\$6,399	\$6,856	\$6,856	\$6,000	-12%
Materials & Supplies	\$1,656,473	\$1,701,767	\$1,689,767	\$1,680,750	-1%
General Supplies and Materials	\$788,911	\$846,677	\$846,677	\$836,000	-1%
Postage and Printing	\$568	\$750	\$750	\$1,750	133%
Electricity	\$760,229	\$731,340	\$731,340	\$732,000	0%
Natural Gas	\$52,296	\$50,000	\$50,000	\$50,000	0%
Gas/Fuel	\$7,115	\$10,000	\$10,000	\$10,000	0%
Maint/Repair (non contract)	\$46,202	\$62,000	\$50,000	\$50,000	-19%
Uniform Expense	\$1,152	\$1,000	\$1,000	\$1,000	0%
Contractual Services	\$170,455	\$182,953	\$182,953	\$364,750	99%
Professional Services	\$2,442	\$6,000	\$6,000	\$6,000	0%
Maintenance Agreements	\$27,920	\$31,049	\$31,049	\$28,400	-9%
Testing	\$30,016	\$42,000	\$42,000	\$42,000	0%
Laundry/Towel	\$1,840	\$2,500	\$2,500	\$2,000	-20%
Internal Services	\$108,237	\$101,404	\$101,404	\$286,350	182%
Transfers Out	\$61,459	\$10,715	\$10,715	\$311	-97%
Transfers Out	\$61,459	\$10,715	\$10,715	\$311	-97%

	2019 Actual	2020 Revised	2020 Projected	2021 Proposed	Change Vs. Rev
Other Costs	\$27,315	\$28,099	\$28,099	\$35,334	26%
Travel/Training	\$3,267	\$4,000	\$4,000	\$4,000	0%
Insurance/Bonds	\$22,187	\$22,099	\$22,099	\$29,334	33%
Advertising/Promotion	\$728	\$800	\$800	\$800	0%
Dues and Subscriptions	\$1,133	\$1,200	\$1,200	\$1,200	0%
Utility Expense	\$26,804	\$30,500	\$42,500	\$42,600	40%
Communication	\$2,580	\$2,200	\$2,200	\$2,200	0%
Refuse Collection	\$23,940	\$28,000	\$40,000	\$40,000	43%
Sewer	\$283	\$300	\$300	\$400	33%
RWS - Booster Stations	\$285,956	\$316,517	\$316,517	\$164,500	-48%
Materials & Supplies	\$116,859	\$145,420	\$145,420	\$162,500	12%
General Supplies and Materials	\$8,991	\$22,000	\$22,000	\$39,000	77%
Electricity	\$107,868	\$123,420	\$123,420	\$123,500	0%
Contractual Services	\$169,097	\$171,097	\$171,097	\$2,000	-99%
Professional Services	\$0	\$2,000	\$2,000	\$2,000	0%
Internal Services	\$169,097	\$169,097	\$169,097	\$0	-100%
RWS - Guardian	\$4,124	\$5,300	\$5,300	\$5,300	0%
Materials & Supplies	\$143	\$700	\$700	\$700	0%
General Supplies and Materials	\$123	\$500	\$500	\$500	0%
Postage and Printing	\$20	\$200	\$200	\$200	0%
Contractual Services	\$3,980	\$4,500	\$4,500	\$4,500	0%
Testing	\$3,980	\$4,500	\$4,500	\$4,500	0%
Other Costs	\$0	\$100	\$100	\$100	0%
Advertising/Promotion	\$0	\$100	\$100	\$100	0%

Regional Water Agency Fund

Mission: We are dedicated to developing, maintaining and providing safe, reliable, affordable water to Regional customers.

Regional Water Budget Summary						
	FY 2019 ACTUAL	FY 2020 ORIGINAL	FY 2020 REVISED	FY 2020 ESTIMATE	FY 2021 PROPOSED	% ▲
Revenues						
Charges for Service	\$ 6,193,755	\$ 7,106,511	\$ 7,106,511	\$ 7,228,196	\$ 7,319,864	1%
Miscellaneous	233,636	70,050	70,050	99,446	80,050	-20%
Transfers In	333,910	-	-	-	-	0%
System Development Charges	132,907	245,000	245,000	258,196	245,000	-5%
Grants	655,603	1,300,000	1,300,000	1,265,677	-	-100%
Total Revenues	\$ 7,549,811	\$ 8,721,561	\$ 8,721,561	\$ 8,851,516	\$ 7,644,914	-14%
Expenditures						
Contractual Services	2,842,273	3,530,681	3,530,681	3,543,996	3,535,737	0%
Other	2,541,863	2,570,576	2,570,576	2,570,576	2,585,647	1%
Capital	1,420,047	1,369,000	5,062,982	3,162,992	1,180,000	-63%
Total Expenditures	\$ 6,804,183	\$ 7,470,257	\$ 11,164,239	\$ 9,277,564	\$ 7,301,384	-21%
Net Agency Fund	\$ 745,628	\$ 1,251,304	\$ (2,442,678)	\$ (426,049)	\$ 343,530	181%
				Actual Reserves on June 30, 2018	\$ 5,977,260	
				Projected Reserves on June 30, 2019	\$ 6,164,964	
				Projected Reserves on June 30, 2020	\$ 6,182,451	
Regional Water FY 2020 Capital Summary						
Replacement Capital			New Capital			
Security Improvements	\$15,000			WTP Landscaping	\$ 20,000	
Roof Replacements	\$225,000			Groundwater Wells VFD's	\$ 32,000	
Building Maintenance & Painting	\$20,000			Shop Tools	\$ 10,000	
Major Equipment Replacements	\$75,000					
Groundwater Well Turbimeters	\$30,000					
Well Pumps	\$45,000					
Mag Meters	\$50,000					
Well Rehabilitation	\$100,000					
48" Well Water Ozone Pipe Restraint	\$16,000					
Actiflo Hydrocyclone Improvements	\$56,000					
Ozone Heat Rejection & Cooling Water Pumps	\$33,000					
Raw Water Switch Gear & VFD Repl	\$200,000					
HVAC Chiller Replacement	\$180,000					
Filter Particle Counter Replacement	\$30,000					
Filter Level Indicator Replacements	\$15,000					
GW Hydrogen Peroxide Pump & VFD Repl	\$10,000					
West Hypo Tank Fiberglass Repair	\$6,000					
Actiflo Poly Line Replacement	\$6,000					
Computers	\$6,000					
Total	\$1,118,000			Total	\$ 62,000	

Regional Water Agency Fund

	FY 2019 ACTUAL	FY 2020 ORIGINAL	FY 2020 REVISED	FY 2020 ESTIMATE	FY 2021 PROPOSED	% ▲
Operations						
Charges For Services						
Water Rate Revenue	\$ 6,193,755	\$ 7,106,511	\$ 7,106,511	\$ 7,228,196	\$ 7,319,864	1%
Total Charges For Services	\$ 6,193,755	\$ 7,106,511	\$ 7,106,511	\$ 7,228,196	\$ 7,319,864	1%
Miscellaneous Revenue						
Interest On Investments	\$ 233,636	\$ 70,000	\$ 70,000	\$ 98,823	\$ 80,000	-19%
Miscellaneous Revenue	0	50	50	623	50	-92%
Total Miscellaneous Revenue	\$ 233,636	\$ 70,050	\$ 70,050	\$ 99,446	\$ 80,050	-20%
Total Operating Revenue	\$ 6,427,391	\$ 7,176,561	\$ 7,176,561	\$ 7,327,642	\$ 7,399,914	1%
Expenses						
Contractual Services						
Reimbursable Contract Expenses	\$ 2,682,446	\$ 3,349,603	\$ 3,349,603	\$ 3,374,616	\$ 3,352,237	-1%
Consulting Fees	15,120	15,000	15,000	5,643	15,000	166%
Investment Fees	180	1,500	1,500	180	1,500	733%
Legal	17,886	30,000	30,000	38,675	30,000	-22%
Accounting & Auditing	31,245	32,000	32,000	31,000	32,000	3%
Engineering Services - Emergency Power	8,522	34	34	34	-	-100%
Insurance & Bonds	85,125	97,544	97,544	92,848	100,000	8%
Travel & Training	-	2,000	2,000	-	2,000	100%
Other Contractual - Water Purchases	1,750	3,000	3,000	1,000	3,000	200%
Total Contractual Services	\$ 2,842,273	\$ 3,530,681	\$ 3,530,681	\$ 3,543,996	\$ 3,535,737	0%
Other Expenses						
Debt Service	\$ 1,926,747	\$ 2,086,798	\$ 2,086,798	\$ 2,086,798	\$ 2,144,286	3%
Interest	615,116	483,778	483,778	483,778	441,361	-9%
Depreciation	-	-	-	-	-	0%
Total Other Expenses	\$ 2,541,863	\$ 2,570,576	\$ 2,570,576	\$ 2,570,576	\$ 2,585,647	1%
Total Operating Expenses	\$ 5,384,136	\$ 6,101,257	\$ 6,101,257	\$ 6,114,572	\$ 6,121,384	0%
Operating Income (Loss)	\$ 1,043,255	\$ 1,075,304	\$ 1,075,304	\$ 1,213,070	\$ 1,278,530	5%

Regional Water Agency Fund

	FY 2019 ACTUAL	FY 2020 ORIGINAL	FY 2020 REVISED	FY 2020 ESTIMATE	FY 2021 PROPOSED	% ▲
Capital Revenue						
Grants						
State Grants/Loans	\$ 655,603	\$ 1,300,000	\$ 1,300,000	\$ 1,265,677	\$ -	-100%
Total Grants	\$ 655,603	\$ 1,300,000	\$ 1,300,000	\$ 1,265,677	\$ -	-100%
Operating Transfers						
System Investment Charges	\$ 132,907	\$ 245,000	\$ 245,000	\$ 258,196	\$ 245,000	-5%
Transfers In	333,910	\$ -	\$ -	\$ -	\$ -	0%
Total Operating Transfers	\$ 466,817	\$ 245,000	\$ 245,000	\$ 258,196	\$ 245,000	-5%
Total Capital Revenue	\$ 1,122,420	\$ 1,545,000	\$ 1,545,000	\$ 1,523,873	\$ 245,000	-84%
Capital Expenses						
Capital - New						
Buildings	\$ 392,681	\$ 147,000	\$ 147,000	\$ 52,521	\$ -	-100%
Improve Other Than Buildings	-	51,000	51,000	50,000	52,000	4%
Light Equipment	9,750	10,000	10,000	1,735	10,000	476%
Intangibles	20,690	-	-	-	-	0%
Technologies	-	-	-	-	-	0%
Total Capital - New	\$ 423,122	\$ 208,000	\$ 208,000	\$ 104,256	\$ 62,000	-41%
Capital - Replacement						
Buildings	\$ -	\$ 135,000	\$ 136,545	\$ 52,521	\$ 260,000	395%
Improve Other Than Buildings	962,045	1,020,000	4,712,438	3,002,877	852,000	-72%
Light Equipment	19,522	-	-	-	-	0%
Intangibles	-	-	-	-	-	0%
Technologies	15,358	6,000	6,000	3,339	6,000	80%
Total Capital - Replacement	\$ 996,925	\$ 1,161,000	\$ 4,854,982	\$ 3,058,736	\$ 1,118,000	-63%
Total Capital Expenses	\$ 1,420,047	\$ 1,369,000	\$ 5,062,982	\$ 3,162,992	\$ 1,180,000	-63%
Net Capital	\$ (297,627)	\$ 176,000	\$ (3,517,982)	\$ (1,639,119)	\$ (935,000)	43%
Net Fund	\$ 745,628	\$ 1,251,304	\$ (2,442,678)	\$ (426,049)	\$ 343,530	181%



FY 2020 Community Promotions Final Report

Please file this form within **30 days** of the conclusion of your event. Submit this form electronically to the City Manager's Office at rjordansmith@casperwy.gov. Submit any bills for reimbursement electronically to accountspayable@casperwy.gov. **Failure to complete and send in this form could result in a denial of payment for in-kind, facilities, AND cash funding, as well as a disqualification from any future funding grants.**

Organization: Casper Amateur Hockey Club Program/ Event: 2019-2020 Season

Contact Person: Diane Berg Phone Number: 307-315-0188 Date: April 27, 2020

Email Address: clubcasperhockey@gmail.com

1. Mission

Please state the agency's mission/vision:

2. Written Account of your Event

Please attach a written account of your event. Was the event successful? Did it go off as expected? Were there any problems? **Please limit your written account to one (1) page of written material.**

3. 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 community promotions funding and whether it was for cash, in-kind, facilities, or any combination of the three.**

4. Program Significance

- a. Using bullets describe the individuals who are the focus of your work and are influenced by your activities.
- b. What impact did the program have on the specified target population and community?
- c. Have there been significant trends over the past months regarding your target population?

