

INFORMATION PACKET

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Friday, November 15, 2019



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We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

The Grid

A working draft of Council Meeting Agendas

November 19, 2019

Councilmembers Absent:

| Regular Council Meeting Agenda Items | Est. Public Hearing | Public Hearing | Ordinances | Resolutions | Minute Action |
|---|----------------------------|-----------------------|-------------------|--------------------|----------------------|
| C = Item is on Consent N = Item is not on Consent | | | | | |
| Pre-Meeting: Distribution of Executive Session Minutes | | | | | |
| Pre-Meeting: December 24 Meeting Cancellation? | | | | | |
| Pre-Meeting: Wyoming Business Council Grant (November 26 Work Session?) | | | | | |
| Pre-Meeting: Moneta Divide Discussion | | | | | |
| Pre-Meeting: Council Leadership Nominations & Straw Poll on November 26th Agenda(Mayor/Vice-Mayor) | | | | | |
| Pre-Meeting: Sole Source Purchase - Polymers for the WWTP | | | | | |
| Pre-Meeting: Annexation Report - South Poplar Street Properties | | | | | |
| Establish December 3, 2019 as Public Hearing Date for Consideration of an Ordinance Approving the City-Initiated Annexation of Thirteen (13) Properties Along the West Side of South Poplar, South of West 50th Street; and the Zoning of Said Properties as AG (Urban Agriculture). | C | | | | |
| Establish December 3, 2019 as Public Hearing Date for Consideration of an Ordinance Approving a Plan and Subdivision Agreement for the Fairgrounds Home Addition No. 2. | C | | | | |
| Establish December 3, 2019 as Public Hearing Date for Consideration of a Plat Creating the Ihli Addition to the City of Casper, and Zoning of said Addition as R-2 (One Unit Residential). | C | | | | |
| Establish January 7, 2020 as Public Hearing Date for Consideration of Annexation Compliance with Title 15, Chapter 1, Article 4 of the Wyoming State Statutes to Determine if the Annexation of Thirteen (13) Properties Along the West Side of South Poplar, South of West 50th Street; and the Zoning of Said Properties as AG (Urban Agriculture), Complies with W.S. 15-1-402. 1. Resolution. 2. Third reading Ordinance Approving Annexation, and Zoning of Thirteen (13) Properties Along the West Side of South Poplar, South of West 50th Street. | C | | | | |
| Establish January 21, 2020 as the Public Hearing Date for Consideration of Annexation Compliance with Title 15, Chapter 1, Article 4 of the Wyoming State Statutes to Determine if the Annexation of the Ihli Addition to the City of Casper complies with W.S. §15-1-402. 1. Resolution. 2. Third reading Ordinance Approving Annexation, and Zoning of the Ihli | C | | | | |
| Public Hearing: Approving a Plat Creating the Dewald Divide Addition, a Subdivision Agreement, and a Zone Change of said Addition to C-2 (General Business), R-4 (High Density Residential) and ED (Educational District). | | N | | | |
| Public Hearing: Amendment to Section 10.24.010 and Section 10.24.010 of the Casper Municipal Code pertaining to Thirty and Forty Mile Per Hour Speed Zones. | | N | | | |

| | | | | | |
|--|--|---|---|---|---|
| Public Hearing: Transfer of Ownership for Retail Liquor License No. 18 for 3OH7 Hospitality, LLC d/b/a C85 @ The Wonder Bar, Located at 256 South Center Street to Casper Chop House, LLC, d/b/a Wyoming's Rib and Chop House, Located at 256 South Center Street. | | N | | | |
| Zone Change of 1.65-acres, Generally Located at the Northwest Corner of SW Wyoming Blvd and South Coffman Avenue, Described as Tract A, Garden Creek Square Addition, From Planned Unit Development (PUD) to General Business (C-2). 3rd reading | | | N | | |
| Amending the Horizontal Datum References, by Ordinance. 3rd Reading | | | N | | |
| Authorizing a Grant Agreement with the State of Wyoming State Loan and Investment Board in the Amount of \$99,257, for the Midwest Avenue Reconstruction-Elm Street to Walnut Street Project. | | | | C | |
| Authorizing Change Order No. 3 with JTL Group, Inc., DBA Knife River, Inc., for an Increase of \$126,440.69, for the 2018 Arterials and Collectors Improvements Project. | | | | C | |
| Authorizing Change Order No.1 with Carr Coatings, LLC, for a Time Extension of 202 Days, for the North Park Tank Exterior Painting Project. | | | | C | |
| Authorizing a Right-of-Way Easement with Rocky Mountain Power as part of the Casper Ice Arena Ice Chiller System Replacement Project. | | | | C | |
| Authorizing a Professional Services Agreement with WWC Engineering in the Amount of \$105,000, for Design, Bidding, Construction Administration and Surveying for the "K" Street Improvements Phase 2A Project. | | | | C | |
| Authorizing a Cooperative Agreement with the Wyoming Department of Transportation for Construction Activities for the Interstate 25 & Casper Marginal Water and Sanitary Sewer Main Replacement Project. | | | | C | |
| Authorizing a Contract for Professional Services with WLC Engineering, Surveying, and Planning, Inc., in the Amount of \$98,500 for the Design and Bidding on the Ridgecrest Zone 2 & 3 Waterline Replacements Project. | | | | C | |
| Authorizing Change Order No. 1 with Treto Constuction LLC For a Cost Increase of \$16,830, a Time Extension of 30 days, and a Winter Shutdown for the North Beverly Street Improvements Project. | | | | C | |
| Authorizing an Agreement with the Wyoming Medical Center for Public Safety Dispatching and Enhanced 911 Service. | | | | C | |
| Amendment to Employment Agreement - Cally Lund. | | | | C | |
| Authorizing a Memorandum of Understanding between the Hogadon Night Skiing Project and the City of Casper for the Acceptance of the Gift of Infrastructure to Allow for Night Skiing at Hogadon Basin. | | | | C | |
| Authorizing the Release of Local Assessment District Liens on the Properties Listed on the Exhibit Dated October 21, 2019. | | | | | C |
| Authorizing the Purchase of One (1) New Snow Groomer and Attachments, from Peterson Equipment, Hyde Park, Utah, in the Total Amount of \$332,000, for Use by Hogadon Basin Ski Area in the Parks and Recreation Department. | | | | | C |
| Authorizing the Purchase and Installation of Twelve (12) New Foam Filled Loader Tires, from Big Horn Tire Inc., Casper, Wyoming, in the Total Amount of \$70,378, for Use by the Solid Waste Division of the Public Services Department. | | | | | C |
| Authorizing the Purchase of Three (3) New Mid-Size Police Utility Vehicles from Fremont Motors, Sheridan, Wyoming, in the Total Amount of \$237,450, for Use by the Casper Police Department. | | | | | C |

| | | | | | |
|---|--|--|--|--|---|
| Authorizing the Purchase of Two (2) 2019 Honda CRF 1000LK Africa Twin Manual Shift Motorcycles from Casper Mountain Motorsports, in the Total Amount of \$27,665.50, for Use by the Casper Police Department. | | | | | C |
| Authorizing the Purchase of One (1) 2019 Dodge Ram 3500 Pickup with Plow, from Fremont Motors, Casper, Wyoming, in the Total Amount of \$36,236.70, for Use by the Golf Section of the Parks and Recreation Department. | | | | | C |
| Executive Session - Land Items & Litigation | | | | | |

November 26, 2019 Councilmembers Absent:

| Work Session Meeting Agenda Items | Recommendation | Allotted Time | Begin Time |
|--|---------------------|---------------|------------|
| Recommendations = Information Only, Move Forward for Approval, Direction Requested | | | |
| Council Meeting Follow-up | | 5 min | 4:30 |
| Mayor/Vice Mayor Straw Poll (tentative) | | 5 min | 4:35 |
| Dog Parks | Direction Requested | 30 min | 4:40 |
| City SAFE Project - Part 2 (Zulima Lopez - MEMO DUE) | Direction Requested | 30 min | 5:10 |
| Council Participation on Boards (John Henley - MEMO DUE) | Direction Requested | 20 min | 5:40 |
| Financial Guidelines - Phase 3 (Tom Pitlick - MEMO DUE) | Direction Requested | 20 min | 6:00 |
| Agenda Setting | | 20 min | 6:20 |
| Legislative Review | | 10 min | 6:40 |
| Council Around the Table | | 10 min | 6:50 |
| Approximate Ending Time: | | | 7:00 |

December 3, 2019 Councilmembers Absent:

| Regular Council Meeting Agenda Items | Est. Public Hearing | Public Hearing | Ordinances | Resolutions | Minute Action |
|---|---------------------|----------------|------------|-------------|---------------|
| C = Item is on Consent N = Item is not on Consent | | | | | |
| Pre-Meeting: Approval of Nov. 19 Executive Session Minutes | | | | | |
| Pre-Meeting: Metal Detectors at the Casper Events Center | | | | | |
| Pre-Meeting: Metro Road Speed Data | | | | | |
| Bright Spot - 150th Anniversary of Wyoming Women's Suffragette Proclamation | | | | | |
| Establish February 18, 2020, as the Public Hearing Date for Consideration of the Liquor License Renewals for Licensing Period April 1, 2020 through March 31, 2021. | C | | | | |
| Public Hearing: Consideration an Ordinance Approving the City-Initiated Annexation of Thirteen (13) Properties Along the West Side of South Poplar, South of West 50th Street; and the Zoning of Said Properties as AG (Urban Agriculture). | | N | | | |
| Public Hearing: Approving a Plan and Subdivision Agreement for the Fairgrounds Home Addition No. 2. | | N | | | |
| Public Hearing: Plat Creating the Ihli Addition to the City of Casper, and Zoning of said Addition as R-2 (One Unit Residential). | | N | | | |
| Approving a Plat Creating the Dewald Divide Addition, a Subdivision Agreement, and a Zone Change of said Addition to C-2 (General Business), R-4 (High Density Residential) and ED (Educational District). 2nd reading | | | N | | |
| Amendment to Section 10.24.010 and Section 10.24.010 of the Casper Municipal Code pertaining to Thirty and Forty Mile Per Hour Speed Zones. 2nd reading | | | N | | |

| | | | | | |
|---|--|--|--|---|--|
| Authorizing a Professional Services Agreement for Wrecker Services with All Around Towing, LLC, E & F Towing, Transport and Recovery, M.A.D. Transportation & Towing, and On the Hook Recovery and Transport. | | | | C | |
|---|--|--|--|---|--|

December 10, 2019 Councilmembers Absent:

| Work Session Meeting Agenda Items | Recommendation | Allotted Time | Begin Time |
|--|---------------------|---------------|------------|
| Recommendations = Information Only, Move Forward for Approval, Direction Requested | | | |
| Council Meeting Follow-up | | 5 min | 4:30 |
| Fort Caspar Expansion | Direction Requested | 30 min | 4:35 |
| Wind River/Washakie Traffic Concerns | Direction Requested | 30 min | 5:05 |
| Utility Rates | Direction Requested | 30 min | 5:35 |
| Downtown Parking Fines/Garage | Direction Requested | 30 min | 6:05 |
| Agenda Setting | | 20 min | 6:35 |
| Legislative Review | | 10 min | 6:55 |
| Council Around the Table | | 10 min | 7:05 |
| Approximate Ending Time: | | | 7:15 |

December 17, 2019 Councilmembers Absent:

| Regular Council Meeting Agenda Items | Est. Public Hearing | Public Hearing | Ordinances | Resolutions | Minute Action |
|--|---------------------|----------------|------------|-------------|---------------|
| C = Item is on Consent N = Item is not on Consent | | | | | |
| City-Initiated Annexation of Thirteen (13) Properties Along the West Side of South Poplar, South of West 50th Street; and the Zoning of Said Properties as AG (Urban Agriculture). 2nd Reading | | | N | | |
| Approving a Plan and Subdivision Agreement for the Fairgrounds Home Addition No. 2. 2nd Reading | | | N | | |
| Plat Creating the Ihli Addition to the City of Casper, and Zoning of said Addition as R-2 (One Unit Residential). 2nd Reading | | | N | | |
| Approving a Plat Creating the Dewald Divide Addition, a Subdivision Agreement, and a Zone Change of said Addition to C-2 (General Business), R-4 (High Density Residential) and ED (Educational District). 3rd reading | | | N | | |
| Amendment to Section 10.24.010 and Section 10.24.010 of the Casper Municipal Code pertaining to Thirty and Forty Mile Per Hour Speed Zones. 3rd reading | | | N | | |



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 pm Wednesday, October 9, 2019

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

Present: Reed Mersch, Ben Schrader, Jerad Stack, Terry Lane, Bob Hopkins, Jim Belcher, and Brook Kaufman

Excused Absences: Bob Chynoweth and Doug Follick

Others Present: Brendan La Chance (Oil City News), Morgan Hughes (Casper Star Tribune), Matt Reams (Three Crowns), and Renee Hahn (ARAJPB)

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

1. Minutes from the Regular Meeting on September 11, 2019

No corrections were made to the September 11th Minutes.

A motion was made by Mr. Lane and seconded by Mr. Schrader to approve the Meeting Minutes. There being no further discussion, the Board proceeded to vote. The motion carried with all in attendance voting aye.

(Copy of Minutes on file.)

2. Treasurer's Report

Details on investment accounts were given by Ms. Hahn. She reviewed the vouchers listed on the Treasurer's Report as of October 9, 2019. She asked if there were any questions and there were none.

A motion was made by Mr. Stack and seconded by Mr. Hopkins to approve the reports and authorize payment of all vouchers listed on the Treasurer's Report. There being no further discussion, the Board proceeded to vote on the Treasurer's Report. The motion carried with all members in attendance voting aye.

- Investment & Financial – No Report.

3. Committee Reports

- Architectural Review – Mr. Stack stated "No report."

- Platte River Commons – Mr. Hopkins stated “There was no report.”
- Three Crowns - Mr. Reams informed the Board that he had nothing to report but would be happy to answer any questions. Mr. Stack inquired on the status of the cart fleet replacement. Mr. Reams said they are currently testing out different makes and models and will make an assessment by November. He is currently working on a budget for next year which will include some capital improvements. His plan is to share and discuss the budget in January 2020.

Mr. Merschatt stated it was discussed and determined that the current art selection will not be placed at the Three Crowns Golf Course.

- Refined Properties - Mr. Stack stated “There was currently not much to share though the Purchase Agreement on Phase Four, Lot 1 should close in December. He also informed the Board the draft from the Field House Feasibility Study has not been completed as of yet. He did hear that the project is feasible with some changes that would have to occur.
- Executive Committee - Mr. Merschatt reviewed all the upcoming meetings.

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

Mr. Hopkins reported that the City will be producing a Request for Proposal (RFP) on the Muni Golf Course. He informed the Board he had also recommended that the City contact Landscapes Unlimited and Mr. Reams. Mr. Hopkins also recused himself on any further negotiations with the City of Casper on property matters in the Commons. In addition, the City Council has voted to increase the speed limit on King Blvd. to 40 miles per hour(mph) from 30 mph. Ms. Kaufman, County Representative reported the County’s 2019 issued building permits were currently at 63 compared to a total of 46 for the entire year in 2018.

5. Other

Mr. Stack stated Verizon Tower wants to install an antenna on the Innovation Building’s roof. He is currently researching a proper lease agreement with a County Representative. Mr. Stack also invited the Board to attend another “Pitch Day” which are interviews with start-up companies at the Lyric on November 7th.

Future Meetings/Agenda

October 17th -Three Crown’s Committee meeting 7:30 a.m. held at 2435 King Blvd., Big Horn Conference Room.

November 13th - Regular Board meeting 6:00 p.m. at 2435 King Blvd., Big Horn Conference Room.

November 21st -Three Crown’s Committee meeting 7:30 a.m. held at 2435 King Blvd., Big Horn Conference Room.

6. Public Comment

None.

7. Good of the Order

None.

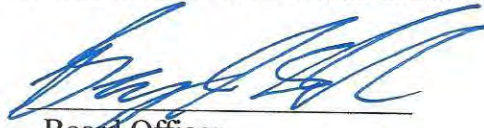
8. **Adjournment**

There being no further action by the Board, a motion was made by Mr. Hopkins and seconded by Ms. Kaufman to adjourn the meeting at 6:23 p.m. The motion carried with all members in attendance voting aye.

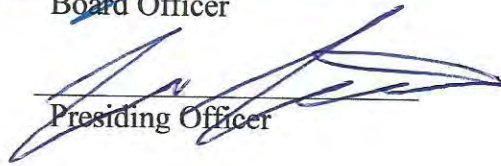
11-13-19

Date

Date



Board Officer



Presiding Officer



COMMUNITY DEVELOPMENT
DEPARTMENT

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

Building Department
October 2019 Report



| Type of Permit | Number of Permits | Fees | Valuations |
|--------------------|-------------------|-------------|----------------|
| New-Modular Home | 1 | \$1,171.40 | \$109,000.00 |
| Rep-Re-Roof | 51 | \$9,879.80 | \$614,184.60 |
| Rem-Bathroom | 4 | \$546.00 | \$23,400.00 |
| New-Residential | 8 | \$14,674.40 | \$1,817,321.00 |
| Rem-Basement | 5 | \$1,280.00 | \$86,600.00 |
| Rem-Commercial | 4 | \$6,305.42 | \$522,370.00 |
| Add-Enclosed Patio | 1 | \$184.00 | \$10,000.00 |
| Dem-Commercial | 2 | \$372.00 | \$1,200.00 |
| Rep-Res Misc | 8 | \$1,369.00 | \$69,620.00 |
| Rep-Comm Misc | 1 | \$184.00 | \$9,784.00 |
| Rep-Deck | 4 | \$783.00 | \$45,970.00 |
| New-Commercial | 3 | \$9,041.67 | \$826,812.00 |
| Add-Other | 4 | \$1,000.00 | \$64,150.00 |
| Add-Deck | 7 | \$1,307.00 | \$68,158.00 |
| Add-garage | 3 | \$1,041.00 | \$75,500.00 |
| Rem-Residential | 2 | \$585.00 | \$39,000.00 |
| Add-Commercial | 1 | \$4,270.53 | \$411,790.00 |
| Dem-Residential | 2 | \$400.00 | \$0.00 |
| Rem-Garage | 1 | \$130.00 | \$5,000.00 |
| | 112 | \$54,524.22 | \$4,799,859.60 |

| Electrical Permits Issued | Fees Invoiced |
|---------------------------|---------------|
| 119 | \$14,399.00 |

| Mechanical Permits Issued | Fees Invoiced |
|---------------------------|---------------|
| 91 | \$13,857.40 |

| Plumbing Permits Issued | Fees Invoiced |
|-------------------------|---------------|
| 78 | \$7,028.00 |

| Single Family Houses YTD | | | October 2019 Single Family Houses | | |
|--------------------------|--|----|-----------------------------------|--|---|
| 2018 | | 52 | 2018 | | 6 |
| 2019 | | 54 | 2019 | | 8 |



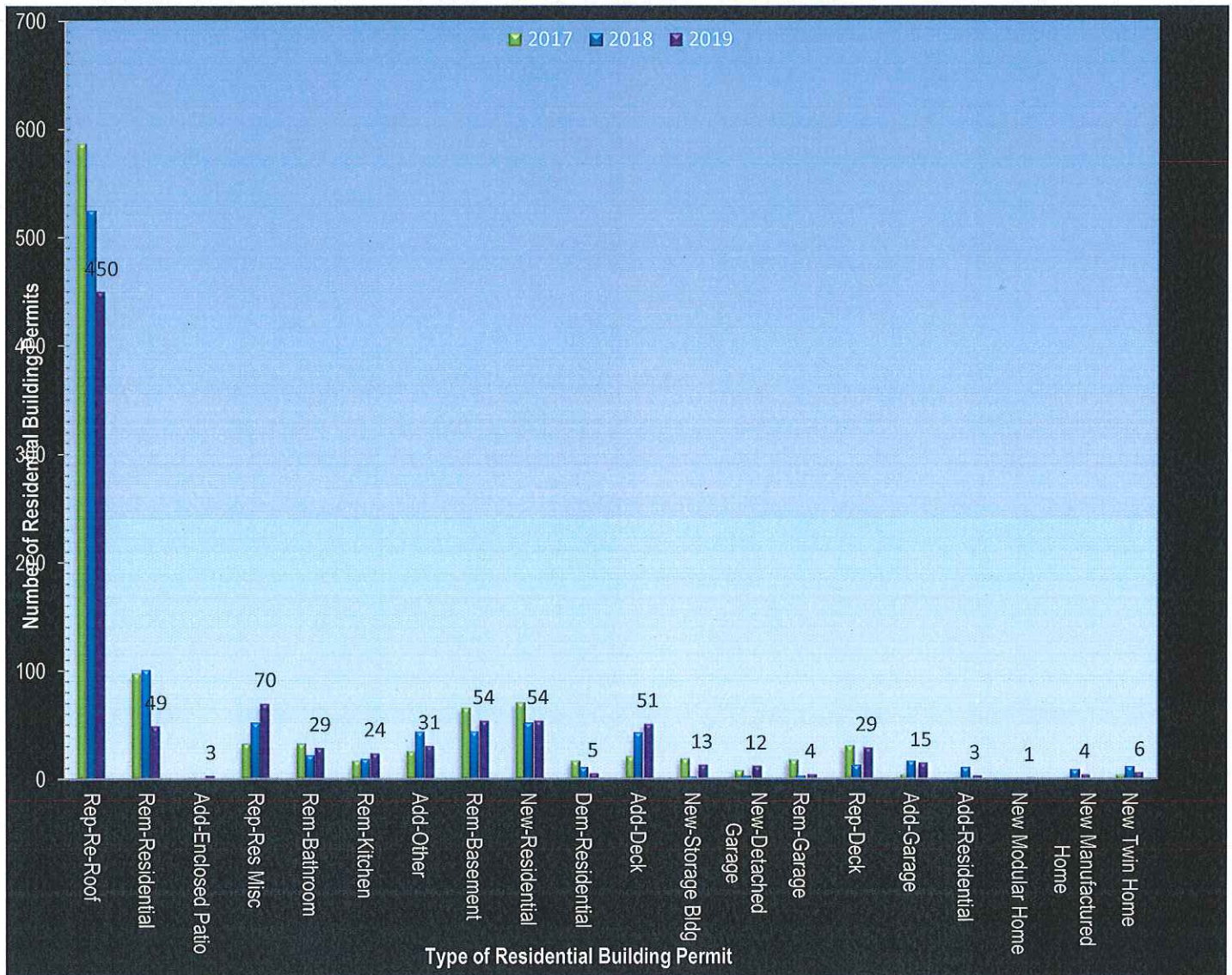
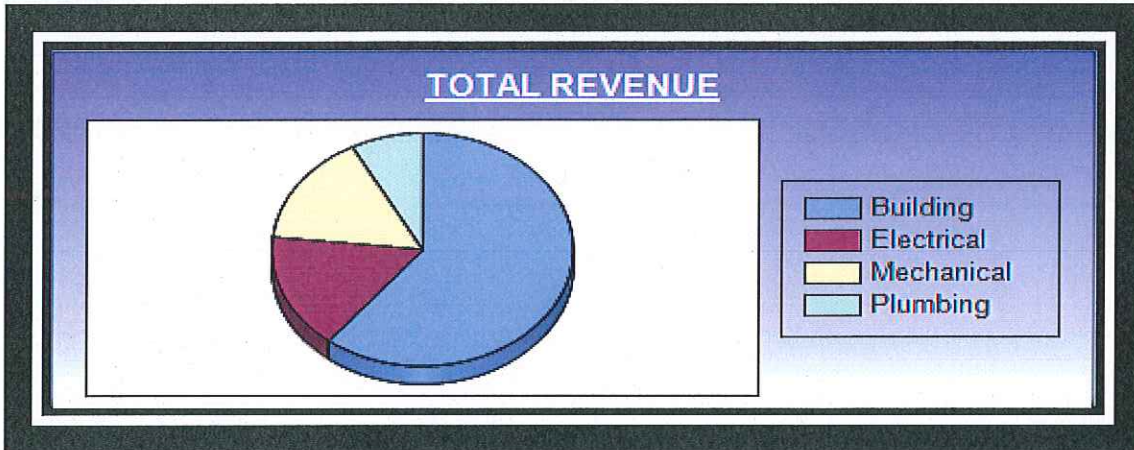
COMMUNITY DEVELOPMENT
DEPARTMENT

