

INFORMATION PACKET

Friday, October 21, 2022



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C.A.S.P.E.R.

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

The Grid
A working draft of Council Meeting Agendas

October 25, 2022 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Council Goals Update	Information Only	4:35	45 min
Transit Stops and Signage Update	Information Only	5:20	30 min
Station #1 Design	Direction Requested	5:50	60 min
One Cent Sales Tax Applications	Direction Requested	6:50	45 min
Agenda Review		7:35	20 min
Legislative Review		7:55	20 min
Council Around the Table		8:05	20 min
Approximate Ending Time:			8:25

November 1, 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting: Judge Quarterly Update					
Pre-Meeting: Budget Calendar					
Pre-Meeting: Meth Conference Committee (Tentative)					
Approval of 10/4 Minutes					C
Approval of 10/4 Executive Session Minutes					C
Approval of 10/18 Minutes					C
Approval of 10/18 Executive Session Minutes					C
Establish Public Hearing for Transfer of Ownership for Retail Liquor License No. 36 From Urban Market Wines, LLC d/b/a Urban Bottle Wine & Spirits, Located at 410 South Ash Street to Occasions by Cory, LLC d/b/a The Drinkery – A Modern Bar + Venue by Cory, Located at 410 South Ash Street.	C				
Public Hearing: Private Intrusion Alarms		N			
Public Hearing: Non-Discrimination Ordinance		N			
Public Hearing: Consideration of a Resolution certifying Annexation Compliance with Title 15, Chapter 1, Article 4 of the Wyoming State Statutes to determine if the Annexation of 2.0 Acres described as Tract 8, Dowler No 2 Subdivision complies with W.S. §15-1-402.		N			
3rd Reading: Consideration of an Annexation of 2.0-Acres described as Tract 8, Dowler No. 2 Subdivision (3025 Paradise Drive), Establishing the Zoning of Said Parcel as C-2 (General Business), and Rezoning 8.2-acres Described as the Paradise Acres Addition (3041 Paradise Drive) as C-2 (General Business)			N		
Natrona County School District Driver Training Facility Lease				C	
A resolution authorizing a Professional Services Contract for transit services with Natrona County for Fiscal Year 2023.				C	
A resolution authorizing a Professional Services Contract for transit services with the Town of Evansville, a Wyoming municipality, for Fiscal Year 2023.				C	
A resolution authorizing a Professional Services Contract for transit services with the Town of Bar Nunn, a Wyoming municipality, for Fiscal Year 2023.				C	

The Grid
A working draft of Council Meeting Agendas

November 1, 2022 (continued) Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Authorizing a Contract for Professional Services with Civil Engineering Professionals, Inc. in the amount of \$12,400 per year for three years, for a total amount of \$37,200, for ongoing water system updates and modeling for the City of Casper, Project No. 19-013.				C	
Authorizing a contract for Professional Services with HDR Engineering, Inc., for Ongoing Studies, Tasks, and Activities Regarding Water Rights and Water Supply Activities in an amount not to exceed \$75,000.				C	
Authorizing a Professional Services Agreement with JTL Group Inc, dba Knife River, in the amount of \$56,875.00, for the Drill Tower Training Pad, Project No. 22-059				C	
Authorize a Contract for Outside-City Water and Sewer Service with Meador Environmental Consulting, LLC for Lot 17 and 18 of the Air-Rail Industrial Park Addition, 2199 Pyrite Road.				C	
Authorizing a Contract for Professional Services with Civil Engineering Professionals, Inc., in the Amount of \$135,000.00, for the Wolf Creek Road Improvements, Project No. 21-066.				C	
Authorizing a Contract for Professional Services with WWC engineering for a not-to-exceed amount of \$80,000 for the College Drive Improvements, Project No. 21-060.				C	
Authorizing a Contract for Professional Service with Hall's Custom Paving and Excavation Inc., in the Amount of \$170,000, for the Transit Facility Parking Improvements, Project No. 22-040				C	
Authorizing a Contract for Professional Services with Caspar Building Systems, in the Amount of \$84,696, to Repair the South Garage Door of the Material Recovery Facility Located at the Casper Solid Waste Facility, Project No. 22-076.				C	
A resolution authorizing a contract between the City of Casper and Felsburg, Holt, & Ullevig for the Casper Area Impact Fee Study				C	
Appointing Three (3) New Members to Casper's Council of People with Disabilities for a Term of Three (3) Years Beginning November 1, 2022.					C
Accepting a Grant from Rocky Mountain Power					C
Executive Session: Land Acquisition, Personnel, & Litigation					

November 8, 2022 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Drug Court Update	Information Only	4:35	20 min
Ice Arena Subsidy & Expansion	Direction Requested	4:55	30 min
Fire Station Safe Zones and Cameras	Direction Requested	5:25	30 min
North Platte Subdivision Master Plan	Direction Requested	5:55	30 min
Agenda Review		6:25	20 min
Legislative Review		6:45	20 min
Council Around the Table		7:05	20 min
Approximate Ending Time:			7:25

The Grid
A working draft of Council Meeting Agendas

November 15, 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Approval of 11/1 Regular Meeting Minutes					C
Approval of 11/1 Executive Session Minutes					C
Public Hearing: Transfer of Ownership for Retail Liquor License No. 36 From Urban Market Wines, LLC d/b/a Urban Bottle Wine & Spirits, Located at 410 South Ash Street to Occasions by Cory, LLC d/b/a The Drinkery – A Modern Bar + Venue by Cory, Located at 410 South Ash Street.		N			
2nd Reading: Non Discrimination			N		
2nd Reading: Private Intrusion Alarms			N		
Resolution on LWCF Grant - Parks				C	

November 22, 2022 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Council Leadership Process	Direction Requested	4:35	10 min
Golf Subsidy	Direction Requested	4:45	30 min
One Way to Two Way Street Conversion	Direction Requested	5:15	30 min
Unsafe Structures Update	Information Only	5:45	30 min
Agenda Review		6:15	20 min
Legislative Review		6:35	20 min
Council Around the Table		6:55	20 min
Approximate Ending Time:			7:15

December 6, 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Approval of 11/15 Minutes					C
3rd Reading: Non-Discrimination Ordinance			N		
3rd Reading: Private Intrusion Alarms			N		
Resolution on Service Fees Police Response to Alarms				C	

The Grid

A working draft of Council Meeting Agendas

December 13, 2022 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Recreation/Sports Subsidy	Direction Requested	4:35	30 min
Council Leadership Straw Poll		5:05	10 min
Agenda Review		5:25	20 min
Legislative Review		5:45	20 min
Council Around the Table		6:05	20 min
Approximate Ending Time:			6:25

December 20, 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Approval of 12/6 Minutes					C

December 27, 2022 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Ford Wyoming Center Subsidy (tentative)		4:35	
Agenda Review			20 min
Legislative Review			20 min
Council Around the Table			20 min
Approximate Ending Time:			

Future Agenda Items

Council Items:

Item	Date	Estimated Time	Notes
Formation of Additional Advisory Committees			
Excessive Vehicle Storage in Yards			
Graffiti Abatement & Alternatives			
Safe Place Program Implementation & Resolution			
Code Enforcement - Municipal Code?			
Class and Compensation Study Follow-up			After January 2023
Parking Garage Lease			Summer 2024
Detox Funding Discussion			
LGBTQ Advisory Committee Update			
Budget Amendment #2 Discussion			
Livability/Marketing Follow-up			
Special Event Permitting Process			

Staff Items:

City Inspectors Authority/Oversight of Licensed Contractors			
Recreation Refunds			
Sign Code Revision			
Speed Limit Ordinance Review			
Part 2 Ford Wyoming Center			
SRO Contract			
Sponsorships and Naming Rights (Tentative)			
Poplar St. and CY St. Intersection			
Quarterly Judge's Update			Rekurs Quarterly
Enterprise Proforma Review			
Rocky Mountain Power Update			

Potential Topics-- Council Thumbs to be Added:

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Future Regular Council Meeting Items:

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Retreat Items:

Economic Development and City Building Strategy



Wyoming
Association of
Municipalities
Building Strong Communities

MEMORANDUM

TO: Municipal Treasurers

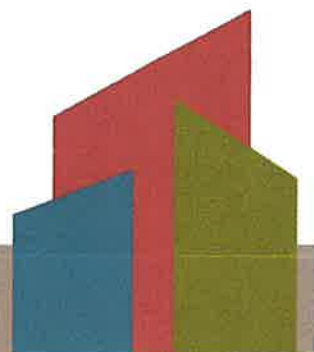
DATE: October 18, 2022

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.



**WYOMING STATE TREASURER'S OFFICE
FY23 Q1 MINERAL SEVERANCE DISTRIBUTION**

Fund	435
FY	2023
Closing Class	11
Accounting Line Description	City Mineral Severance WS 39-14-801

Sum of Amount Run Date	Vendor Legal Name	Total
10/14/2022	CITY OF BUFFALO	40,209.98
	CITY OF CASPER	527,759.41
	CITY OF CHEYENNE	585,298.67
	CITY OF CODY	91,540.92
	CITY OF DOUGLAS	57,143.34
	CITY OF EVANSTON	106,296.88
	CITY OF GILLETTE	295,874.94
	CITY OF GREEN RIVER	104,452.38
	CITY OF KEMMERER	21,792.03
	CITY OF LANDER	67,931.39
	CITY OF LARAMIE	284,852.97
	CITY OF MEDICINE BOW	2,204.40
	CITY OF NEWCASTLE	28,828.10
	CITY OF POWELL	57,746.18
	CITY OF RAWLINS	74,661.55
	CITY OF RIVERTON	95,256.90
	CITY OF ROCK SPRINGS	208,706.82
	CITY OF SHERIDAN	171,807.93
	CITY OF SUNDANCE	9,384.43
	CITY OF TORRINGTON	55,172.88
	CITY OF WORLAND	43,071.20
	TOWN OF AFTON	19,911.54
	TOWN OF ALBIN	1,502.59
	TOWN OF ALPINE	11,354.89
	TOWN OF BAGGS	3,653.00
	TOWN OF BAIROIL	602.83
	TOWN OF BAR NUNN	26,794.66
	TOWN OF BASIN	11,075.97
	TOWN OF BEAR RIVER	4,723.71
	TOWN OF BIG PINEY	3,356.08
	TOWN OF BURLINGTON	3,005.18
	TOWN OF BURNS	3,347.08
	TOWN OF BYRON	5,110.60
	TOWN OF CHUGWATER	1,601.56
	TOWN OF CLEARMONT	1,070.71
	TOWN OF COKEVILLE	4,525.76
	TOWN OF COWLEY	7,153.04
	TOWN OF DAYTON	7,449.96
	TOWN OF DEAVER	1,403.62
	TOWN OF DIAMONDVILLE	4,732.70
	TOWN OF DIXON	692.81
	TOWN OF DUBOIS	8,268.73
	TOWN OF EAST THERMOPOLIS	2,033.44
	TOWN OF EDGERTON	1,376.62
	TOWN OF ELK MOUNTAIN	1,367.63
	TOWN OF ENCAMPMENT	4,075.88
	TOWN OF EVANSVILLE	24,734.22
	TOWN OF FORT LARAMIE	1,889.48

**WYOMING STATE TREASURER'S OFFICE
FY23 Q1 MINERAL SERVERANCE DISTRIBUTION**

TOWN OF FRANNIE	1,277.65
TOWN OF GLENDO	2,150.41
TOWN OF GLENROCK	21,657.07
TOWN OF GRANGER	845.77
TOWN OF GREYBULL	15,115.86
TOWN OF GUERNSEY	10,239.19
TOWN OF HANNA	6,145.32
TOWN OF HARTVILLE	602.83
TOWN OF HUDSON	3,949.92
TOWN OF HULETT	2,861.22
TOWN OF JACKSON	97,614.26
TOWN OF KAYCEE	2,375.35
TOWN OF KIRBY	674.82
TOWN OF LA GRANGE	3,383.07
TOWN OF LABARGE	3,608.01
TOWN OF LINGLE	3,599.01
TOWN OF LOST SPRINGS	35.99
TOWN OF LOVELL	20,433.40
TOWN OF LUSK	13,469.31
TOWN OF LYMAN	19,569.64
TOWN OF MANDERSON	800.78
TOWN OF MANVILLE	845.77
TOWN OF MARBLETON	7,288.00
TOWN OF MEETEETSE	2,825.23
TOWN OF MIDWEST	2,546.30
TOWN OF MILLS	37,978.60
TOWN OF MOORCROFT	8,682.62
TOWN OF MOUNTAIN VIEW	11,579.83
TOWN OF OPAL	566.84
TOWN OF PAVILLION	2,033.44
TOWN OF PINE BLUFFS	10,401.15
TOWN OF PINE HAVEN	4,606.74
TOWN OF PINEDALE	20,352.42
TOWN OF RANCHESTER	9,987.26
TOWN OF RIVERSIDE	566.84
TOWN OF ROCK RIVER	1,970.46
TOWN OF ROLLING HILLS	3,796.96
TOWN OF SARATOGA	15,538.74
TOWN OF SHOSHONI	4,417.79
TOWN OF SINCLAIR	3,365.08
TOWN OF STAR VALLEY RANCH	17,698.15
TOWN OF SUPERIOR	1,637.55
TOWN OF TEN SLEEP	2,258.38
TOWN OF THAYNE	3,518.04
TOWN OF THERMOPOLIS	24,347.33
TOWN OF UPTON	8,214.75
TOWN OF VAN TASSELL	206.94
TOWN OF WAMSUTTER	1,799.51
TOWN OF WHEATLAND	32,364.13
TOWN OF WRIGHT	14,567.01
TOWN OF YODER	1,196.67

Grand Total	3,584,375.00
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Wyoming
Association of
Municipalities
Building Strong Communities

MEMORANDUM

TO: Municipal Treasurers

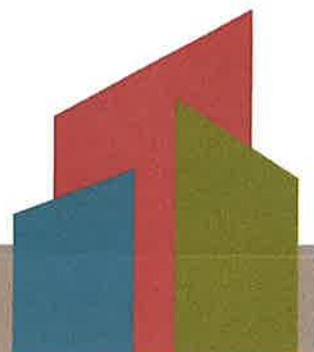
DATE: October 18, 2022

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 on shortly.

