

INFORMATION PACKET
Friday, April 29, 2022



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

COMMUNICATION ACCOUNTABILITY STEWARDSHIP PROFESSIONALISM EFFICIENCY RESPONSIVENESS

The Grid

A working draft of Council Meeting Agendas

May 3, 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting: Leisure Services Board Resolution					
Pre-Meeting: One-Way to Two-Way Conversion Follow-up					
Pre-Meeting: WAM Resolutions					
Bright Spot: National Tennis Month					
Est. Public Hearing: Ordinance Amending Chapter 5.24 - Hotels & Rooming houses	C				
Est. Public Hearing: Food Truck Ordinance	C				
Est Public Hearing: An Ordinance Approving a Vacation, Replat and Subdivision Agreement for the Kensington Heights Addition No. 5 Subdivision	C				
Est Public Hearing: An Ordinance Approving a Vacation, Replat, Subdivision Agreement and Zone Change for the Harmony Hills Addition No. 4.	C				
Public Hearing: Transfer of Retail Liquor License No. 30 from Gold Crown, LLC d/b/a Paradise Valley Liquors, located at 401 Valley Drive to Half Barrel, Inc., d/b/a Paradise Valley Liquors located at 401 Valley Drive.		N			
Public Hearing: New Microbrew No. 10 for Bull Horn Brewing, LLC d/b/a Bull Horn Brewing located at 2027 East Yellowstone Hwy Unit B.		N			
3rd Reading Ordinance: Approving the Vacation and Replat creating Trails West Estates No. 6 Subdivision.			N		
Authorizing a Release of Demolition Lien Recorded Against 1427 S Oakcrest Ave, Casper, Wyoming.				C	
Authorizing an Amendment to the Transit Software Management Agreement with Spare Labs, Inc.				C	
Approving and Adopting the 2021 Casper Tourism Master Plan.				C	
Authorizing a Contract for Professional Services with JB Engineers for the 2022 Construction Testing and Material Sampling Services Project.				C	
Authorizing an Agreement with Treto Construction LLC, for the Industrial Avenue Drainage and Surfacing Improvements Elm to David Project.				C	
Authorizing an Agreement Between the City of Casper and the Natrona County Conservation District.				C	
Authorizing Change Order No. 1 with LAME, LLC for the Solid Waste Facility Fiber Optics Extension.				C	
Authorizing an Agreement with Accent Packaging, Inc. for the 2022 Solid Waste Baler Bag Procurement.				C	
Authorizing a Contract with Ketel Thorstenson for Audit Services.				C	
Amendment to ARAJPB MOU for Investment Advisor				C	
Approval and Adoption of the City of Casper Complete Streets Plan.				C	
Approval and Adoption of the East Yellowstone Intersection Improvement Study				C	
Authorizing a Professional Services Contract for Hazardous Waste Disposal Services with Veolia ES Technical Solutions, LLC.				C	
WAM Resolutions					N
Rejecting All Bids Received for the City Hall Asbestos Abatement.					C

The Grid

A working draft of Council Meeting Agendas

May 10, 2022 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Draft Budget Delivery	Information Only	4:35	5 min
USS Wyoming (MEMO DUE)		4:40	20 min
Parks Watering Discussion (MEMO DUE)	Direction Requested	5:00	30 min
Coates Road LAD	Direction Requested	5:30	40 min
Agenda Review		6:10	20 min
Legislative Review		6:30	20 min
Council Around the Table		6:50	20 min
Casper Youth Council		7:10	30 min
Approximate Ending Time:			7:40

May 17, 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Bright Spot: Proclamation Community Action Month					
Establish Public Hearing: Police Response to Alarms	C				
Public Hearing: First Reading for Hotel Ordinance		N			
Public Hearing: First Reading for Food Truck Ordinance		N			
Public Hearing: First Reading Ordinance Approving a Vacation, Replat and Subdivision Agreement for the Kensington Heights Addition No. 5 Subdivision		N			
Public Hearing: First Reading Ordinance Approving a Vacation, Replat, Subdivision Agreement and Zone Change for the Harmony Hills Addition No. 4.		N			
3rd Reading Ordinance: Approving an Ordinance Confirming the Assessment for Local Assessment District No. 158 – Coates Road Asphalt Surfacing Improvements.			N		
Approving the Downtown Open Container Area				C	
Fire Pension A				C	
Authorizing a Contract for Professional Services with First Interstate Bank for Investment Management Services.				C	
US Welding				C	
Metro HVAC				C	
Authorizing an agreement titled "Landlord's Release and Consent" between PDOF Casper, LLC, First State Bank, Division of Glacier Bank, and the City of Casper.				C	
Authorize the creation of the Parks and Recreation Advisory Board to replace the Leisure Services Advisory Board, and adopt the Bylaws as submitted.				C	
Authorizing a Lease Agreement with Casper Skeet Club				C	
Leisure Services Advisory Board: Appointment of New Members					C

The Grid

A working draft of Council Meeting Agendas

May 24, 2022 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Bar & Grill Presentations	Direction Requested	4:35	45 min
FWC Study Spectra and Visit Casper		5:20	30 min
Cemetery Ordinance Changes	Direction Requested	5:50	20 min
Agenda Review		6:10	20 min
Legislative Review		6:30	20 min
Council Around the Table		6:50	20 min
Approximate Ending Time:			7:10

May 31, 2022 Councilmembers Absent:

Special Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Budget Discussion	Direction Requested	4:30	3.5 hrs
Approximate Ending Time:			8:00

June 7, 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Public Hearing: Police Response to Alarms		N			
Second Reading for Hotel Ordinance			N		
Second Reading for Food Truck Ordinance			N		
Second Reading Ordinance Approving a Vacation, Replat and Subdivision Agreement for the Kensington Heights Addition No. 5 Subdivision			N		
Second Reading Ordinance Approving a Vacation, Replat, Subdivision Agreement and Zone Change for the Harmony Hills Addition No. 4.			N		
Resolution: Police Response to Alarms					

June 14, 2022 Councilmembers Absent:

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

Future Agenda Items

Council Items:

Item	Date	Estimated Time	Notes
Formation of Additional Advisory Committees			
Excessive Vehicle Storage in Yards			
Graffiti Abatement & Alternatives			
Safe Place Program Implementation & Resolution			
Non-discrimination Ordinance			
Code Enforcement - Municipal Code?			
North Platte River Park No. 2 Subdivision			June 14, 2022
Handymen and Home Inspectors			
Lifejacket Requirement			Summer

Staff Items:

Unsafe Structure Ordinance Follow-up			
One Cent Survey Results Presentation			June
City Inspectors Authority/Oversight of Licensed Contractors			
Shipping Container Ordinance Update			
Recreation Refunds			
Sign Code Revision			
Drug Court Update			After Beginning of May
Council Goals Status Update			
Speed Limit Ordinance Review			12-Jul
Mobile Vendor Parking Permit Amendments			
Facility Study			June
Demolition Safety Barriers			
Ice Arena Expansion			After Facilities Report discussion

Potential Topics-- Council Thumbs to be Added:



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Future Regular Council Meeting Items:

Authorizing the Appointment of One New Member, Kate Maxwell, to Fill an Open Position and the Reappointment of an Existing Member, Errol Miller, to the Central Wyoming Senior Services Board.			
Authorizing the Appointment of One New Member, _____, to Fill an Open Position to the Visit Casper Board.			June 7th

Retreat Items:

Economic Development and City Building Strategy

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
	5:00 p.m. - CNFR (Freel, Cathey)	6:00p-Council Meeting	1:00 p -Civil Ser- vice Commission (None)	7:00p-Youth Empowerment (Pacheco)		
8	9	10	11	12	13	14
 4:30 p.m. - Casper Youth Council (Gamroth, Pacheco)	8:30a-Historic Preservation (Engelbrechtsen)	4:30p-Council Work Session	11:30a-DDA (Gamroth) (Nov, Jan, Mar, May, Jul, Sep) 6:00p-Amoco Reuse JPB (Sutherland)	7:00a-Advance Casper (Freel, Gamroth) 4:30p-Leisure Services Board (Engelbrechtsen) 7:00p-Youth Empowerment (Pacheco)	11:30a-Chamber Coordination/ Infoshare (None)	
15	16	17	18	19	20	21
		11:30a-Regional Water JPB (Cathey, Knell, Freel, Suther- land) 4:00p-Chamber of Commerce (Cathey, Freel)		7:00a-Mayor/ Commissioner 9:30a- EDJPB (Pacheco, Pollock), 11:00a-Housing Au- thority (Gamroth) 4:00p-Contractors' Licensing Board (Engelbrechtsen) 5:30p- City County Board of Health (Freel) 6:00p- Planning & Zoning (Knell) 7:00p-Youth Empowerment (Pacheco)	3:30p-LGBTQ Advisory Committee (Freel, Pacheco)	
22	23	24	25	26	27	28
	12:30p-Senior Services (Engelbrechtsen) 4:00p-OYD Advisory Committee (Pollock, Freel)	11:30a-Travel & Tourism (Freel, Johnson) 4:30p-Council Work Session	7:00a-CPU Advisory Board (Cathey) 11:30p-NIC (None) 5:15p-CAP (None)	11:30a - Disabil- ity Council (Pacheco) 7:00p-Youth Empowerment (Pacheco)		
29	30	31				
	 Memorial Day City Offices Closed	4:30p-Council Budget Work Session		7:00p-Youth Empowerment (Pacheco)		

From: Jennifer Scott <jescott@casperwy.gov>

Sent: Friday, April 22, 2022 2:19 PM

To: Fire Department <firedepartment@Casperwy.gov>

Cc: Dawn Dean <ddean@casperwy.gov>; Renee Jordan-Smith <rjordansmith@casperwy.gov>; Dennis Gazdiewich <dgazdiewich@msn.com>; Greg Groves <legatcn@gmail.com>; Tim Monroe <tmonroe2@tribcsp.com>

Subject: RE: Monthly Activity Report

Hello!

I do believe I fixed (i.e recreated) the monthly activity report. I have included the new link to access the report. The data is current through April 19,2022. The next update will be available on Friday of the first full week next month.

[Monthly Activity Report](#)

Thanks,
Jennifer

From: Jennifer Scott <>

Sent: Thursday, February 10, 2022 10:48 AM

To: Fire Department <firedepartment@Casperwy.gov>

Cc: Dawn Dean <ddean@casperwy.gov>; Renee Jordan-Smith <rjordansmith@casperwy.gov>; Dennis Gazdiewich <dgazdiewich@msn.com>; Greg Groves <legatcn@gmail.com>; Tim Monroe <tmonroe2@tribcsp.com>

Subject: RE: Monthly Activity Report

Hello!

The monthly activity report for 2022 will not be published until the first of March. This is due to my error, I accidentally removed a table and relocated a related file thus breaking the report. I do apologize.

The 2021 annual report is almost ready; I am just waiting on one piece of data from a state reporting system.

Thanks,
Jenn



WAM 2022 Summer Convention
June 8-10, 2022
Laramie, Wyoming

Wednesday, June 8th

8:00 a.m. WAM Golf Outing
9:00 a.m.-1:00 p.m. Resolutions Committee
11:00 a.m.-5:00 p.m. Registration/Check-In
11:00 a.m.-1:00 p.m. Wyoming Community Gas
1:00 p.m.-3:00 p.m. WAMJPIC
1:00 p.m.-3:00 p.m. WAM Board of Directors
3:00 p.m.-4:00 p.m. Leadership Training Services Committee
3:00 p.m.-5:00 p.m. WAMCAT
6:00 p.m.-9:00 p.m. Welcoming Reception at the Historic Ivins Mansion

Thursday, June 9th

7:00 a.m. 5K Sunrise Run/Walk sponsored by Trihydro Corporation at Pilot Hill Recreation Area.
8:30 a.m.-9:30 a.m. Region Meetings
9:30 a.m.-10:00 a.m. Vendor Village
9:30 a.m.-12:00p.m. Bus Tour - Economic Development
10:00 a.m.-11:30 a.m. Breakout Sessions

1. Weed 2022, Ben Cort, Cort Consulting presented by Wyoming Association of Sheriff's and Chiefs of Police.
2. Serving the Public's Best Interest, Joe Coyne, Community Builders Incorporated

11:30 a.m.-12:00 p.m. Vendor Village
12:00 p.m.-1:00 p.m. Lunch @ the Gateway Center
1:00 p.m.-2:30 p.m. Housing Panel Discussion
1:00 p.m.-3:30 p.m. Bus Tour - Monolith Ranch
1:00 p.m.-4:00 p.m. Extended Session

1. Ethics/Nepotism, Dan Clark, Director, Montana State University Local Government Center

2:30 p.m.-4:00 p.m. Legislative Panel Discussion
4:00 p.m.-4:30 p.m. Vendor Village and Afternoon Snack
4:30 p.m.-5:00 p.m. Voting Delegate Check-in
5:00 p.m.-6:00 p.m. Membership Meeting
7:00 p.m.-9:00 p.m. WAM Banquet and Annual Awards

Friday, June 10th

8:00 a.m.-8:30 a.m. Board Meeting

8:30 a.m.-12:00 p.m. Extended Session

1. Team Building, Dan Clark, Director, Montana State University Local Government Center

8:30 a.m.-10:00 a.m. Breakout Sessions

1. EV Charging Corridors and Other Federal Infrastructure Funding Opportunities, Director Luke Reiner, Wyoming Department of Transportation
2. Complex Projects, Professional Help, Jeff Fuller & Shannon Stanfill, State Board of Professional Engineers and Land Surveyors

8:30 a.m. – 11:30 a.m. – UW Walking Tour

10:00 a.m.-10:30 a.m. Vendor Village and Morning Snack

10:30 a.m. – 12:00 p.m. Breakout Session

1. Funding Opportunities with USDA Rural Development, Glenn Pauley, State Director, USDA Rural Development
2. Preventing Workplace Harassment, Joe Coyne, Community Builders Incorporated

12:00 p.m. Prizes

2022 WAM SUMMER CONVENTION

GOLF REGISTRATION



GLENN "RED" JACOBY GOLF COURSE- UNIVERSITY OF WYOMING
3501 E. Willett Drive, Laramie

18 Hole Golf Course - \$60.00 per person – Tee Time 8:00am, June 8th

Bearing the name of legendary University of Wyoming Athletics Director Glenn "Red" Jacoby (1946-73), the Jacoby Golf Course is located at the east side of the UW campus in Laramie. Jacoby Golf Course is one of the unique public courses in the nation. It is located 7,220 feet above sea level and measures 6,855 yards to play. Home to the UW Men's and Women's golf teams, Jacoby Golf Course is maintained by the University of Wyoming Physical Plant.

Contact Name: _____

Contact Email: _____

Company: _____

Individual Player(s) Name:

Handicap:

Total:

\$ _____

Please return payment with this form in order to be registered.

Amendment A, Again?




Wyoming Association
of Municipalities

Building Strong Communities

How we got here.

During the 2021 Wyoming Legislative Session, House Joint Resolution 0009 was passed with a 2/3rds super majority in both the House and Senate allowing the proposed constitutional amendment to appear on the ballot this upcoming November as “Amendment A”.


Building Strong Communities



What would it do if passed?