State of Wyoming City of Casper

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

Building Department

October 2019 Report





COMMUNITY DEVELOPMENT
DEPARTMENT

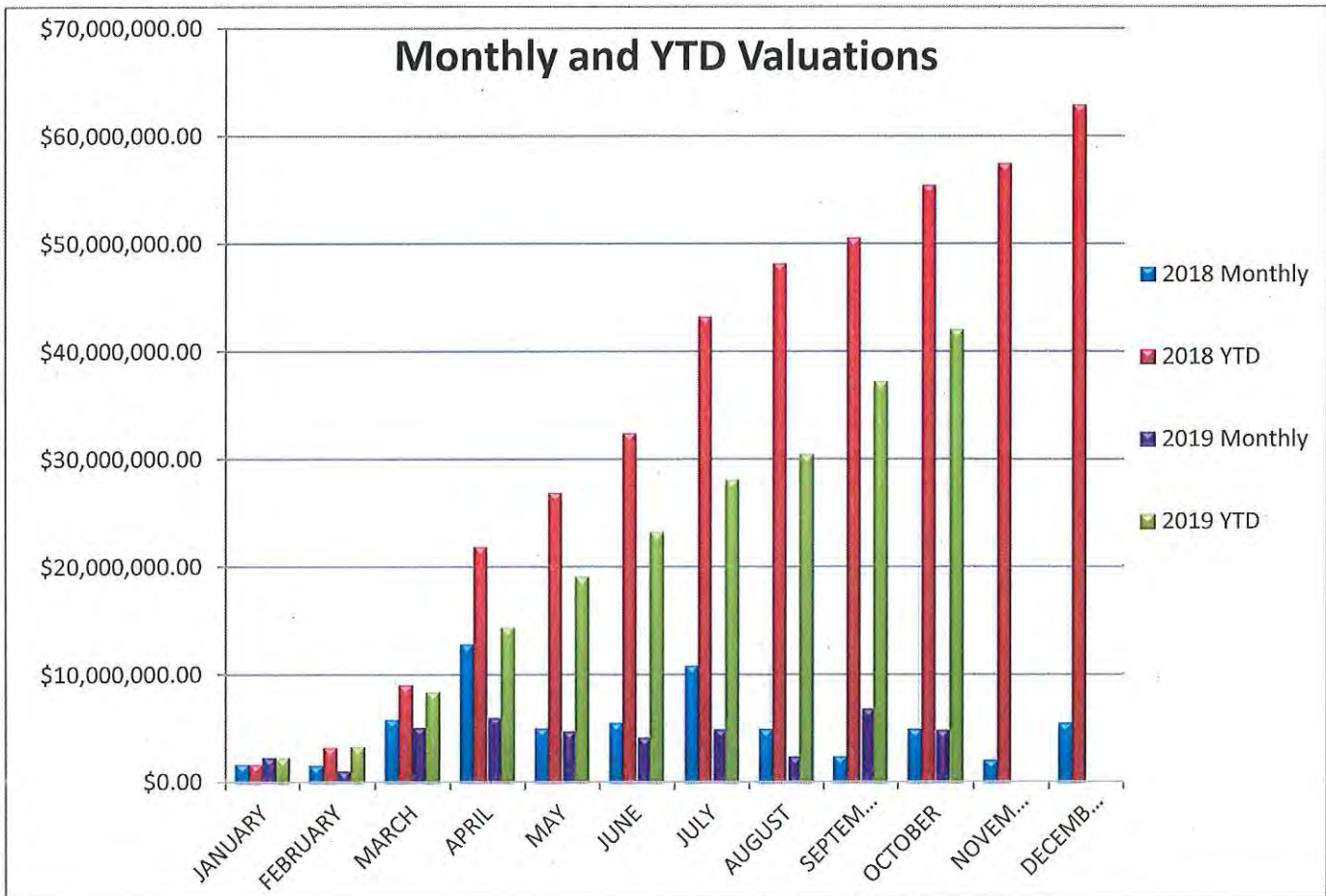
State of Wyoming
City of Casper
 200 N David St Phone: (307) 235-8264
Building Department
 October 2019 Report



| MONTH | 2018 Monthly Valuation | 2018 YTD Valuation | 2019 Monthly Valuation | 2019 YTD Valuation |
|-----------|------------------------|------------------------|------------------------|------------------------|
| JANUARY | \$1,661,039.40 | \$1,661,039.40 | \$2,282,162.88 | \$2,282,162.88 |
| FEBRUARY | \$1,551,977.75 | \$3,213,017.15 | \$1,036,308.48 | \$3,318,471.36 |
| MARCH | \$5,836,851.00 | \$9,049,868.15 | \$5,072,606.25 | \$8,391,077.61 |
| APRIL | \$12,821,244.41 | \$21,871,112.56 | \$5,948,987.11 | \$14,340,064.72 |
| MAY | \$4,985,808.62 | \$26,856,921.18 | \$4,696,267.67 | \$19,036,332.39 |
| JUNE | \$5,525,644.37 | \$32,382,565.55 | \$4,152,642.58 | \$23,188,974.97 |
| JULY | \$10,827,919.90 | \$43,210,485.45 | \$4,876,893.38 | \$28,065,868.35 |
| AUGUST | \$4,916,015.14 | \$48,126,500.59 | \$2,360,633.06 | \$30,426,501.41 |
| SEPTEMBER | \$2,389,571.30 | \$50,516,071.89 | \$6,790,186.21 | \$37,216,687.62 |
| OCTOBER | \$4,907,298.90 | \$55,423,370.79 | \$4,799,859.60 | \$42,016,547.22 |
| NOVEMBER | \$2,004,394.65 | \$57,427,765.44 | \$0.00 | \$0.00 |
| DECEMBER | \$5,442,555.00 | \$62,870,320.44 | \$0.00 | \$0.00 |
| | <u>\$62,870,320.44</u> | <u>\$62,870,320.44</u> | <u>\$42,016,547.22</u> | <u>\$42,016,547.22</u> |

LARGE VALUATIONS:

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





COMMUNITY DEVELOPMENT DEPARTMENT

State of Wyoming
City of Casper

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

Building Department
Fees Collected

October 2019 Report



Table with 2 columns: Description and Amount. Rows include BUILDING PERMITS (INCLUDES DEMO PERMITS) \$ 42,376.80, ELECTRICAL PERMITS \$ 12,916.00, MECHANICAL PERMITS \$ 12,038.00, PLUMBING PERMITS \$ 6,603.00, ELECTRICAL LICENSES \$ 203.00, PLUMBING LICENSES \$ 175.00, MOBILE HOME LICENSES \$ -, MECHANICAL LICENSES \$ 28.00, UTILITY LICENSES \$ -, GENERAL CONTRACTORS LICENSES \$ 300.00, SIGN PERMITS \$ 841.00, C-CAN PERMITS \$ 150.00, EROSION CONTROL PERMITS \$ -, MOBILE HOME PERMITS \$ 25.00, PLAN CHECK FEES \$ 6,240.30, PLANNING FEES \$ 1,950.00. Totals: \$ 83,846.10

MONTHLY INSPECTIONS:

Table with 4 columns: BUILDING, ELECTRIC, PLUMBING, MECHANICAL. Values: 162, 209, 135, 62

Table with 3 columns: CONSULTS, PLAN REVIEW, FIRE. Values: 19, 34, 0

YTD INSPECTIONS:

Table with 4 columns: BUILDING, ELECTRIC, PLUMBING, MECHANICAL. Values: 1629, 1662, 1279, 520

Table with 3 columns: CONSULTS, PLAN REVIEW, FIRE. Values: 172, 322, 0

2019 Monthly Inspections
October 2019

| Inspector | Building Inspections | Electrical Inspections | Plumbing Inspections | Mechanical Inspections | Plan Reviews | Fire Training/ Inspections | Consults, Gray Slips, Miscellaneous | Total Inspections and Plan Reviews |
|----------------------|----------------------|------------------------|----------------------|------------------------|--------------|----------------------------|-------------------------------------|------------------------------------|
| Lonnie Genoff | 1 | 0 | 120 | 55 | 0 | 0 | 0 | 176 |
| Justin Scott | 89 | 0 | 1 | 0 | 20 | 0 | 0 | 110 |
| Shawn Barrett | 6 | 113 | 0 | 0 | 2 | 0 | 11 | 132 |
| Dan Elston | 66 | 0 | 14 | 7 | 12 | 0 | 8 | 107 |
| Russ Lutz | 0 | 96 | 0 | 0 | 0 | 0 | 0 | 96 |
| | | | | | | | | 0 |
| | | | | | | | | |
| Monthly Total | 162 | 209 | 135 | 62 | 34 | 0 | 19 | 621 |

| | | | | | | | | |
|-------------------|-------------|-------------|-------------|------------|------------|----------|------------|-------------|
| YTD Totals | 1629 | 1662 | 1279 | 520 | 322 | 0 | 172 | 5584 |
|-------------------|-------------|-------------|-------------|------------|------------|----------|------------|-------------|



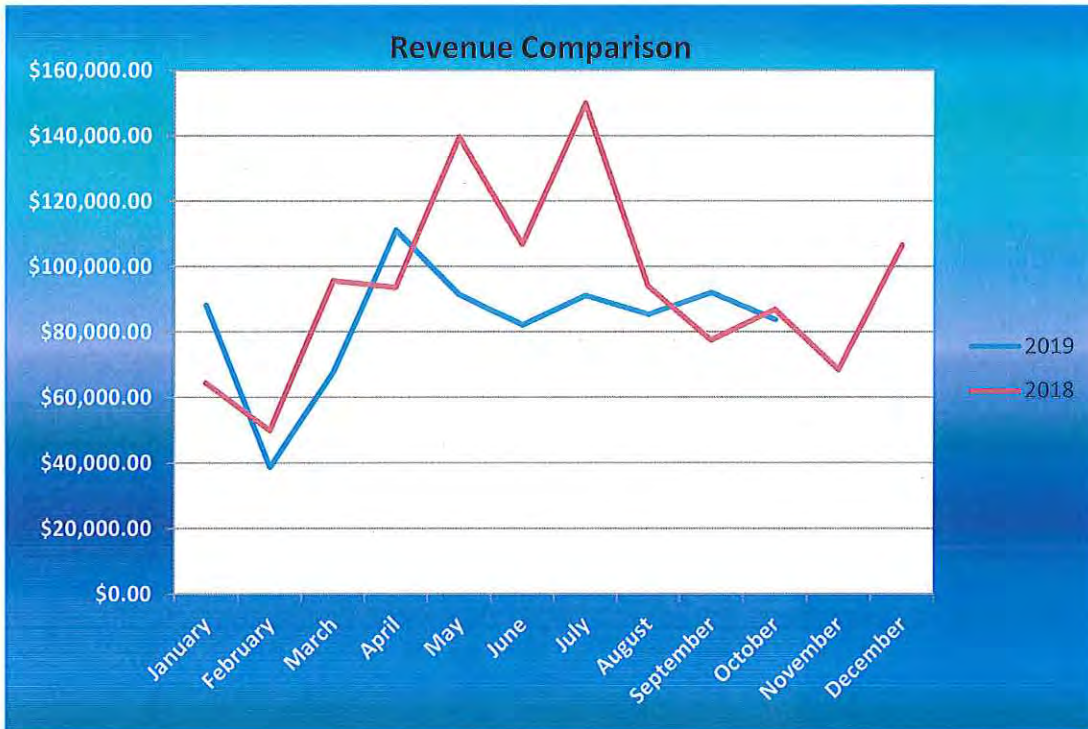
COMMUNITY DEVELOPMENT DEPARTMENT

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



Building Department
Revenue Collected
October 2019 Report

Table with 3 columns: Month, TOTAL REVENUE FOR 2018, TOTAL REVENUE FOR 2019. Rows list months from January to December with corresponding revenue values.



Handwritten signature of Dan Elston

Dan Elston: Building Official



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

**THURSDAY, NOVEMBER 21ST, 2019
ELKHORN ROOM
5:30 PM**

- I. AGENDA/MINUTES**
 - a. Previous Meeting Minutes/Notes**
 - i. October Board Meeting Minutes *

- II. BUDGET/FINANCIAL**
 - a. Financials**
 - i. September 2019 Financials*
 - ii. October 2019 Financials*

- III. BOARD**
 - a. Next Meeting Date**
 - i. Proposed Meeting Date for December 19th, 2019 *

- IV. HEALTH OFFICER**
 - a. Health Officer Report

- V. DIVISION REPORTS**
 - a. ADMINISTRATION**
 - 1. General Administration**

 - 2. Preliminary Approve contingent on County Attorney Approval**
 - a. University of Washington-AETC
 - b. Wyoming Department of Health-PrEP
 - c. Natrona County Wyoming Alliance for Drug Endangered Children-MCH
 - d. Wyoming Rescue Mission-Expedition
 - e. Natrona County Juvenile Detention Center-Expedition
 - f. Casper Reentry Center-Expedition
 - g. Greater Wyoming Big Brothers Big Sisters-Expedition
 - h. Natrona County Adult Drug Court-Expedition
 - i. Wyoming Department of Agriculture-EH

 - 3. PUBLIC HEALTH PREPAREDNESS/MEDICAL RESERVE CORP/CPR**



4. WYOMING AETC/HIV CASE MANAGEMENT/RYAN WHITE PROGRAMS/WCRS

b. COMMUNITY PREVENTION PROGRAM

c. ENVIRONMENTAL HEALTH DIVISION

d. NURSING

1. DISEASE PREVENTION CLINIC

2. ADULT HEALTH PROGRAM

3. MATERNAL CHILD HEALTH PROGRAM

VI. CITY/COUNTY LIASION REPORTS

VII. BOARD MEMBER REPORTS

VIII. ADJOURN

IX. Executive Session

**CASPER UTILITIES ADVISORY BOARD
CITY OF CASPER
MEETING AGENDA**

Casper City Hall
Downstairs Meeting Room

Wednesday, November 20, 2019 7:00 a.m.

AGENDA:

- * 1. Consider Approval of the September 25, 2019 Meeting Minutes

- * 2. Discuss Statistical Reports
 - a. September 2019
 - b. October 2019

- * 3. Discuss Updated Water and Sewer Rates
 - a. Retail Water Rate
 - b. Retail Sewer Rate
 - c. Water and Sewer Rate Information From Other Entities

- 4. Other Business

- 5. Adjournment

Additional Information:

Agendas and approved minutes of the Central Wyoming Regional Water System Joint Powers Board can be accessed on their website, www.wyowater.com, under the News & Notices tab, or at the following links:

RWS Agendas - <http://www.wyowater.com/board-meetings>

RWS Minutes - <http://www.wyowater.com/board-minutes>

**CASPER PUBLIC UTILITIES ADVISORY BOARD
CITY OF CASPER**

**MEETING PROCEEDINGS
September 25, 2019
7:00 a.m.**

A regular meeting of the Casper Public Utilities Advisory Board was held on Wednesday, September 25, 2019 at 7:00 a.m. in the Downstairs Meeting Room of City Hall.

Present: President Michael Bell
Vice President Jim Jones
Member Bruce English
Member Richard Jay

Absent: Secretary John Lawson
Council Liaison Bates

Staff Present: Public Services Director, Andrew Beamer
Public Utilities Manager, Bruce Martin

Others:

The regular meeting was called to order at 7:00 a.m. by President Bell.

1. President Bell asked for a motion to approve the minutes from the August 28, 2019 meeting. A motion was made by Board Member English and seconded by Vice President Jones to approve the August 28, 2019 minutes. Motion passed.
2. Mr. Martin asked the Board to reference the August 2019 Statistical Report in the agenda packet. Mr. Martin stated that the Total Gallons Purchased in August was 568 MG, compared to the five-year average of 554 MG. Mr. Martin stated that Fiscal Year to date water purchased is 1.2 BG compared to the five year average of 1.15 BG.

Mr. Martin stated that there were three water main breaks in August with a total of four for the fiscal year compared to three water main breaks last fiscal year.

Mr. Martin stated that there was one sewer main stoppage in August with a total of two for the year compared to one sewer stoppage at the same time last fiscal year.

Board Member Jay arrived at 7:03 a.m.

Mr. Martin stated that the total number of accounts is 22,753 compared to 22,711 one year ago.

3. Mr. Martin asked the Board to reference the Outside-City Sewer Agreement with Rubis Land Company, LLC located at 11115 US Highway 20/26. Mr. Martin stated that this property is located within the Pioneer Water and Sewer District inside the Town of Mills growth boundary. Mr. Martin stated that neither the Town of Mills nor Pioneer have sewer service availability in the area at the present time and both have agreed to let the owner connect into the City 33-Mile sewer main and become a retail customer of the City of Casper. Mr. Martin stated that no Commitment to Annex is required.

Mr. Martin stated that an M-54 from WYDOT is required for this property and is in place. Mr. Martin recommended approval of the Outside-City Sewer Agreement.

Board Member English asked if this agreement would allow the owners to develop the property in the future. Mr. Martin stated that this contract allows for one 4-inch sewer tap; any additional taps would require authorization by the City Council. Mr. Martin stated that the property is already served water by Pioneer Water and Sewer District.

Board Member English asked if they will bore under the highway. Mr. Martin stated that they will bore under the highway and use a low pressure pump system. Mr. Martin stated that the 1.5-inch bore line will be in casing.

Vice President Jones asked if this is a gravity portion of the sewer main. Mr. Martin stated that this portion of the sewer main is gravity.

Vice President Jones stated that this system is starting to get a lot of use. Mr. Martin stated that properties are finally getting tied on to the sewer line. Vice President Jones asked if any other properties are looking at connecting to this sewer line. Mr. Martin stated that Casper Re-Entry Center is looking at connecting to the sewer line.

President Bell asked how often this sewer line has to be flushed. Mr. Martin stated that there is a flushing station out there that flushes the line every day. Mr. Martin stated that as more customers connect, there will be more flow in the sewer main.

Board Member Jay asked why the City is requiring Rubis Land Company to participate in future improvements when a commitment to annex is not required. Mr. Martin stated that this language is in every outside agreement whether the property is in the City growth boundary or not. Mr. Beamer stated that the attorneys don't like to change the standard agreements unless there is a good reason. Mr. Beamer stated that this is probably one that will never be acted on by the City.

A motion was made by Vice President Jones and seconded by Board Member Jay to approve the Outside-City Sewer Agreement with Rubis Land Company, LLC located at 11115 US Highway 20/26. Motion passed.

Board Member English asked if this agreement will now go to Council for consideration. Mr. Martin stated that it will go to an upcoming Council meeting for consideration.

4. In Other Business, President Bell asked if the Board will be meeting in October. Mr. Martin stated that the Board may meet in October as there are two more Outside-City agreements in the works. Mr. Martin stated that there is also the rate discussion coming up.

A motion was made by Vice- President Jones and seconded by Board Member English to adjourn the meeting at 7:11 a.m. Motion passed.

Secretary

**CITY OF CASPER PUBLIC UTILITIES
CASPER, WYOMING
STATISTICAL REPORT
SEPTEMBER 2019**

| | <u>THIS MONTH</u> | <u>LAST MONTH</u> | <u>YEAR AGO THIS MONTH</u> | <u>THIS FISCAL YEAR TO DATE</u> | <u>LAST FISCAL YEAR TO DATE</u> |
|---|-------------------|-------------------|--------------------------------|-------------------------------------|-------------------------------------|
| TOTAL GALLONS PURCHASED | 467,197,250 | 568,137,374 | 435,800,063 | 1,670,820,170 | 1,482,731,679 |
| NEW SERVICES | 6 | 2 | 9 | 20 | 26 |
| <i>* Billed to Casper by Central Wyoming Regional Water System Joint Powers Board starting October 1, 1997.</i> | | | | | |
| PRECIPITATION (Inches) | 1.41 | 0.17 | 0.28 | 2.32 | 2.23 |

REPAIRS

| | <u>THIS MONTH</u> | <u>LAST MONTH</u> | <u>YEAR AGO THIS MONTH</u> | <u>THIS FISCAL YEAR TO DATE</u> | <u>LAST FISCAL YEAR TO DATE</u> |
|-----------------------------|-------------------|-------------------|--------------------------------|-------------------------------------|-------------------------------------|
| WATER MAIN BREAKS | 1 | 3 | 0 | 5 | 3 |
| SERVICE LINE BREAKS | 0 | 1 | 3 | 2 | 8 |
| SEWER MAIN STOPPAGES | 1 | 1 | 1 | 3 | 2 |

NUMBER OF ACTIVE ACCOUNTS

| | <u>THIS MONTH</u> | <u>LAST MONTH</u> | <u>YEAR AGO THIS MONTH</u> |
|---------------------------------------|-------------------|-------------------|--------------------------------|
| DOMESTIC (WATER & SEWER) | 20,089 | 20,087 | 20,022 |
| COMMERCIAL (WATER & SEWER) | 1,732 | 1,732 | 1,735 |
| OUTSIDE CITY (WATER RES) | 519 | 518 | 537 |
| OUTSIDE CITY (WATER-COMM) | 134 | 134 | 139 |
| IRRIGATION ONLY | 282 | 282 | 282 |
| TOTAL NUMBER OF ACCOUNTS | 22,756 | 22,753 | 22,715 |

**CITY OF CASPER PUBLIC UTILITIES
CASPER, WYOMING
STATISTICAL REPORT
OCTOBER 2019**

| | <u>THIS MONTH</u> | <u>LAST MONTH</u> | <u>YEAR AGO THIS MONTH</u> | <u>THIS FISCAL YEAR TO DATE</u> | <u>LAST FISCAL YEAR TO DATE</u> |
|---|-------------------|-------------------|--------------------------------|-------------------------------------|-------------------------------------|
| TOTAL GALLONS PURCHASED | 175,566,343 | 467,197,250 | 191,727,833 | 1,846,386,513 | 1,674,459,512 |
| NEW SERVICES | 21 | 6 | 8 | 41 | 34 |
| <i>* Billed to Casper by Central Wyoming Regional Water System Joint Powers Board starting October 1, 1997.</i> | | | | | |
| PRECIPITATION (Inches) | 1.30 | 1.41 | 1.69 | 3.62 | 3.92 |

REPAIRS

| | <u>THIS MONTH</u> | <u>LAST MONTH</u> | <u>YEAR AGO THIS MONTH</u> | <u>THIS FISCAL YEAR TO DATE</u> | <u>LAST FISCAL YEAR TO DATE</u> |
|-----------------------------|-------------------|-------------------|--------------------------------|-------------------------------------|-------------------------------------|
| WATER MAIN BREAKS | 3 | 1 | 0 | 8 | 3 |
| SERVICE LINE BREAKS | 0 | 0 | 3 | 2 | 11 |
| SEWER MAIN STOPPAGES | 0 | 1 | 0 | 3 | 2 |

NUMBER OF ACTIVE ACCOUNTS

| | <u>THIS MONTH</u> | <u>LAST MONTH</u> | <u>YEAR AGO THIS MONTH</u> |
|---------------------------------------|-------------------|-------------------|--------------------------------|
| DOMESTIC (WATER & SEWER) | 20,093 | 20,089 | 20,032 |
| COMMERCIAL (WATER & SEWER) | 1,734 | 1,732 | 1,735 |
| OUTSIDE CITY (WATER RES) | 519 | 519 | 535 |
| OUTSIDE CITY (WATER-COMM) | 134 | 134 | 138 |
| IRRIGATION ONLY | 282 | 282 | 282 |
| TOTAL NUMBER OF ACCOUNTS | 22,762 | 22,756 | 22,722 |

November 14, 2019

MEMO TO: Michael Bell, President
Members, Casper Public Utilities Advisory Board

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

SUBJECT: Establishing Rates for Retail Water and Sewer Service

Meeting Type & Date

Regular CPU Advisory Board Meeting Scheduled for November 20, 2019

Action Type

Review

Recommendation

That the CPU Advisory Board review water and sewer fund rate analysis proforma and provide recommendations to the City Council on 2020 and 2021 water and sewer rates.