5. Results

- a. Please describe the outcomes/outputs
- b. Please describe the method of measurement
- c. Please describe the performance results

6. Program Results/Impacts (use bullets)

- a. Explain how much (quantity) service the program delivered
- b. How well (quality) the services were delivered. For example, describe how individuals were better because of the event
- c. What does your analysis of the past year's data tell you about what is happening to the impacted target population?
- d. How could the event have worked better?
- e. How will you address this?

7. 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 attended and/or participated in your event.

- a. **Please fill out the information in one of the three boxes below.** 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.
- b. Please provide information as to number of participant/spectators who are from Casper and those that are from outside of Casper, as well as what method you used to count.

Attendance and Participation

Please fill out one of these three sections as instructed on the opposite side of this page.

<i>I can Accurately Count the number of people who attended my event because:</i>	
<input type="checkbox"/> We sold tickets <input type="checkbox"/> We took a turnstile count or counted people as they came in <input type="checkbox"/> We conducted an organized head count <input type="checkbox"/> All participants were registered <input type="checkbox"/> We used sign-in sheets <input type="checkbox"/> <i>We used another method that was pre-approved by the City Manager’s Office</i>	
Number who Actively Participated:	<input style="width: 90%;" type="text"/>
Number who attended as Spectators:	<input style="width: 90%;" type="text"/>

<i>I can only make a Rough Estimate of the number of people who attended my event.</i>	
Number who Actively Participated:	1330
Number who attended as Spectators:	4578

<i>I can make an Educated Guess at the number of people who attended my event because:</i>	
<input type="checkbox"/> We counted cars <input type="checkbox"/> We filled a certain amount of space <i>For example: “We filled fifteen rows of 20 seats each” or “We filled two 20 x30 foot rooms with people”</i> <input type="checkbox"/> <i>We used another method that was pre-approved by the City Manager’s Office</i>	
Number who Actively Participated:	<input style="width: 90%;" type="text"/>
Number who attended as Spectators:	<input style="width: 90%;" type="text"/>

What's the difference between a participant and a spectator?

A **participant** is someone who is actively involved in the activity; a **Spectator** is someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator! For example:

If your event was....	Then your count of <u>Participants</u> would include...	And your count of <u>Spectators</u> would include...
<i>.... a Baseball Tournament</i>	<i>Players, coaches, volunteers, and other people who helped out with the tournament</i>	<i>The people who were sitting in the bleachers.</i>
<i>.... a Bake Sale fundraiser</i>	<i>People who cooked, set up tables, handed out flyers, etc.</i>	<i>The people who came to shop at the bake sale, even if they didn't buy anything</i>
<i>... a class for teens about alcohol abuse</i>	<i>The teachers, the people who organized and hosted the event</i>	<i>The students who attended the class.</i>
<i>.... a soup kitchen that gave food to the homeless</i>	<i>People who worked in the kitchen, advertised the program, etc.</i>	<i>The people who received the food.</i>

ADDITIONAL NOTES (IF NEEDED):



Casper Amateur Hockey Club, Inc. Community Promotions FY 2020 Final Report

Account of Our Event July 1/19-June 30/20

The mission of the Casper Amateur Hockey Club (CAHC) is to aspire to be an exceptional educational-athletic organization that provides a life-enriching experience for every athlete. CAHC strives to promote an amateur hockey program consistent with the rules and regulations of USA Hockey, to develop and promote positive character, sportsmanship, teamwork, fair play and overall player development.

For the period July 1, 2019 through June 30, 2020, the CAHC was proud to host three youth tournaments over the season. The 6U & 8U tournament held January 17-19, 2020 was successful with twelve out-of-town and eight Casper teams competing. Our 10U Travel Tournament team hosted the Harley Myers Memorial Tournament November 15-17, 2019, with teams from Riverton, Billings, Douglas, Rapid City, Cheyenne and Ogden attending. Finally, our 14U division hosted the Wyoming Amateur Hockey League 14UA and 14UB State Finals with ten teams participating. Casper has a reputation for having fun, energetic, competitive and hospitable tournaments and from the compliments received we again stepped up!

Our tournaments typically begin late afternoon on Friday. Depending on the number of participating teams, we often start playing as early as 6am on Saturdays. The games continue throughout the day until as late as 10:45pm with breaks for skating lessons and public skating programming offered by the Casper Ice Arena. Sunday mornings typically begin again at 6am and conclude by noon to allow our visiting teams ample time to return home and public skating and figure skating events to be held.

During the same period, CAHC also hosted 11 Wyoming Amateur Hockey League (WAHL) game weekends. We had a total of ten traveling teams including five WAHL teams and four Travel Tournament teams. Each WAHL team played a twenty game season, including ten games hosted in Casper. Each visiting team stays at least one night and sometimes two depending on the ice availability. Casper typically schedules WAHL games for multiple divisions on the same weekends. For the period from November 1, 2019 to March 8, 2020, CAHC hosted thirty-two Wyoming teams for game play over ten weekends.

As in prior years, our volunteer involvement continues to be supportive. Our Club is run almost entirely by volunteers from our Board of Directors to parents running scoreboards and penalty boxes. Our volunteers are the backbone of our organization and we are extremely fortunate to have so many families willing to volunteer their time to ensure our players and our visitors have the best experience possible.

Financial Information

As all of our traveling teams are responsible for their own expenses, tournaments hosted by each age division serve as a fundraiser in an effort to offset the cost of participation. Tournament dates and registration forms are posted on our web site, as well as shared with the youth hockey associations around Wyoming and our neighboring states. We consistently research tournament fees for Wyoming and the Rocky Mountain Region to ensure our fees are reasonable and not a deterrent to traveling to Casper. Tournament fees in Colorado range from \$1,250 to \$1,800 per team. With our tournament fees ranging from \$350 to \$750, we have had good participation at our tournaments and bring visitors to our beautiful City. With the help of our volunteers, we work hard to have well planned, well run tournaments to ensure a positive experience for all of our participants. Each morning we provide a hospitality room at no charge. We also have a raffle for several small, fun items that are donated by our families and from sponsors. Finally, we also have several souvenirs available for purchase by our visitors, the proceeds from which are used to offset the cost of hosting the tournament. All profits or losses from tournament weekends are split between the players on the hosting team. Profits are used to offset costs for those participating families from the rest of the season.

For the FY 2020 Community Promotions grant, we were allocated \$5,000.00 in in-kind facility usage for the Casper Ice Arena. At our season end, the total amount of ice utilized for the 2019-2020 season that could be considered for in-kind facility usage was \$8,370.31. Please keep in mind that our in-kind ice usage fluctuates a bit from year to year depending on the amount of weekend ice offered to CAHC by the Casper Ice Arena, the number of WAHL teams we field, our ability to host tournaments at each divisional level, and the number of State Finals tournaments we are awarded to host. CAHC also received \$2714.39 in Cash Assistance funding towards the total cost for referees of \$12350.00 for events that brought visitors from outside of Casper to the Casper Ice Arena.

Attendance and Participation

The Casper Amateur Hockey Club had approximately 220 skaters register during the 2019-2020 season. The season started in September with tryouts for our Travel and WAHL teams and concluded in March following WAHL State Finals. Our skaters range in age from three to adult. Hockey is truly a lifetime sport and is just as exciting to watch and play



at the age of three as it is for our high school age players and our participants in our adult league. Our younger age groups hold scrimmage games on weeknights during the season, drawing a crowd of parents, grandparents and siblings. The weekend league and tournament games draw an even larger crowd of friends and visitors with the high school games being the best attended.

The attendance numbers for participants on the attached report were determined using information from the team rosters that were submitted for the league home games and the tournaments that brought visitors to the Casper Ice Arena from outside of Casper. These events are usually well attended by friends and family and it is estimated that for each participant/player there would be four additional guests, which is a conservative estimate. Attendance numbers for tryouts, practices and scrimmages are not included in the numbers provided. The attendance numbers are based on previous years' experience and attendance statistics. Unfortunately, the Casper Ice Arena does not have an operational door counter to aid us in determining attendance numbers. Please see the attached recap for attendance figures.

Additional Notes

Unfortunately, our 2019-2020 season was cut a little short due to the challenges related to COVID-19. We had planned to extend our season into April and May considering the improvements being made and currently in progress to the Casper Ice Arena will delay the start of our 2020-2021 season.

We appreciate all the support we have historically received from the City of Casper through the Community Promotions grant funding and the positive working relationship we have with the Casper Ice Arena staff. We are grateful to provide our programming to the hockey loving kids and adults of Casper and look forward to the start of our upcoming 2020-2021 season. As the saying goes, "It takes a village to raise a child" and our village is at the rink!