The intent of the amendment is to change the Wyoming Constitution to allow for cities, towns, counties and other government subdivisions to invest in equities (stocks) similar to the state's ability to do so since the passage of a previous Amendment A in 2018 that was championed by then Treasurer Mark Gordon.

Building Strong Communities



How it will appear on the ballot

“The Wyoming Constitution allows the state to invest state funds in equities such as the stock of corporations, but does not allow the funds of counties, cities and other political subdivisions to be invested in equities. The adoption of this amendment would allow the funds of counties, cities and other political subdivisions to be invested in equities to the extent and in the manner the legislature may allow by law. Any law authorizing the investment of specified political subdivision funds in equities would require a two-thirds vote of both houses of the legislature.”


Building Strong Communities



Will Clerk/Treasurers be buying shares of Gamestop on e-trade?


No. The legislature's intent if this passes is to then pass statute that would dictate that these local government funds would be invested through the Wyoming Treasurer's Office and be managed by the state's investment team. We do not believe that the legislature has any intent to pass follow up statutes that would allow local governments to work directly with private investment firms or brokerages.

Building Strong Communities



Do we think this is a good or bad thing?


While the narrow scope of this investment opportunity doesn't allow for much flexibility, the fact of the matter is that the state's investment team is historically very successful. In their January 1st 2022 year to date portfolio report, the state claims \$784,870,519.36 in investment income on a total \$24,888,735,344.00 invested. That's a 3.15% 6-month ytd return in a bumpy market. In 2021, the total fund returned 14.9%, and contributed greatly to the windfall that the legislature had on hand to spend this session.



Building Strong Communities

Who will it benefit?

The intent of the legislature is to craft follow up statute that will dictate that funds invested with the Treasurer's Office will be long-term investments. It is not their intent that local governments would pop money in and out of this fund on a regular basis. A community will need to have reserves that it can invest with much less liquidity than the current low risk options that are available now.



Building Strong Communities

Who will it benefit?

The Executive Director of the Wyoming County Commissioners estimates that only three or four of Wyoming's 23 counties are positioned to invest in this way.

We have not fully assessed how many municipalities will be able to participate, but we assume it will be a similar small percentage.


Building Strong Communities



Why is it important that this pass?

Besides the obvious near-term benefit to those political subdivisions that can take advantage day one, and those that hopefully will eventually be able to invest in the future, the biggest reason for WAM and our member communities to show strong support of the passage of this amendment is to prove our ability to follow through to the legislature. More than two thirds of both chambers voted in support of this to help local governments, and they expect that we'll do all we can to get it across the finish line.


Building Strong Communities



What did we learn in defeat?

For those of you who weren't around in 2020, WAM supported another constitutional "Amendment A" that was not successful in passage. That Amendment A would have changed the constitution to allow the legislature to adjust debt limits for sewer systems.


Building Strong Communities



A high bar to clear.

We did manage to get more yes votes than no votes. 126,589 for with 120,808 against. But in order for a constitutional amendment to pass, it must receive a majority of the total votes cast and 30,870 people skipped it. Meaning we came up about 13,000 yes votes shy of the 139,253 needed to pass.

Building Strong Communities




Why did we fail?

We did a substantial amount of radio marketing, with 576 total drive time spots across 48 Wyoming radio stations.

We also did targeted social media marketing through Facebook, directly to Wyomingites who identified as registered voters.


WAM staff and members also did interviews on radio and TV News programs around the state such as Cheyenne Today and Wyoming Public Radio News. Our total budget was less than \$5000.



Building Strong Communities

Why did we fail?

The biggest single contributing factor we know we missed out on was in person outreach to civic organizations around the state because of COVID. When the original state investment Amendment A passed in 2018, then Treasurer Gordon traveled many thousands of miles around the state appearing in front of any Kiwanis, Rotary, or League of Women Voters that would have him. He made literally hundreds of stops to pitch the voting public and especially community influencers on the benefits of that Amendment A.



Building Strong Communities

Why did we fail?


They also invested over \$120,000 in a statewide campaign, complete with direct mailers, signs, radio, television and social media advertising. A PAC was formed to raise these funds from private donors, as state funds could not be used.

Building Strong Communities



Can we replicate that success?

According to the Marketing Firm Three Elephants that successfully ran the 2018 Amendment A Campaign, the face-to-face ground game is the most important piece of the equation, and they credit Governor Gordon largely with that success. They also built a strong list of supporters, from Governors, to Legislators and even Members of Congress that publicly endorsed the amendment and that they included in media releases and other marketing.



Building Strong Communities

How much could it cost?

Again, according to Three Elephants, a managed campaign could be very costly.

The average cost of a single statewide postcard mailer is around \$25,000.

Hiring a professional firm can run several thousand dollars a week for marketing strategy and some partial campaign management.


They stated that for a full-blown campaign professionally managed and completely coordinated we would most likely be in the \$125,000 to \$150,000 range not including media buys.

Will we have partners?

WCCA has said they will participate in this effort, as they stand to benefit as well, but they have thus far stated modest budget expectations.

Governor Gordon is willing to stump for this and would be a good partner as he'll already be out campaigning for reelection. He sees it as unfinished business.

Many of the legislators who sponsored and voted for this bill will also be out campaigning and might carry our message with them as well.



Building Strong Communities

Discussion?

Building Strong Communities





FY 2022 Community Promotions Final Report

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

Organization: Casper Amateur Hockey Club Program/ Event: 2021-2022 Season

Contact Person: Lois Lund Phone Number: 307-277-0378 Date: April 29th, 2022

Email Address: bookkeepercasperhockey@gmail.com

1. Mission

Please state the agency's mission/vision:

2. Written Account of your Event

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

3. Financial Information

Please attach a one (1) page summary of the revenue and expenses for this event. **Please include the amount you were allocated from community promotions funding and whether it was for cash, in-kind, facilities, or any combination of the three.**

4. Program Significance

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

5. Results

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

6. Program Results/Impacts (use bullets)

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

7. Attendance and Participation

In order to gauge the impact that your event has had on the community, it is important that we know how many people attended and/or participated in your event.

- a. **Please fill out the information in one of the three boxes below.** If you intend to use a counting method that is not listed, then please contact Fleur Tremel in the City Manager's Office (235-8224) to inquire about pre-approval.
- b. Please provide information as to number of participant/spectators who are from Casper and those that are from outside of Casper, as well as what method you used to count.

Attendance and Participation

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

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

<i>I can only make a <u>Rough Estimate</u> of the number of people who attended my event.</i>	
Number who Actively Participated:	<input type="text" value="1323"/>
Number who attended as Spectators:	<input type="text" value="5292"/>

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

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

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

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

ADDITIONAL NOTES (IF NEEDED): Please see the attached sheets.



Casper Amateur Hockey Club, Inc. Community Promotions FY 2022 Final Report

Account of Our Event July 1/21-June 30/22

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

For the period July 1, 2021 through June 30, 2022, the CAHC had a total of eleven traveling teams including six Wyoming Amateur Hockey League teams and four Travel Tournament teams, and hosted three youth tournaments in at home in Casper over the season. The 6U & 8U tournament held January 14-16, 2022, was successful with eighteen out-of-town and nine Casper teams competing. Our 12U Travel Tournament team hosted the John Wold Cup Tournament March 11-13, 2022, with four out of town teams from Wyoming, Montana, and Utah attending. Finally, our 14U division hosted the Wyoming Amateur Hockey League High School A State Finals tournament March 4-6, 2022, with five teams participating. Casper has a reputation for having fun, energetic, competitive and hospitable tournaments and from the compliments received we again stepped up!

Our tournaments typically begin late afternoon on Friday. Depending on the number of participating teams, we often start playing as early as 6am on Saturdays. The games continue throughout the day until as late as 11:00pm with breaks for skating lessons and public skating programming offered by the Casper Ice Arena. Sunday mornings typically begin again at 6am and conclude by noon to allow our visiting teams ample time to return home and public skating and figure skating events to be held.