Summary

City of Casper retail and wholesale water and sewer rates are considered and approved by Council every other year. Resolution 18-69, approved April 17, 2018, set water and sewer rates for 2018 and 2019. Rate analysis proforma for the water and sewer funds have been updated to determine appropriate water and sewer rates for 2020 and 2021.

The updated rate analysis proforma for the water fund contains the following information and assumptions:

- 1) A 3% rate of inflation for the operation and maintenance costs. This includes personnel, materials and supplies, and contractual services.
- 2) A 3% rate of inflation for Central Wyoming Regional Water expenses.
- 3) A 0.5% rate of growth in Natrona County based on the recent water and wastewater facility plans.
- 4) The model assumes that \$3.4 M in grant and/or loan funding will be obtained for the 10 million gallon reservoir rehabilitation or replacement project.
- 5) The model includes \$2.3 million in grant funding allocated to the CY Booster Station Replacement project, the West Casper Zone II water main project, and the East Casper Zone III water system improvements project.

- 6) The model includes \$2.5 million of 1% funds each year for FY20 - FY24. 1% funding will be used for water main replacement. The average cost of water main replacement is \$250 per foot. There are approximately 400 miles of water main in the system. At \$2.5M, roughly 10,000 feet, or 0.47% of the system, would be replaced each year.
- 7) Rates developed by this model include rate adjustments needed for new and replacement capital facilities in accordance to the Capital Improvement Plan (CIP) above funds obtained from system development charges, depreciation, reserves, 1% money, and outside grants/loans.

The updated rate analysis proforma for the sewer fund contains the following information and assumptions:

- 1) A 3% rate of inflation for the operation and maintenance costs. This includes personnel, materials and supplies, and contractual services.
- 2) A 5% rate of inflation for regional wastewater system expenses. The model assumes that approximately 84% of the wholesale wastewater operational charges are from Casper. The remainder is from other wholesale users of the RWWS.
- 3) A 0.5% rate of growth in Natrona County based on the recent water and wastewater facility plans.
- 4) The model includes \$0.5 million of 1% funds each year for FY20 - FY24. 1% funding will be used for sewer main rehabilitation/replacement. The average cost of Sewer main replacement is \$200 per foot. There are approximately 300 miles of sewer main in the system. With \$500,000 of 1% funding and \$500,000 from reserves, a total of 5,000 feet, or 0.32% of the system, would be replaced each year.
- 5) Rates developed by this model include rate adjustments needed for new and replacement capital facilities in accordance to the Capital Improvement Plan (CIP) above funds obtained from system development charges, depreciation, reserves, 1% money, and outside grants/loans.

Based on the detailed rate analysis proforma, recommended rate increases for the water and sewer funds are as follows:

Water Fund

- January 1, 2020 – 2% rate increase
- January 1, 2021 – 3% rate increase

Sewer Fund

- January 1, 2020 – 7% rate increase
- January 1, 2021 – 7% rate increase

The proposed increases are slightly less than the long range projections presented in the May 2018 Raftelis water and sewer fund cost of services study. The Raftelis study projected water fund rate increases of 3% each year for FY20 and 21. The Study projected sewer fund rate increases of 8% each year for FY20 and 21.

A summary of the proposed changes follows.

RETAIL WATER SERVICE RATE SCHEDULE

January 1, 2020

The existing retail water minimum charge of \$8.05 would increase to \$8.21. The minimum usage volume of 1,500 gallons will remain unchanged. The existing volume charge of \$3.78 per thousand gallons would increase to \$3.86 per thousand gallons.

This would add an additional \$.92 or 2.0% increase to the average monthly residential customer who uses 11,500 gallons of water per month.

January 1, 2021

The January 1, 2021 retail water minimum charge of \$8.21 would increase to \$8.46. The minimum usage volume of 1,500 gallons will remain unchanged. The existing volume charge of \$3.86 per thousand gallons would increase to \$3.98 per thousand gallons.

This would add an additional \$1.40 or 3.0% increase to the average monthly residential customer who uses 11,500 gallons of water per month.

RETAIL SEWER SERVICE RATE SCHEDULE

January 1, 2020

The existing retail sewer rate minimum charge would increase from \$8.69 per month to \$9.30 per month. The minimum usage volume of 2,000 gallons would remain unchanged. The volume rate would increase from \$3.53 per thousand gallons to \$3.78 per thousand gallons.

This would add an additional \$1.72 or 7.0% increase to the average sewer residential customer who uses 6,500 gallons of sewer per month.

January 1, 2021

The January 1, 2021 retail sewer rate minimum charge would increase from \$9.30 per month to \$9.95 per month. The minimum usage volume of 2,000 gallons would remain unchanged. The volume rate would increase from \$3.78 per thousand gallons to \$4.04 per thousand gallons.

This would add an additional \$1.84 or 7.0% increase to the average sewer residential customer who uses 6,500 gallons of sewer per month.

Casper's average retail residential water and sewer bills are very favorable in comparison with other entities in the region. It needs to be emphasized that many of the comparable entities have utilized other funding sources, such as optional Sixth Cent Capital Facilities Taxes to help finance major upgrades to their water and wastewater systems.

SEPTAGE, SUMP AND GREASE WASTE FEES

No rate increases are recommended for domestic septage, non-hazardous industrial sump waste, and grease waste disposal fees at the Wastewater Treatment Plant for 2020 or 2021.

Financial Considerations

Rate fee increases as proposed.

Oversight/Project Responsibility

Andrew Beamer, P.E., Public Services Director

Bruce Martin, Public Utilities Manager

Attachments

None.

**2019 Water and Sewer Rates Information
From Other Entities**

Rate Comparison - Monthly - Inside City

Average monthly residential use in the City of Casper is 11,500 gallons of water and 6,500 gallons of sewer.

| Entity | Water Rate | | Sewer Rate | | Water | Sewer | Total Water And Sewer |
|--|--|--|------------|------------------------------------|----------------|---------------|--------------------------|
| | Base Rate | Per 1,000 gallons | Base Rate | Per 1,000 gallons | 11,500 Gallons | 6,500 Gallons | |
| Billings | \$8.15 | 0-10,472 - \$3.52/1,000 10,473-32,164 - \$4.21/1,000 | \$6.80 | \$4.68 | \$49.34 | \$37.22 | \$86.56 |
| Cheyenne | \$5.94 | First 6,000 \$4.29/1,000 Next 18,000 \$5.30/1,000 | \$4.98 | \$4.90 | \$60.83 | \$36.83 | \$97.66 |
| Cody (Member of Shoshone Municipal Pipeline "SMP") | SMP - \$11.00 Cody - \$13.00 Total - \$24.00 | \$2.60 | \$10.14 | \$1.84 | \$53.90 | \$22.10 | \$76.00 |
| Edgerton | \$50.00 | \$2.75/1,000 over 8,000 gallons | \$6.00 | \$0.00 | \$59.63 | \$6.00 | \$65.63 |
| Evanston | \$8.80 | \$2.30 | \$7.66 | \$1.60 | \$35.25 | \$18.06 | \$53.31 |
| Evansville | \$6.39 | \$3.03 | \$11.40 | \$1.68/1,000 over 4,000 gallons | \$41.24 | \$15.60 | \$56.84 |
| Ft. Collins | \$17.87 | 0-7,000 \$2.77/1,000 7,001-13,000 \$3.18/1,000 | \$18.97 | \$3.69 | \$51.57 | \$42.96 | \$94.53 |
| Gillette | \$6.50 | \$3.95 | \$12.26 | \$2.88 | \$51.93 | \$30.98 | \$82.91 |
| Green River | \$18.00 | 1,997-5,012 gal - \$2.43/1,000 5,013 & up - \$2.44/1,000 | \$18.80 | \$2.34 | \$41.16 | \$34.01 | \$75.17 |
| Lander | \$36.34 | \$2.82/1,000 over 4,000 gallons | \$17.79 | \$2.05/1,000 over 2,000 gallons | \$57.49 | \$27.02 | \$84.51 |
| Laramie | \$23.16 | 1-3,000 - \$3.76 3,001-6,000 - \$4.69 6,001-24,000 - \$5.88 | \$12.63 | \$4.41 | \$80.85 | \$41.30 | \$122.15 |
| Midwest | \$55.80 | \$2.50/1,000 over 8,000 gallons | \$12.35 | \$0.00 | \$64.55 | \$12.35 | \$76.90 |
| Mills | \$8.55 | \$2.52/1,000 over 1,500 gallons | \$18.20 | \$0.00 | \$33.75 | \$18.20 | \$51.95 |
| Rawlins | \$14.00 | \$3.00 | \$15.00 | \$3.00/1,00 over 4,000 gallons | \$48.50 | \$22.50 | \$71.00 |
| Riverton | \$18.47 | 0-5,000 \$2.56/1,000 5,001 & Up \$2.63/1,000 | \$17.70 | \$4.96/1,000 over 4,000 gallons | \$48.37 | \$30.10 | \$78.47 |
| Rock Springs | \$14.30 | first 2,004 \$7.14/1,000 next 3,007 \$4.59/1,000 next 3,008 & up \$3.22/1,000 | \$12.82 | \$6.39 | \$63.28 | \$54.36 | \$117.64 |
| Sheridan | \$19.40 | 1,501 - 6,000 \$1.87/1,000 6,001 & up \$2.57/1,000 | \$13.45 | \$2.70/1,000 over 1,500 gallons | \$41.95 | \$26.95 | \$68.90 |
| Wardwell Water & Sewer District | \$15.00 | \$3.50 | \$21.54 | \$0.00 | \$55.25 | \$21.54 | \$76.79 |
| Casper (Existing) | \$8.05 | \$3.78/1,000 over 1,500 gallons | \$8.69 | \$3.53/1,000 over 2,000 gallons | \$45.85 | \$24.58 | \$70.43 |
| Casper (Proposed 2020) | \$8.21 | \$3.86/1,000 over 1,500 gallons | \$9.30 | \$3.78/1,000 over 2,000 gallons | \$46.76 | \$26.30 | \$73.06 |
| Percent of Change 2020 | 2% | 2% | 7% | 7% | 2% | 7% | 4% |
| Casper (Proposed 2021) | \$8.46 | \$3.98/1,000 over 1,500 gallons | \$9.95 | \$4.04/1,000 over 2,000 gallons | \$48.17 | \$28.14 | \$76.31 |
| Percent of Change 2021 | 3% | 3% | 7% | 7% | 3% | 7% | 4% |

Casper's Council for People with Disabilities - AGENDA

Thursday, November 21, 2019 at 3:00 PM

Downstairs Meeting Room - City Hall, 200 North David Street, Casper

1. Sign-In on Roster & Guest Introductions
2. Review of the previous month's minutes & approval of minutes
3. Presentation from representatives of Confident Navigator
4. Old Business:
 - Continue Discussion of Possible Meeting Time Change – Bonnie Wilson
 - Discuss updates from Committees since the last Council meeting on October 24th to address established priorities as listed below:
 - o QOL Committee – Mary Price, Chairperson - * Need to establish new QOL Chairperson
 - i. Public transportation expansion and operating times
 - o Public Relations (PR) Committee – John Wall, Chairperson
 - ii. Casper's Council for People with Disabilities Facebook Page – John Wall to be the Administrator
 - iii. Casper's Council for People with Disabilities website page to be established on the City of Casper's website.
 - iv. The email address established for this Council is to be: disabilitycouncil@casperwy.gov
 - v. Quarterly flyer or brochure to be developed.
 - o Events Committee – Nikki Green, Chairperson
 - vi. Updates regarding the Casper Disability Day event to be scheduled in March, 2020 in conjunction with Disability Awareness Month.
 - o Fundraising Committee – Linda Jones, Chairperson
 - vii. Updates regarding the tax-deductible status of any donations received for this Council.
5. New Business:
 - Advertising & process for adding new members to the Council
 - Distribution of updated Roster
 - Any other new business or public comment
6. Schedule December's meeting as the 4th Thursday falls the day after the Christmas holiday on December 26th. Does Thursday, December 19th work for everyone?

ROSTER - Casper's Council for People with Disabilities

| <u>Name</u> | <u>Role</u> | <u>Initial</u> | <u>Term Length</u> | <u>Email</u> | <u>Phone Number</u> |
|------------------------------|----------------------|----------------|--------------------|--|---------------------|
| Mayor Charlie Powell | Council Liasion | | 2 year | cpowell@casperwy.gov | 307-235-8224 |
| Austin Berlin | Chairperson | | 2 year | aberlin@wilr.org | 307-266-6956 |
| Eric Distad | Alternate for Austin | | 2 year | edistad@wilr.org | 307-266-6956 |
| Maria "Masha" Flinn | Member | | 2 year | mashaflinn@hotmail.com | 435-659-0282 |
| Nicole "Nikki" Green | Vice-Chairperson | | 3 year | nikki@aspirecasemanagement.com | 307-577-0722 |
| Linda Jones | Member | | 3 year | ltak7j.p@gmail.com | 307-337-1405 |
| Arthur "Art" Leroy Pauly Jr. | Member | | 2 year | artann@sbcglobal.net | 307-333-6755 |
| Zulima Lopez | Treasurer | | permanent | zlopez@casperwy.gov | 307-235-8212 |
| Steven "Steve" McNichols | Member | | 2 year | swmzellia87@gmail.com | 307-315-3740 |
| Michelle Onstott | Member | | 3 year | michelle190@myncsd.org | 307-259-4850 |
| John Wall | Member | | 2 year | johnwall63@live.com | 307-472-2997 |
| Luan Plumb | Member | | 3 year | lkplumb55@msn.com | 307-266-1001 |
| Renate Pullen | Secretary | | 3 year | rpullen@nowcapservices.org | 307-233-0403 |
| Bonnie Wilson | Member | | 2 year | bonniwilso@gmail.com | 307-267-3786 |



**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

November 19, 2019

11:30 a.m.

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

1. Announcements
2. Approve Minutes – October 15, 2019 *
3. Approve Vouchers – November 2019 *
4. Approve Financial Report – October 2019 *
5. Operations Update
6. Public Comment
7. Old Business
 - a) Other
8. New Business
 - a) Other
9. Chairman's Report

Next Meeting: Regular JPB Meeting – December 17, 2019

****Indicates Attachment***



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

MEETING PROCEEDINGS

October 15, 2019

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, October 15, 2019 at 11:30 a.m., in the Joint Powers Board Conference Room, Regional Water Treatment Plant, 1500 SW Wyoming Boulevard, Casper, WY.

Board Members Present - Chairman King, Vice-Chairman Keffer, Treasurer Bertoglio, and Board Members Cathey, Huber and Powell. Secretary Waters and Board Member Freel were absent.

City of Casper – Cathey, Powell, Huber, Andrew Beamer, Bruce Martin, Brian Schroeder, Clint Conner, 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, Kyle Ridgeway – Williams, Porter, Day & Neville, P.C.

The Board meeting was called to order at 11:35 a.m.

1. There were no Announcements.

2. Chairman King asked for a motion to approve the minutes from the September 17, 2019 meeting. A motion was made by Board Member Powell and seconded by Board Member Cathey to approve the minutes from the September 17, 2019 meeting. Motion put and carried.
3. Mr. Martin informed the Board that one additional voucher was added to the voucher listing: voucher 8077 for Skogen, Cometto, & Associates, P.C. for the annual RWS FY19 Audit in Process in the amount of \$7,250. Mr. Martin stated that voucher 8076 will be considered later in the meeting. 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 October 2019 vouchers. A motion was made by Vice-Chairman Keffer and seconded by Board Member Powell to approve the October 2019 voucher list to include voucher numbers 8067 through 8077 in the amount of \$695,422.01, with voucher 8076 to be considered later in the meeting. 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 September 2019 was 510 MG, which is 37 MG over the five year average of 473 MG. Mr. Martin stated that year to date production is 1.83 BG compared to the five year average of 1.73 BG. Mr. Martin stated that FY20 is starting out to be a good year for water sales.

Mr. Martin stated that year to date Water Revenue is \$3,521,358.40 which is \$534,000 more than the same time last year. Mr. Martin stated that this includes the water rate increase and the increase in water sales.

Mr. Martin stated that the budget comparison is included in the agenda packet. Mr. Martin stated that there is nothing out of the ordinary on the budget comparison report.

Mr. Martin stated that the monthly compilation is not available as there have been some technical difficulties with the new financial software. Mr. Martin stated that he hoped things will be back on track next month.

Chairman King asked for a motion to approve the September 2019 Financial Report as presented. A motion was made by Board Member Cathey and seconded by Vice-Chairman Keffer to approve the September 2019 Financial Report as presented. Motion put and carried.

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

Mr. Schroeder stated that last week the EPA Sanitary Survey was completed. Mr. Schroeder stated that these are completed every three years for water systems. Mr. Schroeder stated that staff worked very hard to prepare for the Sanitary Survey, and it went very well. Mr. Schroeder stated that no significant deficiencies were identified; there is still a chance that one could be identified as many pictures were taken for review later. Mr. Schroeder stated that if something is identified as a deficiency in the pictures,

EPA will let him know and there will be a period of time to correct the issue.

Board Member Powell asked if the Sanitary Survey is separate from the aerobic spore testing. Mr. Schroeder stated that the EPA Sanitary Survey is different from the aerobic spore testing on the wells that is done weekly. Mr. Schroeder stated that there is a Wellfield Management Plan in place that is followed for the aerobic spore testing. Mr. Schroeder stated that this testing is going really well also. Mr. Schroeder stated there was not a single result that went over the limit for total aerobic spores this year. Mr. Schroeder stated that per the Wellfield Management Plan, the water flows were reduced on the wells during high water turbidity events.

Board Member Powell asked if the weekly test results are sent to EPA. Mr. Schroeder confirmed that the results are sent to EPA. Board Member Powell asked if the results reduce the pressure to use ultraviolet. Mr. Schroeder stated that it does not as the surface water is now in a BIN2 classification. Board Member Powell stated that as long as the groundwater is under the direct influence of surface water the Board will be under those regulations. Mr. Schroeder stated that was correct.

Board member Huber asked how the EPA does the sanitary survey. Mr. Schroeder stated that EPA checks the equipment to make sure it is in working order, they check the backflow devices, they review all the submitted reports, and they go out and inspect the tanks and booster stations. Mr. Martin stated that it is an overall operation inspection.

Board Member Powell asked if there were any other entities that are under the same situation as the Board, and if they would be interested in fighting EPA on the classification. Mr. Martin stated that once the one bad sample puts you into BIN2 classification, you are locked in and have to meet the requirements of the classification, which is additional treatment. Mr. Martin stated that there are other entities that are in the same situation and have been forced to meet the regulation. Mr. Martin stated that Treasurer Bertoglio has been working with some of the Legislators as far as what could be done. Mr. Martin stated that this was discussed a couple months ago, but he is not sure what progress Treasurer Bertoglio has had.

Board Member Powell stated that he is not against additional treatment if there is a safety issue, but when there isn't a safety issue, he is not. Mr. Schroeder stated that he feels there is not a safety issue in the wellfield as the riverbank is a very good filter. Mr. Schroeder stated that the one cryptosporidium that was identified in the surface water test happened during an extreme runoff period in April a couple of years ago when there was an extremely heavy storm consisting of 18-inches of snow and the river turned to mud.

Board Member Powell stated that EPA isn't measuring the actual contaminant, but is measuring something that is correlated with the contaminant. Mr. Schroeder stated that a surrogate is being used by EPA and he doesn't agree with it.

Mr. Martin stated that the testing is done on the source water, not the treated finished water. Mr. Schroeder stated that finished water testing for the contaminant is not

required. Board Member Powell stated that this may need to be a Board discussion in Executive Session at some point.

Chairman King stated that once you get one spore, you are under EPA scrutiny for a while. Board Member Powell stated that it sounds like forever. Board Member Huber asked if once in BIN2 if there is there no way out. Mr. Schroeder stated that it is very difficult to get out, but it has been done.

Board Member Cathey asked if the testing has to continue once the ultraviolet system is installed. Mr. Schroeder stated that was correct. Mr. Schroeder stated that the Wellfield Management Plan would remain in effect.

Mr. Schroeder stated that this affected the surface water operations for the filtration plant. Mr. Schroeder stated that the Operators had to achieve an extra half a log inactivation for giardia and cryptosporidium this year. Mr. Schroeder stated that it wasn't an issue achieving the extra half log inactivation, it just increased the paperwork that had to be completed and submitted to EPA.

Board Member Powell stated that he feels the Board has an obligation to the rate payers to contain costs and not spend money on unnecessary facilities if it can be proven that they are unnecessary.

Mr. Schroeder stated that the SCADA Upgrade Project is under full construction. Mr. Schroeder stated that a crew has been on site since last week. Mr. Schroeder stated that they are installing servers, server racks, and radios for the wells. Mr. Schroeder stated that a few wells have already been switched over to the new SCADA system. Mr. Schroeder stated that the wells will be switched over a couple at a time and both SCADA systems will be in use for a while. Mr. Schroeder stated that once the wells are switched over, the tanks and boosters will be next.

Mr. Schroeder stated that the plant is in wintertime flows of 5 to 6 MGD. Mr. Schroeder stated that the surface plant was shut off October 8th. Mr. Schroeder stated that the longer run of the surface water plant was due to the system flushing that was being done by Water Distribution staff, and it was good weather so people were still watering their lawns.

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

Mr. Conner stated that the system flushing of all RWS waterlines except the Sandy Lake waterline has been completed. Mr. Conner stated that the Sandy Lake waterline will be completed this week.

Mr. Conner stated that the Wardwell Tank was put back in service two weeks ago. Mr. Conner stated that it seems to be working well. Mr. Conner stated that there is one little leak inside the pedestal, which the contractor thinks it is from condensation, so it will be monitored for a little bit. Mr. Conner stated that it is nice to have this water storage tank

back in service.

Mr. Conner stated that the check valve for one pump at the Wardwell Booster has been installed. Mr. Conner stated that the VFD that was installed a couple of years ago at this booster is not communicating. Mr. Conner stated that some SCADA work will need to be done to fix it.

Mr. Conner stated that next Tuesday the internal paint inspection will be done on the new Airport Elevated Tank. Mr. Conner stated that it will be taken out of service on Monday and drained. Chairman King asked what will be done with all the water from the tank. Mr. Conner stated that he spoke to Mr. Schroeder to ask the WTP Operators to pull the tank down over the weekend in order to use most of the water; the remaining water will go down the drain on Monday. Mr. Conner stated that hopefully the inspection goes well. Mr. Conner stated that he didn't expect any issues and the contractor was really good.

Mr. Conner stated that 71 Construction started on the Exposed Waterline Project yesterday. Mr. Conner stated that they are bringing in material to cover the exposed waterline. Mr. Conner stated that the project will take a few weeks.

Board Member Cathey asked if the exposed waterline is in the area where the River Project took place. Mr. Conner stated that the exposed waterline is approximately 400 yards down river from where the River Project ended.

Board Member Cathey asked what was being used for erosion control and stabilization of the riverbank. Mr. Conner stated that 71 Construction is hauling in rock to build up the riverbank along with other materials.

Mr. Conner stated that there is an issue with the gas lines in the project area; no one wants to claim them. Board Member Cathey asked if there is a valve in the area for the gas lines. Mr. Conner stated that there is not a valve; there used to be a gas line there but it was plugged a couple hundred yards east and west of the project area several years ago. Board Member Cathey stated that it is an abandoned line then. Mr. Conner stated that was correct, so Black Hills Energy is saying that it isn't theirs. Mr. Conner stated that staff is trying to figure it out as it would be nice to get the old lines out to help build the river bank back up so it won't create any more erosion issues.

Mr. Conner stated that staff is in the process of winterizing the RWS booster stations.