CAHC 2019-2020 season-attendance projection based on anticipated roster numbers per division

Date	Event	Number of Teams	Teams participating	Number of participants	Number of visitors	Total cost of ice	Promo ice used	Balance not used
October	WAHL games	0	no games scheduled		0			
					0			
Total October Community Promotions Ice						\$0.00	\$0.00	\$0.00
November	WAHL games	14	Casper 10U vs Gillette	30	120			
			Casper 12U vs Cheyenne	30	120			
			Casper 14UA vs Rock Springs	32	128			
			Casper 12U vs Gillette Purple	32	128			
			Casper HS vs Gillette	32	128			
			Casper 10U vs Gillette Purple	30	120			
			Casper 14UA vs Casper 14UB	30	60			
	10U tournament	8	Casper & visiting teams	98	392			
Total November Community Promotions Ice						\$4,640.63	\$2,320.31	\$2,320.31
December	WAHL games	10	Casper 10U vs Riverton Black	30	120			
			Casper 12U vs Riverton	32	128			
			Casper 14UB vs Douglas	30	60			
			Casper 14UB vs Douglas	30	120			
			Casper 10U vs Douglas	30	60			
Total December Community Promotions Ice						\$1,237.50	\$618.75	\$618.75
January	WAHL games	16	Casper 14UB vs Sheridan	30	120			
			Casper HS vs Sheridan	36	144			
			Casper 10U vs Gillette Gold	30	60			
			Casper 12U vs Laramie Black	32	128			
			Casper HS vs Jackson	36	144			
			Casper HS vs Jackson JV	36	144			
			Casper 14UB vs Laramie	30	120			
			Casper 14UA vs Cheyenne	30	120			
	6U & 8U Jamboreee	20						
	6U & 8U: ages 4-8 years		Casper 6U & 8U	198	200			
			Douglas					
			Cheyenne					
			Park County					
			Riverton					
			Sheridan					

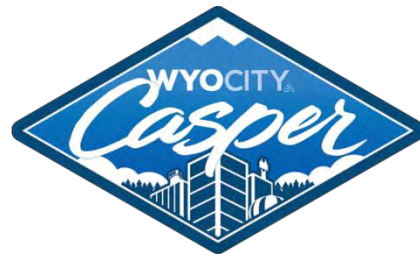
CAHC 2019-2020 season-attendance projection based on anticipated roster numbers per division

Date	Event	Number of Teams	Teams participating	Number of participants	Number of visitors	Total cost of ice	Promo ice used	Balance not used
			Gillette					
Total January Community Promotions Ice						\$5,225.00	\$2,612.50	\$2,612.50
February	WAHL games	16	Casper 12U vs Douglas	32	128			
			Casper 14UB vs Douglas	32	128			
			Casper HS vs Cheyenne	36	144			
			Casper 14UA vs Casper 14UB	30	60			
			Casper 14UA vs Jackson	32	128			
			Casper 10U vs Douglas	30	120			
			Casper 14UB vs Jackson	32	128			
			Casper 14UB vs Laramie	32	128			
Total February Community Promotions Ice						\$2,543.75	\$1,271.88	\$1,271.88
March	WAHL State 14UA & 14UB State Finals	11	Casper A	15	75			
			Casper B	15	75			
			Cheyenne	15	75			
			Douglas	15	75			
			Gillette	15	75			
			Jackson	15	75			
			Laramie	15	75			
			Park County	15	75			
			Rock Springs	15	75			
			Sheridan	15	75			
Total March Community Promotions Ice						\$3,093.75	\$1,546.88	\$1,546.88
Year End	Totals (per grant period FY2020)			1330	4578	\$16,740.63	\$8,370.31	\$8,370.31

*Community Promotion In Kind Facility Usage for FY20 granted to CAHC was \$5000. Amount CAHC spent on ice for events that brought visitors from outside of Casper to the Casper Ice Arena for the 2020-2021 season was \$11740.63 (\$16,740.63 total cost minus the \$5000 In Kind grant funding).

*Community Promotion Cash Assistance for FY20 granted to CAHC to offset referee costs was \$2714.39. Amount CAHC spent on referees for events that brought visitors from outside of Casper to the Casper Ice Arena for the 2020-2021 season was \$9635.61 (\$12350.00 total cost minus the \$2714.39 Cash Assistance).

*Total CAHC ice cost for 2019-2020 including all events \$88,242.92 with \$86,077.29 billed at full user rate of \$137.50 per hour (626 hours) and \$2165.63 billed at non-peak user rate of \$68.75 per hour (31.5 hours)



FY 2019 Community Promotions Final Report

Please file this form within **30 days** of the conclusion of your event. Submit this form along with any bills for reimbursement to the City Manager's Office, 200 N. David, Casper, WY 82601. **Failure to complete and send in this form could result in a denial of payment for in-kind, facilities, AND cash funding, as well as a disqualification from any future funding grants.**

Organization: Casper Soccer Club, Inc Program/ Event: Spring Jamboree 2020

Contact Person: Wendy Brown Phone Number: 307-473-2617 Date: April 18-19,2020

Email Address: wendyb@caspersoccerclub.com

1. Mission

Please state the agency's mission/vision:

2. Written Account of your Event

Please attach a written account of your event. Was the event successful? Did it go off as expected? Were there any problems? **Please limit your written account to one (1) page of written material.**

The Casper Spring Jamboree was cancelled due to the current health pandemic of the Coronavirus.

3. 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 community promotions funding and whether it was for cash, in-kind, facilities, or any combination of the three.**

4. Program Significance

- Using bullets describe the individuals who are the focus of your work and are influenced by your activities.
- What impact did the program have on the specified target population and community?
- Have there been significant trends over the past months regarding your target population?

5. Results

- Please describe the outcomes/outputs
- Please describe the method of measurement
- Please describe the performance results

6. Program Results/Impacts (use bullets)

- Explain how much (quantity) service the program delivered

- b. How well (quality) the services were delivered. For example, describe how individuals were better because of the event
- c. What does your analysis of the past year's data tell you about what is happening to the impacted target population?
- d. How could the event have worked better?
- e. How will you address this?

7. 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 attended and/or participated in your event.

- a. **Please fill out the information in one of the three boxes below.** 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.
- b. Please provide information as to number of participant/spectators who are from Casper and those that are from outside of Casper, as well as what method you used to count.

Attendance and Participation

Please fill out one of these three sections as instructed on the opposite side of this page.

<i>I can Accurately Count the number of people who attended my event because:</i>	
<input type="checkbox"/> We sold tickets <input type="checkbox"/> We took a turnstile count or counted people as they came in <input type="checkbox"/> We conducted an organized head count <input type="checkbox"/> All participants were registered <input type="checkbox"/> We used sign-in sheets <input type="checkbox"/> <i>We used another method that was pre-approved by the City Manager's Office</i>	
Number who Actively Participated:	<input style="width: 100px; height: 20px;" type="text"/>
Number who attended as Spectators:	<input style="width: 100px; height: 20px;" type="text"/>

<i>I can only make a Rough Estimate of the number of people who attended my event.</i>	
Number who Actively Participated:	<input style="width: 100px; height: 20px;" type="text"/>
Number who attended as Spectators:	<input style="width: 100px; height: 20px;" type="text"/>

<i>I can make an Educated Guess at the number of people who attended my event because:</i>	
<input type="checkbox"/> We counted cars <input type="checkbox"/> We filled a certain amount of space <i>For example: "We filled fifteen rows of 20 seats each" or "We filled two 20 x30 foot rooms with people"</i>	
<input type="checkbox"/> <i>We used another method that was pre-approved by the City Manager's Office</i>	

Number who Actively Participated:	<input type="text"/>
Number who attended as Spectators:	<input type="text"/>

What's the difference between a participant and a spectator?

A **participant** is someone who is actively involved in the activity; a **Spectator** is someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator! For example:

If your event was....	Then your count of <u>Participants</u> would include...	And your count of <u>Spectators</u> would include...
<i>.... a Baseball Tournament</i>	<i>Players, coaches, volunteers, and other people who helped out with the tournament</i>	<i>The people who were sitting in the bleachers.</i>
<i>.... a Bake Sale fundraiser</i>	<i>People who cooked, set up tables, handed out flyers, etc.</i>	<i>The people who came to shop at the bake sale, even if they didn't buy anything</i>
<i>... a class for teens about alcohol abuse</i>	<i>The teachers, the people who organized and hosted the event</i>	<i>The students who attended the class.</i>
<i>.... a soup kitchen that gave food to the homeless</i>	<i>People who worked in the kitchen, advertised the program, etc.</i>	<i>The people who received the food.</i>

ADDITIONAL NOTES (IF NEEDED): _____

[The Casper Jamboree Event scheduled on April 18-19, 2020 was cancelled in late March due to the Coronavirus pandemic and the Governor's Stay at Home health orders.](#)



FY 2019/20 Community Promotions Final Report

Please file this form within **30 days** of the conclusion of your event. Submit this form along with any bills for reimbursement to the City Manager's Office, 200 N. David, Casper, WY 82601. **Failure to complete and send in this form could result in a denial of payment for in-kind, facilities, AND cash funding, as well as a disqualification from any future funding grants.**

Organization: Casper Soccer Club, Inc Program/ Event: Wyoming State Cup & Championship

Contact Person: Wendy Brown Phone Number: 307-473-2617 Date: May 23-25, 2020

Email Address: wendyb@caspersoccerclub.com

1. Mission

Please state the agency's mission/vision:

2. Written Account of your Event

Please attach a written account of your event. Was the event successful? Did it go off as expected? Were there any problems? **Please limit your written account to one (1) page of written material.**

The Wyoming State Cup & Championship Tournament is cancelled due to the current health pandemic of the Coronavirus.

3. 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 community promotions funding and whether it was for cash, in-kind, facilities, or any combination of the three.**

4. Program Significance

- Using bullets describe the individuals who are the focus of your work and are influenced by your activities.
- What impact did the program have on the specified target population and community?
- Have there been significant trends over the past months regarding your target population?

5. Results

- Please describe the outcomes/outputs
- Please describe the method of measurement
- Please describe the performance results

6. Program Results/Impacts (use bullets)

- Explain how much (quantity) service the program delivered

- b. How well (quality) the services were delivered. For example, describe how individuals were better because of the event
- c. What does your analysis of the past year's data tell you about what is happening to the impacted target population?
- d. How could the event have worked better?
- e. How will you address this?

7. 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 attended and/or participated in your event.

- a. **Please fill out the information in one of the three boxes below.** 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.
- b. Please provide information as to number of participant/spectators who are from Casper and those that are from outside of Casper, as well as what method you used to count.

Attendance and Participation

Please fill out one of these three sections as instructed on the opposite side of this page.

<i>I can Accurately Count the number of people who attended my event because:</i>	
<input type="checkbox"/> We sold tickets <input type="checkbox"/> We took a turnstile count or counted people as they came in <input type="checkbox"/> We conducted an organized head count <input type="checkbox"/> All participants were registered <input type="checkbox"/> We used sign-in sheets <input type="checkbox"/> <i>We used another method that was pre-approved by the City Manager's Office</i>	
Number who Actively Participated:	<input style="width: 100px; height: 20px;" type="text"/>
Number who attended as Spectators:	<input style="width: 100px; height: 20px;" type="text"/>

<i>I can only make a Rough Estimate of the number of people who attended my event.</i>	
Number who Actively Participated:	<input style="width: 100px; height: 20px;" type="text"/>
Number who attended as Spectators:	<input style="width: 100px; height: 20px;" type="text"/>

<i>I can make an Educated Guess at the number of people who attended my event because:</i>	
<input type="checkbox"/> We counted cars <input type="checkbox"/> We filled a certain amount of space <i>For example: "We filled fifteen rows of 20 seats each" or "We filled two 20 x30 foot rooms with people"</i>	
<input type="checkbox"/> <i>We used another method that was pre-approved by the City Manager's Office</i>	

Number who Actively Participated:	<input type="text"/>
Number who attended as Spectators:	<input type="text"/>

What's the difference between a participant and a spectator?

A **participant** is someone who is actively involved in the activity; a **Spectator** is someone who passively enjoyed it. Please don't count people twice – one person can't be both a Participant and a Spectator! For example:

If your event was....	Then your count of <u>Participants</u> would include...	And your count of <u>Spectators</u> would include...
<i>.... a Baseball Tournament</i>	<i>Players, coaches, volunteers, and other people who helped out with the tournament</i>	<i>The people who were sitting in the bleachers.</i>
<i>.... a Bake Sale fundraiser</i>	<i>People who cooked, set up tables, handed out flyers, etc.</i>	<i>The people who came to shop at the bake sale, even if they didn't buy anything</i>
<i>... a class for teens about alcohol abuse</i>	<i>The teachers, the people who organized and hosted the event</i>	<i>The students who attended the class.</i>
<i>.... a soup kitchen that gave food to the homeless</i>	<i>People who worked in the kitchen, advertised the program, etc.</i>	<i>The people who received the food.</i>

ADDITIONAL NOTES (IF NEEDED): _____

[The Wyoming State Cup & Championship Tournament is cancelled. It was cancelled on April 19, 2020 due to the Coronavirus pandemic and the Governor's Stay at Home health orders and the government guidance in phases of opening up our communities.](#)

SIXTH CONTINUATION, AND MODIFICATION, OF STATEWIDE PUBLIC HEALTH ORDER REGARDING BARS, RESTAURANTS, THEATERS, GYMNASIUMS, CHILD CARE FACILITIES, K-12 SCHOOLS, COLLEGES, UNIVERSITIES, AND TRADE SCHOOLS

In an effort to stop the spread of the coronavirus (COVID-19), the Wyoming Department of Health finds it necessary to protect the health of the public by continuing certain restrictions as outlined in this Order. Additionally, this Order implements measures in line with the White House unveiling, on April 16, 2020, of certain guidelines for Opening Up America Again - a three-phased approach beginning with State or Regional Gating Criteria and continuing through three phases of removing restrictions when there is no evidence of resurgence of the virus.