During the 2021-2022 season, CAHC also hosted nine Wyoming Amateur Hockey League (WAHL) game weekends. Each Casper WAHL team played a twenty-game season, including ten games hosted in Casper. Each visiting team stays at least one night and sometimes two depending on the ice availability. Casper typically schedules WAHL games for multiple divisions on the same weekends. For the period from November 5, 2021, to February 6, 2022, CAHC hosted twenty-eight Wyoming teams for game play over nine weekends.

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

Financial Information

As all of our traveling teams are responsible for their own expenses, tournaments hosted by each age division serve as a fundraiser in an effort to offset the cost of participation. Tournament dates and registration forms are posted on our web site, as well as shared with the youth hockey associations around Wyoming and our neighboring states. We consistently research tournament fees for Wyoming and the Rocky Mountain Region to ensure our fees are reasonable and not a deterrent to traveling to Casper. Tournament fees in Colorado range from \$1,250 to \$1,800 per team. With our tournament fees ranging from \$350 to \$1250, we have had good participation at our tournaments and bring visitors to our beautiful City. With the help of our volunteers, we work hard to have well planned, well run tournaments to ensure a positive experience for all of our participants. We have a raffle for fun items that are donated by our families and from sponsors and we have souvenirs available for purchase by our visitors, the proceeds from which are used to offset the cost of hosting the tournament. All profits or losses from tournament weekends are split between the players on the hosting team. Profits are used to offset the costs for those families whose player participates on a traveling team.

For the FY 2022 Community Promotions grant, CAHC was allocated \$3750 in in-kind facility usage for the Casper Ice Arena. At our season end, the total amount of ice utilized for the 2021-2022 season that could be considered for in-kind facility usage was \$16,837.50. Please keep in mind that our in-kind ice usage fluctuates a bit from year to year depending on the amount of weekend ice offered to CAHC by the Casper Ice Arena, the number of WAHL teams we field, our ability to host tournaments at each divisional level, and the number of State Finals tournaments we are awarded to host. CAHC also received \$1250 in Cash Assistance funding towards the total cost for referees of \$12,675.00 for events that brought visitors from outside of Casper to the Casper Ice Arena.



Attendance and Participation

The Casper Amateur Hockey Club had approximately 225 skaters register during the 2021-2022 season. Our skaters range in age from three to adult. Hockey is truly a lifetime sport and is just as exciting to watch and play at the age of three as it is for our high school age players and our participants in our adult league.

The attendance numbers for participants on the attached report were determined using information from the team rosters that were submitted for the league home games and the tournaments that brought visitors to the Casper Ice Arena from outside of Casper. These events are usually well attended by friends and family and normally it is estimated that for each participant/player there would be four additional guests, which is a conservative estimate. Please see the attached recap for approximated attendance figures and notes regarding maximum capacity limits for our events.

Additional Notes

We appreciate all the support we have historically received from the City of Casper through the Community Promotions grant funding and the positive working relationship we have with the Casper Ice Arena staff. We are grateful to provide our programming to the hockey loving kids and adults of Casper and look forward to the start of our upcoming 2022-2023 season. As the saying goes, "It takes a village to raise a child" and our village is at the rink!

We remain steadfast in our commitment to improving our program and look forward to facilitating the second sheet of ice project at the Casper Ice Arena with our community partners and the City of Casper, which will continue to positively impact the economy in our great city!

CAHC 2021-2022 season-attendance based on roster numbers per division								
Date	Event	Number of Teams	Teams participating	Number of participants	Number of visitors estimated	Total cost of ice	Promo ice used	Balance not used
October	WAHL games	0	no games scheduled	0	0			
Total October Community Promotions Ice						\$0.00	\$0.00	\$0.00
November	WAHL games	0	Casper 10UA vs Gillette Silver	30	120			
			Casper 10UA vs Gillette Black	30	120			
			Casper 14UA vs Sheridan A	30	120			
			Casper High School Junior Varsity vs Sheridan	36	144			
			Casper 12UB vs Laramie	30	120			
			Casper 14UA vs Sheridan B	30	120			
			Casper 12UA vs Jackson	30	120			
			Casper High School Varsity vs Jackson Varsity	36	144			
Total November Community Promotions Ice						\$4,237.50	\$2,118.75	\$2,118.75
December	WAHL games		Casper 12UA vs Sheridan	30	120			
			Casper High School Varsity vs Cheyenne	36	144			
			Casper 12UB vs Sheridan	30	120			
			Casper High School Junior Varsity vs Douglas	36	144			
			Casper 12UB vs Jackson Red	30	120			
			Casper 10UA vs Riverton	30	120			
			Casper 12UA vs Riverton	30	120			
			Casper 14UA vs Riverton-Douglas	32	128			
Total December Community Promotions Ice						\$3,262.50	\$1,631.25	\$1,631.25
January	WAHL games		Casper 10UA vs Cheyenne	30	120			
			Casper 12UA vs Cheyenne	30	120			
			Casper 14UA vs Cheyenne Red	32	128			
			Casper High School Junior Varsity vs Laramie	36	144			
			Casper High School Varsity vs Jackson Junior Varsity	36	144			
			Casper 12UB vs Park County	30	120			
			Casper 14U vs Jackson A	36	144			
	6U & 8U Jamboreee Tournament	27		258	1032			
	6U & 8U: ages 4-8 years		Douglas					
			Cheyenne					
			Gillette					

CAHC 2021-2022 season-attendance based on roster numbers per division								
Date	Event	Number of Teams	Teams participating	Number of participants	Number of visitors estimated	Total cost of ice	Promo ice used	Balance not used
			Laramie Park County Pinedale Riverton Rock Springs					
Total January Community Promotions Ice						\$5,512.50	\$2,756.25	\$2,756.25
February	WAHL games		Casper 10UA vs Jackson A Casper 12UB vs Gillette Silver Casper High School Varsity vs Gillette Varsity Casper High School Varsity vs Laramie Casper High School Junior Varsity vs Pinedale	30 32 36 36 36	120 128 144 144 144			
	John Wold Cup Tournament 12U ages 11-12 years	5	12U Casper Montana Yeti Utah Jr Grizzlies Wyoming Cutthroats Wyoming Stampede	73	292			
Total February Community Promotions Ice						\$2,250.00	\$1,125.00	\$1,125.00
March	WAHL State 14UA State Finals		Casper Jackson A Sheridan A Cheyenne Riverton-Douglas	86	344			
Total March Community Promotions Ice						\$1,575.00	\$787.50	\$787.50
Year End	Totals (per grant period FY2022)			1323	5292	\$16,837.50	\$8,418.75	\$8,418.75

*Community Promotion In Kind Facility Usage for FY22 granted to CAHC was \$3750.00. Amount CAHC spent on ice for events that brought visitors from outside of Casper to the Casper Ice Arena for the 2021-2022 season was \$13087.50 (\$16,837.50 total ice cost season minus the \$3750.00 In Kind grant funding).

*Community Promotion Cash Assistance for FY22 granted to CAHC to offset referee costs was \$1,250.00. Amount CAHC spent on referees for WAHL games that brought visitors from outside of Casper to the Casper Ice Arena for the 2021-2022 season was \$11,425.00 (\$12,675.00 total referee cost minus the \$1,250.00 Cash Assistance).

*Total CAHC ice cost for 2021-2022 including all events \$98,700.00 with \$96,450.00 billed at full user rate of \$150.00 per hour (643 hours) and \$2250 billed at non-peak user rate of \$75.00 per hour (30 hours).

*Since the Casper Ice Arena does not have an operational door counter, attendance has always been estimated. The visitor number estimate provided allowed for four other members in attendance, which would be a conservative estimate for most of the games hosted.