6. There was no Public Comment.
7. There was no Old Business.
 - a. There was no Other Old Business.
8. In New Business:

- a. Mr. Martin asked the Board to reference the easement for a section of water transmission line in the Pioneer Water and Sewer District, at 11749 West Poison Spider Road. Mr. Martin stated that an easement was drawn up years ago, however, it was never signed and recorded. Mr. Martin stated that this was brought to the Board's attention a couple of months ago.

Mr. Martin stated that the property where the water line is has new owners that have annexed into the Pioneer Water and Sewer District and have requested a water tap. Mr. Martin stated that with there being new owners of the property, this is the perfect time to get the easement in place.

Mr. Martin stated that the easement is 20-foot wide, and 1,921.38-foot long across the Faylor property. Mr. Martin stated that in exchange for the easement, the Board will pay the Faylor the amount of \$2,145, which is the cost of the RWS System Investment Charge for a ¾-inch service and a physical tap on the water main. Mr. Martin recommended approval of the easement.

A motion was made by Board Member Huber and seconded by Vice-Chairman Keffer to approve the waterline easement with Kelley and Nikki Faylor at 11749 West Poison Spider Road, and voucher 8076 in the amount of \$2,145. Motion put and carried.

- b. Mr. Martin stated that in the Capital Improvement Plan it is scheduled to rehabilitate two of the wells each year starting this fiscal year. Mr. Martin stated that this fiscal year it is scheduled to rehabilitate wells Casper #22 and Morad #5. Mr. Martin stated that the production from the wells dropped from 300 gpm to 150 gpm due to suspected encrustation on the well screens.

Mr. Martin stated that rehabilitation of the wells includes chemical treating of the well, then surging and bailing of the well to remove any encrustation on the well screens, and then pump test the wells to substantiate the success of the rehabilitation.

Mr. Martin stated that the work is scheduled to begin mid-March, with a completion date at the end of April. Mr. Martin stated that funds are in the FY20 budget for this project and recommended approval of the contract with Engineering Associates for the well rehabilitation.

A motion was made by Board Member Powell and seconded by Vice-Chairman Keffer to approve the agreement with Engineering Associates for the rehabilitation of wells Casper #22 and Morad #5 in the amount of \$62,350.

Board Member Cathey stated that he had a couple of questions and asked if the price of the contract was for both wells. Mr. Martin stated that the price is for rehabilitation of both wells.

Board Member Cathey asked why the contractor is waiting until March to start the project. Mr. Martin stated that weather wise it was decided to wait until early spring because there is plenty of time before the water treatment plant gears up for summer flows.

Motion put and carried.

- c. Mr. Martin stated that the dewatering pump is a critical pump that pumps equipment water from the south chemical building, settled water, the ozone contactors, and the main plant to the filter backwash water lagoons. Mr. Martin stated that the pump failed on September 30th. Mr. Martin stated that the pump was pulled out and sent to Intermountain Motor Sales for diagnosis where it was discovered that the pump needed seals, bearings, and a new power cord. Mr. Martin stated that the pump is being repaired and will be put back in service.

Mr. Martin stated that there is no redundant dewatering pump, thereby creating the need to have a pump in inventory at all times. Mr. Martin stated that staff would like to purchase a new pump to put into inventory.

Mr. Martin stated that two quotes were received for a new dewatering pump; Intermountain Motor Sales for \$13,611.08, and DXP for \$16,803. Mr. Martin recommended purchasing the new dewatering pump for inventory from Intermountain Motor Sales.

A motion was made by Vice-Chairman Keffer and seconded by Board Member Huber to purchase a Homa submersible dewatering pump, model AMX646-360 21.5P/C from Intermountain Motor Sales in the amount of \$13,611.08.

Board Member Cathey asked why the new pump would be put in inventory instead of the old pump. Mr. Schroeder stated that the old pump will be repaired this week and put back in service, while the new pump will not be in for approximately ten weeks.

Motion put and carried.

- d. There was no Other New Business.
9. A motion was made by Board Member Huber and seconded by Board Member Cathey to adjourn from Regular Session into Executive Session to discuss potential litigation at 12:08 p.m. Motion put and carried.

Treasurer Bertoglio joined the Executive Session by telephone at 12:09 p.m.

A motion was made by Board Member Cathey and seconded by Vice-Chairman Keffer to adjourn from Executive Session and move into Regular Session at 12:46 p.m. Motion put and carried.

10. In the Chairman's Report, Chairman King stated that the next regular meeting will be held on November 19, 2019.

A motion was made by Board Member Cathey and seconded by Board Member Powell to adjourn the meeting at 12:47 p.m. Motion put and carried.

Chairman

Secretary

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

**UNAPPROVED VOUCHER LISTING
November 13, 2019**

| VOUCHER NO. | VENDOR | DESCRIPTION | AMOUNT |
|--------------------|---|---|-----------------------|
| 8078 | Williams, Porter, Day & Neville, P.C. | Legal Expense – Sept19 | \$1,640.00 |
| 8079 | Wyoming Water Development Commission | Rehabilitation & New Construction Loan Payments – Principal & Interest | \$654,616.77 |
| 8080 | City of Casper | Operations Reimbursement – Oct19 | \$253,840.85 |
| 8081 | City of Casper | Loan Payment | \$127,960.40 |
| 8082 | Williams, Porter, Day & Neville, P.C. | Legal Expense – Oct19 | \$3,807.54 |
| 8083 | Intermountain Motor Sales Inc. | Capital Expense – Dewatering Pump and Guide Claw Assembly | \$13,388.44 |
| 8084 | Wyoming Department of Transportation | Printing & Advertising for WYDOT Project 4116A02 ARS/Mills Sts/Poison Spider | \$81.32 |
| 8085 | 71 Construction, Inc. | Capital Expense – North Platte River Exposed Waterline Stabilization Project No. 17-097 | \$237,038.77 |
| 8086 | Wyoming Office of State Lands and Investments | DWSRF129 Loan Payment – Zone IIB Project | \$8,182.83 |
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| | | Total | \$1,300,556.92 |

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

**INVOICE &
 STATEMENT OF ACCOUNT**

8080

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

DATE: 11/4/2019

CUSTOMER ACCOUNT#: 2784

ACCOUNT SUMMARY

Invoices Due Upon Receipt

| TRANSACTION DATE | INVOICE # | DESCRIPTION | STATUS | INVOICE AMOUNT/ CHARGES REMAINING |
|------------------|-----------|---------------------------------------|---------|--------------------------------------|
| 10/31/2019 | 179396 | OCTOBER 2019 OPERATIONS REIMBURSEMENT | CURRENT | \$253,840.85 |

| October 2019 Total Reimbursement Invoice | | | |
|--|-------------------------------------|--|---------------------|
| 9010.00 | Wages & Salaries Dir Labor - O&M | | \$73,672.91 |
| 9020.00 | Chemical Charge - O&M | | \$54,514.49 |
| 9030.00 | Utilities - O&M | | \$106,688.59 |
| 9040.00 | Supplies - O&M | | \$4,457.99 |
| 9060.00 | Training - O&M | | \$1,020.00 |
| 9070.00 | Major Maint, Repair, Replc - O&M | | \$11,291.01 |
| 9080.00 | Testing & Lab Services - O&M | | \$1,917.39 |
| 9090.00 | Other Reimbursable Costs - O&M | | \$0.00 |
| 6025.10 | Capital | | \$278.47 |
| | 80-404000-5819 Invoice Total | | \$253,840.85 |

| | |
|-------------------------|---------------------|
| NEW CHARGES | |
| PREVIOUS BALANCE | \$253,840.85 |
| TOTAL AMOUNT DUE | \$253,840.85 |

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: \$253,840.85

AMOUNT ENCLOSED: \$253,840.85

Pay Invoice(s): 179396

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
October 31, 2019

| Vendor | Account Name | Date | Invoice Number | Invoice Amount | Purchased |
|-----------------------------------|-----------------------|------------|---------------------|----------------|--------------------------------------|
| ALSCO - Pcard | Laundry/Towel | 09/25/2019 | LCAS1295600,1298443 | 127.62 | Mats, Mops, Towels |
| ATLAS OFFICE PRODUCT | Materials & Supplies | 09/25/2019 | 52871-0 | 80.22 | Cleaning Supplies, Office Supplies |
| ATLAS OFFICE PRODUCT | Materials & Supplies | 10/10/2019 | 53049-0 | 53.27 | Cleaning Supplies |
| ATLAS OFFICE PRODUCT | Materials & Supplies | 10/10/2019 | 53510-0 | 320.15 | Office Supplies |
| Atlas Reproduction - Pcard | Postage | 10/10/2019 | 129278 | 53.00 | DBP Water Age Map |
| BLACK HILLS ENERGY | Natural Gas | 10/21/2019 | RIN0029890 | 946.39 | Natural Gas |
| BRENNTAG PACIFIC, IN | Materials & Supplies | 10/04/2019 | BPI982771 | 10,886.48 | Chemical- Ferric |
| BRENNTAG PACIFIC, IN | Materials & Supplies | 10/04/2019 | BPI984250 | 10,980.74 | Chemical- Ferric |
| BRENNTAG PACIFIC, IN | Materials & Supplies | 10/21/2019 | BPI987034 | 10,675.04 | Chemicals- Ferric |
| Casper Star-Tribune - Pcard | Advertising/Promotion | 10/10/2019 | 59617 | 43.54 | Legal Ad - RWS Meeting |
| CENTURYLINK | Communication | 10/23/2019 | 6634 | 19.45 | Voip August 2019 |
| CENTURYLINK | Communication | 10/23/2019 | 6639 | 4.47 | Voip Acct. 71332709 |
| CENTURYLINK | Communication | 10/23/2019 | 6642 | 19.45 | Sept 19 VOIP |
| CITY OF CASPER | Refuse Collection | 10/21/2019 | RIN0029891 | 119.50 | Sanitation |
| CITY OF CASPER | Refuse Collection | 10/21/2019 | 4361/177887-177913 | 30.00 | Site Garbage Removal |
| CITY OF CASPER | Sewer | 10/21/2019 | RIN0029891 | 24.56 | Sewer |
| Coastal Chemical - Pcard | Materials & Supplies | 10/10/2019 | 0119995 | 274.34 | Vehicle gas |
| Consolidated Electrical - Pcard | Materials & Supplies | 09/25/2019 | 0970-632459 | 90.00 | Light bulbs |
| CRUM ELECTRIC SUPPLY | Materials & Supplies | 09/25/2019 | 7314 | 175.23 | Salt Creek Booster yard light |
| Dana Kepner - Pcard | Materials & Supplies | 10/10/2019 | 7489 | 15.00 | 4" flange gasket for Wardwell |
| Dana Kepner - Pcard | Materials & Supplies | 10/10/2019 | 2229439-00 | 1,722.14 | Wardwell Booster pump #1 check valve |
| DPC INDUSTRIES, INC. | Materials & Supplies | 10/21/2019 | 737004332-19 | 7,022.53 | Sodium Hypochlorite |
| DPC INDUSTRIES, INC. | Materials & Supplies | 10/28/2019 | 737004480-19 | 6,999.22 | Sodium Hypochlorite |
| EMPLOYEE REIMBURSEME | Materials & Supplies | 10/25/2019 | RIN0029866 | 129.99 | Boot Reimbursement |
| Energy Laboratories - Pcard | Lab Testing | 09/25/2019 | 264868 | 231.00 | Lab Test TAS |
| Energy Laboratories - Pcard | Lab Testing | 10/10/2019 | 266609 | 231.00 | Lab Test TAS |
| Energy Laboratories - Pcard | Lab Testing | 10/10/2019 | 268952 | 84.00 | Lab Test TOC/Alkalinity |
| Energy Laboratories - Pcard | Lab Testing | 10/10/2019 | 268877 | 231.00 | Lab Test TAS |
| Energy Laboratories - Pcard | Lab Testing | 10/10/2019 | 268951 | 17.00 | Lab Test NPDES |
| Energy Laboratories - Pcard | Lab Testing | 10/10/2019 | 270322 | 57.00 | Lab Test Well mix |
| Energy Laboratories - Pcard | Lab Testing | 10/10/2019 | 270315 | 231.00 | Lab Test TAS |
| Energy Laboratories - Pcard | Lab Testing | 10/10/2019 | 268362 | 22.00 | Lab Test Bct |
| Energy Laboratories - Pcard | Lab Testing | 10/10/2019 | 268824 | 44.00 | Lab Test Wardwell Tank |
| Energy Laboratories - Pcard | Lab Testing | 10/10/2019 | 272173 | 231.00 | Lab Test TAS |
| Eurofins Eaton Analytical - Pcard | Lab Testing | 09/11/2019 | L0472580 | 200.00 | Lab Test Bromate |
| Eurofins Eaton Analytical - Pcard | Lab Testing | 10/10/2019 | L0476112 | 200.00 | Lab test Bromate |
| FERGUSON ENTERPRISES | Materials & Supplies | 10/10/2019 | 7580 | 97.86 | Airport tank chlorine |
| FERGUSON ENTERPRISES - Pcard | Materials & Supplies | 10/10/2019 | CR162728 | 316.19 | Manhold Lid Magnet |
| Fespond First Aid Systems - Pcard | Materials & Supplies | 10/10/2019 | 186386 | 49.55 | First aid supplies |
| George T. Sanders Co. - Pcard | Equipment Repairs | 09/25/2019 | 14543295-00 | 898.13 | Repair Kit for Backflow Preventer |
| GRAINGER, INC. | Equipment Repairs | 09/11/2019 | 1362215639 | 605.98 | RW Crane Repair |
| GRAINGER, INC. - Pcard | Materials & Supplies | 10/10/2019 | 1364079939 | 49.28 | Oil Spill Pads |
| GRAINGER, INC. - Pcard | Materials & Supplies | 10/10/2019 | 1364765447 | 33.22 | Light bulbs |

City of Casper Wyoming
Expenditure Reimbursement Request
October 31, 2019

| Vendor | Account Name | Date | Invoice Number | Invoice Amount | Purchased |
|---------------------------------------|----------------------|------------|----------------|----------------------|--|
| Health Insurance | Health Insurance | 10/3/2019 | | 6,189.11 | Health Insurance |
| Health Insurance | Health Insurance | 10/17/2019 | | 6,189.11 | Health Insurance |
| Home Depot - Pcard | Materials & Supplies | 09/25/2019 | 6153 | 16.24 | hex bushings |
| Home Depot - Pcard | Materials & Supplies | 09/25/2019 | 6154 | 31.17 | ball valves & nipples |
| Industrial Mtce & Fabricating - Pcard | Equipment Repairs | 09/25/2019 | 5035 | 500.00 | Decant Repair parts |
| INTERMOUNTAIN MOTOR - Pcard | Equipment Repairs | 10/10/2019 | 34264 | 1,507.14 | Ozone Injection Motor Repair |
| INTERMOUNTAIN MOTOR - Pcard | Equipment Repairs | 10/10/2019 | 34259 | 1,516.22 | Ozone Injection Motor Repair |
| Journal Entry | Materials & Supplies | 10/10/2019 | JE | (124.68) | JE to reverse WD Expense from Sept. |
| Menards - Pcard | Materials & Supplies | 09/11/2019 | 6051 | 57.59 | Pioneer Booster Seal line repair |
| NAPA AUTO PARTS CORP - Pcard | Materials & Supplies | 09/25/2019 | 491727 | 22.47 | Oil for air compressor |
| NORCO, INC. | Materials & Supplies | 09/11/2019 | 31110069243 | 159.50 | Cartridges for face mask |
| Other Insurance | Other Insurance | 10/3/2019 | | 279.99 | Other Insurance Benefits |
| Payroll | Personnel | 10/3/2019 | | 31,456.88 | 10/3/19 Payroll |
| Payroll | Personnel | 10/17/2019 | | 29,557.82 | 10/17/19 Payroll |
| Pizza Hut - Pcard | Materials & Supplies | 10/10/2019 | 007696 | 74.95 | JPB lunch |
| POWER SVC.,INC. | Equipment Repairs | 09/11/2019 | 1500002329 | 6,238.34 | Annual Maint Ozone Compressor |
| Rexel - Pcard | Materials & Supplies | 10/10/2019 | 7581 | 106.72 | Wardwell Booster SCADA battery |
| Rocky Mountain Air Solutions - Pcard | Materials & Supplies | 09/25/2019 | 30088848 | 3,926.54 | Liquid Oxygen |
| Rocky Mountain Air Solutions - Pcard | Materials & Supplies | 10/10/2019 | 30084749 | 4,023.94 | Liquid Oxygen |
| ROCKY MOUNTAIN POWER | Electricity | 10/24/2019 | RIN0029893 | 93,877.52 | Electricity - WTP, Wells |
| ROCKY MOUNTAIN POWER | Electricity | 10/24/2019 | RIN0029893 | 11,644.39 | Electricity - Tanks, Boosters, Meters |
| Smith's - Pcard | Materials & Supplies | 10/10/2019 | 057767 | 13.87 | JPB Lunch |
| Sutherlands - Pcard | Materials & Supplies | 09/11/2019 | 030406 | 13.98 | Hoses for wells |
| Sutherlands - Pcard | Materials & Supplies | 10/10/2019 | 060433 | 21.88 | Parts for GW Air Pellets Sanitary Survey |
| TYLER TECHNOLOGIES I | Capital | 10/07/2019 | 045-277588 | 58.87 | Munis Training |
| TYLER TECHNOLOGIES I | Capital | 10/22/2019 | 045-278092 | 116.64 | Munis Training |
| TYLER TECHNOLOGIES I | Capital | 10/22/2019 | 045-278886 | 60.96 | Munis Training |
| TYLER TECHNOLOGIES I | Capital | 10/23/2019 | 045-279815 | 42.00 | Munis Training |
| UPS - Pcard | Lab Testing | 10/10/2019 | 00008F045W409 | 138.39 | Lab Sample Shipping Fees |
| USPS - Pcard | Postage | 10/10/2019 | 048148 | 27.80 | POSTAGE STAMPS |
| Verizon Wireless - Pcard | Communication | 09/25/2019 | 7345 | 2.86 | Verizon Wireless Communication |
| Walmart - Pcard | Materials & Supplies | 09/25/2019 | 049015 | 39.84 | Coffee |
| WARDWELL WATER & SEW | Materials & Supplies | 10/21/2019 | RIN0029889 | 146.60 | Booster/Irrigation |
| Wear Parts, Inc. - Pcard | Equipment Repairs | 09/25/2019 | 362063 | 25.20 | Decant Repair |
| WY Water Quality & Pollution - Pcard | Travel/Training | 09/25/2019 | 2011-2222 A | 340.00 | Conference Registration |
| WY Water Quality & Pollution - Pcard | Travel/Training | 10/10/2019 | 2011-2233 A | 680.00 | Conference Registration |
| Xerox - Pcard | Materials & Supplies | 10/10/2019 | 098265410 | 219.46 | Office Copier Lease |
| | | | Total | \$ 253,840.85 | |

Central Wyoming Regional Water System

Gallons Produced
Water Rates Billed

Fiscal Year 2018-2019

| Entity | Gallons of Water Produced | | | | | Water Rates Billed | | | | |
|----------------|---------------------------|------------------------|------------------------|------------------------|--------------------------|---------------------|---------------------|-----------------------|-----------------------|-----------------------|
| | 10/31/2019 | 9/30/2019 | 8/31/2019 | 7/31/2019 | Year-to-Date | 10/31/2019 | 9/30/2019 | 8/31/2019 | 7/31/2019 | Year-to-Date |
| Salt Creek JPB | 2,758,381.633 | 3,453,167.347 | 5,137,603.061 | 6,543,140.816 | 15,133,911.224 | \$ 5,323.68 | \$ 6,664.61 | \$ 9,915.57 | \$ 12,628.26 | \$ 29,208.45 |
| Wardwell W&S | 14,089,494.898 | 29,568,138.776 | 35,608,590.816 | 35,250,247.959 | 100,426,977.551 | \$ 27,192.73 | \$ 57,066.51 | \$ 68,724.58 | \$ 68,032.98 | \$ 193,824.07 |
| Pioneer | 4,451,311.224 | 6,291,189.796 | 7,698,387.755 | 8,113,820.408 | 22,103,397.959 | \$ 8,591.03 | \$ 12,142.00 | \$ 14,857.89 | \$ 15,659.67 | \$ 42,659.56 |
| Poison Spider | 654,693.878 | 1,372,857.143 | 1,797,346.939 | 1,758,571.429 | 4,928,775.510 | \$ 1,263.56 | \$ 2,649.61 | \$ 3,468.88 | \$ 3,394.04 | \$ 9,512.54 |
| 33 Mile Road | 679,846.939 | 979,489.796 | 1,027,448.980 | 1,196,224.490 | 3,203,163.265 | \$ 1,312.10 | \$ 1,890.42 | \$ 1,982.98 | \$ 2,308.71 | \$ 6,182.11 |
| Sandy Lake | 1,318,853.061 | 1,723,878.571 | 1,811,189.796 | 2,272,014.286 | 5,807,082.653 | \$ 2,545.39 | \$ 3,327.09 | \$ 3,495.60 | \$ 4,384.99 | \$ 11,207.67 |
| Lakeview | 167,226.531 | 579,789.796 | 866,826.531 | 999,478.571 | 2,446,094.898 | \$ 322.75 | \$ 1,118.99 | \$ 1,672.98 | \$ 1,928.99 | \$ 4,720.96 |
| Mile-Hi | 239,412.245 | 867,248.980 | 871,733.673 | 1,172,442.857 | 2,911,425.510 | \$ 462.07 | \$ 1,673.79 | \$ 1,682.45 | \$ 2,262.81 | \$ 5,619.05 |
| City of Casper | 176,194,179.592 | 467,197,249.796 | 568,137,374.449 | 635,485,546.184 | 1,670,820,170.429 | \$ 340,054.77 | \$ 901,690.69 | \$ 1,096,505.13 | \$ 1,226,487.10 | \$ 3,224,682.93 |
| Regional Water | (8,172,805.000) | (1,658,000.000) | (940,310.000) | (468,000.000) | (3,066,310.000) | \$ (15,773.51) | \$ (3,540.89) | \$ (1,814.80) | \$ (903.24) | \$ (6,258.93) |
| TOTAL | 192,380,595.000 | 510,375,010.000 | 622,016,192.000 | 692,323,487.000 | 1,824,714,689.000 | \$371,294.55 | \$984,682.82 | \$1,200,491.25 | \$1,336,184.33 | \$3,521,358.40 |

TOTAL PRIOR YEAR (FY2019) GALLONS PRODUCED:

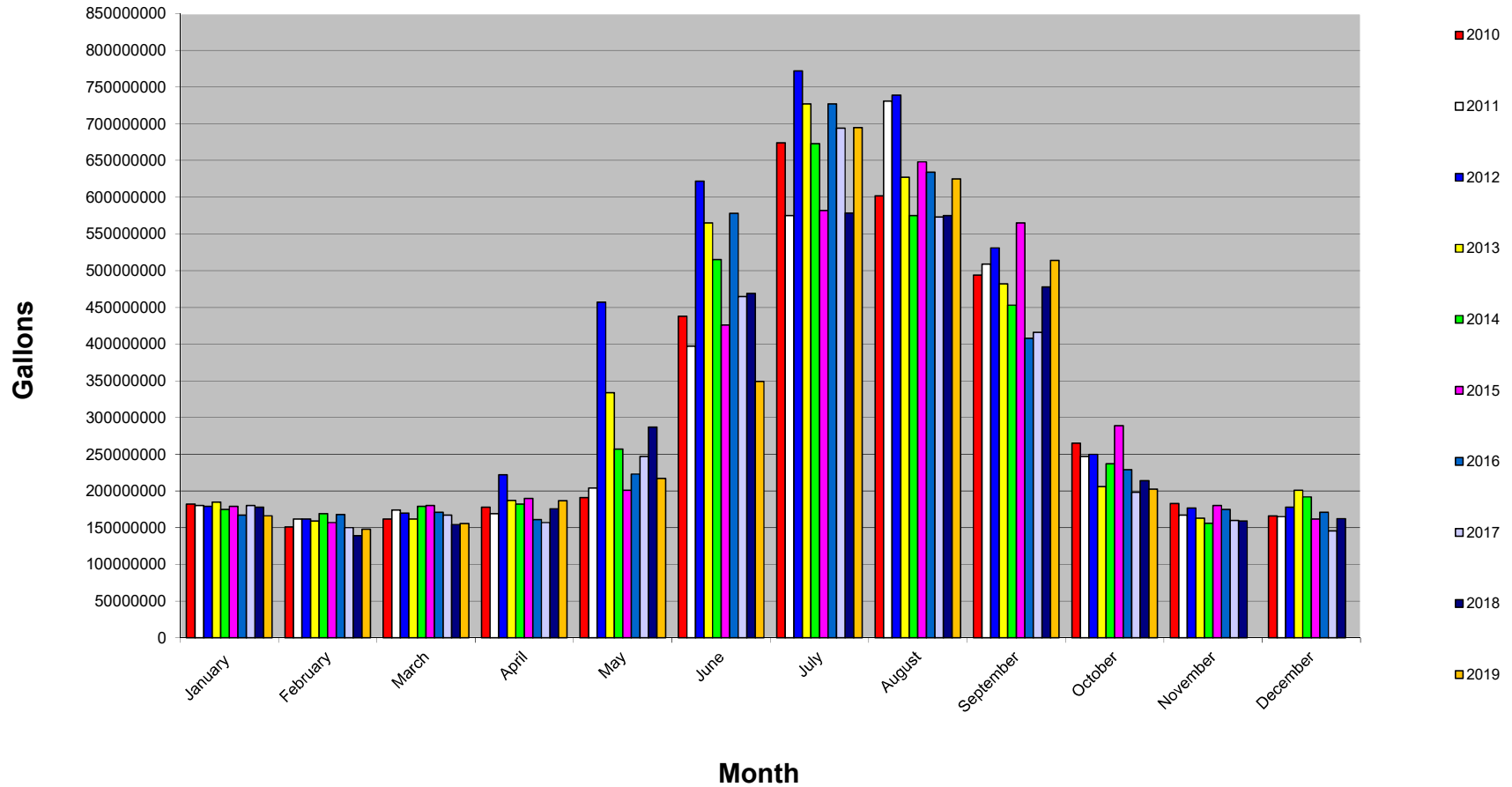
3,361,736,483.000

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



WTP Operations Budget Comparison As Of 9/30/19

| FUND | ORG | OBJECT | Description | Original Budget | Encumbered | Revised Budget | Actual | Remaining | Percent Used |
|------------------------------|---------|--------|--------------------------------|-----------------------|--------------------|-----------------------|-----------------------|-----------------------|--------------|
| 202 | 2020002 | 6001 | Salaries and Wages - FT | 692,968.81 | 0.00 | 692,968.81 | 239,032.06 | 453,936.75 | 34.49 |
| 202 | 2020002 | 6002 | Salaries and Wages - PT/Season | 20,835.36 | 0.00 | 20,835.36 | 6,361.08 | 14,474.28 | 30.53 |
| 202 | 2020002 | 6004 | Overtime | 14,000.00 | 0.00 | 14,000.00 | 4,538.41 | 9,461.59 | 32.42 |
| 202 | 2020002 | 6005 | Standby Pay | 12,000.00 | 0.00 | 12,000.00 | 3,543.78 | 8,456.22 | 29.53 |
| 202 | 2020002 | 6007 | Accrued Leave | 6,000.00 | 0.00 | 6,000.00 | 85.32 | 5,914.68 | 1.42 |
| 202 | 2020002 | 6009 | Supplemental Pay | 11,200.00 | 0.00 | 11,200.00 | 16,346.80 | -5,146.80 | 145.95 |
| 202 | 2020002 | 6010 | Other Employee Withholdings | 2,464.00 | 0.00 | 2,464.00 | 0.00 | 2,464.00 | 0.00 |
| 202 | 2020002 | 6020 | FICA/MC Contributions | 58,767.62 | 0.00 | 58,767.62 | 19,893.46 | 38,874.16 | 33.85 |
| 202 | 2020002 | 6030 | Retirement Contributions | 64,304.73 | 0.00 | 64,304.73 | 21,919.00 | 42,385.73 | 34.09 |
| 202 | 2020002 | 6032 | Disability Buyback | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 202 | 2020002 | 6040 | Worker's Compensation | 20,287.71 | 0.00 | 20,287.71 | 0.00 | 20,287.71 | 0.00 |
| 202 | 2020002 | 6051 | Health Insurance | 172,926.21 | 0.00 | 172,926.21 | 54,597.40 | 118,328.81 | 31.57 |
| 202 | 2020002 | 6054 | Other Insurance | 3,535.21 | 0.00 | 3,535.21 | 1,206.24 | 2,328.97 | 34.12 |
| 202 | 2020002 | 6080 | Other Employee Compensation | 6,856.00 | 0.00 | 6,856.00 | 2,060.00 | 4,796.00 | 30.05 |
| 202 | 2020002 | 6101 | General Supplies and Materials | 846,676.82 | 12,784.10 | 846,676.82 | 506,360.80 | 327,531.92 | 61.32 |
| 202 | 2020002 | 6103 | Postage and Printing | 750.00 | 0.00 | 750.00 | 80.80 | 669.20 | 10.77 |
| 202 | 2020002 | 6111 | Electricity | 731,340.00 | 0.00 | 731,340.00 | 204,582.95 | 526,757.05 | 27.97 |
| 202 | 2020002 | 6112 | Natural Gas | 50,000.00 | 0.00 | 50,000.00 | 3,740.35 | 46,259.65 | 7.48 |
| 202 | 2020002 | 6113 | Gas/Fuel | 10,000.00 | 0.00 | 10,000.00 | 0.00 | 10,000.00 | 0.00 |
| 202 | 2020002 | 6150 | Maint/Repair (non contract) | 50,000.00 | 0.00 | 50,000.00 | 17,265.23 | 32,734.77 | 34.53 |
| 202 | 2020002 | 6160 | Uniform Expense | 1,000.00 | 0.00 | 1,000.00 | 0.00 | 1,000.00 | 0.00 |
| 202 | 2020002 | 6210 | Professional Services | 6,000.00 | 0.00 | 6,000.00 | 0.00 | 6,000.00 | 0.00 |
| 202 | 2020002 | 6230 | Maintenance Agreements | 31,049.00 | 0.00 | 31,049.00 | 17,306.94 | 13,742.06 | 55.74 |
| 202 | 2020002 | 6240 | Testing | 42,000.00 | 0.00 | 42,000.00 | 13,547.03 | 28,452.97 | 32.25 |
| 202 | 2020002 | 6251 | Laundry/Towel | 2,500.00 | 0.00 | 2,500.00 | 563.73 | 1,936.27 | 22.55 |
| 202 | 2020002 | 6256 | Internal Services | 101,404.00 | 0.00 | 101,404.00 | 0.00 | 101,404.00 | 0.00 |
| 202 | 2020002 | 6601 | Tranfers Out | 10,715.00 | 0.00 | 10,715.00 | 0.00 | 10,715.00 | 0.00 |
| 202 | 2020002 | 6720 | Travel/Training | 4,000.00 | 0.00 | 4,000.00 | 1,020.00 | 2,980.00 | 25.50 |
| 202 | 2020002 | 6731 | Communication | 2,200.00 | 0.00 | 2,200.00 | 101.16 | 2,098.84 | 4.60 |
| 202 | 2020002 | 6733 | Refuse Collection | 40,000.00 | 0.00 | 40,000.00 | 658.00 | 39,342.00 | 1.65 |
| 202 | 2020002 | 6734 | Sewer | 300.00 | 0.00 | 300.00 | 98.24 | 201.76 | 32.75 |
| 202 | 2020002 | 6780 | Insurance/Bonds | 22,098.82 | 0.00 | 22,098.82 | 0.00 | 22,098.82 | 0.00 |
| 202 | 2020002 | 6791 | Advertising/Promotion | 800.00 | 0.00 | 800.00 | 174.16 | 625.84 | 21.77 |
| 202 | 2020002 | 6793 | Dues and Subscriptions | 1,200.00 | 0.00 | 1,200.00 | 394.00 | 806.00 | 32.83 |
| WTP Operations Totals | | | | \$3,040,179.29 | \$12,784.10 | \$3,040,179.29 | \$1,135,476.94 | \$1,891,918.25 | 37.35 |

Boosters & Tanks

| FUND | ORG | OBJECT | Description | Original Budget | Encumbered | Revised Budget | Actual | Remaining | Percent Used |
|-----------------------------------|---------|--------|--------------------------------|---------------------|---------------|---------------------|--------------------|---------------------|--------------|
| 202 | 2020033 | 6101 | General Supplies and Materials | 22,000.00 | 0.00 | 22,000.00 | 4,134.64 | 17,865.36 | 18.79 |
| 202 | 2020033 | 6111 | Electricity | 123,420.00 | 0.00 | 123,420.00 | 30,141.66 | 93,278.34 | 24.42 |
| 202 | 2020033 | 6210 | Professional Services | 2,000.00 | 0.00 | 2,000.00 | 0.00 | 2,000.00 | 0.00 |
| 202 | 2020033 | 6256 | Internal Services | 169,097.00 | 0.00 | 169,097.00 | 0.00 | 169,097.00 | 0.00 |
| Booster & Tanks Totals | | | | \$316,517.00 | \$0.00 | \$316,517.00 | \$34,276.30 | \$282,240.70 | 10.83 |

Groundwater Guardian

| FUND | ORG | OBJECT | Description | Original Budget | Encumbered | Revised Budget | Actual | Remaining | Percent Used |
|------------------------------------|---------|--------|--------------------------------|-------------------|---------------|-------------------|----------------|-------------------|--------------|
| 202 | 2020034 | 6101 | General Supplies and Materials | 500.00 | 0.00 | 500.00 | 0.00 | 500.00 | 0.00 |
| 202 | 2020034 | 6103 | Postage and Printing | 200.00 | 0.00 | 200.00 | 22.00 | 178.00 | 11.00 |
| 202 | 2020034 | 6240 | Testing | 4,500.00 | 0.00 | 4,500.00 | 0.00 | 4,500.00 | 0.00 |
| 202 | 2020034 | 6791 | Advertising/Promotion | 100.00 | 0.00 | 100.00 | 0.00 | 100.00 | 0.00 |
| Groundwater Guardian Totals | | | | \$5,300.00 | \$0.00 | \$5,300.00 | \$22.00 | \$5,278.00 | 0.42 |

RWS Agency Budget Comparison As Of 10/31/19

| FUND | ORG | Object | Description | Original Budget | Encumbered | Revised Budget | Actual | Remaining | Percent Used |
|----------------------------------|-----|--------|--------------------------------|-------------------------|-----------------------|-------------------------|-------------------------|-------------------------|---------------|
| 300 | 300 | 4220 | State Grants | (\$1,300,000.00) | \$0.00 | (\$1,300,000.00) | \$0.00 | (\$1,300,000.00) | 0.00 |
| 300 | 300 | 4501 | Interest Earned | (\$70,000.00) | \$0.00 | (\$70,000.00) | (\$30,327.63) | (\$39,672.37) | 43.33 |
| 300 | 300 | 4503 | Gain on Sale of Capital Assets | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00 |
| 300 | 300 | 4504 | Contributions | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00 |
| 300 | 300 | 4505 | Misc. Revenue | (\$50.00) | \$0.00 | (\$50.00) | (\$622.79) | \$572.79 | 1,245.58 |
| 300 | 300 | 4601 | Water Utility Charges | (\$7,106,511.00) | \$0.00 | (\$7,106,511.00) | (\$2,537,016.52) | (\$4,569,494.48) | 35.70 |
| 300 | 300 | 4650 | System Development Charges | (\$245,000.00) | \$0.00 | (\$245,000.00) | (\$42,988.00) | (\$202,012.00) | 17.55 |
| RWS Agency Revenue Totals | | | | (\$8,721,561.00) | \$0.00 | (\$8,721,561.00) | (\$2,610,954.94) | (\$6,110,606.06) | 29.94% |
| 300 | 300 | 6210 | Professional Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00 |
| 300 | 300 | 6212 | Legal Services | \$30,000.00 | \$0.00 | \$30,000.00 | \$1,199.50 | \$28,800.50 | 4.00 |
| 300 | 300 | 6213 | Investment Services | \$1,500.00 | \$0.00 | \$1,500.00 | \$45.00 | \$1,455.00 | 3.00 |
| 300 | 300 | 6214 | Consulting Services | \$15,000.00 | \$0.00 | \$15,000.00 | \$3,733.50 | \$11,266.50 | 24.89 |
| 300 | 300 | 6215 | Acctg/Audit Services | \$32,000.00 | \$0.00 | \$32,000.00 | \$7,250.00 | \$24,750.00 | 22.66 |
| 300 | 300 | 6255 | Other Contractual | \$3,000.00 | \$0.00 | \$3,000.00 | \$0.00 | \$3,000.00 | 0.00 |
| 300 | 300 | 6257 | Reimbursable Contract Exp. | \$3,349,603.00 | \$0.00 | \$3,349,603.00 | \$1,409,223.30 | \$1,940,379.70 | 42.07 |
| 300 | 300 | 6303 | Buildings - New | \$463,544.66 | \$178,713.99 | \$463,544.66 | \$2,830.67 | \$282,000.00 | 39.16 |
| 300 | 300 | 6305 | Improvements Other Than Bldgs | \$4,583,437.83 | \$2,913,887.34 | \$4,583,437.83 | \$666,108.88 | \$1,003,441.61 | 78.11 |
| 300 | 300 | 6307 | Intangibles - New | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00 |
| 300 | 300 | 6311 | Light Equipment - New | \$10,000.00 | \$0.00 | \$10,000.00 | \$0.00 | \$10,000.00 | 0.00 |
| 300 | 300 | 6312 | Light Equipment - Replacement | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00 |
| 300 | 300 | 6320 | Technology - Capital | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00 |
| 300 | 300 | 6321 | Technology - Replacement | \$6,000.00 | \$0.00 | \$6,000.00 | \$1,224.90 | \$4,775.10 | 20.42 |
| 300 | 300 | 6501 | Principal | \$2,086,798.00 | \$0.00 | \$2,086,798.00 | \$580,430.25 | \$1,506,367.75 | 27.81 |
| 300 | 300 | 6510 | Interest | \$483,778.00 | \$0.00 | \$483,778.00 | \$103,173.38 | \$380,604.62 | 21.33 |
| 300 | 300 | 6720 | Travel/Training | \$2,000.00 | \$0.00 | \$2,000.00 | \$0.00 | \$2,000.00 | 0.00 |
| 300 | 300 | 6780 | Insurance/Bonds | \$97,544.00 | \$0.00 | \$97,544.00 | \$113,821.28 | (\$16,277.28) | 116.69 |
| 300 | 300 | 9100 | Revenue Control | \$0.00 | \$0.00 | \$0.00 | (\$2,610,954.94) | \$0.00 | 0.00 |
| 300 | 300 | 9110 | Estimated Revenue | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00 |
| 300 | 300 | 9200 | Expenditure Control | \$0.00 | \$0.00 | \$0.00 | \$2,889,040.66 | \$0.00 | 0.00 |
| 300 | 300 | 9210 | Appropriations | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00 |
| 300 | 300 | 9300 | Encumbrances | \$0.00 | \$0.00 | \$0.00 | \$3,092,601.33 | \$0.00 | 0.00 |
| 300 | 300 | 9400 | ACI Liability | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00 |
| 300 | 300 | 9500 | Fund Balance - Unreserved | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00 |
| 300 | 300 | 9510 | Budgetary FB - Unreserved | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00 |
| 300 | 300 | 9520 | FB Reserve For Encumbrances | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00 |
| 300 | 300 | 9530 | Budgetary FB Reserve - Encumb | \$0.00 | \$0.00 | \$0.00 | (\$3,092,601.33) | \$0.00 | 0.00 |
| RWS Agency Expense Totals | | | | \$11,164,205.49 | \$3,092,601.33 | \$11,164,205.49 | \$3,167,126.38 | \$5,182,563.50 | 28.37% |

From: Roehr, Mary [mailto:Mary.Roehr@charter.com]
Sent: Thursday, November 14, 2019 2:59 PM
Subject: FW: Spectrum Channel Lineup Changes

Good Afternoon.

Charter Communications is making changes to our residential channel lineup for customers in your community.

| PROGRAMMING | CHANGE |
|---------------------------|--------------------------------|
| NFL Red Zone Tier Removal | Available via Sports Pack only |

Charter, locally known as Spectrum, is notifying you that on or around December 17, 2019, Charter will launch video-on-demand fitness subscription channel, Gaiam TV Fit & Yoga, for \$6.99 per month, allowing customers to access premium yoga and fitness training directly on TV. With more than 100 programs available, Gaiam TV Fit & Yoga offers something for all fitness levels, interests and demographics. Program choices will include cardio, pilates, yoga, meditation, pre and postnatal exercise, sculpting and toning, walking, circuit training and dance, as well as programs tailored for certain health conditions including arthritis and stress-related illnesses.

In addition, on or around December 17, 2019, AMC video on demand services will launch on the video on demand portal with an array of services:

Acorn TV: A distinctive, finely curated service for high-quality, critically acclaimed dramas, mysteries, and comedies from Britain and Beyond. Customers can subscribe to Acorn TV for \$5.99 per month.

Shudder: A premium destination for fans of horror, thriller and the supernatural. Customers can subscribe to Shudder for \$5.99 per month.

Urban Movie Channel: A go-to destination for Black TV & film with the best in drama, romance, comedy, action, thrillers, stage plays, reality, docu-series and much more. Customers can subscribe to Urban Movie Channel for \$4.99 per month.

Sundance Now: A rich selection of gripping true crime, thoughtful dramas, and heart stopping thrillers from around the world. Customers can subscribe to Sundance Now for \$6.99 per month.

If you have any questions about this matter, please feel free to contact me.

Sincerely,
Mary Roehr



Mary Roehr | Director, Government Affairs, Colorado, Montana, Wyoming | C: 406-671-7956
951 W. Custer Ave. | Helena, MT 59601



COMMUNITY DEVELOPMENT
DEPARTMENT

CITY OF CASPER

200 North David Street
Casper, WY 82601-1862
Phone: (307) 235-8241
Fax: (307) 235-8362
www.casperwy.gov

Memo to: Liz Becher; Community Development Director

From: Dan Elston, City Building Official *DE*,
Craig Collins, AICP, City Planner

Subject: Sept. /Oct. 2019, Commercial Development Report

Date: 11-11-2019

Permitting Update:

For the months of Sept. /Oct. 21 building permits for single family homes were issued. To date 54 building permits have been issued for single family homes compared to 52 for the same period last year. The Building Division issued 227 building, 203 Electrical, 150 Mechanical and 179 Plumbing permits with fees totaling \$175,890.07. The total permit revenue from January through October is \$831,802.98 which is down \$126,663.28 for the same period last year.

Overall, the Building Division's value of construction for Sept. /Oct. was \$11,590,045.81 which is up \$4,293,175.61 for the same period last year and down \$13,406,823.57 for the total January through October period last year. It is encouraging to see a \$4,000,000.00 increase in value of construction over the last 2 months and single family dwelling permits slightly above last year's total for this period. This indicates the construction economy is steady with a slight uptick.

Inspection Update:

The Building Department completed 327 building, 388 electrical, 266 plumbing, 109 mechanical, 44 grey slip/consult inspections and 71 plan reviews for the months of Sept. /Oct.

Commercial Construction Update:

Below is a breakdown of the commercial projects that are in progress:

- State Office Building (West Collins) Project awarded. No work at this time.
- Hilltop Bank at the Compass (4140 Centennial Hills) Foundation in process
- Park Elementary School Remodel/addition (104 W. 9th St.) Mobilization/setup in process.

- Boyd Ave. Church Gym (2225 CY Ave.) interior Mechanical, Electrical, Plumbing rough in are in process, volunteer help has left and exterior finishes are pending. Drywall is in process.
- Senior Living Homes (Fairgrounds Addition) The proposed apartment building will not be constructed and the remaining lots will be used for twin homes.
- WMC Hybrid O.R. (1233 E. 2nd ST.) Interior finishes in process
- Advanced Wall Systems Storage Buildings (1037 Foster Rd.) 4 buildings in various stages of construction
- Wash and Glow Car Wash (4055 Plaza Dr.) Exterior sheathing and site work in process. Interior Mechanical, electrical, plumbing rough-ins are in process.
- U-Haul (725 Bryan Stock Trail) North half of project complete, paving storage building framing on south half in process.
- Air Innovations remodel (5000 CY Ave) interior finishes in process. This is old CY True Value Hardware Store, purchased by Air Innovations.

Projects Completed:

- Casper Bale Fill addition (1886 Station Rd.)
- Greiner Ford remodel (3333 CY Ave.)
- Taco Bell (86 SE WY. BLVD.)
- Haul On Ash (355 S. Ash St.)
- Target Store (401 E. 2nd St.)
- The Fort (500 W. F St.) pool room addition

New Plans Submitted for approval:

- Storage Building (1615 W. Yellowstone) Old General Shale site.
- Misc. remodels (6501 E. 2nd St.) Rocky Mtn. Oncology = 2 projects

Note:

As noted in the previous report, the State Office Building was bid and the low bidder is FCI Constructors of Wyoming. The Building permit has been issued but the dollar numbers are not reflected in this report since it was received in November. The 3 major subcontractors are City of Casper contractors, their names have not been published by the General Contractor at this time. Project mobilization and earthwork are to start as weather allows.

The "Rib and Chop" has been rumored to open in the old C85 Wonder Bar (256 S. Center St.) The City of Casper has not received a grey slip inspection as of this date; an application for a transfer of the liquor license is in process.

**CITY OF CASPER
LICENSING AND APPEALS BOARD
CITY HALL, DOWNSTAIRS MEETING ROOM
NOVEMBER 21, 2019
4:00 P.M.**

Members of the public wishing to place a new item on the agenda must submit a written request to the Community Development Department no later than eight (8) days preceding the Licensing and Appeals Board meeting.

Members of the public wishing to comment at a regular Licensing and Appeals Board Meeting may do so at the end of the regular meeting with a majority of the board voting in favor of their request. These comments will be limited to five (5) minutes.

AGENDA

- I. ROLL CALL**
- II. CONSIDERATION OF MINUTES FOR OCTOBER 17, 2019**
- III. MONTHLY REPORT**
- IV. NEW BUSINESS**
 - A. Expiring Terms
 - Zach Horner
 - Adam Hall
 - Andrew Elston
 - B. Annual Contractor Letter
- V. APPLICATIONS FOR THE BOARD'S CONSIDERATION:**

GENERAL CONTRACTORS

KEITH KEY, UPLAND CONSTRUCTION – Applying for a Class I General Contractor's License.

LUCAS JENNINGS, TDS CONSTRUCTION – *New Qualifying Party* - Applying for a Class I General Contractor's License.
- VI. COMPLAINT** – Windy City Construction (*Information Only*)
- VII. COMMUNICATIONS FROM PERSONS PRESENT**
- VIII. ADJOURNMENT**

**CITY OF CASPER
CONTRACTORS' LICENSING AND APPEALS BOARD
OCTOBER 17, 2019**

MEMBERS PRESENT: **JASON HUBER** **STEVE BOYLE**
 SCOTT WARREN **JOHN HAID**
 ADAM HALL **ANDREW ELSTON**

CITY STAFF: **DAN ELSTON** **KELLY SHANLEY**

CALL MEETING TO ORDER – Vice Chairperson Jason Huber called the regular meeting to order at 4:05 p.m.

MINUTES FROM SEPTEMBER 19, 2019 – John Haid moved to approve the meeting minutes of September 19, 2019. Steve Boyle seconded the motion. Motion approved.