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



**WYOMING STATE TREASURER'S OFFICE
FY23 QTR1 FEDERAL MINERAL ROYALITES**

Fund	428
FY	2023
Closing Class	11
Accounting Line Description	FMR WS 9-4-601

Sum of Amount Run Date	Vendor Legal Name	Total
10/07/2022	CITY OF BUFFALO	70,104.74
	CITY OF CASPER	529,941.62
	CITY OF CHEYENNE	694,932.99
	CITY OF CODY	123,987.04
	CITY OF DOUGLAS	91,968.10
	CITY OF EVANSTON	163,865.48
	CITY OF GILLETTE	402,365.41
	CITY OF GREEN RIVER	135,067.94
	CITY OF KEMMERER	55,913.57
	CITY OF LANDER	129,794.96
	CITY OF LARAMIE	199,626.10
	CITY OF MEDICINE BOW	14,102.70
	CITY OF NEWCASTLE	52,955.14
	CITY OF POWELL	84,763.44
	CITY OF RAWLINS	85,556.30
	CITY OF RIVERTON	177,501.95
	CITY OF ROCK SPRINGS	253,876.81
	CITY OF SHERIDAN	214,558.19
	CITY OF SUNDANCE	35,428.99
	CITY OF TORRINGTON	80,083.93
	CITY OF WORLAND	74,149.66
	TOWN OF AFTON	51,796.80
	TOWN OF ALBIN	13,764.24
	TOWN OF ALPINE	35,668.55
	TOWN OF BAGGS	18,527.39
	TOWN OF BAIROIL	12,690.45
	TOWN OF BAR NUNN	41,000.90
	TOWN OF BASIN	35,450.75
	TOWN OF BEAR RIVER	21,615.12
	TOWN OF BIG PINEY	24,019.24
	TOWN OF BURLINGTON	16,985.66
	TOWN OF BURNS	18,716.39
	TOWN OF BYRON	23,923.38
	TOWN OF CHUGWATER	13,938.30
	TOWN OF CLEARMONT	13,235.46
	TOWN OF COKEVILLE	23,504.60
	TOWN OF COWLEY	27,098.97
	TOWN OF DAYTON	23,754.70
	TOWN OF DEAVER	14,445.20
	TOWN OF DIAMONDVILLE	23,809.55
	TOWN OF DIXON	12,635.10
	TOWN OF DUBOIS	28,858.76
	TOWN OF EAST THERMOPOLIS	14,295.57
	TOWN OF EDGERTON	13,334.50
	TOWN OF ELK MOUNTAIN	13,287.37
	TOWN OF ENCAMPMENT	18,879.27
	TOWN OF EVANSVILLE	38,951.18
	TOWN OF FORT LARAMIE	14,191.09

**WYOMING STATE TREASURER'S OFFICE
FY23 QTR1 FEDERAL MINERAL ROYALITIES**

TOWN OF FRANNIE	14,172.05
TOWN OF GLENDON	14,625.02
TOWN OF GLENROCK	44,167.37
TOWN OF GRANGER	12,995.07
TOWN OF GREYBULL	41,214.43
TOWN OF GUERNSEY	27,515.91
TOWN OF HANNA	20,861.81
TOWN OF HARTVILLE	12,708.87
TOWN OF HUDSON	21,556.67
TOWN OF HULETT	18,116.82
TOWN OF JACKSON	147,355.62
TOWN OF KAYCEE	15,082.87
TOWN OF KIRBY	12,761.85
TOWN OF LA GRANGE	18,956.73
TOWN OF LABARGE	21,674.93
TOWN OF LINGLE	19,286.46
TOWN OF LOST SPRINGS	12,072.32
TOWN OF LOVELL	50,614.15
TOWN OF LUSK	49,568.48
TOWN OF LYMAN	42,056.08
TOWN OF MANDERSON	13,397.26
TOWN OF MANVILLE	14,063.79
TOWN OF MARBLETON	34,659.67
TOWN OF MEETEETSE	15,358.30
TOWN OF MIDWEST	14,485.83
TOWN OF MILLS	50,185.38
TOWN OF MOORCROFT	33,726.57
TOWN OF MOUNTAIN VIEW	31,195.63
TOWN OF OPAL	13,084.25
TOWN OF PAVILLION	15,498.92
TOWN OF PINE BLUFFS	27,234.87
TOWN OF PINE HAVEN	24,759.20
TOWN OF PINEDALE	60,781.22
TOWN OF RANCHESTER	26,332.12
TOWN OF RIVERSIDE	12,566.44
TOWN OF ROCK RIVER	13,240.36
TOWN OF ROLLING HILLS	20,146.47
TOWN OF SARATOGA	29,607.32
TOWN OF SHOSHONI	22,165.18
TOWN OF SINCLAIR	18,209.84
TOWN OF STAR VALLEY RANCH	46,612.72
TOWN OF SUPERIOR	13,868.29
TOWN OF TEN SLEEP	15,048.57
TOWN OF THAYNE	21,437.75
TOWN OF THERMOPOLIS	42,316.24
TOWN OF UPTON	25,101.87
TOWN OF VAN TASSELL	12,493.51
TOWN OF WAMSUTTER	14,061.21
TOWN OF WHEATLAND	54,740.78
TOWN OF WRIGHT	34,065.02
TOWN OF YODER	13,393.36

Grand Total	5,680,125.00
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Wyoming
Association of
Municipalities
Building Strong Communities

MEMORANDUM

TO: Municipal Treasurers

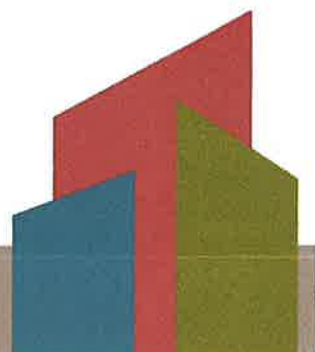
DATE: October 18, 2022

FROM: Earla Checchi

SUBJECT: Distribution of Lottery Amounts

Attached is the ***distribution of the Lottery Amounts*** 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