CASPER HISTORIC PRESERVATION COMMISSION
MINUTES OF THE REGULAR MEETING
March 14, 2022

In attendance: Jeff Bond, Anthony Jacobsen, Carolyn Buff, John Lang, Paul Yurkiewicz, Robin Broumley, Bob King, Maureen Lee, Connie Hall, Pinky Ellis,

Absent: Erich Frankland
Liz Becher, Community Development Director

Staff: Craig Collins, City Planning Department
Kristie Turner, Administrative Assistant III

Guest:

Jeff Bond called the meeting to order at 8:31 a.m.

Approval of Minutes

Mr. Bond asked if everyone had read the minutes of the January 10, 2022, meeting and asked if there were any corrections. No corrections were noted.

Minutes from January 10, 2022, were approved unanimously.

New Business

- Mr. Bond and Ms. Broumley have met with Visit Casper to partner with them on printing brochures for the walking tour. Visit Casper has all the assets and will review the document. Timeframe for review is April with printing possible in mid-May.
- May is Historic Preservation Month. Mr. Yurkiewicz is reaching out to other organizations in town to put on a social event as a fun way to foster and strengthen relationships. Timeframe would be the second week of May after Tourism week. The commission will put up posters to promote Historic Preservation Month and will coordinate event promotion. The Commission put together a long list of possible organizations and local business to invite to the event.
- The commission discussed plaques for buildings on the National Historic Registry. A list of properties that qualify is being developed and Mr. Collins will send out a letter asking if any of those properties are interested in a plaque. The commission discussed the possibility of the City contributing to a portion of the cost of the plaques. The buildings on the walking tour were listed as a priority.

Progress Report on African American Study – Review/Direction

The report has been approved by SHPO and it has been returned to the City with all sensitive information redacted. The Commission has given Mr. Collins approval to present the report to City Council.

Old Business

SHPO/CLG Grant Project (Jeff/Staff)

No Report

OYD Committee Update (Connie and John)

Mr. Lang gave an update. The new Chairperson for OYD is Amber Pollock and Steve Freel will be the Vice Chair.

P&Z Commission

This month there is a small subdivision change.

Demolition Permits (Staff)

There are two demolition cases this month.

1405 E 2nd

138 S. Kimball – Commissary Mall

Sub-Committee reports

- Ghost Signs (**John and Connie**)
Mr. Lang will update the PowerPoint video presentation for May's event.
- Brochures and Mobile App (**Paul, Jeff, Ann and Robin**)
See notes above
- GIS map of historic properties and surveyed properties for website (**Jeff and Anthony**)
The map of surveyed properties is on the website. There are a few sites missing and Ms. Turner will work with Mr. Bond for additional solutions.
- Field Visits/Tours (**Robin and Connie**)
The Commission will send a thank you note for the tour in February and Ms. Broumley will reach out for additional tours opportunities.
- Social Media/Outreach/Education (**Maureen, Paul and Ann**)
Mr. Yurkiewicz reported that the Facebook page has a slow but steady increase in followers.
- Strategic Plan progress/review (**Jeff**)
No update.

Other Business

The next meeting will be April 11, 2022 at City Hall.

Meeting adjourned at 10:00 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Liz Becher". The signature is written in dark ink and is positioned above the printed name.

Liz Becher
Community Development Director

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

MEETING PROCEEDINGS

March 23, 2022

7:00 a.m.

A regular meeting of the Casper Public Utilities Advisory Board was held on Wednesday, March 23, 2022 at 7:00 a.m. in the Downstairs Meeting Room of City Hall.

Present: President Michael Bell
 Vice President Jim Jones
 Secretary John Lawson
 Member Richard Jay
 Member Bruce English
 Council Liaison Steve Cathey

Absent:

Staff Present: Public Utilities Manager, Bruce Martin
 Administrative Assistant III, Janette Brown

Others: Lisa Ogden, District Manager, Natrona County Conservation District
 Ric Herman, Vice-Chairman, Natrona County Conservation District

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 December 8, 2021 meeting.

A motion was made by Board Member English and seconded by Secretary Lawson to approve the minutes of the December 8, 2021 meeting as presented. Motion passed.

2. Mr. Martin asked the Board to reference the February 2022 Statistical Report shown on the screen. Mr. Martin stated that the Total Gallons Purchased in February were 140 MG, which is 9 MG more than the five-year average.

Mr. Martin stated that Fiscal Year to Date Total Gallons Purchased is 2.29 BG, which is 72 MG less than the five-year average. Mr. Martin stated that this is mainly due to the water conservation efforts in July and August.

Mr. Martin stated that there were three Water Main Breaks in February, with a year to date total of nineteen.

Mr. Martin stated that there was one Service Line Break, compared to two breaks a year ago. Mr. Martin stated there were sixteen service line breaks year to date.

Mr. Martin stated the current number of Active Accounts is 22,429.

3. President Bell turned the time over to Ms. Lisa Ogden with the Natrona County Conservation District (NCCD) for the annual presentation.

Ms. Ogden stated that she brought a map to show the Board what work has been done in the District. Ms. Ogden stated that there is not a lot of work left to change flood irrigation to sprinkler irrigation. Ms. Ogden stated that the map also shows that agricultural land is being lost due to new subdivisions.

Ms. Ogden stated that the packet she handed out is the first twenty pages of the Water Quality Report that includes data from the last year.

Ms. Ogden introduced Mr. Ric Herman, who is the newest member of the NCCD Board.

Ms. Ogden asked the Board to reference the single pages she handed out today. Ms. Ogden stated that the first graph is the Selenium concentrations from 2012 – 2021. Ms. Ogden stated that in March 2021, there was 51-inches of snow, which caused a lot of runoff. Ms. Ogden stated that the test results were an anomaly as they showed that the increased runoff pulled Selenium from the Cody Shale. Ms. Ogden stated that the graph on the bottom of the page has the anomaly results removed, and it shows that Selenium levels are still decreasing.

Ms. Ogden stated that the second page is information for the Kendrick Irrigation Project that lists the percentage of acres and type of irrigation, which shows the increase in pivot and sideroll irrigation. Ms. Ogden stated that water quality is improving.

Ms. Ogden stated that water sampling is done every month, and the NCCD is still working with landowners.

Ms. Ogden stated that the NCCD is adding soil health to their projects. Ms. Ogden stated that this project involves working with landowners to try and put nutrients in the soil without using fertilizer.

Ms. Ogden stated that CAID has seen employee and Board Member changes so NCCD has put waterline projects with them on hold until the new staff can get up to speed on their job responsibilities. Ms. Ogden stated that NCCD is looking into doing waterline projects on private property, they cannot do work on CAID canals. Ms. Ogden stated that the Kendrick canal had a breach and the NCCD may be able help with that.

Ms. Ogden stated that the annual luncheon will be held this year, after not being held for the last two years, and invited the Board to attend if they are able.

Vice President Jones asked if the map covers the whole district. Ms. Ogden stated that it does, but the acreage listed on the map is an estimate. Ms. Ogden stated that the Board could contact her if they had any questions on the map.

Secretary Lawson stated that he had a question and asked why NCCD can't work on CAID easements. Ms. Ogden stated that because the canals are over 50 years old, only CAID can do the maintenance on them. Ms. Ogden stated that CAID has to do a special permit through SHPO because the canals are historic. Secretary Lawson stated that the canals (easements) are owned by the Bureau of Reclamation, so it has to do with the ownership. President Bell stated that it was his impression that other entities could do maintenance on grandfathered canals. Secretary Lawson stated that they can only if the canals are not owned by the Federal Government.

Vice President Jones asked who the President is for CAID. Ms. Ogden stated that the President of CAID is Ron Richner.