MONTHLY REPORT UPDATE - Dan Elston reported for the month of September, 13 building permits were issued for construction of single family homes. The Building Division issued 115 building, 84 electrical, 59 mechanical, and 101 plumbing permits during September with fees collected of \$64,474. Overall, the Building Division's value of construction for September was \$6,790,186.21 which brings the year to date valuation to \$37,216,687.62. This is approximately \$13 million below this time last year. The inspectors completed 584 inspections in September, which includes consults and plan reviews.

Below is a breakdown of 11 commercial projects that are in progress:

- Boyd Avenue Church Gym – They are almost complete with the interior rough-ins; close to the drywall phase.
- U-Haul - Old Cretex Building – Low voltage wiring is in process on the north side.
- Senior Living Homes
- Wyoming Medical Center - Hybrid OR
- Greiner Ford Remodel – The building is complete; site work needs completed.
- Wash 'n Glow Car Wash – The interior rough-ins are in process.
- Rodolph Brothers Remodel/Rebuild
- McDonalds – East Side Remodel
- Air Innovations – Interior drywall is in process.
- Hall on Ash – TCO was issued; site work needs completed.
- Hilltop Bank – Centennial Hills Blvd. – (Foundation only permit issued.) They are in the process of pouring the caissons.

Completed Projects:

- Taco Bell – Eastside
- Target Store
- The Fort Restaurant – Addition for Pool
- Clarion Inn – TCO received for 2nd floor. Grand opening was yesterday. The restaurant is open. They have a breakfast buffet every morning.

Plans Submitted for Approval:

- Blackmore Marketplace Strip Mall
- Smile Doctors – This is going into Platte Valley Bank on East 2nd Street

- State Office Building – This project came in on budget at \$34.5 million dollars. FCI Constructors out of Cheyenne is the general. GW Mechanical, Modern Electric, and Sheet Metal Specialties are the apparent subcontractors.
- U-Haul Storage Units – old K-Mart building – Outside and Inside Storage Units
- Science Zone
- Park Elementary – This is an extensive remodel.
- Hilltop Bank along with four other buildings – Centennial Hills Blvd.

LICENSE APPLICATIONS –

TIM HOWARD, HOWARD CONSTRUCTION – Applying for a Class I General Contractor’s License. After discussion and review of the application and affidavit, Scott Warren moved to approve Tim Howard to license as a Class I General Contractor. Adam Hall seconded the motion. Motion approved.

BRANDON SHOUP, GLR, INC. - Applying for a Class I General Contractor’s License. After discussion and review of the application and affidavit, Adam Hall moved to approve Brandon Shoup to license as a Class I General Contractor. Andrew Elston seconded the motion. Motion approved.

LYNDON LACH, REBUILD WYOMING LLC – *Resubmittal* – Applying for a Class II General Contractor’s License. Lyndon Lach joined the meeting to explain his experience in the construction industry. Lyndon has always worked for his father and worked directly under his license. Lyndon has recently purchased multiple investment properties which he plans on flipping, and he wants to be able to pull all of his own permits. Currently, Tim Stirret of Custom Homes and Commercial Construction has pulled Lyndon’s first two building permits for him. After discussion and review of the application and affidavits, Scott Warren moved to deny Lyndon Lach a Class II General Contractor’s License. However, Scott did approve Lyndon to test for a Class III General Contractor’s License. Adam Hall seconded the motion. Motion approved.

MICHAEL WISE, WISE PROPERTIES, LLC – Applying for a Class II General Contractor’s License. After discussion and review of the application and affidavits, Andrew Elston moved to deny Michael Wise a Class II General Contractor’s License. However, Andrew did approve Michael to test for a Class III General Contractor’s License. Steve Boyle seconded the motion. Motion Approved. The Board would re-consider Michael’s application for a Class II pending additional information/affidavits.

JACOB BARTZ, GARDEN CREEK BUILDERS – Applying for a Class II General Contractor’s License. After discussion and review of the application, affidavits, and W-2’s, Adam Hall moved to deny Jacob Bartz a Class II General Contractor’s License. However, Adam did approve Jacob to test for a Class III General Contractor’s License. Andrew Elston seconded the motion. Motion Approved.

ROY FOSTER, TRANSFORM SR HOME IMPROVEMENT PRODCUTS LLC - Applying for a Class III General Contractor’s License. After discussion and review of the application and affidavits, John Haid moved to approve Roy Foster to license as a Class III General Contractor. Scott Warren seconded the motion. Motion Approved.

DAVID RACE, DEFENDER CONSTRUCTION LLC - Applying for a Class III General Contractor's License. After discussion and review of the application and affidavits, Scott Warren moved to approve David Race to test for a Class III General Contractor's License. Adam Hall seconded the motion. Motion Approved.

JUSTIN DANIELS - Applying for a Master Plumbing License. After discussion and review of the application and affidavits, Andrew Elston moved to approve Justin Daniels to license as a Master Plumber. Scott Warren seconded the motion. Motion approved.

ADJOURN – The meeting adjourned at 4:45 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Dan Elston". The signature is written in black ink and is positioned above the typed name of the signatory.

Dan Elston, Secretary



COMMUNITY DEVELOPMENT
DEPARTMENT

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



| Type of Permit | Number of Permits | Fees | Valuations |
|--------------------|-------------------|-------------|----------------|
| New-Modular Home | 1 | \$1,171.40 | \$109,000.00 |
| Rep-Re-Roof | 51 | \$9,879.80 | \$614,184.60 |
| Rem-Bathroom | 4 | \$546.00 | \$23,400.00 |
| New-Residential | 8 | \$14,674.40 | \$1,817,321.00 |
| Rem-Basement | 5 | \$1,280.00 | \$86,600.00 |
| Rem-Commercial | 4 | \$6,305.42 | \$522,370.00 |
| Add-Enclosed Patio | 1 | \$184.00 | \$10,000.00 |
| Dem-Commercial | 2 | \$372.00 | \$1,200.00 |
| Rep-Res Misc | 8 | \$1,369.00 | \$69,620.00 |
| Rep-Comm Misc | 1 | \$184.00 | \$9,784.00 |
| Rep-Deck | 4 | \$783.00 | \$45,970.00 |
| New-Commercial | 3 | \$9,041.67 | \$826,812.00 |
| Add-Other | 4 | \$1,000.00 | \$64,150.00 |
| Add-Deck | 7 | \$1,307.00 | \$68,158.00 |
| Add-garage | 3 | \$1,041.00 | \$75,500.00 |
| Rem-Residential | 2 | \$585.00 | \$39,000.00 |
| Add-Commercial | 1 | \$4,270.53 | \$411,790.00 |
| Dem-Residential | 2 | \$400.00 | \$0.00 |
| Rem-Garage | 1 | \$130.00 | \$5,000.00 |
| | 112 | \$54,524.22 | \$4,799,859.60 |

| Electrical Permits Issued | Fees Invoiced |
|---------------------------|---------------|
| 119 | \$14,399.00 |

| Mechanical Permits Issued | Fees Invoiced |
|---------------------------|---------------|
| 91 | \$13,857.40 |

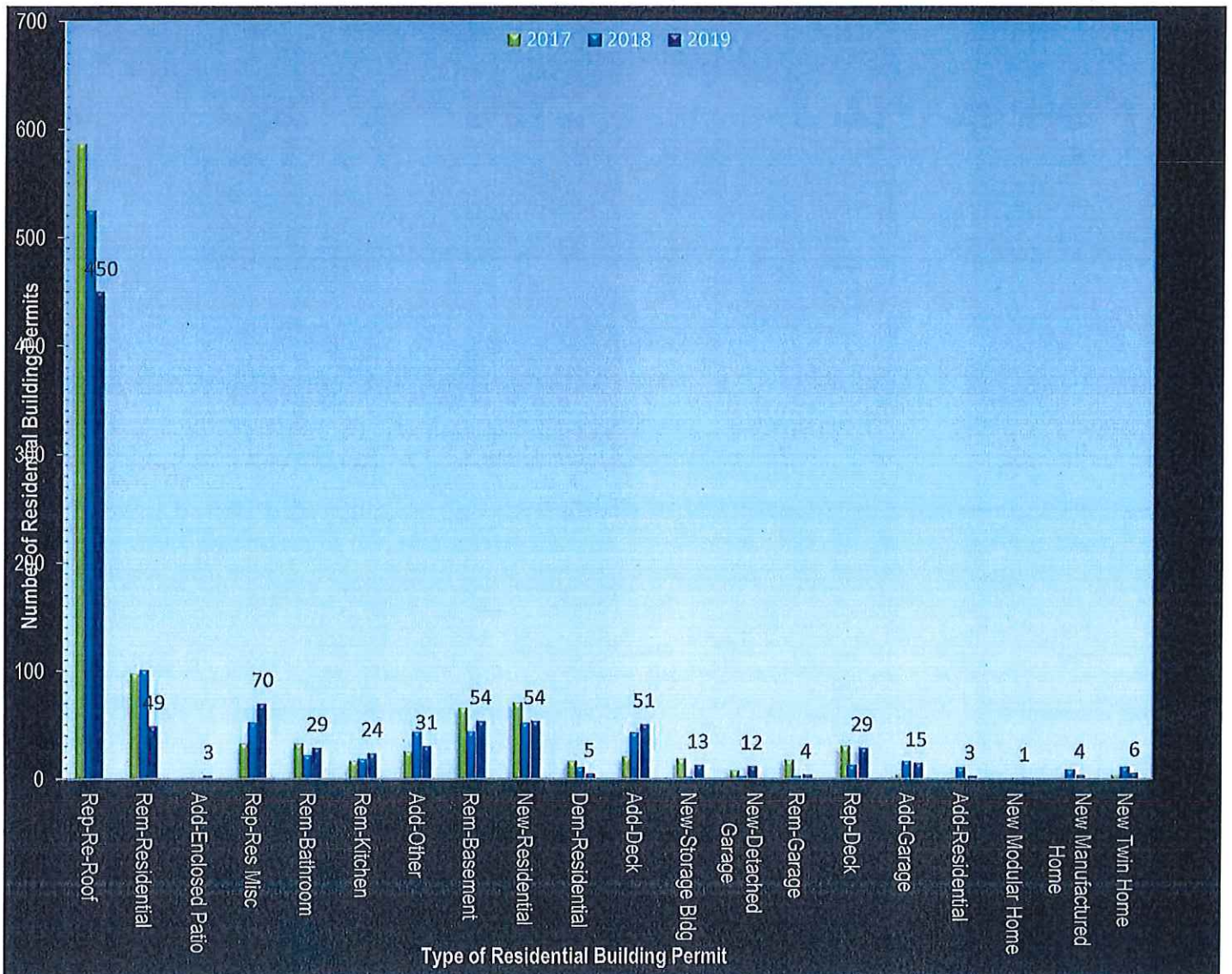
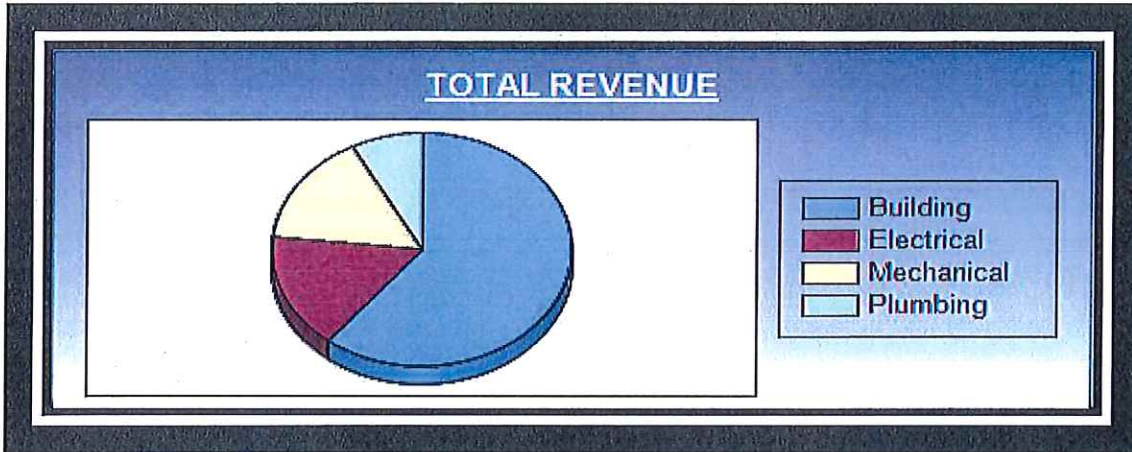
| Plumbing Permits Issued | Fees Invoiced |
|-------------------------|---------------|
| 78 | \$7,028.00 |

| Single Family Houses YTD | | October 2019 Single Family Houses | |
|--------------------------|----|-----------------------------------|---|
| 2018 | 52 | 2018 | 6 |
| 2019 | 54 | 2019 | 8 |



COMMUNITY DEVELOPMENT
DEPARTMENT

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





COMMUNITY DEVELOPMENT
DEPARTMENT

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

Building Department

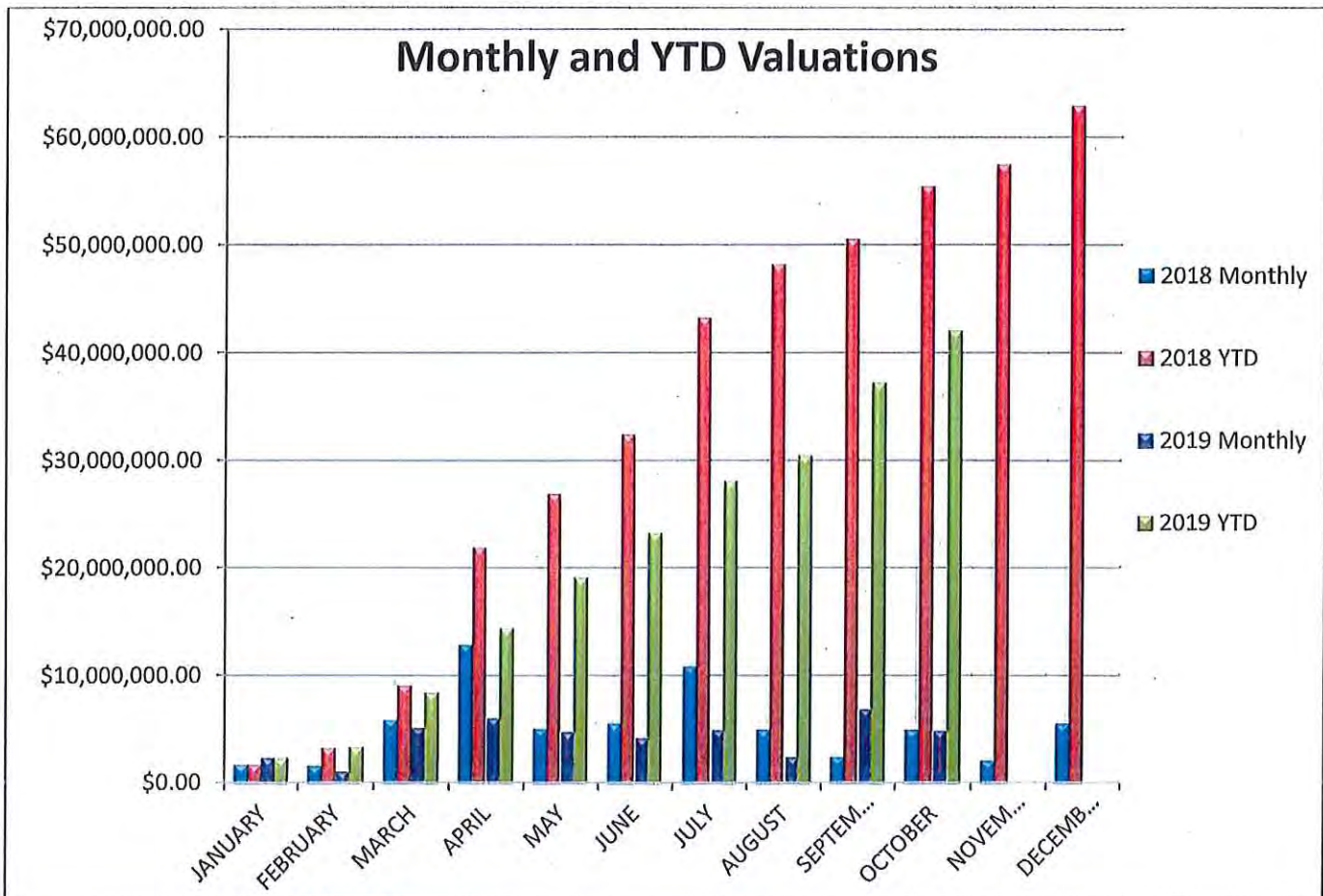
October 2019 Report



| MONTH | 2018 Monthly Valuation | 2018 YTD Valuation | 2019 Monthly Valuation | 2019 YTD Valuation |
|-----------|------------------------|------------------------|------------------------|------------------------|
| JANUARY | \$1,661,039.40 | \$1,661,039.40 | \$2,282,162.88 | \$2,282,162.88 |
| FEBRUARY | \$1,551,977.75 | \$3,213,017.15 | \$1,036,308.48 | \$3,318,471.36 |
| MARCH | \$5,836,851.00 | \$9,049,868.15 | \$5,072,606.25 | \$8,391,077.61 |
| APRIL | \$12,821,244.41 | \$21,871,112.56 | \$5,948,987.11 | \$14,340,064.72 |
| MAY | \$4,985,808.62 | \$26,856,921.18 | \$4,696,267.67 | \$19,036,332.39 |
| JUNE | \$5,525,644.37 | \$32,382,565.55 | \$4,152,642.58 | \$23,188,974.97 |
| JULY | \$10,827,919.90 | \$43,210,485.45 | \$4,876,893.38 | \$28,065,868.35 |
| AUGUST | \$4,916,015.14 | \$48,126,500.59 | \$2,360,633.06 | \$30,426,501.41 |
| SEPTEMBER | \$2,389,571.30 | \$50,516,071.89 | \$6,790,186.21 | \$37,216,687.62 |
| OCTOBER | \$4,907,298.90 | \$55,423,370.79 | \$4,799,859.60 | \$42,016,547.22 |
| NOVEMBER | \$2,004,394.65 | \$57,427,765.44 | \$0.00 | \$0.00 |
| DECEMBER | \$5,442,555.00 | \$62,870,320.44 | \$0.00 | \$0.00 |
| | <u>\$62,870,320.44</u> | <u>\$62,870,320.44</u> | <u>\$42,016,547.22</u> | <u>\$42,016,547.22</u> |

LARGE VALUATIONS:

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





COMMUNITY DEVELOPMENT
DEPARTMENT

State of Wyoming
City of Casper

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

Building Department
Fees Collected

October 2019 Report



| | |
|--|---------------------|
| BUILDING PERMITS (INCLUDES DEMO PERMITS) | \$ 42,376.80 |
| ELECTRICAL PERMITS | \$ 12,916.00 |
| MECHANICAL PERMITS | \$ 12,038.00 |
| PLUMBING PERMITS | \$ 6,603.00 |
| ELECTRICAL LICENSES | \$ 203.00 |
| PLUMBING LICENSES | \$ 175.00 |
| MOBILE HOME LICENSES | \$ - |
| MECHANICAL LICENSES | \$ 28.00 |
| UTILITY LICENSES | \$ - |
| GENERAL CONTRACTORS LICENSES | \$ 300.00 |
| SIGN PERMITS | \$ 841.00 |
| C-CAN PERMITS | \$ 150.00 |
| EROSION CONTROL PERMITS | \$ - |
| MOBILE HOME PERMITS | \$ 25.00 |
| PLAN CHECK FEES | \$ 6,240.30 |
| PLANNING FEES | \$ 1,950.00 |
| Totals: | \$ 83,846.10 |

MONTHLY INSPECTIONS:

| BUILDING | ELECTRIC | PLUMBING | MECHANICAL |
|----------|----------|----------|------------|
| 162 | 209 | 135 | 62 |

| CONSULTS | PLAN REVIEW | FIRE |
|----------|-------------|------|
| 19 | 34 | 0 |

YTD INSPECTIONS:

| BUILDING | ELECTRIC | PLUMBING | MECHANICAL |
|----------|----------|----------|------------|
| 1629 | 1662 | 1279 | 520 |

| CONSULTS | PLAN REVIEW | FIRE |
|----------|-------------|------|
| 172 | 322 | 0 |

2019 Monthly Inspections
October 2019

| Inspector | Building Inspections | Electrical Inspections | Plumbing Inspections | Mechanical Inspections | Plan Reviews | Fire Training/ Inspections | Consults, Gray Slips, Miscellaneous | Total Inspections and Plan Reviews |
|----------------------|----------------------|------------------------|----------------------|------------------------|--------------|----------------------------|-------------------------------------|------------------------------------|
| Lonnie Genoff | 1 | 0 | 120 | 55 | 0 | 0 | 0 | 176 |
| Justin Scott | 89 | 0 | 1 | 0 | 20 | 0 | 0 | 110 |
| Shawn Barrett | 6 | 113 | 0 | 0 | 2 | 0 | 11 | 132 |
| Dan Elston | 66 | 0 | 14 | 7 | 12 | 0 | 8 | 107 |
| Russ Lutz | 0 | 96 | 0 | 0 | 0 | 0 | 0 | 96 |
| | | | | | | | | 0 |
| | | | | | | | | |
| Monthly Total | 162 | 209 | 135 | 62 | 34 | 0 | 19 | 621 |

| | | | | | | | | |
|-------------------|-------------|-------------|-------------|------------|------------|----------|------------|-------------|
| YTD Totals | 1629 | 1662 | 1279 | 520 | 322 | 0 | 172 | 5584 |
|-------------------|-------------|-------------|-------------|------------|------------|----------|------------|-------------|



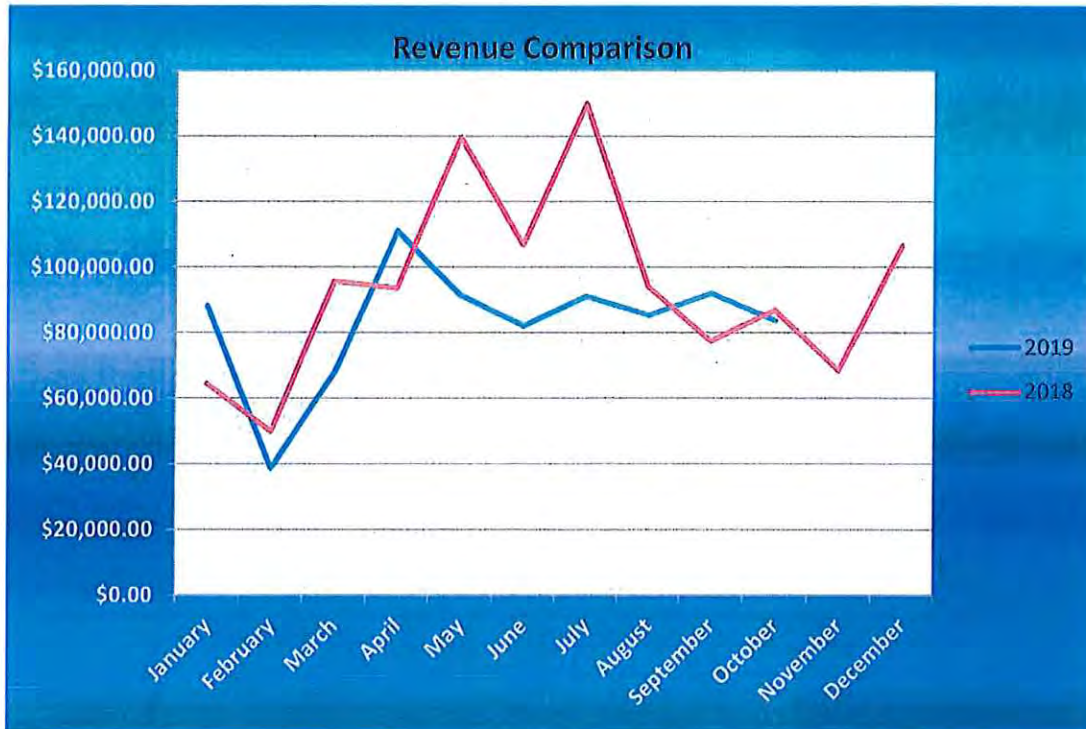
COMMUNITY DEVELOPMENT DEPARTMENT

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



Building Department
Revenue Collected
October 2019 Report

Table with 3 columns: Month, TOTAL REVENUE FOR 2018, TOTAL REVENUE FOR 2019. Rows list months from January to December with corresponding revenue values.