Lottery County
W.S. 9-17-111 (b) (i)
Oct-22

QTR1
1,412,513.00

Qtrly Distribution Amount

City/Town	
Albany County	\$ 5,822.82
Laramie	\$ 32,172.28
Rock River	\$ 222.65
Big Horn County	\$ 3,788.40
Basin	\$ 1,052.23
Burlington	\$ 288.21
Byron	\$ 490.13
Cowley	\$ 688.01
Deaver	\$ 134.61
Frannie*	\$ 103.55
Greybull	\$ 1,448.67
Loveil	\$ 1,659.65
Manderson	\$ 78.80
Campbell County	\$ 20,188.07
Gillette	\$ 55,790.79
Wright	\$ 2,746.79
Carbon County	\$ 5,495.02
Baggs	\$ 1,027.63
Dixon	\$ 184.88
Elk Mountain	\$ 364.73
Encampment	\$ 1,148.59
Hanna	\$ 1,728.74
Medicine Bow	\$ 620.12
Rewlins	\$ 21,003.06
Riverside	\$ 159.46
Saratoga	\$ 4,371.21
Sinclair	\$ 948.69
Converse County	\$ 9,890.28
Douglas	\$ 13,995.60
Glenrock	\$ 5,304.34
Lost Springs	\$ 8.81
Rolling Hills	\$ 829.67
Crook County	\$ 8,786.17
Hulett	\$ 481.95
Moorecroft	\$ 1,462.52
Pine Haven	\$ 775.97
Sundance	\$ 1,580.73
Fremont County	\$ 21,287.62
Dubois	\$ 1,021.53
Hudson	\$ 487.98
Lander	\$ 8,382.69
Pavillion	\$ 251.21
Riverton	\$ 11,768.11
Shoshoni	\$ 645.76
Goshen County	\$ 11,071.72
Fort Laramie	\$ 483.69
LaGrange	\$ 830.22
Lingle	\$ 863.22
Torrington	\$ 13,639.73
Yoder	\$ 283.67
Hot Springs County	\$ 2,209.49
East Thermopolis	\$ 313.48
Kirby	\$ 104.03
Thermopolis	\$ 3,753.49
Johnson County	\$ 6,481.28
Buffalo	\$ 7,445.54
Kaycee	\$ 439.86
Laramie County	\$ 87,689.32
Albin	\$ 262.24
Burns	\$ 628.70
Cheyenne	\$ 109,838.20
Pine Bluffs	\$ 1,953.69
Lincoln County	\$ 21,767.34
Afton	\$ 4,629.61
Alpine	\$ 2,640.11
Cokeville	\$ 1,052.28
Diamondville	\$ 1,100.40
Kemmerer	\$ 5,096.84
LaBarge	\$ 639.90
Ogall	\$ 131.60
Star Valley Ranch	\$ 4,114.98
Thayne	\$ 617.97
Natrona County	\$ 17,820.81
Bar Nunn	\$ 5,047.11
Casper	\$ 99,410.15
Edgerton	\$ 269.30
Evansville	\$ 4,658.00
Midwest	\$ 479.63
Millie	\$ 7,153.75
Niobrara County	\$ 1,482.75
Lusk	\$ 2,893.79
Manville	\$ 169.15
Van Tassel	\$ 47.39
Park County	\$ 17,073.32
Cody	\$ 13,179.36
Frannie*	\$ 28.50
Meeleetae	\$ 406.75
Powell	\$ 6,313.85
Platte County	\$ 6,978.18
Chugwater	\$ 356.83
Glendo	\$ 479.25
Guernsey	\$ 2,261.63
Hartville	\$ 134.35
Wheatland	\$ 7,212.78
Sheridan County	\$ 14,860.48
Clearmont	\$ 168.40
Dayton	\$ 1,171.74
Ranchester	\$ 1,570.81
Sheridan	\$ 27,022.10
Sublette County	\$ 9,232.89
Big Piney	\$ 655.71
Marbleton	\$ 1,423.93
Pinedale	\$ 3,976.45
Sweetwater County	\$ 18,258.29
Bainbridge	\$ 195.23
Granger	\$ 279.90
Green River	\$ 33,827.08
Rock Springs	\$ 67,590.06
South Superior	\$ 630.32
Wamsutter	\$ 682.77
Teton County	\$ 19,867.01
Jackson	\$ 14,208.73
Uinta County	\$ 111,431.48
Bear River	\$ 12,102.09
Evanston	\$ 272,331.66
Lyman	\$ 50,137.24
Mountain View	\$ 29,697.42
Washakie County	\$ 2,846.18
Ten Sleep	\$ 287.88
Worland	\$ 5,108.99
Weston County	\$ 4,171.69
Newcastle	\$ 5,086.04
Upton	\$ 1,449.30



CITY OF CASPER-NATRONA COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH MEETING

OCTOBER 20TH, 2022

Virtual by Zoom or **in person in the ELKHORN Conference Room**

ZOOM LINK: <https://us02web.zoom.us/j/89324623265>

Phone: 1 253 215 8782 Passcode: 89324623265

5:30 PM

- I. AGENDA/MINUTES**
 - a. **Previous Meeting Minutes/Notes**
 - i. SEPTEMBER meeting minutes*
- II. BUDGET/FINANCIAL**
 - a. **FINANCIALS**
 - i. SEPTEMBER Financials*
 - ii. PROPOSED BUDGET REVISION FY23*
- III. BOARD**
 - a. **Next Meeting Date**
 - i. **Proposed Meeting Date NOVEMBER 20TH, 2022***
- IV. HEALTH OFFICER**
 - i. Health Officer Report
- V. DIVISION REPORTS**
 - a. **ADMINISTRATION-Anna**
 - i. **General Administration**
 - 1. Reporting grid-updated, please review
 - 2. Strategic Planning MAPP (Mobilizing for Action through Planning and Partnerships) Follow up
 - a. Health and Wellness Expo (population health)
 - 3. Building update
 - 4. Employee Compensation and Retention
 - 5. Job announcements

- a. COVID Nurse-Wyoming Community Foundation
- b. Disease Prevention Nurse x 2
- c. Environmental Health position
- d. Clinic Reception
- e. HIV Case Management

b. COMMUNICABLE DISEASE-Emma

- i. Expedition (Community Outreach)
 - 1. Disease Intervention Specialist
 - 2. Public Health Detailer
- ii. Wyoming AIDS Education and Training Center (WyAETC)
- iii. HIV Case Management

c. COMMUNITY PREVENTION-Hailey

- i. Community Prevention
 - 1. Contract Seton House*
- ii. Wyoming Cancer Resource Services (WCRS)
- iii. Wyoming Cancer Coalition (WYCC)
 - 1. Contract Wyoming Department of Health *
- iv. Healthy Heart
 - 1. Contract Wyoming Department of Health (Signature only)

d. ENVIRONMENTAL HEALTH-Ruth

- 1. Contract Wyoming Dept of Health Lead (Signature only)

e. NURSING PROGRAMS

- i. DISEASE PREVENTION CLINIC-Kendall
- ii. ADULT HEALTH PROGRAM-Mary Ann
- iii. MATERNAL CHILD HEALTH PROGRAM- Tonya