Mr. Martin asked if Ms. Ogden knows who the CAID District Manager is. Ms. Ogden stated that there is a new District Manager for CAID, but she is not sure of their name. Ms. Ogden stated that the last District Manager left in December.

Mr. Martin stated that the NCCD Board has requested \$40,000 for operational funding, and asked the Board how they wished to proceed.

A motion was made by Board Member English and seconded by Vice President Jones to approve \$40,000 operational funding for the NCCD. Motion passed.

4. Mr. Martin asked the Board to reference the Contract for Outside-City Water Service with James A. See for 3810 Squaw Creek Road, a parcel of land located west of Casper in the Squaw Creek area. Mr. Martin stated that the property will be able to connect to the new 12-inch West Casper Zone II water main located in Squaw Creek Road. Mr. Martin stated that the property is one lot from the water main, and the County has issued a license agreement for the installation of the water service line in the Squaw Creek Road Right of Way. Mr. Martin stated that Mr. See has not brought in a copy of the license agreement yet, so conceptual approval of the contract is requested from the Board.

Board Member English asked if the lot to the south of this property has requested water service. Mr. Martin stated that lot has a well and is adjacent to the water line, so no County license agreement would be required if they decide they wish to connect.

President Bell asked about the lots to the north of Mr. See's lot. Mr. Martin stated that the lots to the north have not requested service.

Council Liaison Cathey stated that the City pays a reimbursement for upsizing lines and asked if the service line could be upsized in case the lots to the north want service. President Bell stated that it would have to be an 8-inch water line. Secretary Lawson stated that service lines are not owned by the City. Mr. Martin stated that only distribution or transmission lines qualify for the upsizing reimbursement.

A motion was made by Board Member Jay and seconded by Board Member English to conceptually approve the Contract for Outside-City Water Service with James A. See for 3810 Squaw Creek Road. Motion passed.

5. Mr. Martin stated that it is the time of year for budget review. Mr. Martin stated that today he will review the FY23 Capital Projects for the Water Fund, Sewer Fund, and Wastewater Treatment Fund with the Board. Mr. Martin stated that the rest of the budgets will be reviewed with the Board at the next meeting. Mr. Martin stated that the budget goes to Council in May and June for review and approval.

a. **Water Fund**

1. Water Distribution Garage Addition - \$1,300,000 – Original budget was \$1 M and this is additional funding for the WDG Addition.

Mr. Martin stated that this addition will be for Meter Services. Mr. Martin stated that this will be a 60x100 foot standalone building for meter testing, backflow program, meter inventory, and bays to park equipment. Mr. Martin stated that there has been a substantial price increase in construction costs.

Board Member Jay asked why the City is paying the full cost for this building, as he thinks Regional Water should pay for it. Mr. Martin stated that this is not a Regional Water facility, it is a 100% cost for the City as it is for Water Distribution. Board Member Jay stated that Water Distribution does work for Regional Water and he thinks Regional Water should pay for the building. Council Liaison Cathey stated that this is not a Regional Water building, this is a City building to be built on City property.

Board Member Jay asked what will be in the building. Mr. Martin stated that the building will house the meter test bench, bays to park City equipment, and Meter Service employees. Mr. Martin stated that Meter Services was in Water Distribution, and was moved to Customer Services several years ago and located in the Service Center on K Street. Mr. Martin stated that the space at the K Street location is not really large enough for Meter Services. Mr. Martin stated that Meter Services is moving back to Water Distribution, and space is needed.

Secretary Lawson asked if these are City employees and City property. Mr. Martin stated that was correct. Mr. Martin stated that Meter Services does minimal work for Regional Water, only when there is a meter issue.

Board Member English stated that this is an absurd cost for a building for the size it is going to be. Board Member Jay stated that staff needed to take a hard look at the cost of the building.

2. FY23 Water Main Replacements - \$2,500,000 – Annual contracted water main replacement funded by 1% funds.

Board Member Jay asked if there are lead services in the City distribution system. Mr. Martin stated that there are lead services, and staff knows where they are located. Board Member Jay asked if the lead services are tested. Mr. Martin stated that the lead services are tested. Mr. Martin stated that the lead services are

from the water main to the curb stop. Mr. Martin stated that the new EPA rule stated that lead service lines must be replaced and testing for lead increased.

Secretary Lawson asked if this is all 1% funds budgeted for this project. Mr. Martin stated that is correct.

President Bell asked if there was any information on the Federal funding. Mr. Martin stated that he has not heard much on when the ARPA and Infrastructure funding will be available. Secretary Lawson stated that the bill went through several reiterations, but was not designated to be under the purview of the Wyoming Water Development Commission. Mr. Martin stated that he will keep an on eye on this funding as it looks like it will be SRF loans. Mr. Martin stated that the debt load has to be taken into account when applying for new loans.

3. FY23 Oversizing Reimbursement - \$50,000 – Annual allocation for developer oversizing reimbursement. Mr. Martin stated that typically \$85,000 is budgeted, but has not been used. Mr. Martin stated that the City Manager decreased the amount for FY23 to \$50,000.
4. FY23 Paving - \$175,000 – Paving for internal water main replacement projects.
5. Extended Cab Pickup Replacement - \$35,000 – Replacement for a 2014 F-150 with 106,000 miles. This falls under the 7 year/70,000 mile replacement policy.

Board Member Jay asked if this is a net cost for the truck. Mr. Martin stated that was correct, as the old truck will be a traded in.

6. Backhoe Replacement - \$200,000 – Replacement for a 2001 JD 710 backhoe with 5530 hours.
7. Waterline Utility Locator - \$7,500 – Replacement utility locator.
8. Power Mole Boring Machine - \$6,000 – Boring machine for installing water services under sidewalks.
9. Water Sample Test Station Replacement - \$13,000 – Replacement for 6 water test stations. These replacements will meet EPA compliance requirements.
10. Fire Hose Replacement - \$7,000 – Replacement fire hoses used for flushing.
11. Meter Service Inventory Shelving - \$15,000 – Shelving for Meter Service inventory. Replaces homemade shelving that does not meet OSHA requirements.
12. FY23 Water Line Materials - \$125,000 – Water line materials for both scheduled and emergency water main repairs.

13. FY23 Booster Station Improvements - \$100,000 – Annual funds for the purchase of pumps, valves, etc. for booster stations. Mr. Martin stated that this project also includes funds for a building at Sunrise III to house the radio equipment that is currently in a vault. Mr. Martin stated that the cost of this building will be split with Regional Water, as the radio equipment is for the SCADA system.

Mr. Martin stated that the total of the FY23 Capital projects for the Water Fund is \$4,533,500, which is in line with the rate model that was approved last year.

b. Sewer Fund

- 1) FY23 Oversizing Reimbursement - \$35,000 – Annual allocation for developer oversizing reimbursement.
- 2) Pickup Truck Replacement - \$40,000 – Replacement of a 2013 ½ ton pickup with 81,000 miles.
- 3) FY23 Sewer Main Replacement - \$1,000,000 – FY23 Sewer main replacement/rehabilitation. \$500,000 of funds for this project will come from 1% funding.
- 4) FY23 Lift Station Pump and Panel Replacement - \$30,000 – Annual replacement of lift station pumps and power panels.
- 5) Vactor Decant Pump - \$15,000 – Decant pump for 1 vac truck to accommodate decanting without interrupting cleaning operations of larger sewer mains.
- 6) Sewer Line Assessment Tool - \$30,000 – Tool for assessing sewer line blockage to reduce unnecessary cleaning of sewer mains. Sewer mains are on a 4-year cleaning cycle, and the tool assesses the percentage of blockage of the main. Mr. Martin stated that the tool is lowered into the manhole to assess the main; the tool does not go into the main itself.