Due in part to the vigilance of Wyoming residents, the metrics measuring outbreak progress and healthcare system capacity allow for the Wyoming Department of Health to continue the process of incrementally lifting restrictions in previous statewide public health orders through a measured and data-based approach. As with previous statewide public health orders, this Order continues to authorize countywide variances to the restrictions within this Order, in the form of a Countywide Variance Order, if approved by the County Health Officer and the State Health Officer. This Order also continues to authorize restaurants, bars, theaters, gymnasiums, and child care facilities to operate under certain conditions. This Order also authorizes K-12 schools, colleges, universities, and trade schools to provide on-site instruction to students and allow other use of their facilities under certain conditions.

This Order is effective on June 15, 2020, and shall remain in effect through June 30, 2020, unless the Wyoming Department of Health revokes or extends this Order before June 30, 2020.

FINDINGS

1. COVID-19 was first detected in Wuhan, China in 2019, and since then has spread to over 60 countries including the United States. There are 760 confirmed cases of COVID-19 in Wyoming as of June 9, 2020, as well as the presence of community spread. It is expected that more cases will be diagnosed. There have been 18 deaths in Wyoming related to COVID-19.
2. COVID-19 is a respiratory illness, transmitted through person-to-person contact or by contact with surfaces contaminated with the virus. Persons infected with COVID-19 may become symptomatic two to fourteen days after exposure. The symptoms of COVID-19 include fever, cough, and shortness of breath. In some cases, COVID-19 can result in severe disease including hospitalization, admission to an intensive care unit, and death, especially among older adults and persons with serious underlying health conditions. New information about the implications of this virus is ongoing.
3. The World Health Organization declared COVID-19 a worldwide pandemic as of March 11, 2020.
4. On March 13, 2020, the President of the United States declared a national emergency concerning the coronavirus, specifically stating that, in "December 2019 a novel (new) coronavirus known as SARS-CoV-2 ("the virus") was first detected in Wuhan, Hubei

Province, People's Republic of China, causing outbreaks of the coronavirus disease (COVID-19) that has now spread globally [...] The spread of COVID-19 within our Nation's communities threatens to strain our Nation's healthcare systems. [...] Additional measures [...] are needed to successfully contain and combat the virus in the United States."

5. On March 13, 2020, Wyoming Governor Mark Gordon declared a State of Emergency and Public Health Emergency in the State of Wyoming, stating that on March 11, 2020, an individual within the State of Wyoming tested presumptive positive for COVID-19 and the State of Wyoming is experiencing a public health emergency in response to the evolving COVID-19 outbreak.
6. Governor Gordon's Declaration of a State of Emergency and Public Health Emergency directs the Wyoming Department of Health to take all appropriate and necessary actions, and that in the judgment of the Director of the Wyoming Department of Health, any actions necessary should be taken to provide aid to those locations where there is a threat or danger to public health, safety, and welfare.
7. A significant number of Wyoming citizens are at risk of serious health complications, including death, from COVID-19. Although most individuals who contract COVID-19 do not become seriously ill, people with mild symptoms, and even asymptomatic persons with COVID-19, place other vulnerable members of the public at significant risk.
8. A large number of persons with serious infections may compromise the ability of healthcare systems in Wyoming to deliver the necessary healthcare to the public.
9. Wyoming Statute § 35-1-240(a)(i), (ii), and (iv) provides all the rights and powers for the Wyoming Department of Health, through the State Health Officer, Dr. Alexia Harrist, MD, PhD, or under her directive through other employees of the Wyoming Department of Health, to control the causes of communicable disease; to close theaters, schools, and other public places; and to forbid gatherings of people when necessary to protect public health.
10. In addition to the above findings, stopping the spread of COVID-19 includes washing your hands often, practicing social distancing by avoiding close contact with others, staying at least six feet away from someone who is ill or showing signs of illness, avoiding touching your face, eyes, nose and mouth, covering your cough or sneeze into your elbow or by using a tissue, and by wearing a face covering when in public.

ORDER

1. Pursuant to Wyo. Stat. Ann. § 35-1-240(a)(i), (ii), and (iv), beginning on June 15, 2020, and continuing through June 30, 2020, unless revoked or extended by the Wyoming Department of Health before June 30, 2020, restaurants, food courts, cafes, coffeehouses, bars, taverns, brew pubs, breweries, microbreweries, distillery pubs, wineries, tasting rooms, special licensees, clubs, cigar bars, and other places of public accommodation offering food, beverages, or alcoholic beverages for on-premises consumption may provide services (indoors and outdoors) under the following restrictions, to be enforced by the business owner:

- a. All patrons shall be seated at tables (for purposes of this Order, booths are included in the definition of tables);
- b. Tables must be limited to groups of 6, preferably of the same household, however, a business may make exceptions for groups greater than 6 if the group is solely comprised of members from the same household;
- c. Tables with patrons must be positioned such that patrons at different tables are at least 6 feet apart (and preferably 10 feet apart) on all sides when seated; the number of people in a confined area at any time must be limited in such a way as to allow for adequate distancing between tables;
- d. Signage must be positioned on premises reminding separate parties to stand at least 6 feet apart; designated waiting areas must have floor markers to indicate proper spacing;
- e. Physical distancing guidelines must be maintained while customers enter and remain on premises;
- f. Staff that come within 6 feet of customers or other staff shall wear face coverings; staff shall perform hand hygiene between interactions with each table;
- g. Cups, lids, napkins, and straws must be handed directly to customers by staff;
- h. Tables must not be set prior to customer arrival; staff shall avoid touching items that have been placed on the table; tables must be cleared by dedicated staff once all guests have left the table;
- i. Dedicated staff shall sanitize all areas occupied by customers upon customer departure, including tables, menus, pens, salt and pepper shakers, tables, chairs, etc. (consider the use of disposable items as necessary);
- j. The business shall not operate without appropriate protective equipment for staff (face coverings, gloves for serving and cleaning, etc.), EPA-approved disinfectants and sanitizers, soap and other necessary cleaning supplies;
- k. Hand sanitizer shall be available at the business entrance and immediately adjacent to all bathrooms;
- l. Cleaning and disinfecting shall be performed in the morning, afternoon, and evening; all tables, chairs, door handles, floors, and bathrooms, and any high-touch surfaces must be cleaned and disinfected;
- m. No self-serve food service or buffet options shall be available unless food is pre-packaged; drink refills are not allowed in the same containers;

- n. Gloves shall be worn when handling to-go boxes, pizza boxes, paper cups, and any other paper product that touches food;
 - o. Staff shall use gloves when handling ready-to-eat foods (including ice); gloves are not required when handling foods that have yet to be cooked;
 - p. Employees shall be screened for symptoms of COVID-19, or exposure to an individual with COVID-19, prior to each shift; employees who are ill shall not be allowed to work; employees who have been exposed to a COVID-19 positive person within the previous 14 days shall not be allowed to work; employee logs of the screening activity must be kept and made available for inspection by the local health officer;
 - q. Self-service condiments shall not be used, unless the condiments can be cleaned adequately between customers;
 - r. The business shall encourage contactless and non-signature payment; if not possible for the customer, card and payment stations must be sanitized after each use; staff shall sanitize hands between handling payment options and food containers;
 - s. The business shall maintain a record of staff working hours by date and time for purposes of COVID-19 contact tracing; if such recordkeeping is done manually, sanitizing measures must be taken on the instruments used for recordkeeping in between use;
 - t. Playgrounds at the business must remain closed;
 - u. No dances or karaoke may take place at the business; and
 - v. Signage must remind customers not to enter the business if they have symptoms of COVID-19 and must be displayed at the business entrance.
2. Gymnasiums may operate in a limited capacity, under the following restrictions, to be enforced by the owner of the facility:
- a. Staff that come within 6 feet of customers or other staff shall wear face coverings;
 - b. Employees shall be screened for symptoms of COVID-19, or exposure to an individual with COVID-19, prior to each shift; employees who are ill shall not be allowed to work; employees who have been exposed to a COVID-19 positive person within the previous 14 days shall not be allowed to work; employee logs of the screening activity must be kept and made available for inspection by the local health officer;
 - c. The business shall maintain a record of staff working hours by date and time for purposes of COVID-19 contact tracing; if such recordkeeping is done manually, sanitizing measures must be taken on the instruments used for recordkeeping in between use;

- d. Close-contact group activities, including close-contact sports, are prohibited; personal training is permitted;
 - e. Locker rooms may be open, provided that lockers are assigned by patron and are disinfected by staff after each use; showers may be open, provided that proper cleaning is performed; at all times, physical distancing must be maintained in locker rooms;
 - f. Workout equipment must be no less than 6 feet apart (and preferably 10 feet apart), enforced by staff during operation;
 - g. Workout equipment must be cleaned by staff in between each patron use;
 - h. Handwashing stations, or hand sanitizer, must be readily available for all patrons;
 - i. Group workout classes are permitted, provided that at all times, each participant can remain at least 6 feet away from other participants of the class; class sizes shall be limited to 50 participants;
 - j. Overall number of patrons in the entire facility must not exceed 1 person per 120 square feet, and patrons must maintain physical distancing during their workout;
 - k. Swimming pools may open so long as there is not more than 1 person per 120 square feet in the pool area;
 - l. Spas, steam rooms, and saunas may open so long as appropriate physical distancing measures are maintained between patrons that are not of the same household;
 - m. The business shall not operate without appropriate protective equipment for staff (face coverings, gloves for serving and cleaning, etc.), EPA-approved disinfectants and sanitizers, soap and other necessary cleaning supplies; and
 - n. Signage must be displayed reminding customers not to enter the business if they have symptoms of COVID-19, and the signage must be displayed at the business entrance.
3. Movie theaters, performance theaters, opera houses, concert halls, and music halls may operate in a limited capacity, under the following restrictions to be enforced by the owner of the facility:
- a. Groups of patrons seated together must be limited to 6, preferably of the same household, however, a business may make exceptions for groups greater than 6 if the group is solely comprised of members from the same household;
 - b. A 6-foot distance must be maintained between individual groups at all times, including in waiting areas and while seated in the facility;

- c. The number of people in a confined area at any time must be limited to allow for adequate distancing between groups;
- d. Close contact between members of different groups is prohibited before, during, and after each performance;
- e. Signage must remind patrons to remain at least 6 feet apart from other groups of people; waiting areas must have floor markers to indicate proper spacing;
- f. Staff shall perform hand hygiene between interactions with each customer or party;
- g. Staff that come within 6 feet of customers or other staff shall wear a face covering;
- h. Patrons should be encouraged to wear face coverings to the greatest extent practicable;
- i. Employees shall be screened for symptoms of COVID-19, or exposure to an individual with COVID-19, prior to each shift; employees who are ill shall not be allowed to work; employees who have been exposed to a COVID-19 positive person within the previous 14 days shall not be allowed to work; employee logs of the screening activity must be kept and made available for inspection by the local health officer;
- j. The business shall not operate without appropriate protective equipment for staff (face coverings, gloves for serving and cleaning, etc.), EPA-approved disinfectants and sanitizers, soap and other necessary cleaning supplies;
- k. Hand sanitizer must be available at the entrance to the facility and immediately adjacent to the bathrooms;
- l. The facility must be thoroughly cleaned and disinfected prior to and after each performance; all countertops, seating, armrests, door handles, floors, bathrooms, and any high-touch surfaces must be cleaned and disinfected according to CDC guidelines for cleaning;
- m. The business shall maintain a record of staff working hours by date and time for purposes of COVID-19 contact tracing; if such recordkeeping is done manually, sanitizing measures must be taken on the instruments used for recordkeeping in between use;
- n. The business shall encourage contactless and non-signature payment; if not possible for the customer, card and payment stations must be sanitized after each use; staff shall sanitize hands between handling payment options;
- o. Signage must remind customers not to enter the business if they have symptoms of COVID-19, and the signage must be displayed at the business entrance; and
- p. Food service must follow the provisions for restaurants in paragraph 1 above.