f. PUBLIC HEALTH PREPAREDNESS- Tammy

g. City of Casper/City of Mills/County Liaison

h. Board Member Reports

i. Adjourn

CASPER-TRONA COUNTY HEALTH DEPARTMENT

Statement of Operations - Actual vs. Budget

For the Three Months Ending September 30, 2022

	September				YTD				
	Actual	Budget	Variance	Prior Year Actual	Actual	Budget	Variance	Prior Year Actual	Annual Budget
Revenue:									
TAX REVENUE (COUNTY)	55833.37	55754.82	78.55	55833.33	167500.11	167264.46	235.65	167499.99	669058.00
TAX REVENUE (CASPER)	47914.43	50000.00	(2085.57)	47916.67	143743.29	150000.00	(6256.71)	143750.01	600000.00
TAX REVENUE (MILLS)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1% REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GRANT REVENUE	185553.53	186764.86	(1211.33)	318862.47	533318.45	560294.58	(26976.13)	721234.58	2241178.50
GENERATED REVENUE	74072.21	50991.67	23080.54	75475.27	240577.09	152975.01	87602.08	347376.06	611900.00
STATE NURSING REVENUE	115808.25	38602.75	77205.50	115808.25	115808.25	115808.25	0.00	115808.25	463233.00
INTEREST AND INVESTMENT INCOME	4386.84	666.67	3720.17	382.35	3191.16	2000.01	1191.15	1584.41	8000.00
BUDGETED FROM RESERVED FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	483568.63	382780.77	100787.86	614278.34	1204138.35	1148342.31	55796.04	1497253.30	4593369.50
Expenditures:									
OUTSTANDING PURCHASE ORDERS	(11514.27)	0.00	11514.27	3184.59	6106.48	0.00	(6106.48)	30294.39	0.00
REGULAR SALARIES	163116.42	195432.45	32316.03	349363.91	490635.77	586297.35	95661.58	668542.24	2345189.20
BENEFITS-EMPLOYMENT TAXES	14953.49	20754.46	5800.97	31330.81	44694.74	62263.38	17568.64	61048.71	249053.09
BENEFITS-WY RETIREMENT	29928.33	35316.68	5388.35	28205.54	89812.47	105950.04	16137.57	83208.76	423799.51
BENEFITS-MEDICAL INSURANCE	41997.71	52393.41	10395.70	35915.93	128663.61	157180.23	28516.62	101030.63	628720.89
CONTRACT LABOR	16055.88	11817.87	(4238.01)	11817.71	32641.05	35453.61	2812.56	30974.36	141814.09
OUTSIDE TESTING SITES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
HEALTH OFFICER	7399.89	2466.67	(4933.22)	2466.63	7399.89	7400.01	0.12	7399.89	29600.00
ADVERTISING	524.70	908.33	383.63	0.00	524.70	2724.99	2200.29	0.00	10900.00
AUTO EXPENSES	59.48	1494.18	1434.70	136.83	854.52	4482.54	3628.02	682.22	17930.00
ED PUBLIC	793.54	4978.17	4184.63	4940.21	3010.16	14934.51	11924.35	6290.17	59738.01
ED EMPLOYEE CONFERENCE/TUITION	4603.69	3714.30	(889.39)	1756.21	6758.26	11142.90	4384.64	4080.44	44571.70
EMPLOYEE MEDICAL TESTING	26.50	41.24	14.74	110.00	173.00	123.72	(49.28)	120.00	495.00
EQUIPMENT MAINTENANCE	0.00	713.74	713.74	0.00	246.20	2141.22	1895.02	0.00	8565.00
EQUIPMENT PURCHASE	606.77	2612.50	2005.73	16138.96	2648.01	7837.50	5189.49	142168.32	31350.00
EQUIP COPY EXPENSE	1302.14	1691.65	389.51	1344.07	4184.69	5074.95	890.26	3635.87	20300.00
INSURANCE	0.00	1666.67	1666.67	5000.00	0.00	5000.01	5000.01	5000.00	20000.00
LICENSE/PROFICIENCY	0.00	20.83	20.83	0.00	0.00	62.49	62.49	0.00	250.00
MARKETING	4801.78	8284.75	3482.97	23211.21	30148.14	24854.25	(5293.89)	47230.15	99416.96
MEETING EXPENSE	2959.03	1750.13	(1208.90)	1662.42	4916.20	5250.39	334.19	2107.70	21001.59
MILEAGE	237.26	485.40	248.14	0.00	667.90	1456.20	788.30	0.00	5825.00
MISC EXPENSE	252.00	199.98	(52.02)	1028.99	(3192.25)	599.94	3792.19	1029.41	2400.00
PERIODICAL/BOOKS	0.00	136.26	136.26	138.48	0.00	408.78	408.78	138.48	1635.00
PRINTING EXPENSE	0.00	8.33	8.33	0.00	0.00	24.99	24.99	0.00	100.00
POSTAGE	679.25	843.75	164.50	121.01	2011.35	2531.25	519.90	1399.69	10125.00
RENT EXPENSE	3029.27	1208.33	(1820.94)	0.00	8248.21	3624.99	(4623.22)	1869.58	14500.00
REIMBURSEMENT	16585.50	6306.20	(10279.30)	1770.10	38650.09	18918.60	(19731.49)	5865.87	75674.47
RETURNED CHECKS AND BAD DEBTS	13.25	6.25	(7.00)	2.00	43.30	18.75	(24.55)	41.75	75.00
SOFTWARE	985.60	4008.33	3022.73	1257.00	3757.00	12024.99	8267.99	20051.24	48100.00
SUPPLIES	66179.91	16484.52	(49695.39)	42193.43	121618.97	49453.56	(72165.41)	82836.08	197814.00
TELEPHONE	3875.15	3429.18	(445.97)	717.78	10097.10	10287.54	190.44	6948.06	41150.00
TESTS	4084.52	2375.01	(1709.51)	2369.69	10649.51	7125.03	(3524.48)	8711.33	28500.00
UTILITIES	2035.76	1583.33	(452.43)	2144.51	6306.03	4749.99	(1556.04)	5839.13	19000.00
NON GRANT EXPENSE	5623.70	0.00	(5623.70)	5189.61	10134.65	0.00	(10134.65)	8940.51	0.00
Total Expenditures	381196.25	383132.90	1936.65	573517.63	1062409.75	1149398.70	86988.95	1337484.98	4597593.51
Revenue Over(Under) Expenditures	102372.38	(352.13)	102724.51	40760.71	141728.60	(1056.39)	142784.99	159768.32	(4224.01)

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

MEETING PROCEEDINGS

September 20, 2022

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, September 20, 2022 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 Bertoglio, Secretary Waters, Treasurer Cathey, and Board Members Knell, Pollock, Sabrosky, and Sutherland.

City of Casper – Cathey, Knell, Pollock, Sutherland, Andrew Beamer, Bruce Martin, Tom Edwards, Mark Anderson, Janette Brown

Natrona County – Bertoglio

Salt Creek Joint Powers Board – King

Wardwell Water & Sewer District – Sabrosky

Pioneer Water & Sewer District – Waters

Poison Spider Improvement & Service District –

Wyoming Water Development Office -

Sandy Lakes Estates –

Lakeview Improvement & Service District -

33 Mile Road Improvement & Service District –

Mile-Hi Improvement and Service District –

Central Wyoming Groundwater Guardian Team (CWGG) –

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

The Board meeting was called to order at 11:33 a.m.

1. In Announcements, Mr. Martin stated that due to Treasurer Freeland moving out of his Ward, he is no longer on City Council or the Board. Mr. Martin introduced Ms. Amber Pollock to the Board Members and stated that she has been assigned by City Council to

replace Mr. Freel for the rest of his term.

- a) Mr. Martin stated that as Mr. Freel was Board Treasurer, the position will need to be refilled.

Chairman King called for nominations for Treasurer. A motion was made by Board Member Knell and seconded by Vice-Chairman Bertoglio to nominate Board Member Cathey as Treasurer. Motion put and carried.

As of the meeting on this date, the Board Officers are as follows:

Chairman – H.H. King, Jr.
Vice-Chairman – Paul Bertoglio
Secretary – Kenneth Waters
Treasurer – Steve Cathey

2. Chairman King asked for a motion to approve the minutes from the August 16, 2022 Regular meeting. A motion was made by Vice-Chairman Bertoglio and seconded by Secretary Waters to approve the minutes from the August 16, 2022 Regular meeting. Motion put and carried with Board Members Knell, Pollock, and Sabrosky abstaining from the vote.