Mr. Martin stated that the total of the FY23 Capital projects for the Sewer Fund is \$1,150,000 and is in line with the rate model projection.

Board Member English asked how sewer line replacement is identified. Mr. Martin stated that sewer lines are replaced based on age, condition and number of issues that have been associated with it.

Secretary Lawson asked if the Sewer line replacement is using \$500,000 of 1% funds, and Water is using \$2.5 M, for a total of \$3 M of 1% funds. Mr. Martin stated that was correct.

Council Liaison Cathey stated that the City used to do projects based on projected One Cent revenue; now projects are done using cash in hand.

c) **Wastewater Treatment Plant Fund**

- 1) Bar Nunn Lift Station Generator - \$90,000 – Replace existing 30-year old generator. This is a multi-year project.

Board Member English asked if the generator will use natural gas for fuel. Mr. Martin stated that it will use diesel for fuel.

- 2) FY23 Equipment Replacements - \$125,000 – Replace critical equipment that fails unexpectedly.
- 3) FY23 Dewatering Building HVAC Replacement - \$150,000 – Replace one Dewatering Building HVAC unit. There are a total of five units to replace – two units are included in the Boiler Project.
- 4) Concrete Repairs - \$25,000 – Repair concrete steps that are crumbling. This will be an ongoing project over the next several years.
- 5) Secondary Rehab Phase II - \$1,500,000 – Replacement of 48-inch Mixed Liquor Piping. Phase I was completed, this is Phase II, and Phase III will include the Activated Sludge.
- 6) Roll-off Box Replacement - \$12,000 – Replace one worn out sludge roll-off box. There are three roll-off boxes at the WWTP that are used to haul sludge.
- 7) Lift Station Communication Upgrade - \$25,000 – Upgrade lift stations to radio communication, which will cut back on telephone line costs. This is a multi-year project.
- 8) Utility Cart Replacement - \$15,000 – Replace one operation utility cart. There are several utility carts used by the WWTP staff.
- 9) DAFT Pressure Tank - \$40,000 – Replace existing 35-year old pressure tank. One DAFT tank was replaced in FY22.
- 10) Sludge Conveyor and Auger Replacement - \$100,000 – Replacement of the sludge conveyor and auger that are at the end of their life. This equipment has had several failures.
- 11) AB Blower Control Upgrade - \$150,000 – Replace existing PLC's and HMI's that communicate over ethernet to SCADA.
- 12) AB Basin Cleaning and Diffuser Replacement - \$80,000 – Clean one aeration basin and replace diffuser membranes. This hasn't been done in many years as the basins could not be isolated. Gates were installed to isolate the basins.

13) Skidsteer Replacement - \$75,000 – Replacement of the 2013 JD 326D skidsteer that has 2056 hours. Used to turn the industrial dirt and grease to aid in drying as well as for loading trucks.

14) Dump Truck Purchase - \$90,000 – Purchase of an F550 or similar sized truck for hauling dried industrial dirt and grease to the landfill. The WWTP had a single axle dump truck which was transferred to Solid Waste. Staff was able to borrow the truck when needed. Solid Waste has since upgraded the truck for snow plowing and added it to their fleet. This new dump truck will allow WWTP staff to haul the waste whenever they need to without waiting for Solid Waste equipment to be available.

15) RWWS Interceptor Improvements - \$150,000 – RWWS Interceptor projects including manhole lining, interceptor improvements, manhole diamonds, etc.

Board Member English asked if other entities help pay for the RWWS Interceptor improvements. Mr. Martin stated that the other entities do help pay for the RWWS Interceptor improvements based on their percentage of flow to the WWTP.

16) Transformer Replacement - \$75,000 – Replacement of the operations building transformer that is at the end of its useful life. This is a 1980's transformer that was evaluated during the Emergency Generator Project. The evaluation showed that the transformer needs replaced.

Mr. Martin stated that the total of the FY23 Capital projects for the WWTP Fund is \$2,702,000 and is in line with the rate model.

Mr. Martin stated that this is the preliminary Capital project list and will be included with the full budget at the next meeting.

Secretary Lawson asked what the percent of increase is for the Capital projects from the last budget. Mr. Martin stated that he does not have that exact number at this time, but he will bring that figure to the next meeting.

6. In Other Business:

- a. President Bell asked who did the advertisement for the NPSS project. President Bell stated that he is not sure there will be fold-in form for 48-inch pipe and stated that it looks like an old advertisement was used. Mr. Martin stated that the wording for the advertisement came from Jacobs Engineering, who is the consultant for the project.
- b. President Bell stated that the WYDOT project for 1st and Poplar came in double the estimated amount, so is on hold at this time. Mr. Martin stated that the City's portion of the project also came in double what was anticipated.

- c. President Bell asked if there will be a meeting next month. Mr. Martin stated that there will be a meeting next month to review the FY23 budgets.
- d. Mr. Martin asked the Board to reference the Sales Tax chart. Mr. Martin stated that year-to-date revenues are \$173,620 over projections.

Council Liaison Cathey stated that these sales tax figures were projected a year ago and are only 1.17% off what was projected.

A motion was made by Board Member Jay and seconded by Board Member English to adjourn the meeting at 8:24 a.m. Motion passed.



Secretary

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

Casper City Hall
Downstairs Meeting Room

Wednesday, April 27, 2022 7:00 a.m.

AGENDA:

- * 1. Consider Approval of the March 23, 2022 Meeting Minutes
- * 2. Discuss Statistical Report – March 2022
- * 3. Discuss FY2023 Preliminary Budgets
 - a. Water Fund
 - b. Sewer Fund
 - c. WWTP Fund
- 4. Other Business
- 5. Adjournment

Additional Information:

- A. 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>

- B. Sales Tax Chart

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

MEETING PROCEEDINGS

March 23, 2022

7:00 a.m.

A regular meeting of the Casper Public Utilities Advisory Board was held on Wednesday, March 23, 2022 at 7:00 a.m. in the Downstairs Meeting Room of City Hall.

Present: President Michael Bell
 Vice President Jim Jones
 Secretary John Lawson
 Member Richard Jay
 Member Bruce English
 Council Liaison Steve Cathey

Absent:

Staff Present: Public Utilities Manager, Bruce Martin
 Administrative Assistant III, Janette Brown

Others: Lisa Ogden, District Manager, Natrona County Conservation District
 Ric Herman, Vice-Chairman, Natrona County Conservation District

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 December 8, 2021 meeting.

A motion was made by Board Member English and seconded by Secretary Lawson to approve the minutes of the December 8, 2021 meeting as presented. Motion passed.

2. Mr. Martin asked the Board to reference the February 2022 Statistical Report shown on the screen. Mr. Martin stated that the Total Gallons Purchased in February were 140 MG, which is 9 MG more than the five-year average.

Mr. Martin stated that Fiscal Year to Date Total Gallons Purchased is 2.29 BG, which is 72 MG less than the five-year average. Mr. Martin stated that this is mainly due to the water conservation efforts in July and August.

Mr. Martin stated that there were three Water Main Breaks in February, with a year to date total of nineteen.

Mr. Martin stated that there was one Service Line Break, compared to two breaks a year ago. Mr. Martin stated there were sixteen service line breaks year to date.

Mr. Martin stated the current number of Active Accounts is 22,429.

3. President Bell turned the time over to Ms. Lisa Ogden with the Natrona County Conservation District (NCCD) for the annual presentation.

Ms. Ogden stated that she brought a map to show the Board what work has been done in the District. Ms. Ogden stated that there is not a lot of work left to change flood irrigation to sprinkler irrigation. Ms. Ogden stated that the map also shows that agricultural land is being lost due to new subdivisions.

Ms. Ogden stated that the packet she handed out is the first twenty pages of the Water Quality Report that includes data from the last year.