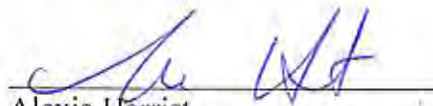
4. For clarity, this Order does not apply to any of the following:
 - a. Places of public accommodation that offer food and beverage not for on-premises consumption, including grocery stores, markets, retail stores that offer food, convenience stores, pharmacies, drug stores, and food pantries;
 - b. Room service in hotels;
 - c. Health care facilities, residential care facilities, congregate care facilities, and juvenile justice facilities;
 - d. Crisis shelters or similar institutions;
 - e. Airport concessionaires; and
 - f. Any emergency facilities necessary for the response to the events surrounding the public health emergency and state of emergency caused by COVID-19.
5. In order to help protect the health and safety of children, child care centers or home daycares may operate under the following conditions:
 - a. The child care provider shall ensure that all people (children and providers) wash hands with soap and water upon arrival to the facility;
 - b. The child care provider shall ensure that staff and children are screened for symptoms of COVID-19 at the beginning of the day on arrival and may not allow any symptomatic individuals to enter the facility; logs of the employee screening activity must be kept and made available for inspection by the local health officer;
 - c. The business shall maintain a record of staff working hours by date and time for purposes of COVID-19 contact tracing; if such recordkeeping is done manually, sanitizing measures must be taken on the instruments used for recordkeeping in between use;
 - d. In the event of a confirmed case of COVID-19 within the facility, the provider shall close the facility and consult with their local county health officer on next steps and when to re-open;
 - e. Individuals dropping off or picking up children must stay 6 feet away from children that the individual is not dropping off or picking up; and
 - f. The child care provider shall ensure that surfaces and areas that are used and touched often are cleaned and sanitized after each use (e.g. shared toys, keyboards, desks, remote controls) or at least twice a day (e.g. doorknobs, light switches, toilet handles, sink handles, countertops).

6. In addition to the measures noted above, child care centers or home daycares are required to follow all health guidelines from the CDC and Wyoming Department of Health for limiting the risk of transmission of COVID-19, to the extent possible when caring for children.
7. As child care is a critical part of the infrastructure of Wyoming, allowing essential systems to function, in the event a County Health Officer closes a child care facility under the direction and supervision of the State Health Officer, the County Health Officer shall work with local child care providers to make available limited child care services.
8. K-12 schools, colleges, universities, and trade schools may provide on-site instruction to students and allow other use of their facilities under the following provisions:
 - a. Groups shall be limited to 50 people (students and teachers); the facility shall restrict groups of people to 50 in each separate room; the facility may allow more than 50 people in the facility only if each group of 50 is in a room separated by walls from other groups;
 - b. Spacing of at least 6 feet between people must be maintained whenever possible; face coverings shall be worn in situations where 6 feet of separation cannot be maintained;
 - c. Six foot spacing of students during transportation to and from the facility must be maintained as much as practicable; and
 - d. Hand hygiene must be performed frequently within the facility.
9. Specific exceptions to the restrictions in this Order may be granted, at the discretion of the County Health Officer, under the direction and supervision of the State Health Officer, if demonstrated, in writing, to the County Health Officer that effective cleaning and safety measures are implemented. Any specific exception under this paragraph must be approved in writing by the State Health Officer and may be modified or revoked by the County Health Officer under the supervision and direction of the State Health Officer.
10. Countywide variances to the restrictions in this Order may be granted in the form of a Countywide Variance Order if approved and signed by both the County Health Officer and the State Health Officer. Countywide Variance Orders may be less restrictive or more restrictive than the measures imposed in this Order.
11. This Order is entered in conjunction with the statewide public health orders titled "Sixth Continuation, and Modification, of Statewide Public Health Order #2: Regarding Gatherings of More Than Fifty (50) People", entered June 10, 2020, and "Sixth Continuation, and Modification, of Statewide Public Health Order #3 Regarding Nail Salons, Hair Salons, Barber Shops, Massage Therapy Services, Tattoo, Body Art and Piercing Shops, and Cosmetology, Electrology, and Esthetic Services", entered June 10, 2020.

12. This Order supersedes all individual county health orders currently in effect.

As the State Health Officer, I specifically deem this Order necessary to protect the public health. *See* Wyo. Stat. Ann. § 35-1-240(a)(i), (ii), and (iv). I will reassess the necessity of this Order as appropriate to do so and according to accepted epidemiological and medical standards. Any person or legal entity that violates this Order shall be subject to criminal prosecution under Wyo. Stat. Ann. §§ 35-1-105 and -106.

DATED THIS 10 DAY OF June, 2020.



Alexia Harrist
Wyoming State Health Officer

**SIXTH CONTINUATION, AND MODIFICATION, OF STATEWIDE PUBLIC HEALTH
ORDER #2: REGARDING GATHERINGS
OF MORE THAN FIFTY (50) PEOPLE**

In an effort to stop the spread of the coronavirus (COVID-19), the Wyoming Department of Health finds it necessary to protect the health of the public by continuing certain restrictions as outlined in this Order. Additionally, this Order implements measures in line with the White House unveiling, on April 16, 2020, of certain guidelines for Opening Up America Again - a three-phased approach beginning with State or Regional Gating Criteria and continuing through three phases of removing restrictions when there is no evidence of resurgence of the virus.

Due in part to the vigilance of Wyoming residents, the metrics measuring outbreak progress and healthcare system capacity allow for the Wyoming Department of Health to continue the process of incrementally lifting restrictions in previous statewide public health orders through a measured and data-based approach. As with previous statewide public health orders, this Order continues to authorize countywide variances to the restrictions within this Order, in the form of a Countywide Variance Order, if approved by the County Health Officer and the State Health Officer. This Order also authorizes gatherings of 50 people or less, authorizes certain other gatherings with conditions, and includes religious or faith based organizations, funeral homes, and parades within the gathering exemption.

This Order is effective on June 15, 2020, and shall remain in effect through June 30, 2020, unless the Wyoming Department of Health revokes or extends this Order before June 30, 2020.

FINDINGS

1. COVID-19 was first detected in Wuhan, China in 2019, and since then has spread to over 60 countries including the United States. There are 760 confirmed cases of COVID-19 in Wyoming as of June 9, 2020, as well as the presence of community spread. It is expected that more cases will be diagnosed. There have been 18 deaths in Wyoming related to COVID-19.
2. COVID-19 is a respiratory illness, transmitted through person-to-person contact or by contact with surfaces contaminated with the virus. Persons infected with COVID-19 may become symptomatic two to fourteen days after exposure. The symptoms of COVID-19 include fever, cough, and shortness of breath. In some cases, COVID-19 can result in severe disease including hospitalization, admission to an intensive care unit, and death, especially among older adults and persons with serious underlying health conditions. New information about the implications of this virus is ongoing.
3. The World Health Organization declared COVID-19 a worldwide pandemic as of March 11, 2020.
4. On March 13, 2020, the President of the United States declared a national emergency concerning the coronavirus, specifically stating that, in “December 2019 a novel (new) coronavirus known as SARS-CoV-2 (“the virus”) was first detected in Wuhan, Hubei Province, People’s Republic of China, causing outbreaks of the coronavirus disease (COVID-19) that has now spread globally [...] The spread of COVID-19 within our Nation’s

communities threatens to strain our Nation's healthcare systems. [...] Additional measures [...] are needed to successfully contain and combat the virus in the United States.”

5. On March 13, 2020, Wyoming Governor Mark Gordon declared a State of Emergency and Public Health Emergency in the State of Wyoming, stating that on March 11, 2020, an individual within the State of Wyoming tested presumptive positive for COVID-19 and the State of Wyoming is experiencing a public health emergency in response to the evolving COVID-19 outbreak.
6. Governor Gordon's Declaration of a State of Emergency and Public Health Emergency directs the Wyoming Department of Health to take all appropriate and necessary actions, and that in the judgment of the Director of the Wyoming Department of Health, any actions necessary should be taken to provide aid to those locations where there is a threat or danger to public health, safety, and welfare.
7. A significant number of Wyoming citizens are at risk of serious health complications, including death, from COVID-19. Although most individuals who contract COVID-19 do not become seriously ill, people with mild symptoms, and even asymptomatic persons with COVID-19, place other vulnerable members of the public at significant risk.
8. A large number of persons with serious infections may compromise the ability of healthcare systems in Wyoming to deliver the necessary healthcare to the public.
9. Wyoming Statute § 35-1-240(a)(i), (ii), and (iv) provides all the rights and powers for the Wyoming Department of Health, through the State Health Officer, Dr. Alexia Harrist, MD, PhD, or under her directive through other employees of the Wyoming Department of Health, to control the causes of communicable disease; and to forbid gatherings of people when necessary to protect public health.
10. In addition to the above findings, stopping the spread of COVID-19 includes washing your hands often, practicing social distancing by avoiding close contact with others, staying at least six feet away from someone who is ill or showing signs of illness, avoiding touching your face, eyes, nose and mouth, covering your cough or sneeze into your elbow or by using a tissue, and by wearing a face covering when in public.