Chairman King asked for a motion to approve the minutes from the August 16, 2022 Executive Session. A motion was made by Treasurer Cathey and seconded by Secretary Waters to approve the minutes from the August 16, 2022 Executive Session. Motion put and carried with Board Members Knell, Pollock, and Sabrosky abstaining from the vote.

3. Mr. Martin informed the Board that one additional voucher was added to the voucher listing that was sent out in the agenda packet. Mr. Martin stated that voucher 8508 for Advanced Pump & Equipment, Inc. in the amount of \$9,295.75 for a Deposit for Replacement Dewatering Pump was added to the listing. Mr. Martin stated that the Dewatering Pump failed and was replaced by the spare pump in inventory. Mr. Martin stated that this particular pump station only has one pump, so a spare pump is kept in inventory in case of failure. Mr. Martin stated that a new pump has been ordered to replace the pump in inventory.

Mr. Martin stated that voucher 8503 for Dave Loden Construction, Inc. is for the Roof Replacement Project. Mr. Martin stated that work was started with materials they had in stock, and they are waiting for the rest of the materials to arrive, which won't be until October or November. Mr. Martin stated that this voucher in the amount of \$17,100 is for work that has been completed; voucher 8504 for Skogen, Cometto & Associates is for the FY22 Audit in process in the amount of \$3,500; voucher 8506 is for WLC Engineering to Survey and Prepare Exhibits for the BLM Right-of-Way application for the Pioneer Tank in the amount of \$4,682.82, Mr. Martin stated that this will be discussed later in the meeting; and voucher 8507 is for Hach Company for Lab Equipment in the amount of \$2,701.45. Mr. Martin stated that the vouchers are in good order and recommended approval.

Chairman King asked for a motion to approve the September 2022 vouchers. A motion was made by Board Member Knell and seconded by Board Member Sabrosky to approve the September 2022 voucher listing to include voucher numbers 8498 through 8508 in the amount of \$573,514.29. 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 August 2022 was 683 MG, which is 78 MG more than the five-year average. Mr. Martin stated that year to date production is 1.3 BG, which is 115 MG more than the five year average. Mr. Martin stated that July and August were both good water sales months.

Board Member Knell asked if this was due to the warmer weather. Mr. Martin stated that was correct. Mr. Martin stated that lower production last year was due to the water conservation reductions that were in place due to chemical supply issues.

Mr. Martin asked the Board to reference the monthly compilation. Mr. Martin stated that Interest Earned is (\$8,629). Mr. Martin stated that his understanding is this decrease is due to other entities invested in the Wyo-Star accounts withdrawing funds for capital projects. Mr. Martin stated that Wyo-Star had to sell off some bonds, so everyone took a hit on their interest earnings. Mr. Martin stated that Ms. Johnson, City Finance Director, anticipates that the interest earned will be gained back in the upcoming months and be better off before investing in Wyo-Star.

Mr. Martin stated that Water Utility Charges for FY23 is \$3,094,404, which is approximately \$632,000 more than last year. Mr. Martin stated that last year there was water conservation efforts due to the inability to get chemicals to treat the water. Mr. Martin stated that the increase is due to the rate increase and the above average water sales.

Mr. Martin stated that a couple of items will look a bit different on the Financial Report as Finance is changing things up to make the Comparative Income Statement more accurate. Mr. Martin stated that Reimbursable Contract Expense for FY23 includes the Operations Reimbursement for August. Mr. Martin stated that for some reason, previous years did not include the current Operations Reimbursement.

Mr. Martin stated that the Principal and Interest line items will be different as it will show the total expense when it is processed, instead of being accrued monthly. Mr. Martin stated that the Insurance/Bonds line item will be the same.

Mr. Martin stated that line item Improvements Other Than Bldgs has only had small equipment expenses charged to it so far this fiscal year.

Board Member Knell stated that he is concerned about the Wyo-Star accounts. He stated that when the Wyo-Star investments were presented, he didn't recall that funds would be lost when entities withdraw their funds. Board Member Knell stated that is pretty risky and wondered if the Board should readdress this at some point.

Mr. Martin stated that is a valid point. Mr. Martin stated that the Board is pretty early in

the Wyo-Star investing, and maybe should wait it out a bit to see how it goes through this fiscal year and make a decision then.

Board Member Knell stated that he agrees that it should be played out, but thinks this should be on the Board's radar and should keep a close watch on it.

Chairman King stated that his town has been on Wyo-Star for year and hasn't lost any significant money yet.

Board Member Knell asked Mr. Martin to tag this item to keep on the radar for discussion at future meetings.

Chairman King stated that was a good thought.

Mr. Martin stated that he will keep this on the Board's radar.

Treasurer Cathey stated that Ms. Johnson could come to a meeting to speak to the Board on this issue.

Board Member Sabrosky stated that Wardwell has opened Wyo-Star accounts, but has not made a large deposit yet, and he is now having concerns.

Board Member Knell stated that the City is investing in Wyo-Star at the recommendation of the City Chief Financial Officer, which is Ms. Johnson, who made the presentation to the Board. Board Member Knell stated that he will be making inquiries to see how the City is doing with this. Board Member Knell stated that as long as this stays on the Board's radar they can revisit it in three months.

Chairman King asked for a motion to approve the August 2022 Financial Report as presented. A motion was made by Board Member Knell and seconded by Board Member Sutherland to approve the August 2022 Financial Report as presented. Motion put and carried.

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

Mr. Edwards stated that the WTP is steady, but is slowing down. Mr. Edwards stated that the WTP is currently averaging 12 MGD and the surface water plant is being operated intermittently as needed.

Mr. Edwards stated that twenty-seven of the twenty-nine wells are in operation. Mr. Edwards stated that with the river level dropping, some of the wells are being pinched back just to maintain adequate well levels.

Mr. Edwards stated that Maintenance staff repaired a leak on the Groundwater Contactor in the Ozone room.

Mr. Edwards stated that staff repaired Filter 6 flow meter.

Mr. Edwards stated that the backwash turbidimeter was repaired.

Mr. Edwards stated that the South Chem turbidimeter flushing line was replumbed.

Mr. Edwards stated that the float wiring was repaired on the Decant Pump Station.

Mr. Edwards stated that the exhaust fan in Casper 21 was repaired.

Mr. Edwards stated that the Groundwater High Service chlorine analyzer was replumbed.

Mr. Edwards stated that the turbidimeter was repaired on Casper 14.

Mr. Edwards stated that the turbidimeter controller was replaced on Surface Water.

Mr. Edwards stated that tree and brush clearing was done at the Casper well houses.

Mr. Edwards stated that Rocky Mountain Air installed a radio read meter on the Oxygen Tanks in order to provide telemetry for reordering purposes, which seems to be working well.

Mr. Edwards stated that HOA assisted with some SCADA issues at the WTP as well as issues at the boosters and tanks.

Chairman King turned the time over to Mr. Anderson for the Transmission System Update.