Handwritten signature of Dan Elston

Dan Elston: Building Official

APPLICATION FORM FOR GENERAL CONTRACTORS
PART I- GENERAL INFORMATION

✓
19.

Date Oct. 19th
Date April 25 2019
Name of Company (if applicable) Upland Construction
Name of Qualifying Person or Person(s) Keith Key
Current Address 108 Nth 5th Ave City Mills State WY Zip 82604
Telephone Number 337-2494 Cell Number 315-3531
Email kkey@bresnan.net
Employer Self
Employer's Address Same City Mills State WY Zip 82604

Position Owner Years at present employer 16 Comments _____
~~to~~ I have been in construction trade for 46 Yrs

What is the purpose of applying for a City of Casper license? Upgrade to
Class 1

Is there a specific project you will be doing? _____
If, yes, provide project name _____

Date and location of residence in Wyoming 10-19-19 108 Nth 5th Ave
If not Wyoming resident, location of residence _____

Class of License you are applying for? Class I X Class II _____ Class III _____
Demolition _____ Roofing _____

Part II- LICENSER HISTORY

Please list all licenses that you presently hold in any other state or municipality. Attach a photocopy of each license.

| Location of License | Year Issued | Type of License |
|-----------------------|-------------|---|
| <u>City of Casper</u> | <u>2019</u> | <u>GC II</u> <i>licensed since 2003</i> |
| <u>DeWanna County</u> | <u>2019</u> | <u>GC II</u> |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)

Applicant's Name Keith Key
(Print)

Name and address of employer or person verifying time and position of Applicant (Name) Jenny's Interstate Service
(Address) 707 N. Center St
(City) Casper (State) WY
(Zip) 82601 (Phone No.) 307-234-9643

Date of Employment: From 11-08 through 4-09 Add additional dates
From 07-17 through 08-18 dates
From 05-14 through 06-14 (as necessary)

Job Title of Applicant Contractor
Job Description of Applicant Remodel convenience store
Put up building facade
Build lottery counter & install

To be completed by Employer or Person verifying Applicant's information. (Do Not use self-verification.)

Is the information true and correct to the best of your knowledge including the time and type of work and duties? YES X NO

COMMENTS: _____

If it is necessary for a representative of the City of Casper to contact you about this information, please give any information that may expedite this process.

Current Address 707 N. Center City Casper State WY Zip 82601
Day Phone No. 307-234-9643 Cell Phone No. _____
Email Address sizlcoat@yahoo.com

DATED this 18 day of October, 2019

Jenny Jones
Signature
Jenny Jones
Printed Name of Signature

Subscribed and sworn to before me this 22nd day of October, 2019

Jean Berens
Notary Public

My Commission Expires:
march 18, 2023



APPLICATION FORM FOR GENERAL CONTRACTORS
PART I- GENERAL INFORMATION

✓
12

Name of Company (if applicable) TDS Constuction (Transmission Dist. Services) Date 9/18 2019
Name of Qualifying Person or Person(s) Luke Jennings
Current Address 4524 Skyline City Casper State WY Zip 82604
Telephone Number 307-436-9605 Cell Number 307-259-5878
Email ljennings@tdswyo.com
Employer TDS construction
Employer's Address 109 N. 4th St. City Glenrock State WY Zip 82637
Position Manager Years at present employer 1 Comments _____

What is the purpose of applying for a City of Casper license? To GC
Projects in the area with a class I
Is there a specific project you will be doing? Not at this time

If, yes, provide project name _____
Date and location of residence in Wyoming Sept. 1990 Gillette

If not Wyoming resident, location of residence _____
Class of License you are applying for? Class I Class II _____ Class III _____
Demolition _____ Roofing _____

Part II- LICENSER HISTORY

Please list all licenses that you presently hold in any other state or municipality. Attach a photocopy of each license.

| Location of License | Year Issued | Type of License |
|---------------------|-------------|-----------------|
| <u>Douglas, WY</u> | <u>2019</u> | <u>Class A</u> |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Part III- EMPLOYMENT VERIFICATION (AFFIDAVITS)

Applicant's Name Luke Jennings
(Print)

Name and address of employer or person verifying time and position of Applicant (Name) Transmission Distribution Service
(Address) PO Box 716
(City) Glenrock (State) WY
(Zip) 82037 (Phone No.) 307-436-9605

Date of Employment: From 11/24/08 through Present Add additional dates
From _____ through _____
From _____ through _____ (as necessary)

Job Title of Applicant Manager
Job Description of Applicant Oversee all TDS projects estimates, planning, clients, fulfillment.

To be completed by Employer or Person verifying Applicant's information. (Do Not use self-verification.)

Is the information true and correct to the best of your knowledge including the time and type of work and duties? YES X NO _____

COMMENTS: _____

If it is necessary for a representative of the City of Casper to contact you about this information, please give any information that may expedite this process.

Current Address PO Box 716 City Glenrock State WY Zip 82037
Day Phone No. 307-436-9605 Cell Phone No. _____
Email Address vlacey@spswyo.com

DATED this 18 day of September, 2019

Kim Gates
Signature
Kim Gates
Printed Name of Signature

Subscribed and sworn to before me this 18 day of September, 2019

Vera Lacey
Notary Public

My Commission Expires: Feb 7, 2023





OFFICIAL RESULTS REPORT



F11 - National Standard General Building Contractor (A)

Name: luke jennings

Candidate ID: ICNON152708

Address: po box 716

Date: 9/17/2019

glenrock WY 82637

EXAMINATION RESULT: **PASS**

Congratulations! You have passed the above-named examination. You will be able to verify your pass status on the ICC website within 48-72 business hours after your exam. **Please contact your participating jurisdiction if you wish to pursue licensing.**

A passing score on this examination satisfies the testing requirements for licensure only, and does not guarantee that licensing will be granted. The candidate must also satisfy all local ordinance requirements in each jurisdiction where licensing is desired.

It is extremely important that you notify Pearson VUE and ICC of any changes in name and/or address to avoid the possibility of future correspondence not being received. Please contact both Pearson VUE at 877-234-6082 and ICC at 888-422-7233 ext. 5524 with changes to your name and address.

ICC reserves the right to amend or withhold any examination scores if, in its sole opinion, there is adequate reason to question their validity.

The authenticity of this score report can be validated by using Pearson VUE's Online Score Report Authentication found at: www.PearsonVUE.com/authenticate

Digital embossing eliminates the possibility of unauthorized embossing of counterfeit score reports.

Registration Number: 360999496

Validation Number: 29838532

KNIGHT CONSTRUCTION, INC.

7107 South 400 West #5
Midvale, UT 84047
(801) 561-3000 • Fax (801) 566-5383
knight@knightconstruction.com

To whom this may concern:


I have worked with Luke Jennings for the last 5 years as his General Contractor and Luke as the Project Manager for Pizza Hut in Utah and Wyoming.

We have completed many remodels and additions together. These projects ranged from small \$50,000.00 projects, to large \$1,300,000.00 projects. We have demolished existing buildings, as well as a new ground up buildings.

Luke is very knowledgeable and competent in construction and I would recommend him.

Feel free to contact me for further questions or comments 801-561-3000.

Sincerely,



Scott Ferguson
Owner
Knight Construction

High Plains Pizza, Inc.

P.O. Box 2438 ● Seven West Parkway Boulevard ● Liberal, Kansas 67905-2438 ● Phone 620-624-5638

To whom it may concern:

Luke Jennings was employed at High Plains Pizza for 9 years as a facilities manager over the Mountain West Region (Wyoming, Colorado and Utah). Over the course of those years he performed many different tasks for the business as it related to construction and new store development. Luke's tasks would be primarily overseeing development of new and existing locations around the region. He carried the task of overseeing design, construction and fulfillment of general contractors, subcontractors and equipment orders/installation on ground up and remodeled locations. Before, during and after projects he executed schedules and pricing for all phases of construction with support from his general contractors as well as subcontractors. Luke worked with local jurisdiction on code compliance on new projects and throughout the year on existing buildings. When Luke was not on major projects he completed repairs and replacement upgrades on 31 locations around the region for grounds and equipment. This was to ensure safety as well as keep the stores operational when issues arose. Contractors from around the 3 states worked hand in hand with Luke during these projects over the years. Each year a capital expenditure budget was generated by Luke as to what repairs and equipment was needed within the region. Luke worked hard to gather the best pricing available to ensure that the region's repairs and equipment purchases stayed within the budget while at the same time keeping to a tight timeline to be able to complete the capital expenditure list.

Sincerely,



Kent Colvin – President

Notary 





P.O. Box 716
GLENROCK, WY 82637

Building officials,

My name is Luke Jennings and over the last 19 years I have worked in construction of all forms with many different positions. With each job type that was performed, I learned many of the important skills from each trade to excel in accuracy for safety and quality. Much of my drive came from my father as he has learned many construction skills from his family and passed it down to me when I was a child.

When I was 16, I plunged myself into construction with Hladky Construction in Gillette, WY. Most of the project that I worked on was lite industrial and commercial. From clean up to operating some equipment the team spent the time to teach me the important skills to be safe and productive. After high school I spent time welding at Pepper Tank with an entry level in welding. Phil and Tom at Pepper have a great team that I have stayed in touch with and still use there services currently. Andreen & Hunt in Casper took my operating and skill to the next level. They spent the time to refine the job skills I already had and taught me so many more in concrete, asphalt, and heavy equipment. In 2005 I received an offer to go into the electrical trade. Over the 3 years I studied the trade and followed in my grandfather and father footsteps. When the economy fell in late 2008, I found myself and many others looking for something different. I applied for many different jobs with no success. After long searches I got a call back from High Plains Pizza out of Liberal, KS. This group owned many properties around Montana, Wyoming, Colorado, Utah, Kansas, Texas, and Oklahoma with the focus Pizza Huts. They offered a job to me to manage the construction in Wyoming which grew in 2009 to Colorado and Utah. My main responsibility was overseeing new construction, manage general contractors, subs, architects, engineering, equipment layout, budgets, and timelines. These 3 states had 36 locations to manage repairs, remodels, and maintenance that I had to hire, schedule, and direct every day for 9 years. This job has taught me everything it takes to project manage and manage contractors of all types.

Major projects with High Plains Pizza

- 2009 Green River, WY convert a Block Buster into a Pizza Hut (\$884,000) GC Brent Bergan
- 2009 Fruita, CO converted Gofer gas station into Pizza Hut (\$431,000) Wright Bros Building
- 2010-2011 Grand Jct, CO, 4 locations to do major remodels to existing locations and add in a call center (\$1,094,000) GC Merritt and Associates
- 2012 Vernal, Roosevelt, Price UT remodels inside and out (\$1.4 million) Knight Construction
- 2013 Park City, Heber UT new units (\$1.8 million) Knight Construction

- 2013-2014 Jackson, Afton, Buffalo, Mountain View, Evanston, Diamondville WY, convert to Wing Streets, add equipment and upgrade services, minor facelifts (\$480,000) Self preformed
- 2015 Thermopolis, WY scrape and rebuild. I helped design this building with the teams in Texas at the PH headquarters. This was a massive undertaking in this small town, and it went well. (\$1.45 million) GC Knight Construction
- 2016 Torrington, WY face lift to the existing building (\$495,000) GC Knight Construction
- 2017 Grand Jct, CO shutdown 2 units and built a new PH in a shopping center. (\$710,000) GC Merritt
- 2018 Montrose, CO new location and buildout for PH (\$825,000) GC Merritt

Projects with TDS Construction that I have overseen:

- Sinclair Trucking Casper, WY: Constructed a new 25'x120' wash bay from the ground up.
- Douglas High School: Ice Melt Project/Concrete Work
- Barren Flatts: Constructed the Barren Flatts Unit gas plant as the project manager. My team oversaw all excavation, concrete, building erection, pipe fitting, insulation, electrical, HVAC, and general contracting for South Western Production. This was a \$4+ million project that was a great success.
- Verda James Ped Overpass: This project has heavy lifting of beams and concrete slabs on existing work. This is a complete replacement of the up/down ramps for the city of Casper.

I have passed the F11 General Contractors exam and am requesting to hold a contractors license in Casper, Glenrock, Douglas, Natrona and Converse County area. With 10 years in construction management and many other years in trades, I believe at this point I am very qualified to hold a license.

Thanks for your consideration,

Luke Jennings
Division Manager
TDS Construction
307-259-5878

CITY OF DOUGLAS

THIS LICENSE IS NOT
TRANSFERABLE

P.O. BOX 1030
DOUGLAS, WY 82633

License No. 2019-111
DATE ISSUED: 9/18/2019

Contractor's License

The below name person or firm is hereby granted a license to do business as stated below in Douglas, Wyoming, subject to provisions of the Contractor's Licensing Code of Douglas, and subsequent amendments relating to contractor's license for the period indicated:

TDS Conction
Luke Jennings
P.O. Box 716
Glenrock, WY 82637

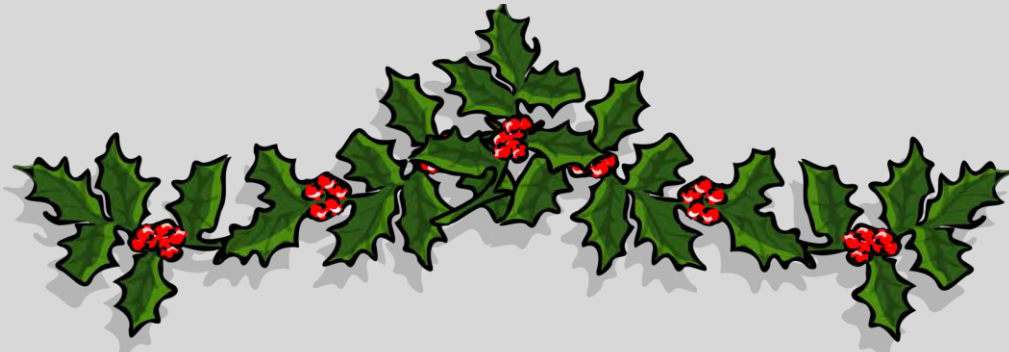
Karen Jennings
City Clerk



LICENSE PERIOD: 2019
TYPE OF LICENSE: General Contractor
FEE: \$100.00

[Signature]
Building Official

Come celebrate with The Amoco Reuse Agreement
Joint Powers Board
at their Annual Holiday Party!



You and a guest are invited to join us on December 11th, at
The Grille located at Three Crowns Golf Course.

The festivities begin at 5:30 p.m.

Appetizers will be served, and there will be a no-host bar
available.

Please RSVP

Renee Hahn at 307-472-5591 or renee@arajpb-casper.org

*Our Regular Board Meeting will be held prior to the party from 5-5:30 p.m. at Three Crowns.

**DRAFT ONLY
NOT APPROVED FOR
INTRODUCTION**

HOUSE BILL NO.

State group insurance plan-participation.

Sponsored by: Joint Corporations, Elections & Political
Subdivisions Interim Committee

A BILL

for

1 AN ACT relating to insurance plans; limiting participation
2 in the state employees' and officials' group insurance
3 plan; and providing for an effective date.

4

5 *Be It Enacted by the Legislature of the State of Wyoming:*

6

7 **Section 1.** W.S. 9-3-201 by creating a new subsection
8 (g) is amended to read:

9

10 9-3-201. Group prepaid plans authorized; agreements
11 with insurance companies authorized; limitation on
12 authorized plans and companies; payroll deductions; self-

1 insurance programs; optional school district participation
2 in plan.

3

4 (g) No political subdivision other than a school
5 district or board of cooperative educational services shall
6 be eligible to elect to initially participate in the
7 Wyoming state employees' and officials' group insurance
8 plan on or after April 1, 2020. Any political subdivision
9 other than a school district or board of cooperative
10 educational services which is participating in the plan
11 prior to April 1, 2020 shall not be eligible to renew
12 participation in the plan after the expiration of the
13 political subdivision's initial participation period.

14

15 **Section 2.** This act is effective April 1, 2020.

16

17

(END)

From: Platte River Trails Trust [mailto:platteriver@wyoming.com]
Sent: Thursday, November 14, 2019 3:30 PM
To: Renee Jordan-Smith <rjordansmith@casperwy.gov>
Subject: The Tate Pumphouse: Celebrating 10 Years



November 2019

The Tate Pumphouse: Celebrating 10 Years



This month marks the Platte River Trails Trust's (PRTT) 10th year at the Tate Pumphouse. A lot has happened since the organization preserved and renovated the river-side location in 2009 and as often happens with major milestones, PRTT is looking back at how it all started and asking for your help to ensure this beautiful space continues to serve the community for years to come!

A Lot Has Changed

A lot has changed since the grand opening of the Tate Pumphouse and Trail Center on November 7, 2009. After a two-year renovation of the historic brick structure--once serving as a pumping station to send water to the town of Midwest and Salt Creek Field--PRTT moved in, creating an inviting place to take a rest along the trail, use the indoor facilities, get some exercise in our outdoor exercise area, picnic, fish or just enjoy the view of the White Water Park and Casper Mountain.



Help Envision the Next 10 Years

Since completing renovation of this historic building in 2009, many exciting events, trail-building milestones, celebrations and further enhancements to the site have taken place at the Tate Pumphouse and Trail Center. As the PRTT celebrates all we've accomplished over the last 10 years, please help us assess how the public utilizes the Pumphouse and what *they* would like to see for its' future by taking part in and sharing this brief survey.

[Platte River Trails Trust] | [307-577-1206] | platteriver@wyoming.com | [\[Website\]](#)

Connect with us



Wyoming Association of Municipalities



Wyoming Association
of Municipalities
Building Strong Communities

October 31, 2019 Finance Report

Distributed To:

WAM Board

11/12/19

**WAM Balance Sheet
as of October 31, 2019**

ASSETS

Current Assets

| | |
|--|---------|
| Petty Cash | 100 |
| WMEF Investments | 16,971 |
| WAM Checking | 54,225 |
| RBC Wealth Mgt - Cash Acct.320-41845 | 6,381 |
| RBC Wealth Mgt - Investments 320-41845 | 281,954 |
| RBC Wealth Mgt - Cash Acct. 309-25434 | 68,460 |
| RBC Wealth Mgt - Investments 309-25434 | 554,518 |
| Adjustments to Investments | (7,347) |
| Accounts Receivable-General | 68,159 |

Total Current Assets 1,043,421

Property and Equipment

| | |
|-------------|-----------|
| Equipment | 115,829 |
| Land | 93,975 |
| Buildings | 864,984 |
| Landscaping | 514 |
| WAM Vehicle | 33,860 |
| Accum.Depr | (475,647) |

Total Property and Equipment 633,515

Total Assets 1,676,936

LIABILITIES AND CAPITAL

Current Liabilities

| | |
|---------------------------|--------|
| Accounts Payable- General | 15,861 |
| Sales Tax Payable | (20) |
| Payroll Tax Liability | 0 |
| SUTA Payable | 0 |
| Worker Comp | 0 |
| FUTA Payable | 310 |
| Accrued Leave | 16,091 |

Total Current Liabilities 32,243

Long-Term Liabilities

| | |
|------------------|---|
| Mortgage-Balance | 0 |
|------------------|---|

Total Long-Term Liabilities 0

Total Liabilities 32,243

Capital

| | |
|--------------------------|-----------|
| Beginning Balance Equity | 0 |
| Net Assets | 1,339,406 |
| Net Income | 305,287 |

Total Capital 1,644,693

Total Liabilities & Capital 1,676,936



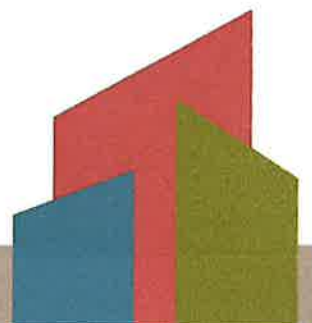


Wyoming
Association of
Municipalities
Building Strong Communities

TO: WAM Board of Directors
FROM: Earla Checchi, Finance Manager
DATE: November 7, 2019
RE: October 31, 2019 Finance Report

We are at three (4) month into the fiscal year with a net income of \$305,287. For more detailed information, please review the attached spreadsheet, or if you have specific questions please call me at 307-632-0398.

- We are at 64% of our income goal.
- We are at 27% of our expense goal.
- Notable Line Item income or expenses
 1. Income line item 3 – Membership Dues are at 94%. Still waiting on Mills and Rock Springs dues to come in.
 2. Income line item 5 – Interest & Investments is at 101%. Conservative Estimate.
 3. Income line item 7 – Annual Sponsorship is at 64%.
 4. Expense line item 23 – Insurance/Taxes/Bonds is at 67%. This includes building insurance, property taxes, personal and land.
 5. Expense line item 33 – Audit and Report is at 99%. One more invoice to be paid.
 6. Expense line item 40 – Furniture/IT Equipment is at 83%. This includes furniture and photos for ED office. Laptop for ED.
 7. Expense line item 41 – Staff Training is at 45%. NLC, SHRM, Payroll Training.
 8. Expense line item 44 – Other is at 75%. This includes car registration and taxes, updated statute books, Investment fees and bank charges.