ORDER

1. Gatherings of more than fifty (50) people are prohibited in order to help stop the spread of COVID-19 and protect the health of the public.
2. “Gatherings” are any planned or spontaneous event, public or private, bringing together, or likely bringing together, more than fifty (50) people in a single room or a single confined space (whether indoor or outdoor) at the same time.
3. Gatherings at the following are exempted from this Order:
 - a. Hotels and motels for lodging purposes;

- b. Livestock auctions;
 - c. Groups of workers being transported to a location for their jobs;
 - d. Government business, military and National Guard facilities, law enforcement, jails, secure treatment centers, and correctional facilities, including any facility operated by the Wyoming Department of Corrections, and any facility used to respond to natural disasters or public health emergencies;
 - e. Federal, State, and local government facilities, including government service centers;
 - f. Relief facilities, including food pantries and shelter facilities;
 - g. Residential buildings, excluding individual household residences;
 - h. Grocery stores, markets, convenience stores, pharmacies, drug stores;
 - i. Truck stops, gas stations, and auto-repair facilities;
 - j. Retail or business establishments, where more than fifty (50) people may be present but are generally not within six (6) feet of one another;
 - k. Healthcare facilities, including hospitals, medical facilities, home health agencies, personal care agencies, hospices, adult family homes, mental health centers, and pharmacies;
 - l. Alcohol and drug treatment centers;
 - m. Long-term care and assisted living facilities, including nursing homes and assisted living facilities, as long as the facility complies with guidance and directives from the CDC, the Wyoming Department of Health, and appropriate licensing and regulatory agencies;
 - n. Religious or faith based organizations and funeral homes; and
 - o. Parades.
4. Events not specifically identified by name or type within this Order may allow indoor and outdoor gatherings of more than 50 people but no more than 250 people subject to the following conditions, to be enforced by the host or organizer of the event. These events include by way of example but are not limited to rodeos, speedway motor races, outdoor concerts, sporting events, fairs, track and field races, farmer's markets, fireworks shows, weddings, and any other event of a similar nature not otherwise specifically identified herein.
- a. Groups of attendees seated or standing together must be limited to 6, preferably of the same household, however, an event may make exceptions for groups greater than 6 if the group is solely comprised of members from the same household;

- b. A 6-foot distance must be maintained between individual groups at all times, including but not limited to entrances, exits, concessions, ticket booths, and restrooms;
- c. The number of people in any confined area of the event must be limited to allow for adequate distancing between households;
- d. Close contact between members of different households is prohibited before, during, and after the event;
- e. Prior to the event, staff, hosts/organizers of the event, and event participants (not event attendees) must be screened for symptoms of COVID-19, or exposure to a person with COVID-19 during the previous 14 days. Staff, hosts/organizers, or event participants with symptoms of illness, or known exposure to a person with COVID-19 infection within the previous 14 days, shall not participate in the event; logs of the screening activity shall be kept and made available for inspection by the local health officer;
- f. The entire event facility, to the extent there are facilities, shall be cleaned thoroughly, including all high touch areas before and after each event, according to CDC guidelines for cleaning;
- g. Staff who come within 6 feet of event attendees or other staff must wear a face covering;
- h. In the event the required 6 feet of distance between individual groups cannot be maintained, face coverings must be worn during the event, to the greatest extent possible;
- i. The event shall not take place without appropriate protective equipment for staff (face coverings, gloves for serving and cleaning, etc.), EPA-approved disinfectants and sanitizers, soap and other necessary cleaning supplies;
- j. The event shall encourage contactless and non-signature payment, as applicable; if not possible for the attendee, card and payment stations must be sanitized after each use; staff shall sanitize hands between handling payment options;
- k. Signage must remind attendees not to enter if they have symptoms of COVID-19, and the signage must be displayed at the entrance of the event; signage must also be positioned on event premises reminding separate parties to stand at least 6 feet apart;
- l. Food and beverage service shall follow the provisions for restaurants in the Sixth Continuation, and Modification, of Statewide Public Health Order Regarding Bars, Restaurants, Theaters, Gymnasiums, Child Care Facilities, K-12 Schools, Colleges, Universities, and Trade Schools;
- m. Participants in sporting events shall not congregate in groups larger than 50 individuals;

- n. The event should follow the public health recommendations of the Centers for Disease Control and the Wyoming Department of Health, including washing hands often with soap and water, practicing social distancing by avoiding close contact with others, avoiding touching your face, eyes, nose and mouth, covering your cough or sneeze into your elbow or by using a tissue, and wearing a face covering when in public; and
 - o. For clarity, the 250 person limit is not calculated by adding participants and spectators/attendees together. That is, up to 250 attendees at an event may gather in addition to the participants in the event.
5. Additional specific gathering exceptions to the prohibitions in this Order may be granted, at the discretion of the County Health Officer, under the direction and supervision of the State Health Officer, if demonstrated, in writing, to the County Health Officer that people at the gathering will maintain at least six (6) feet of space between one another, and that effective sanitation will be performed before and after the gathering. Any specific exception under this paragraph must be approved in writing by the State Health Officer and may be modified or revoked by the County Health Officer under the supervision and direction of the State Health Officer.
 6. Countywide variances to the prohibitions mandated in this Order may be granted in the form of a Countywide Variance Order if approved and signed by both the County Health Officer and the State Health Officer. Countywide Variance Orders may be less restrictive (or more restrictive) than the measures imposed in this Order.
 7. This Order is entered in conjunction with the statewide public health orders titled “Sixth Continuation, and Modification, of Statewide Public Health Order Regarding Bars, Restaurants, Theaters, Gymnasiums, Child Care Facilities, K-12 Schools, Colleges, Universities, and Trade Schools”, entered June 10, 2020, and “Sixth Continuation, and Modification, of Statewide Public Health Order #3 Regarding Nail Salons, Hair Salons, Barber Shops, Massage Therapy Services, Tattoo, Body Art and Piercing Shops, and Cosmetology, Electrology, and Esthetic Services”, entered June 10, 2020.
 8. This Order supersedes all individual county health orders currently in effect.

As the State Health Officer, I specifically deem this Order necessary to protect the public health. *See* Wyo. Stat. Ann. § 35-1-240(a)(i), (ii), and (iv). I will reassess the necessity of this Order as appropriate to do so and according to accepted epidemiological and medical standards. Any person or legal entity that violates this Order shall be subject to criminal prosecution under Wyo. Stat. Ann. §§ 35-1-105 and -106.

DATED THIS 10 DAY OF June, 2020.



Alexia Harrist
Wyoming State Health Officer

SIXTH CONTINUATION, AND MODIFICATION, OF STATEWIDE PUBLIC HEALTH ORDER #3 REGARDING NAIL SALONS, HAIR SALONS, BARBER SHOPS, MASSAGE THERAPY SERVICES, TATTOO, BODY ART AND PIERCING SHOPS, AND COSMETOLOGY, ELECTROLOGY, AND ESTHETIC SERVICES

In an effort to stop the spread of the coronavirus (COVID-19), the Wyoming Department of Health finds it necessary to protect the health of the public by continuing certain restrictions as outlined in this Order. Additionally, this Order implements measures in line with the White House unveiling, on April 16, 2020, of certain guidelines for Opening Up America Again - a three-phased approach beginning with State or Regional Gating Criteria and continuing through three phases of removing restrictions when there is no evidence of resurgence of the virus.

Due in part to the vigilance of Wyoming residents, the metrics measuring outbreak progress and healthcare system capacity allow for the Wyoming Department of Health to continue the process of incrementally lifting restrictions in previous statewide public health orders through a measured and data-based approach. As with previous statewide public health orders, this Order continues to authorize countywide variances to the restrictions within this Order, in the form of a Countywide Variance Order, if approved by the County Health Officer and the State Health Officer. This Order also continues to authorize the businesses outlined in this Order to operate under certain conditions.

This Order is effective on June 15, 2020, and shall remain in effect through June 30, 2020, unless the Wyoming Department of Health revokes or extends this Order before June 30, 2020.

FINDINGS

1. COVID-19 was first detected in Wuhan, China in 2019, and since then has spread to over 60 countries including the United States. There are 760 confirmed cases of COVID-19 in Wyoming as of June 9, 2020, 2020, as well as the presence of community spread. It is expected that more cases will be diagnosed. There have been 18 deaths in Wyoming related to COVID-19.
2. COVID-19 is a respiratory illness, transmitted through person-to-person contact or by contact with surfaces contaminated with the virus. Persons infected with COVID-19 may become symptomatic two to fourteen days after exposure. The symptoms of COVID-19 include fever, cough, and shortness of breath. In some cases, COVID-19 can result in severe disease including hospitalization, admission to an intensive care unit, and death, especially among older adults and persons with serious underlying health conditions. New information about the implications of this virus is ongoing.
3. The World Health Organization declared COVID-19 a worldwide pandemic as of March 11, 2020.
4. On March 13, 2020, the President of the United States declared a national emergency concerning the coronavirus, specifically stating that, in “December 2019 a novel (new) coronavirus known as SARS-CoV-2 (the virus”) was first detected in Wuhan, Hubei Province, People’s Republic of China, causing outbreaks of the coronavirus disease (COVID-19) that

has now spread globally [...] The spread of COVID-19 within our Nation's communities threatens to strain our Nation's healthcare systems. [...] Additional measures [...] are needed to successfully contain and combat the virus in the United States."

5. On March 13, 2020, Wyoming Governor Mark Gordon declared a State of Emergency and Public Health Emergency in the State of Wyoming, stating that on March 11, 2020, an individual within the State of Wyoming tested presumptive positive for COVID-19 and the State of Wyoming is experiencing a public health emergency in response to the evolving COVID-19 outbreak.
6. Governor Gordon's Declaration of a State of Emergency and Public Health Emergency directs the Wyoming Department of Health to take all appropriate and necessary actions, and that in the judgment of the Director of the Wyoming Department of Health, any actions necessary should be taken to provide aid to those locations where there is a threat or danger to public health, safety, and welfare.
7. A significant number of Wyoming citizens are at risk of serious health complications, including death, from COVID-19. Although most individuals who contract COVID-19 do not become seriously ill, people with mild symptoms, and even asymptomatic persons with COVID-19, place other vulnerable members of the public at significant risk.
8. A large number of persons with serious infections may compromise the ability of healthcare systems in Wyoming to deliver the necessary healthcare to the public.
9. Wyoming Statute § 35-1-240(a)(i), (ii), and (iv) provides all the rights and powers for the Wyoming Department of Health, through the State Health Officer, Dr. Alexia Harrist, MD, PhD, or under her directive through other employees of the Wyoming Department of Health, to control the causes of communicable disease; to close certain public places; and to forbid gatherings of people when necessary to protect public health.
10. In addition to the above findings, stopping the spread of COVID-19 includes washing your hands often, practicing social distancing by avoiding close contact with others, staying at least six feet away from someone who is ill or showing signs of illness, avoiding touching your face, eyes, nose and mouth, covering your cough or sneeze into your elbow or by using a tissue, and by wearing a face covering when in public.

ORDER

1. Pursuant to Wyo. Stat. Ann. § 35-1-240(a)(i), (ii), and (iv), beginning on June 15, 2020, and continuing through June 30, 2020, unless revoked or extended by the Wyoming Department of Health before June 30, 2020, nail salons, hair salons, barber shops, cosmetology, electrology, and esthetic services, massage therapy services (excluding massages performed for medical purposes which are exempt from this Order) and tattoo, body art, and piercing shops may operate under the following conditions:
 - a. Patrons shall only receive services at stations with at least 6 feet of separation on all sides from other stations serving patrons;

- b. The number of people (patrons and staff) in a confined area at any time shall be limited in such a way as to allow for adequate spacing between stations;
 - c. Employees shall be screened for symptoms of COVID-19, or exposure to an individual with COVID-19, prior to each shift; employees who are ill shall not be allowed to work; employees who have been exposed to a COVID-19 positive person within the previous 14 days shall not be allowed to work; employee logs of the screening activity shall be kept and made available for inspection by the local health officer;
 - d. All patrons shall wear face coverings as much as possible when receiving service;
 - e. All staff must wear face coverings when within 6 feet of customers or other staff;
 - f. The business shall maintain a record of staff working hours by date and time for purposes of COVID-19 contact tracing; if such recordkeeping is done manually, sanitizing measures must be taken on the instruments used for recordkeeping in between use;
 - g. Patrons in waiting areas shall remain 6 feet apart; waiting areas must have floor markers to indicate proper spacing;
 - h. Cleaning and sanitizing shall be completed after each patron is served, including hand washing and surface sanitation;
 - i. The business shall not operate without appropriate protective equipment for staff (face coverings, etc.), EPA-approved disinfectants and sanitizers, soap and other necessary cleaning supplies;
 - j. The business shall encourage contactless and non-signature payment; if not possible for the customer, card and payment stations must be sanitized after each use; staff shall sanitize hands between handling payment options; and
 - k. Signage must remind customers to not enter the business if they have symptoms of COVID-19, and the signage must be displayed at the business entrance.
2. The restrictions imposed by this Order do not prohibit owners, employees, contractors, vendors, or suppliers of the services listed above from entering, exiting, or occupying that place of business in their professional capacity.
 3. Specific service provider exceptions to the restrictions within this Order may be granted, at the discretion of the County Health Officer, under the direction and supervision of the State Health Officer, if demonstrated, in writing, to the County Health Officer that effective cleaning and safety measures are implemented by the service provider. Any specific exception under this paragraph shall be approved in writing by the State Health Officer and may be modified or revoked by the County Health Officer under the supervision and direction of the State Health Officer.