Mr. Anderson stated that staff has been working on the Sandy Lake Booster by-pass line. Mr. Anderson stated that there was a leak on the line approximately a month and a half ago. Mr. Anderson stated that the whole booster by-pass line will be replaced. Mr. Anderson stated that staff is waiting on parts to be completed at the machine shop.

Mr. Anderson stated that the roads at Airport Booster and Pioneer Tank were graded as they were getting washed out.

Mr. Anderson stated that staff has been working on valve boxes and installing bollards on the Sandy Lake waterline. Mr. Anderson stated that valve boxes keep getting hit by the graders.

Mr. Anderson stated that chlorine residuals are still looking good, but he expects nitrification to show up in the next month or two.

6. There was no Public Comment.

7. In Old Business:

a. There was no Old Business.

b. In Other Old Business, Board Member Knell thanked the Board for their patience

while he has been healing from his airplane wreck. Board Member Knell stated that he should not be missing any more meetings.

8. In New Business:

- a. Mr. Martin stated that the Board entered into an agreement with West Plains Engineering, Inc. for design services for the WTP HVAC Chiller Replacement Project. Mr. Martin stated that once the design was completed the project was put out to bid. Mr. Martin stated that bids came in higher than what was budgeted. Mr. Martin stated that only one bid was received, and it was rejected by the Board. Mr. Martin stated that funds were added to the FY23 budget for this project to account for the shortcoming. Mr. Martin stated that the project will be going back out to bid in FY23.

Mr. Martin stated that Amendment No. 2 with West Plains Engineering in the amount of \$1,500 is for additional services for putting the project back out to bid. Mr. Martin stated that this includes answering questions from contractors, pre-bid meeting, and reviewing bids and making recommendations.

Mr. Martin stated that with the addition of \$1,500 in Amendment No. 2, it brings the total contract amount to \$23,050. Mr. Martin recommended approval of Amendment No. 2.

Chairman King asked for a motion to approve Amendment No. 2 with West Plains Engineering. A motion was made by Board Member Sutherland and seconded by Secretary Waters to approve Amendment No. 2 with West Plains Engineering for the WTP HVAC Chiller Replacement Project No. 20-030 in the amount of \$1,500.

Vice-Chairman Bertoglio asked if there were any changes in design, or if they are sending out the bid documents. Mr. Martin stated that there were no changes to the design of the project.

Board Member Sabrosky asked if the advertising expense was included as it could be expensive. Mr. Martin state that advertising is not included, it just covers the pre-bid meeting, answering questions from bidders, opening bids, etc.

Board Member Knell asked if it is known how much the first bid was over budget. Mr. Martin stated that \$180,000 was budgeted, and the bid came in just over \$400,000.

Board Member Knell asked where the Board is going to come up with an additional \$200,000 when the price of materials hasn't changed. Mr. Martin stated that additional funds were added in the FY23 budget, and hopefully bidding will be a little more favorable this time around.

Motion put and carried.

- b. Mr. Martin stated that the Pioneer Water Storage Tank and facilities are located on BLM property. Mr. Martin stated that there is a right-of-way grant/temporary use permit that has been in place for 30 years but has expired. Mr. Martin stated that the renewal of the right-of-way grant/temporary use permit would be good for 30 years. Mr. Martin showed the map of the site to the Board.

Mr. Martin stated that the temporary use permit includes a fee that is based on fair market value. Mr. Martin stated that the fee is currently \$500 annually.

Mr. Martin stated that once the renewal right-of-way grant/temporary use permit is in place, staff will research to make sure all easements are in place for this waterline. Mr. Martin stated the WLC Engineering did the surveying for this right-of-way grant/temporary use permit.

Mr. Martin recommended approval of the right-of-way grant/temporary use permit.

Chairman King asked if the fee is \$500 per year. Mr. Martin stated that is correct.

Board Member Knell asked if Mr. Martin anticipated any issues with the easement on the private property. Mr. Martin stated that he did not think there would be any issues with the easements on the private property but staff will be verifying that easements are in place for the private property as well.

A motion was made by Board Member Knell and seconded by Secretary Waters to approve the Chairman signing the BLM Right-of-Way Grant/Temporary Use Permit for the Pioneer Water Storage Tank and facilities. Motion put and carried.

- c. Mr. Martin stated that FY23 Budget Amendment No. 1 is for projects that were budgeted but not completed in FY22, and encumbrances for products and services that have not been received as of June 20, 2022. Mr. Martin stated that the spending authority has elapsed for these FY22 funds, and the budget amendment will reauthorize spending authority in FY23. Mr. Martin stated that the amount of the budget amendment is \$1,034,108.67.

Mr. Martin stated that the following items are included in the budget amendment:

FY22 Roof Replacement -	\$120,885
Land Purchase -	\$ 70,000
Chiller Replacement -	\$156,584.80 – additional funds allocated in FY23
Well Rehabilitation -	\$351,492.53 – additional funds allocated in FY23
Service Truck -	\$ 86,981 – Truck is on order

Several smaller pieces of equipment and materials are also on order.

Mr. Martin stated that Budget Amendment No. 1 will bring the total of the FY23 budget to \$9,584,056. Mr. Martin recommended approval of FY23 Budget Amendment No. 1.

Board Member Knell asked how much more funds will be needed to supplement the carry-over projects considering the inflationary period that has elapsed. Mr. Martin stated that he is hopeful that the funds allocated in FY23 will cover the cost of the projects.

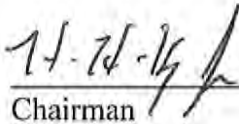
A motion was made Board Member Knell and seconded by Treasurer Cathey to approve FY23 Budget Amendment No. 1 in the amount of \$1,034,109.

Board Member Sutherland asked if this budget amendment total is comparable to previous years. Mr. Martin stated that he believes it is comparable to last year, but there are a couple of high dollar projects on this budget amendment.

Motion put and carried.

- d. There was no Other New Business.
- 9. In the Chairman's Report, Chairman King stated that the next regular meeting would be held on October 18, 2022.

A motion was made by Secretary Waters and seconded by Board Member Knell to adjourn the meeting at 12:03 p.m. Motion put and carried.



Chairman



Secretary

Parks & Recreation Advisory Board Minutes of Thursday, September 8, 2022

Meeting Called to Order: **Date:** September 8, 2022
Time: 4:37 pm
By: Amy Crawford
Location: Casper Family Aquatic Center Conference Room

I. Board Members Present: Amy Crawford, Doug Follick, Ian Walker, Jason Magnuson, Randy Hein, Kris Galles
Council Liaison: N/A
Staff Present: Zulima Lopez, Phil Moya, Randy Norvelle
Guests: None

II. Approval of Minutes:
Minutes Date: April 14, 2022 & May 12, 2022
Motion By: Doug Follick
Second: Board Member
Board: Approved by all

III. 2022-2023 Meeting Schedule
Meetings for November and December will be at the City Service Center, 1800 E. K St.
The rest of the scheduled times and locations remain the same.

IV. Board Member Terms, Contact Information and Liaison Assignments
3 of the current member terms expire at the end of this year, December 31, 2022. Noted and will bring it up at the November meeting.