**WAM Income and Expense Statement
as of October 31, 2019**

| | A | B | C | D | H |
|----|--|----------------------|---------------------|-----------------|---------------------------|
| 1 | | Current Month Actual | Year to Date Actual | Proposed Budget | Variance Budget to Actual |
| 2 | INCOME | FY 2020 | FY 2020 | FY 2020 | |
| 3 | Membership Dues *** | 0 | 400,366 | 428,047 | 94% |
| 4 | Building Office Space Rental | 973 | 4,865 | 11,676 | 42% |
| 5 | Interest & Investments | 1,503 | 6,078 | 6,000 | 101% |
| 6 | Summer/Winter Conventions | 3,650 | 6,505 | 100,000 | 7% |
| 7 | Annual Sponsorship | 27,350 | 48,801 | 76,000 | 64% |
| 8 | WAM-JPIC Administrative Fees | 13,012 | 56,531 | 200,000 | 28% |
| 9 | Workshops/Training (HR, City Mgr/Admin, Regions, FD, BD) | 645 | 2,441 | 5,000 | 49% |
| 10 | Contractor Testing Fees | 0 | 0 | 0 | 0% |
| 11 | Wyoming Community Gas | 0 | 3,000 | 3,000 | 100% |
| 12 | Wyoming Government Investment Fund | 0 | 5,105 | 8,000 | 64% |
| 13 | Publication Sales | 0 | 185 | 500 | 37% |
| 14 | Total | 47,133 | 533,876 | 838,223 | 64% |
| 15 | ***All dues paid but Rock Springs & Mills | | | | |

WAM Income and Expense Statement
as of October 31, 2019

| | A | B | C | D | H |
|----|---|----------------------|---------------------|-----------------|---------------------------|
| | | Current Month Actual | Year to Date Actual | Proposed Budget | Variance Budget to Actual |
| 16 | | | | | |
| 17 | EXPENSES | FY 2020 | FY 2020 | FY 2020 | |
| 18 | Personnel (Salaries, Taxes, Retirement, Part-Time Staff) | 23,919 | 95,172 | 317,000 | 30% |
| 19 | Group Health Insurance Premiums | 7,721 | 31,009 | 100,000 | 31% |
| 20 | Educational Services/Training | 0 | 1,000 | 20,000 | 5% |
| 21 | Utilities | 569 | 2,673 | 7,500 | 36% |
| 22 | Building Maintenance | 202 | 338 | 4,000 | 8% |
| 23 | Insurance/Taxes/Bonds (Building, Notary, Property Taxes, D&O, Crime Policy) | 3 | 14,468 | 21,500 | 67% |
| 24 | Custodial/Lawn care/Snow removal | 781 | 3,508 | 12,000 | 29% |
| 25 | Telephone/Internet/Website | 527 | 2,254 | 20,000 | 11% |
| 26 | IT Operation/Maintenance/Software | 623 | 5,974 | 22,000 | 27% |
| 27 | Office Supplies | 577 | 865 | 5,000 | 17% |
| 28 | Postage | 497 | 486 | 3,000 | 16% |
| 29 | Printing (Directory, WAM Connection & Copies) | 227 | 566 | 10,000 | 6% |
| 30 | Equipment Leases (Postage Meter/Copy Machine) | 415 | 1,522 | 6,500 | 23% |
| 31 | Dues/Memberships/Sponsorships | 2,000 | 2,925 | 17,000 | 17% |
| 32 | Interstate Travel (Workshops/Training/Meals out of state) | 1,934 | 5,911 | 25,000 | 24% |
| 33 | Audit and Report | 2,000 | 9,000 | 9,100 | 99% |
| 34 | Outside Counsel | 1,611 | 6,112 | 22,000 | 28% |
| 35 | Legislative Relations (Legislative Fees, Travel, Meals) | 1,025 | 9,010 | 68,000 | 13% |
| 36 | Meals | 0 | 259 | 2,000 | 13% |
| 37 | Scholarships (Convention Registration/Lodging) | 0 | 0 | 3,000 | 0% |
| 38 | Intrastate Workshops/Training/Travel/Meals (Regions, FD/Managers Retreats) | 3,779 | 9,606 | 25,000 | 38% |
| 39 | Summer/Winter Conventions | 0 | 13,714 | 100,000 | 14% |
| 40 | Furniture/IT Equipment | -108 | 3,327 | 4,000 | 83% |
| 41 | Staff Training/Professional Development Planning | 0 | 3,154 | 7,000 | 45% |
| 42 | Special Projects (Municipal Finance Report) | 0 | 0 | 0 | 0% |
| 43 | ED Search Expenses from reserves | 0 | 0 | 0 | 0% |
| 44 | Other Expenses ** | 1,242 | 5,737 | 7,623 | 75% |
| 45 | Total | 49,543 | 228,589 | 838,223 | 27% |
| 46 | Net Income/Loss | -2,410 | 305,287 | 0 | |
| 47 | **Other Expenses - Bank Charges, Books/Periodicals/Car Expenses | | | | |

WAM
FY 2020 Approved Budget

| | A | C | D | E | F | G | I | J | |
|----|---|----------------|----------------|----------------|----------------|----------------|-----------------|---------------------|--|
| | | Audited | Audited | Audited | Audited | Year to Date | Proposed Budget | Variance Difference | |
| | | FY 2016 | FY 2017 | FY 2018 | FY 2019 * | FY 2020 | FY 2020 | | |
| 1 | | | | | | | | | |
| 2 | INCOME | | | | | | | | |
| 3 | Membership Dues | 428,097 | 400,762 | 380,820 | 392,347 | 400,366 | 428,047 | 94% | |
| 4 | Building Office Rental Space | 2,949 | 2,540 | 11,280 | 10,340 | 4,865 | 11,676 | 42% | |
| 5 | Interest & Investments | 5,928 | 2,092 | 1,981 | 13,996 | 6,078 | 6,000 | 101% | |
| 6 | Summer/Winter Conferences | 64,037 | 49,781 | 95,139 | 103,916 | 6,505 | 100,000 | 7% | |
| 7 | Annual Sponsorship | 84,532 | 76,700 | 77,370 | 77,650 | 48,801 | 76,000 | 64% | |
| 8 | WAM-JPIC Administrative Fees | 168,885 | 176,826 | 178,507 | 176,141 | 56,531 | 200,000 | 28% | |
| 9 | Workshops & Training (HR, City Mgr/Admin, Regions, Finance Directors, Board of Directors) | 60,540 | 40,901 | 3,056 | 4,225 | 2,441 | 5,000 | 49% | |
| 10 | Contract Testing | 535 | 60 | 30 | 30 | 0 | 0 | 0% | |
| 11 | Wyoming Community Gas | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 100% | |
| 12 | Wyoming Government Investment Fund | 5,516 | 6,570 | 8,107 | 6,834 | 5,105 | 8,000 | 64% | |
| 13 | Energy Lease Program | 3,000 | 3,000 | 0 | 0 | 0 | 0 | 0% | |
| 14 | Publication Sales | 3,335 | 1,985 | 545 | 539 | 185 | 500 | 37% | |
| 15 | Total | 830,354 | 764,217 | 759,835 | 789,018 | 533,876 | 838,223 | 64% | |
| 16 | *Not included in 2017, 2018, 2019 Dues (Rock Springs) (2019 & Mills) | | | | | | | | |



WAM
FY 2020 Approved Budget

| | A | C | D | E | F | G | I | J |
|----|--|----------------|----------------|----------------|----------------|----------------|-----------------|-----|
| | | Audited | Audited | Audited | Audited | Year to Date | Proposed Budget | |
| | | FY 2016 | FY 2017 | FY 2018 | FY 2019 | FY 2020 | FY 2020 | |
| 17 | | | | | | | | |
| 18 | EXPENSE | | | | | | | |
| 19 | Personnel Expense (Salaries, Taxes, Retirement, PT Staff) | 293,332 | 342,417 | 331,626 | 284,394 | 95,172 | 317,000 | 30% |
| 20 | Group Health Insurance Premiums | 56,491 | 81,679 | 73,737 | 74,542 | 31,009 | 100,000 | 31% |
| 21 | Educational Services | 35,129 | 15,441 | 9,480 | 13,334 | 1,000 | 20,000 | 5% |
| 22 | Utilities | 6,065 | 5,450 | 7,800 | 12,341 | 2,673 | 7,500 | 36% |
| 23 | Building Maintenance | 5,055 | 589 | 1,169 | 1,169 | 338 | 4,000 | 8% |
| 24 | Insurance/Taxes/Bonds (Building, Notary, Property Taxes, D&O Crime Policy, Car Registration & Taxes) | 11,729 | 12,864 | 14,453 | 14,307 | 14,468 | 21,500 | 67% |
| 25 | Custodial/Lawn Care/Snow Removal | 8,559 | 8,099 | 10,593 | 11,635 | 3,508 | 12,000 | 29% |
| 26 | Telephone/Internet/Website | 13,164 | 16,295 | 18,572 | 7,254 | 2,254 | 20,000 | 11% |
| 27 | IT Operations/Maintenance/Software | 3,509 | 16,858 | 11,832 | 19,186 | 5,974 | 22,000 | 27% |
| 28 | Office Supplies | 7,872 | 5,560 | 2,781 | 3,356 | 865 | 5,000 | 17% |
| 29 | Postage | 4,578 | 1,995 | 2,215 | 2,012 | 486 | 3,000 | 16% |
| 30 | Printing (Directory, WAM Connection, Copies) | 10,940 | 6,217 | 8,153 | 5,854 | 566 | 10,000 | 6% |
| 31 | Equipment Leases (Postage Meter, Copy Machine) | 8,191 | 7,578 | 7,226 | 3,888 | 1,522 | 6,500 | 23% |
| 32 | Dues & Memberships/Sponsorship | 18,208 | 10,492 | 10,998 | 9,993 | 2,925 | 17,000 | 17% |
| 33 | Interstate Travel (Includes NLC, Mileage, Meals, Lodging, Car Rental /Membership Travel) | 38,287 | 31,794 | 3,461 | 5,552 | 5,911 | 25,000 | 24% |
| 34 | Auditing (Anton Collins Mitchell) | 6,000 | 6,300 | 6,600 | 7,000 | 9,000 | 9,100 | 99% |
| 35 | Outside Counsel | 20,570 | 18,917 | 18,906 | 19,045 | 6,112 | 22,000 | 28% |
| 36 | Legislative Relations (Legislative Fees, Travel, Meals) | 80,640 | 45,150 | 12,095 | 39,079 | 9,010 | 68,000 | 13% |
| 37 | Meals | 882 | 480 | 215 | 308 | 259 | 2,000 | 13% |
| 38 | Scholarships (Convention Registration, Lodging) | 0 | 1,000 | 0 | 0 | 0 | 3,000 | 0% |
| 39 | Intrastate Workshops/Training/Travel/Meals | 44,291 | 36,724 | 12,933 | 9,543 | 9,606 | 25,000 | 38% |
| 40 | Summer/Winter Conferences | 44,825 | 30,340 | 84,359 | 90,792 | 13,714 | 100,000 | 14% |
| 41 | Furniture/IT Equipment | 1,784 | 717 | 1,214 | 434 | 3,327 | 4,000 | 83% |
| 42 | Staff Training/Professional Development & Planning | 2,889 | 2,273 | 10,891 | 3,081 | 3,154 | 7,000 | 45% |
| 43 | Special Projects | 0 | 6,475 | 16,786 | 0 | 0 | 0 | 0% |
| 44 | Executive Director Search (Includes new Vehicle & Moving Expense for ED, Expenses for candidates) | 0 | 0 | 0 | 48,292 | 0 | 0 | 0% |
| 45 | Other Expenses** | 3,563 | 2,968 | 1,112 | 4,666 | 5,737 | 7,623 | 75% |
| 46 | Total | 726,553 | 714,672 | 679,207 | 691,057 | 228,589 | 838,223 | |
| 47 | Net Income/Loss | 103,801 | 49,545 | 80,628 | 97,961 | 305,287 | 0 | |
| 48 | ** Other Expenses - Bank Charges, Books/Periodicals/Car Expenses | | | | | | | |

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

Sent: Friday, November 15, 2019 4:00 PM

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

Subject: Word from WAM - Municipal Option Passes, Call to Action!, WAM Winter Conference, WAM/WCCA Energy Lease Program



Wyoming
Association of
Municipalities
Building Strong Communities

Word from WAM!

A Weekly Message

Municipal Option Tax Bill Passes Out of Committee, Heads to Session

It's come to our attention that a many of you have questions about the Municipal Option Tax Bill that was passed by the Joint Revenue Committee on Monday. First and foremost, this is not a replacement or substitution for direct distribution. Several media outlets have used wording that seems to indicate that this bill is intended to be a first step toward "weening" communities off direct



distribution. That was never its intent, and WAM along with WCCA has been very concise and assertive in stating the fact that passage of municipal option tax legislation is NOT a permission to reassess the current direct distribution model. The extreme financial hardship additional cuts to direct distribution would cause for a majority of our smaller member municipalities is understood, and we educate the legislature on that fact at every available opportunity. We in fact asked for an increase in direct distribution, and a reestablishment of county consensus funds when WAM and WCCA jointly met with Governor Gordon this Fall.

Further, no municipality is offering to forgo their direct distribution dollars in lieu of passage of this bill. Quite the opposite, every municipality in our membership should hold firmly to their current distribution dollars, because as we've seen, the state very rarely if ever returns concessions made by you in the spirit of compromise. Rest assured, WAM will be ready to aggressively defend direct distribution when it is inevitably attacked, but with municipal option tax we're firmly on the offensive looking to add a powerful revenue generating tool to the toolbox of the communities who will be able to use it.

For those unfamiliar with the bill, it would give counties the ability to make their fifth penny permanent by putting it to their voters. This was a compromise with the committee on Monday, as our original language asked for a blanket statewide adoption, but two of Wyoming's 23 counties do not currently have a fifth penny and the committee didn't want to force one on them. A municipal option can be pursued only in counties where a sixth penny is currently in effect, thus encouraging cooperation between all parties to get a sixth penny passed, and ensuring that counties and towns aren't in danger of being harmed financially by a larger city's pursuit of a municipal option. The municipal option must be approved by the voters of that municipality and must sunset when the coinciding countywide sixth penny does. In counties where a sixth penny was not pursued, or did not pass, the county commission can vote to allow a municipality to pursue a municipal option.

If you have any questions about the bill, or would like to read it, please don't hesitate to contact me here at the office at 307-275-8380 or via e-mail at jschilling@wyomuni.org. As always thank you for standing shoulder to shoulder with your fellow municipalities in supporting WAM and remember, this association can be as powerful as you choose to make it, but only if we speak as one.

CALL TO ACTION - CORPORATIONS COMMITTEE

CALL TO ACTION!

At this coming Monday's (11-18-19) meeting of the Joint Corporations, Elections & Political Subdivisions Committee, there are two significant items of interest that the Legislative Leadership Committee of WAM would like to bring to your attention and implore your action on.

First, the committee will be reviewing a proposed bill that would prevent any further cities, towns or counties from applying to join the Wyoming State Health Insurance Pool after April of 2020, and would oust any municipalities who have already joined (currently only the City of Casper) by not allowing them to continue their coverage when it comes up for renewal. Obviously, the option to join the state pool is something that you as WAM's membership voted to pursue by resolution again this Summer in Sheridan, and that option is now in jeopardy if this bill is allowed to pass through committee and on to the legislative session. Please contact the legislators on the committee (listed below) and tell them you support cities and towns having the option to join the state health insurance program.

Second, the committee will be considering a bill that we believe is a serious preemption of local control. This bill is a response to developers in Jackson who are opposed to some of the local Jackson development regulations. While the bill is directed at Jackson, it has potential negative implications for any other cities and town who may regulate private land development. Specifically, school and park exactions are a similar tool to the one being preempted by this bill. Ask members of the committee to oppose this bill and allow local elected officials to determine what is best for their individual communities.

The WAM Legislative Leadership Committee thanks you in advance for your participation in this call to action and hopes you'll take a few minutes to let your feelings be known to the legislators listed below.

Remember, WAM is only powerful as you help make it!
Justin Schilling, WAM Member Services Manager, 307-275-8380,
jschilling@wyomuni.org

Committee Co-Chairs

Senator Bill Landen Bill.Landen@wyoleg.gov (307) 237-4067

Representative Tyler Lindholm Tyler.Lindholm@wyoleg.gov (307) 282-0968

Senators

Cale Case Cale.Case@wyoleg.gov (307) 332-7623

Tara Nethercott Tara.Nethercott@wyoleg.gov (307) 399-7696

Wendy Schuler Wendy.Schuler@wyoleg.gov (307) 789-1264

Charles Scott Charles.Scott@wyoleg.gov (307) 473-2512

Representatives

Jim Blackburn Jim.Blackburn@wyoleg.gov (307) 275-2647

Aaron Clausen Aaron.Clausen@wyoleg.gov (307) 351-3664

Scott Clem Scott.Clem@wyoleg.gov (307) 660-7141

Andrea Clifford Andrea.Clifford@wyoleg.gov (307) 840-4327

Shelly Duncan Shelly.Duncan@wyoleg.gov (307) 575-2894

Roy Edwards Roy.Edwards@wyoleg.gov (307) 680-4290

Danny Eyre Danny.Eyre@wyoleg.gov (307) 782-6376

Dan Furphy Dan.Furphy@wyoleg.gov (307) 760-0148

2020 WAM Winter Conference Registration Now Open!



Little America - Cheyenne - Feb. 26-28, 2020

The 2020 WAM Winter Conference is scheduled at the beautiful Little America Hotel and Resort in Cheyenne, February 26-28, 2020. Online registration, as well as links to host lodging, for this exciting event is now open at the link below. This year's event will feature a myriad of excellent educational and networking opportunities, chances to interact with the legislature, and to meet fellow municipal leaders and officials from across the state. Fun social events centered around an exciting casino theme will play out throughout the event, starting with a Las Vegas style casino night where everyone will be invited to try their luck at the blackjack, poker, roulette and craps tables for a chance to win fantastic prizes.

For more information or to register, please [click here](#).

Game and Fish to Host Carcass Disposal Summit on December 17th

The Wyoming Game and Fish Department will be hosting an Ungulate Carcass Disposal and Composting Summit on December 17th. The seminar will provide all interested parties an opportunity to explore options for the handling and proper disposal of ungulate carcasses in an attempt to reduce the spread of chronic wasting disease. The summit will be held at the Hilton Garden Inn in Casper from 9 a.m. to 3 p.m. A complimentary lunch will be provided. If interested in attending please RSVP to Meghan Lockwood at meghan.lockwood@wyo.gov by December 1st.

WAM-WCCA Energy Lease Program Request for Proposals

Up to \$100,000 in Zero Interest Leases Available for Energy Efficiency Projects in Your Town

The WAM-WCCA Joint Oversight Board will have nearly \$450,000 available to lend this year. Applications are due into WAM by no later than December 13th, so don't delay.



For more information and the application please [click here](#).

If you have any questions, please contact Earla at 307-632-0398, or via e-mail by [clicking here](#).



One Call of Wyoming

Proudly supporting
Wyoming's
cities and towns

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

From: Justin Schilling [mailto:jschilling@wyomuni.org]
Sent: Friday, November 15, 2019 2:16 PM
Subject: WAM CALL TO ACTION - CORPORATIONS COMMITTEE

CALL TO ACTION – At this coming Monday’s (11-18-19) meeting of the Joint Corporations, Elections & Political Subdivisions Committee, there are two significant items of interest that the Legislative Leadership Committee of WAM would like to bring to your attention and implore your action on.

First, the committee will be reviewing a proposed bill that would prevent any further cities, towns or counties from applying to join the Wyoming State Health Insurance Pool after April of 2020, and would oust any municipalities who have already joined (currently only the City of Casper) by not allowing them to continue their coverage when it comes up for renewal. Obviously, the option to join the state pool is something that you as WAM’s membership voted to pursue by resolution again this Summer in Sheridan, and that option is now in jeopardy if this bill is allowed to pass through committee and on to the legislative session. Please contact the legislators on the committee (listed below) and tell them you support cities and towns having the option to join the state health insurance program.

Second, the committee will be considering a bill that we believe is a serious preemption of local control. This bill is a response to developers in Jackson who are opposed to some of the local Jackson development regulations. While the bill is directed at Jackson, it has potential negative implications for any other cities and town who may regulate private land development. Specifically, school and park exactions are a similar tool to the one being preempted by this bill. Ask members of the committee to oppose this bill and allow local elected officials to determine what is best for their individual communities.

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Committee Co-Chairs

Senator Bill Landen Bill.Landen@wyoleg.gov (307) 237-4067
Representative Tyler Lindholm Tyler.Lindholm@wyoleg.gov (307) 282-0968

Senators

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Wendy Schuler Wendy.Schuler@wyoleg.gov (307) 789-1264
Charles Scott Charles.Scott@wyoleg.gov (307) 473-2512

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Shelly Duncan Shelly.Duncan@wyoleg.gov (307) 575-2894
Roy Edwards Roy.Edwards@wyoleg.gov (307) 680-4290
Danny Eyre Danny.Eyre@wyoleg.gov (307) 782-6376
Dan Furphy Dan.Furphy@wyoleg.gov (307) 760-0148

Remember WAM is as powerful as you make it!

Justin Schilling

Member Services Manager
Wyoming Association of Municipalities
315 West 27th Street
Cheyenne, WY 82001
[307-632-0398](tel:307-632-0398)
jschilling@wyomuni.org www.wyomuni.org

From: Justin Schilling [mailto:jschilling@wyomuni.org]
Sent: Friday, November 15, 2019 2:01 PM
Subject: Municipal Option Tax Clarifications

Good Afternoon WAM!

It's come to our attention that a many of you have questions about the Municipal Option Tax Bill that was passed by the Joint Revenue Committee on Monday.

First and foremost, this is not a replacement or substitution for direct distribution. Several media outlets have used wording that seems to indicate that this bill is intended to be a first step toward "weening" communities off direct distribution. That was never its intent, and WAM along with WCCA has been very concise and assertive in stating the fact that passage of municipal option tax legislation is NOT a permission to reassess the current direct distribution model. The extreme financial hardship additional cuts to direct distribution would cause for a majority of our smaller member municipalities is understood, and we educate the legislature on that fact at every available opportunity. We in fact asked for an increase in direct distribution, and a reestablishment of county consensus funds when WAM and WCCA jointly met with Governor Gordon this Fall.

Further, no municipality is offering to forgo their direct distribution dollars in lieu of passage of this bill. Quite the opposite, every municipality in our membership should hold firmly to their current distribution dollars, because as we've seen, the state very rarely if ever returns concessions made by you in the spirit of compromise. Rest assured, WAM will be ready to aggressively defend direct distribution when it is inevitably attacked, but with municipal option tax we're firmly on the offensive looking to add a powerful revenue generating tool to the toolbox of the communities who will be able to use it.

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If you have any questions about the bill, or would like to read it, please don't hesitate to contact me here at the office at 307-275-8380 or via e-mail at jschilling@wyomuni.org. As always thank you for standing shoulder to shoulder with your fellow municipalities in supporting WAM and remember, this association can be as powerful as you choose to make it, but only if we speak as one.

Warm regards,
Justin Schilling
WAM Member Services Manager

Justin Schilling
Member Services Manager
Wyoming Association of Municipalities
315 West 27th Street
Cheyenne, WY 82001
[307-632-0398](tel:307-632-0398)
jschilling@wyomuni.org
www.wyomuni.org

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

Sent: Friday, November 8, 2019 3:11 PM

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

Subject: Word from WAM - WAM Winter Conference, WAM/WCCA Energy Lease Program



Wyoming
Association of
Municipalities
Building Strong Communities

Word from WAM!

A Weekly Message

**2020 WAM Winter Conference Registration
Now Open!**



The 2020 WAM Winter Conference is scheduled at the beautiful Little America Hotel and Resort in Cheyenne, February 26-28, 2020. Online registration, as well as links to host lodging, for this exciting event is now open at the link below. This year's event will feature a myriad of excellent educational and networking opportunities, chances to interact with the legislature, and to meet fellow municipal leaders and officials from across the state. Fun social events centered around an exciting casino theme will play out throughout the event, starting with a Las Vegas style casino night where everyone will be invited to try their luck at the blackjack, poker, roulette and craps tables for a chance to win fantastic prizes.

For more information or to register, please [click here](#).

WAM-WCCA Energy Lease Program Request for Proposals

Up to \$100,000 in Zero Interest Leases Available for Energy Efficiency Projects in Your Town

The WAM-WCCA Joint Oversight Board will have nearly \$450,000 available to lend this year. Applications are due into WAM by no later than December 13th, so don't delay.

For more information and the application please [click here](#).

If you have any questions, please contact Earla at 307-632-0398, or via e-mail by [clicking here](#).



2020 Wyoming Community Grants Program

Grants of up to \$10,000
Available From Program
Sponsored by Wyoming
Community Gas



Wyoming Community Gas has opened the application window for the 2020 Wyoming Community Grant Program.

Applicants can request grant amounts up to \$10,000 for their project. The grants are awarded to programs and projects that enhance quality of life in Wyoming Choice Gas program service areas, with an emphasis on arts, culture and community improvement.

Wyoming cities and towns, as well as 501(c)(3) and 501(c)(6) non-profits may apply.

If you have any questions, please call Natalie Flood at 888-527-0003.

For the grant rules and guidelines [click here.](#)

For the grant request form [click here.](#)

EPA Brownfields Loan and Grant Application Window Now Open

Partners in Brownfields reuse-

Greetings! I'm excited to announce that the U.S. EPA is now accepting applications for ~\$50 million in fiscal year 2020 Brownfields Assessment, Revolving Loan Fund and Cleanup grants- application deadline is December 3. The grant guidelines and other related helpful documents can be viewed here:

<https://www.epa.gov/brownfields/fy-2020-assessment-revolving-loan-fund-and-cleanup-grant-application-resources>



The EPA will host a training webinar on October 24, 2019 at 2pm (EST) / 12pm (MST). Potential applicants are encouraged to participate in this session and can

do so by joining at <https://epawebconferencing.acms.com/fy20arc/> and/or dial into the audio conference line at 1-866-299-3188/ access code: 202-566-1817. No registration is required. If you miss the webinar, it will be recorded and posted on the above website.

Danny Heffernan
Brownfields & Redevelopment Branch
U.S. Environmental Protection Agency - Region 8
Denver, CO
303-312-7074



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