4. Countywide variances to the restrictions in this Order may be granted in the form of a Countywide Variance Order if approved and signed by both the County Health Officer and the State Health Officer. Countywide Variance Orders may be less restrictive (or more restrictive) than the measures imposed in this Order.
5. This Order is entered in conjunction with the statewide public health orders titled “Sixth Continuation, and Modification, of Statewide Public Health Order Regarding Bars, Restaurants, Theaters, Gymnasiums, Child Care Facilities, K-12 Schools, Colleges, Universities, and Trade Schools”, entered June 10, 2020, and “Sixth Continuation, and Modification, of Statewide Public Health Order #2: Regarding Gatherings of More Than Fifty (50) People”, entered June 10, 2020.
6. This Order supersedes all individual county health orders currently in effect.

As the State Health Officer, I specifically deem this Order necessary to protect the public health. *See* Wyo. Stat. Ann. § 35-1-240(a)(i), (ii), and (iv). I will reassess the necessity of this Order as appropriate to do so and according to accepted epidemiological and medical standards. Any person or legal entity that violates this Order shall be subject to criminal prosecution under Wyo. Stat. Ann. §§ 35-1-105 and -106.

DATED THIS 10 DAY OF June, 2020.



Alexia Harrist
Wyoming State Health Officer



COVID-19 DASHBOARD

STATEWIDE METRICS

COVID-19 IN WYOMING

NEW CASES

Have there been fewer cases over time?

STABILIZING

PERCENT OF CASES ATTRIBUTED TO COMMUNITY SPREAD

Is the percentage the same or less?

STABILIZING

PERCENT OF ALL TESTS THAT ARE POSITIVE

Is the percentage same or less?

IMPROVING

TOTAL COVID-19 ADMISSIONS REPORTED BY HOSPITALS

*Has there been a sustained reduction in
total COVID-19 hospitalizations?*

STABILIZING

TOTAL HOSPITAL BED AVAILABILITY

*Is bed availability in Wyoming
hospitals stable?*

STABILIZING

TOTAL ICU BED AVAILABILITY

*Is ICU bed availability in Wyoming
hospitals stable?*

STABILIZING

HOSPITAL CAPACITY

IMPROVING

STABILIZING

CONCERNING

Ongoing Concerns:

*All metrics will be carefully and continually evaluated before easing restrictions.
Health officials will also consider testing capacity, medical supplies,
current disease situation, new information, and other potential developments
regarding the pandemic.*

If metrics change, restrictions might remain in place or even tighten.



Casper Fire Fighters Association

International Association of Fire Fighters

P.O. Box 1603
Casper, Wyoming 82602

June 6, 2019

Fire Chief Thomas Solberg
Casper Fire-EMS Department
200 N. David Street
Casper, WY 82601

Chief Solberg:

Pursuant to the Collective Bargaining Agreement between the Casper Firefighters Association (IAFF Local 904) and the City of Casper, Section 17, Paragraph A, the Casper Firefighters Association is pleased to announce the appointment of its Officers, who will serve the term beginning July 8, 2020 through July 7, 2021. These Union Officers, as elected by the body, will comprise the Union's Executive Board during this specified time.

President – Troy Hieb
Vice President – Josh Elliot
Secretary/Treasurer – Matt Ludwig
Federated Representative – Dane Andersen
Guardian – Micah Rush
Guide – Kristian Bisiar
Trustee (3-year appointment) Jack Moore
Trustee (2-year appointment) Tye Herron
Trustee (1-year appointment) Jake Black

The Casper Firefighters Association looks forward to continuing the excellent working relationship enjoyed between the Union and Management in the coming year.

With best regards,

Jack L. Moore
President
Casper Firefighters Association (IAFF Local 904)

«Organization»

WYOMING STATE TREASURER'S OFFICE LOTTERY DISTRIBUTION

Fiscal Year 2020 Quarter 3

Invoice No QTR3 LOTTERY

Run Date	Vendor Legal Name	Lottery FY20 Qtr3
04/08/2020	CITY OF BUFFALO	4,871.76
	CITY OF CASPER	74,464.59
	CITY OF CHEYENNE	76,316.80
	CITY OF CODY	8,745.75
	CITY OF DOUGLAS	10,355.26
	CITY OF EVANSTON	108,480.17
	CITY OF GILLETTE	38,219.98
	CITY OF GREEN RIVER	20,706.37
	CITY OF KEMMERER	2,702.24
	CITY OF LANDER	5,513.52
	CITY OF LARAMIE	21,117.85
	TOWN OF AFTON	1,949.36
	TOWN OF ALBIN	231.51
	TOWN OF ALPINE	842.42
	TOWN OF BAGGS	614.38
	TOWN OF BAIROIL	175.38
	TOWN OF BAR NUNN	2,981.71
	TOWN OF BASIN	712.21
	TOWN OF BEAR RIVER	4,545.19
	TOWN OF BIG PINEY	532.06
	TOWN OF BURLINGTON	159.62
	TOWN OF BURNS	384.99
	TOWN OF BYRON	328.67
	TOWN OF CHUGWATER	292.15
	TOWN OF CLEARMONT	150.41
	TOWN OF COKEVILLE	544.31
	TOWN OF COWLEY	363.03
	TOWN OF DAYTON	809.63
	TOWN OF DEAVER	98.66
	TOWN OF DIAMONDVILLE	749.83
	TOWN OF DIXON	135.44
	TOWN OF DUBOIS	712.69
	TOWN OF EAST THERMOPOLIS	205.78
	TOWN OF EDGERTON	262.50
	TOWN OF ELK MOUNTAIN	266.70
	TOWN OF ENCAMPMENT	628.34
	TOWN OF EVANSVILLE	3,412.47
	TOWN OF FORT LARAMIE	233.47
	TOWN OF FRANNIE	93.94
	TOWN OF GLENDO	282.50
	TOWN OF GLENROCK	4,489.76
	TOWN OF GRANGER	229.98
	TOWN OF GREYBULL	1,023.70
	TOWN OF GUERNSEY	1,580.64

WYOMING STATE TREASURER'S OFFICE LOTTERY DISTRIBUTION

Fiscal Year 2020 Quarter 3

Invoice No QTR3 LOTTERY

Run Date	Vendor Legal Name	Lottery FY20 Qtr3
	TOWN OF HANNA	1,174.30
	TOWN OF HARTVILLE	85.44
	TOWN OF HUDSON	334.57
	TOWN OF HULETT	393.17
	TOWN OF JACKSON	7,013.30
	TOWN OF KAYCEE	279.45
	TOWN OF KIRBY	74.53
	TOWN OF LA GRANGE	454.75
	TOWN OF LABARGE	560.59
	TOWN OF LINGLE	475.05
	TOWN OF LOST SPRINGS	6.78
	TOWN OF LOVELL	1,308.03
04/09/2020	CITY OF MEDICINE BOW	396.55
	CITY OF NEWCASTLE	3,898.55
	CITY OF POWELL	5,800.49
	CITY OF RAWLINS	12,928.50
	CITY OF RIVERTON	7,927.37
	CITY OF ROCK SPRINGS	38,113.63
	CITY OF SHERIDAN	18,614.08
	CITY OF SUNDANCE	1,216.58
	CITY OF TORRINGTON	6,598.98
	CITY OF WORLAND	4,057.53
	TOWN OF LUSK	2,133.27
	TOWN OF LYMAN	18,425.95
	TOWN OF MANDERSON	63.18
	TOWN OF MANVILLE	129.33
	TOWN OF MARBLETON	1,048.08
	TOWN OF MEETEETSE	300.41
	TOWN OF MIDWEST	543.84
	TOWN OF MILLS	4,667.08
	TOWN OF MOORCROFT	1,038.51
	TOWN OF MOUNTAIN VIEW	11,297.28
	TOWN OF OPAL	97.67
	TOWN OF PAVILLION	169.10
	TOWN OF PINE BLUFFS	1,444.04
	TOWN OF PINE HAVEN	504.33
	TOWN OF PINEDALE	1,911.26
	TOWN OF RANCHESTER	914.17
	TOWN OF RIVERSIDE	72.61
	TOWN OF ROCK RIVER	167.90
	TOWN OF ROLLING HILLS	742.08
	TOWN OF SARATOGA	2,359.78
	TOWN OF SHOSHONI	471.01
	TOWN OF SINCLAIR	604.61

WYOMING STATE TREASURER'S OFFICE LOTTERY DISTRIBUTION

Fiscal Year 2020 Quarter 3

Invoice No QTR3 LOTTERY

Run Date	Vendor Legal Name	Lottery FY20 Qtr3
43930	TOWN OF STAR VALLEY RANCH	1,529.17
	TOWN OF SUPERIOR	552.61
	TOWN OF TEN SLEEP	192.27
	TOWN OF THAYNE	372.37
	TOWN OF THERMOPOLIS	2,437.72
	TOWN OF UPTON	1,213.82
	TOWN OF VAN TASSELL	20.42
	TOWN OF WAMSUTTER	746.19
	TOWN OF WHEATLAND	4,998.23
	TOWN OF WRIGHT	2,316.09
	TOWN OF YODER	153.28
Grand Total		576,867.60



Wyoming
Association of
Municipalities
Building Strong Communities

MEMORANDUM

TO: Municipal Treasurers

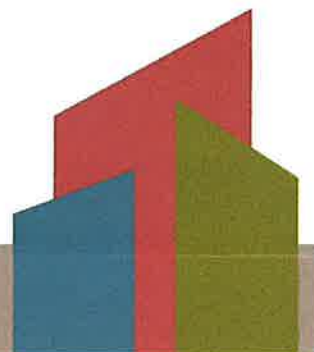
DATE: June 8, 2020

FROM: Earla Checchi

SUBJECT: Quarterly Distribution of Mineral Royalties Tax

Attached is the *quarterly distribution of the Mineral Royalties Tax* to Cities and Towns. Your Municipality should receive the distribution shortly.

If you have any questions, please do not hesitate to contact me.