Current liaison assignments:
 Aquatics & Special Programs – Kris Galles
 Ft Caspar – Doug Follick
 Hogadon – Randy Hein
 Golf Course – Olivia Cole
 Ice Arena – Doug Hall
 Recreation Center – Jason Magnuson
 Sports & Athletic Fields – Jim DeGolia

Staff has been instructed to invite the board members to attend the beginning and end of season walkthroughs. We ask that the board members try their best to make it to these walkthroughs. If there are no walkthroughs then we ask that the board members contact the facility supervisor directly (like Aquatics) to schedule a tour separately.

ACTION: Phil to have the facility supervisors contact the liaison to schedule a meeting and tour of the facilities.

V. 1-cent Presentation
This is a One Cent election year. The citizens get to vote on whether to add an extra one cent to the sales tax. The City cannot lobby, we can only educate citizens on what we use the money for, how it's collected, etc. Council has approved a resolution that outlines what the one cent would be spent on if it is approved by the voters. If you are a part of other groups that would benefit from this presentation, Zulima would be happy to go out and present.
One cent tax fully funded the Recreation Center and the Ford Wyoming Center.
Now, the one-cent tax is being spent on maintenance instead of creating new facilities.
Most other counties in Wyoming have an additional one cent tax so they are at 6 cents, whereas Natrona County is at 5 cents.

Historically, Fire, Police, Water, Sewer, and Storm Water are the top 5 priorities.

Parks, Playgrounds, and Trails came in 6th in this last survey. Unfortunately, sports and physical fitness came in 2nd to last, and cultural (FWC) came in very last.

City Council has passed a resolution stating how the extra one cent would be spent. \$3.1M would go to Parks and Playgrounds; which includes \$1M for trails. \$2.6M for sports and physical fitness; which includes lighting for baseball fields, and roof and deck replacements at Aquatic Center. \$3M for community assistance programs: including \$1.3M for subsidized swimming (keeps rates low and Marion Kreiner free). Culture and Entertainment include maintenance at Ford Wyoming Center and daubing the old Fort Buildings.

Estimate for One Cent 17 is \$64.5M over 4 years.

Perpetual care is funded at \$30M. Interest revenue has not been good lately though.

Amendment A on the ballot in November gives the cities and towns the right to invest our dollars with the same flexibility the State has. An estimate is that we could gain up to \$4M per year on average in our investments if this passes.

\$19.2M toward street construction projects, \$2.6M of that will go to replace equipment for the street department.

We infuse about \$1.5M one-cent funds into utility rates to keep them lower for the citizens.

\$10.4M into Water projects.

\$5.3M to police vehicles, \$150K to Metro Animal Shelter, \$3.8M to new fire trucks, etc.

Fundamental in Platte River Restoration projects. \$2M to be used to match grant opportunities.

\$3M for community assistance.

\$2.25M toward non-profits.

The city utilizes social media, newspapers, and presentations to local groups and businesses, etc. to get the word out.

\$2m to transit operations

ACTION: Zulima to find the statistic for what percentage of the one-cent tax is brought in from those living outside of Natrona County.

VI. Subsidy Discussion

Zulima is scheduled starting September 27th to discuss with council on one of our rec facilities and their subsidies, every work session through the end of December. Has quasi-covered aquatics. Will be returning to it. Have done Hogadon already. Reviewed the operation and the subsidy, strategy to reduce the subsidy, and new rate model to have no subsidy. Next is Fort Caspar on 9/27. Following that will be Ice Arena to include the 2nd sheet expansion request. Then the Municipal Golf Course and then recreation with the sports programs. End with the Ford Wyoming Center. The Board is welcome to come to any and all of them. The proposal to Council is to not raise rates this fiscal year but to bring the rate discussion to next fiscal year and to this Board.

ACTION: Zulima to send the schedule of those discussions and the presentation on Hogadon.

VII. Capital Projects

Some of the capital projects that were funded for FY 23 (Started July 1, 2022):

- a. Backhoe
- b. Irrigation improvements
- c. Soft-fall material on playgrounds
- d. Playground replacements
- e. Highland Park – these tennis courts have been transferred to the school district. They are building 10 courts. To be completed in the spring. Working to pass on the other 2 courts after we convert them to Pickleball to the school district. Potentially when school district courts are surfaced, these 2 courts would be done as well.
- f. New pump house for soccer and field of dreams.
- g. Washington courts are budgeted dollars to resurface and upgrade restrooms to be ADA-compliant so they can be open to the public. Unfortunately, we didn't budget enough for both. So, need to rob one to fully fund the other. CCTA prioritized resurfacing the courts.

- h. Room at the Rec Center off the gymnasium to be turned into a fitness studio.
- i. Washington Park lighting for the baseball field
- j. 4 backup pumps at the pools
- k. Hogadon snowmaking and replace ski patrol side-by-side
- l. Golf cart fleet, 3 greens mowers, and golf ball dispensing machine

ACTION: Zulima to send the comprehensive list for capital improvements for FY 23.

In the future, we start capital planning in November/December. Would like this Board to see our proposed list before we take it to the City Manager.

VIII. Outdoor Rec Grants

The city submitted pre-applications for 3 different outdoor rec grants: 1 was for boat ramps, 1 for power improvements and water services to campsites at Isaac Walton, and 1 to do river restoration from the water treatment plant to Isaac Walton.

Platte River Trails Trust submitted for 2 different grants: 1 to complete the pedestrian bridge from PV to Robertson Road. 1 for the soft surface portion of the extension of Rail Trail to Edness Kimball Wilkins State Park. Hogadon Night Skiing Project submitted for 1 grant: Phase 2 of the project to light Dreadknot and Dickie's Delight. Stuckenhoff submitted for 1 grant: To improve existing facilities (parking and drainage) and to expand. Should know by end of September to know if qualify for the first round. The full application is due in November. Over 100 applicants state-wide. Natrona County submitted 2 pre-applications.

ACTION: Zulima to send the Memo that was provided to City Council.

IX. Parks Repurposing

Tabled until next meeting.

The Board is to bring suggestions for repurposing and then city staff to do the feasibility of each idea. This group is to make recommendations either to the neighbors or to City Council.

ACTION: Zulima to schedule a workshop for parks repurposing. Could do a tour of the parks we are looking at repurposing. Include the history of each park, etc.

X. User Groups

- a. Handout
- b. Handout
- c. **ACTION:** JJ to make the Annual Report Form a fillable PDF to make it easier for the groups to fill out.

XI. Other Business:

Public: N/A

Staff:

Board: The Fort: Casper Collins Days had 835 participants. Still working on the Ghost Hunters Show to be filmed here. A new digital sign has been installed. A new AV system is to be installed as well.

The next scheduled meeting will be **Thursday, October 13, 2022, at 4:30 pm at the 19th Hole Restaurant & via Microsoft Teams.**

Meeting Adjourned: The meeting was adjourned at 5:57 pm.

FOOD  BANK
OF WYOMING™

Wherever hunger rises, so can we.

Esteemed Council Members,

Thank you for declaring the month of September Hunger Action month. Your partnership with FBW and our local partner agencies to bring food insecurity awareness to the community is much appreciated. Together we can make a difference for Wyoming residents in need!

*Sincerely,
Food Bank of Wyoming*