WYOMING STATE TREASURER'S OFFICE FEDERAL MINERAL ROYALTY DISTRIBUTION

Fiscal Year 2020 Quarter 4

Invoice No QTR4 FMR

Run Date	Vendor Legal Name	Federal Mineral Royalty FY20 Q4
06/02/2020	CITY OF BUFFALO	56,735.88
	CITY OF CASPER	512,076.21
	CITY OF CHEYENNE	676,127.83
	CITY OF CODY	109,343.85
	CITY OF DOUGLAS	69,889.43
	CITY OF EVANSTON	150,343.60
	CITY OF GILLETTE	380,226.64
	CITY OF GREEN RIVER	127,895.82
	CITY OF KEMMERER	46,853.87
	CITY OF LANDER	113,542.11
	CITY OF LARAMIE	185,312.17
	CITY OF MEDICINE BOW	2,270.24
	CITY OF NEWCASTLE	36,086.01
	CITY OF POWELL	72,520.70
	CITY OF RAWLINS	74,014.55
	CITY OF RIVERTON	163,251.34
	CITY OF ROCK SPRINGS	235,414.16
	CITY OF SHERIDAN	193,399.37
	CITY OF SUNDANCE	20,452.84
	CITY OF TORRINGTON	65,239.34
	CITY OF WORLAND	60,547.34
	TOWN OF AFTON	33,799.70
	TOWN OF ALBIN	2,051.04
	TOWN OF ALPINE	14,606.55
	TOWN OF BAGGS	3,517.27
	TOWN OF BAIROIL	1,083.26
	TOWN OF BAR NUNN	20,504.53
	TOWN OF BASIN	20,277.31
	TOWN OF BEAR RIVER	6,299.21
	TOWN OF BIG PINEY	11,457.47
	TOWN OF BURLINGTON	4,544.64
	TOWN OF BURNS	3,410.84
	TOWN OF BYRON	9,357.54
	TOWN OF CHUGWATER	2,351.88
	TOWN OF CLEARMONT	1,562.71
	TOWN OF COKEVILLE	9,437.81
	TOWN OF COWLEY	10,335.91
	TOWN OF DAYTON	8,412.04
	TOWN OF DEAVER	2,808.84
	TOWN OF DIAMONDVILLE	13,001.24
	TOWN OF DIXON	775.40
	TOWN OF DUBOIS	14,676.63

**WYOMNG STATE TREASURER'S OFFICE FEDERAL MINERAL ROYALTY
DISTRIBUTION**

Fiscal Year 2020 Quarter 4

Invoice No QTR4 FMR

Run Date	Vendor Legal Name	Federal Mineral Royalty FY20 Q4
	TOWN OF EAST THERMOPOLIS	2,353.94
	TOWN OF EDGERTON	1,805.14
	TOWN OF ELK MOUNTAIN	1,526.81
	TOWN OF ENCAMPMENT	3,597.21
	TOWN OF EVANSVILLE	23,466.80
	TOWN OF FORT LARAMIE	2,308.11
	TOWN OF FRANNIE	2,395.87
	TOWN OF GLENDO	2,274.23
	TOWN OF GLENROCK	30,302.19
	TOWN OF GRANGER	1,420.50
	TOWN OF GREYBULL	29,145.67
	TOWN OF GUERNSEY	12,724.57
	TOWN OF HANNA	6,722.78
	TOWN OF HARTVILLE	687.81
	TOWN OF HUDSON	6,889.94
	TOWN OF HULETT	6,609.97
	TOWN OF JACKSON	133,143.51
	TOWN OF KAYCEE	3,254.42
	TOWN OF KIRBY	852.61
	TOWN OF LA GRANGE	4,495.80
	TOWN OF LABARGE	9,720.06
	TOWN OF LINGLE	4,696.51
	TOWN OF LOST SPRINGS	45.74
	TOWN OF LOVELL	37,240.82
	TOWN OF LUSK	34,169.89
	TOWN OF LYMAN	25,536.69
	TOWN OF MANDERSON	1,798.92
	TOWN OF MANVILLE	2,071.56
	TOWN OF MARBLETON	22,569.59
	TOWN OF MEETEETSE	3,755.82
	TOWN OF MIDWEST	3,739.88
	TOWN OF MILLS	32,094.44
	TOWN OF MOORCROFT	17,459.32
	TOWN OF MOUNTAIN VIEW	15,657.00
	TOWN OF OPAL	1,693.51
	TOWN OF PAVILLION	3,482.34
	TOWN OF PINE BLUFFS	12,793.48
	TOWN OF PINE HAVEN	8,478.76
	TOWN OF PINEDALE	41,157.50
	TOWN OF RANCHESTER	9,498.18
	TOWN OF RIVERSIDE	415.68
	TOWN OF ROCK RIVER	1,473.36

**WYOMING STATE TREASURER'S OFFICE FEDERAL MINERAL ROYALTY
DISTRIBUTION**

Fiscal Year 2020 Quarter 4

Invoice No QTR4 FMR

Run Date	Vendor Legal Name	Federal Mineral Royalty FY20 Q4
	TOWN OF ROLLING HILLS	5,008.44
	TOWN OF SARATOGA	13,509.51
	TOWN OF SHOSHONI	9,699.73
	TOWN OF SINCLAIR	3,461.31
	TOWN OF STAR VALLEY RANCH	26,514.07
	TOWN OF SUPERIOR	3,413.28
	TOWN OF TEN SLEEP	2,869.02
	TOWN OF THAYNE	6,456.52
	TOWN OF THERMOPOLIS	27,885.82
	TOWN OF UPTON	11,235.39
	TOWN OF VAN TASSELL	327.09
	TOWN OF WAMSUTTER	4,608.95
	TOWN OF WHEATLAND	40,237.16
	TOWN OF WRIGHT	23,041.33
	TOWN OF YODER	1,515.33
Grand Total		4,291,125.00



Wyoming
Association of
Municipalities
Building Strong Communities

MEMORANDUM

TO: Municipal Treasurers

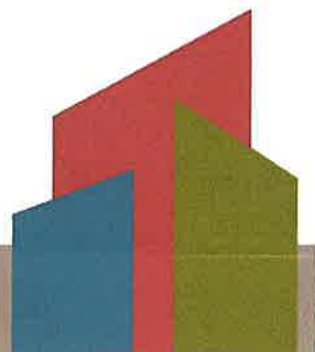
DATE: June 8, 2020

FROM: Earla Checchi

SUBJECT: Quarterly Distribution of Severance Tax

Attached is the *quarterly distribution of the Severance Tax* to Cities and Towns. Your Municipality should receive the distribution shortly.

If you have any questions, please do not hesitate to contact me.



WYOMNG STATE TREASURER'S OFFICE MINERAL SEVERANCE TAX DISTRIBUTION

Fiscal Year 2020 Quarter 4

Invoice No	Q4 MINSEV	
Run Date	Vendor Legal Name	Mineral Severance FY20 Qtr4
06/02/2020	TOWN OF AFTON	17,769.87
06/03/2020	CITY OF BUFFALO	42,523.40
	CITY OF CASPER	513,035.34
	CITY OF CHEYENNE	553,379.24
	CITY OF CODY	88,292.87
	CITY OF DOUGLAS	56,685.50
	CITY OF EVANSTON	114,882.74
	CITY OF GILLETTE	276,555.14
	CITY OF GREEN RIVER	116,069.87
	CITY OF KEMMERER	24,632.97
	CITY OF LANDER	70,458.08
	CITY OF LARAMIE	285,792.49
	CITY OF MEDICINE BOW	2,633.95
	CITY OF NEWCASTLE	32,766.67
	CITY OF POWELL	58,558.94
	CITY OF RAWLINS	85,872.23
	CITY OF RIVERTON	101,304.93
	CITY OF ROCK SPRINGS	213,646.48
	CITY OF SHERIDAN	161,839.34
	CITY OF SUNDANCE	10,962.41
	CITY OF TORRINGTON	60,293.27
	CITY OF WORLAND	50,888.97
	TOWN OF ALBIN	1,678.68
	TOWN OF ALPINE	7,679.25
	TOWN OF BAGGS	4,080.76
	TOWN OF BAIROIL	983.09
	TOWN OF BAR NUNN	20,542.93
	TOWN OF BASIN	11,917.68
	TOWN OF BEAR RIVER	4,813.45
	TOWN OF BIG PINEY	5,230.80
	TOWN OF BURLINGTON	2,671.04
	TOWN OF BURNS	2,791.61
	TOWN OF BYRON	5,499.76
	TOWN OF CHUGWATER	1,966.19
	TOWN OF CLEARMONT	1,307.70
	TOWN OF COKEVILLE	4,961.84
	TOWN OF COWLEY	6,074.77
	TOWN OF DAYTON	7,039.32
	TOWN OF DEAVER	1,650.85
	TOWN OF DIAMONDVILLE	6,835.28
	TOWN OF DIXON	899.62
	TOWN OF DUBOIS	9,107.52
	TOWN OF EAST THERMOPOLIS	2,355.71

**WYOMING STATE TREASURER'S OFFICE MINERAL SEVERANCE TAX
DISTRIBUTION**

Fiscal Year 2020 Quarter 4

Invoice No	Q4 MINSEV	
Run Date	Vendor Legal Name	Mineral Severance FY20 Qtr4
	TOWN OF EDGERTON	1,808.52
	TOWN OF ELK MOUNTAIN	1,771.42
	TOWN OF ENCAMPMENT	4,173.51
	TOWN OF EVANSVILLE	23,510.76
	TOWN OF FORT LARAMIE	2,133.13
	TOWN OF FRANNIE	1,456.09
	TOWN OF GLENDO	1,901.26
	TOWN OF GLENROCK	24,577.32
	TOWN OF GRANGER	1,289.15
	TOWN OF GREYBULL	17,129.93
	TOWN OF GUERNSEY	10,637.81
	TOWN OF HANNA	7,799.82
	TOWN OF HARTVILLE	575.02
	TOWN OF HUDSON	4,275.53
	TOWN OF HULETT	3,542.84
	TOWN OF JACKSON	89,090.47
	TOWN OF KAYCEE	2,439.18
	TOWN OF KIRBY	853.25
	TOWN OF LA GRANGE	4,154.96
	TOWN OF LABARGE	5,110.23
	TOWN OF LINGLE	4,340.45
	TOWN OF LOST SPRINGS	37.10
	TOWN OF LOVELL	21,887.73
	TOWN OF LUSK	14,533.08
	TOWN OF LYMAN	19,513.47
	TOWN OF MANDERSON	1,057.29
	TOWN OF MANVILLE	881.07
	TOWN OF MARBLETON	10,303.93
	TOWN OF MEETEETSE	3,032.75
	TOWN OF MIDWEST	3,746.88
	TOWN OF MILLS	32,154.56
	TOWN OF MOORCROFT	9,357.93
	TOWN OF MOUNTAIN VIEW	11,964.05
	TOWN OF OPAL	890.35
	TOWN OF PAVILLION	2,160.95
	TOWN OF PINE BLUFFS	10,470.87
	TOWN OF PINE HAVEN	4,544.49
	TOWN OF PINEDALE	18,790.06
	TOWN OF RANCHESTER	7,948.21
	TOWN OF RIVERSIDE	482.27
	TOWN OF ROCK RIVER	2,272.24
	TOWN OF ROLLING HILLS	4,062.21
	TOWN OF SARATOGA	15,673.84

**WYOMNG STATE TREASURER'S OFFICE MINERAL SEVERANCE TAX
DISTRIBUTION**

Fiscal Year 2020 Quarter 4

Invoice No	Q4 MINSEV	
Run Date	Vendor Legal Name	Mineral Severance FY20 Qtr4
	TOWN OF SHOSHONI	6,019.12
	TOWN OF SINCLAIR	4,015.84
	TOWN OF STAR VALLEY RANCH	13,939.51
	TOWN OF SUPERIOR	3,097.67
	TOWN OF TEN SLEEP	2,411.36
	TOWN OF THAYNE	3,394.45
	TOWN OF THERMOPOLIS	27,906.85
	TOWN OF UPTON	10,201.91
	TOWN OF VAN TASSELL	139.12
	TOWN OF WAMSUTTER	4,182.78
	TOWN OF WHEATLAND	33,638.47
	TOWN OF WRIGHT	16,758.95
	TOWN OF YODER	1,400.44
Grand Total		3,584,375.00