Ms. Ogden introduced Mr. Ric Herman, who is the newest member of the NCCD Board.

Ms. Ogden asked the Board to reference the single pages she handed out today. Ms. Ogden stated that the first graph is the Selenium concentrations from 2012 – 2021. Ms. Ogden stated that in March 2021, there was 51-inches of snow, which caused a lot of runoff. Ms. Ogden stated that the test results were an anomaly as they showed that the increased runoff pulled Selenium from the Cody Shale. Ms. Ogden stated that the graph on the bottom of the page has the anomaly results removed, and it shows that Selenium levels are still decreasing.

Ms. Ogden stated that the second page is information for the Kendrick Irrigation Project that lists the percentage of acres and type of irrigation, which shows the increase in pivot and sideroll irrigation. Ms. Ogden stated that water quality is improving.

Ms. Ogden stated that water sampling is done every month, and the NCCD is still working with landowners.

Ms. Ogden stated that the NCCD is adding soil health to their projects. Ms. Ogden stated that this project involves working with landowners to try and put nutrients in the soil without using fertilizer.

Ms. Ogden stated that CAID has seen employee and Board Member changes so NCCD has put waterline projects with them on hold until the new staff can get up to speed on their job responsibilities. Ms. Ogden stated that NCCD is looking into doing waterline projects on private property, they cannot do work on CAID canals. Ms. Ogden stated that the Kendrick canal had a breach and the NCCD may be able help with that.

Ms. Ogden stated that the annual luncheon will be held this year, after not being held for the last two years, and invited the Board to attend if they are able.

Vice President Jones asked if the map covers the whole district. Ms. Ogden stated that it does, but the acreage listed on the map is an estimate. Ms. Ogden stated that the Board could contact her if they had any questions on the map.

Secretary Lawson stated that he had a question and asked why NCCD can't work on CAID easements. Ms. Ogden stated that because the canals are over 50 years old, only CAID can do the maintenance on them. Ms. Ogden stated that CAID has to do a special permit through SHPO because the canals are historic. Secretary Lawson stated that the canals (easements) are owned by the Bureau of Reclamation, so it has to do with the ownership. President Bell stated that it was his impression that other entities could do maintenance on grandfathered canals. Secretary Lawson stated that they can only if the canals are not owned by the Federal Government.

Vice President Jones asked who the President is for CAID. Ms. Ogden stated that the President of CAID is Ron Richner.

Mr. Martin asked if Ms. Ogden knows who the CAID District Manager is. Ms. Ogden stated that there is a new District Manager for CAID, but she is not sure of their name. Ms. Ogden stated that the last District Manager left in December.

Mr. Martin stated that the NCCD Board has requested \$40,000 for operational funding, and asked the Board how they wished to proceed.

A motion was made by Board Member English and seconded by Vice President Jones to approve \$40,000 operational funding for the NCCD. Motion passed.

4. Mr. Martin asked the Board to reference the Contract for Outside-City Water Service with James A. See for 3810 Squaw Creek Road, a parcel of land located west of Casper in the Squaw Creek area. Mr. Martin stated that the property will be able to connect to the new 12-inch West Casper Zone II water main located in Squaw Creek Road. Mr. Martin stated that the property is one lot from the water main, and the County has issued a license agreement for the installation of the water service line in the Squaw Creek Road Right of Way. Mr. Martin stated that Mr. See has not brought in a copy of the license agreement yet, so conceptual approval of the contract is requested from the Board.

Board Member English asked if the lot to the south of this property has requested water service. Mr. Martin stated that lot has a well and is adjacent to the water line, so no County license agreement would be required if they decide they wish to connect.

President Bell asked about the lots to the north of Mr. See's lot. Mr. Martin stated that the lots to the north have not requested service.

Council Liaison Cathey stated that the City pays a reimbursement for upsizing lines and asked if the service line could be upsized in case the lots to the north want service. President Bell stated that it would have to be an 8-inch water line. Secretary Lawson stated that service lines are not owned by the City. Mr. Martin stated that only distribution or transmission lines qualify for the upsizing reimbursement.

A motion was made by Board Member Jay and seconded by Board Member English to conceptually approve the Contract for Outside-City Water Service with James A. See for 3810 Squaw Creek Road. Motion passed.

5. Mr. Martin stated that it is the time of year for budget review. Mr. Martin stated that today he will review the FY23 Capital Projects for the Water Fund, Sewer Fund, and Wastewater Treatment Fund with the Board. Mr. Martin stated that the rest of the budgets will be reviewed with the Board at the next meeting. Mr. Martin stated that the budget goes to Council in May and June for review and approval.

a. **Water Fund**

1. Water Distribution Garage Addition - \$1,300,000 – Original budget was \$1 M and this is additional funding for the WDG Addition.

Mr. Martin stated that this addition will be for Meter Services. Mr. Martin stated that this will be a 60x100 foot standalone building for meter testing, backflow program, meter inventory, and bays to park equipment. Mr. Martin stated that there has been a substantial price increase in construction costs.

Board Member Jay asked why the City is paying the full cost for this building, as he thinks Regional Water should pay for it. Mr. Martin stated that this is not a Regional Water facility, it is a 100% cost for the City as it is for Water Distribution. Board Member Jay stated that Water Distribution does work for Regional Water and he thinks Regional Water should pay for the building. Council Liaison Cathey stated that this is not a Regional Water building, this is a City building to be built on City property.

Board Member Jay asked what will be in the building. Mr. Martin stated that the building will house the meter test bench, bays to park City equipment, and Meter Service employees. Mr. Martin stated that Meter Services was in Water Distribution, and was moved to Customer Services several years ago and located in the Service Center on K Street. Mr. Martin stated that the space at the K Street location is not really large enough for Meter Services. Mr. Martin stated that Meter Services is moving back to Water Distribution, and space is needed.

Secretary Lawson asked if these are City employees and City property. Mr. Martin stated that was correct. Mr. Martin stated that Meter Services does minimal work for Regional Water, only when there is a meter issue.

Board Member English stated that this is an absurd cost for a building for the size it is going to be. Board Member Jay stated that staff needed to take a hard look at the cost of the building.

2. FY23 Water Main Replacements - \$2,500,000 – Annual contracted water main replacement funded by 1% funds.

Board Member Jay asked if there are lead services in the City distribution system. Mr. Martin stated that there are lead services, and staff knows where they are located. Board Member Jay asked if the lead services are tested. Mr. Martin stated that the lead services are tested. Mr. Martin stated that the lead services are

from the water main to the curb stop. Mr. Martin stated that the new EPA rule stated that lead service lines must be replaced and testing for lead increased.

Secretary Lawson asked if this is all 1% funds budgeted for this project. Mr. Martin stated that is correct.

President Bell asked if there was any information on the Federal funding. Mr. Martin stated that he has not heard much on when the ARPA and Infrastructure funding will be available. Secretary Lawson stated that the bill went through several reiterations, but was not designated to be under the purview of the Wyoming Water Development Commission. Mr. Martin stated that he will keep an on eye on this funding as it looks like it will be SRF loans. Mr. Martin stated that the debt load has to be taken into account when applying for new loans.

3. FY23 Oversizing Reimbursement - \$50,000 – Annual allocation for developer oversizing reimbursement. Mr. Martin stated that typically \$85,000 is budgeted, but has not been used. Mr. Martin stated that the City Manager decreased the amount for FY23 to \$50,000.
4. FY23 Paving - \$175,000 – Paving for internal water main replacement projects.
5. Extended Cab Pickup Replacement - \$35,000 – Replacement for a 2014 F-150 with 106,000 miles. This falls under the 7 year/70,000 mile replacement policy.

Board Member Jay asked if this is a net cost for the truck. Mr. Martin stated that was correct, as the old truck will be a traded in.

6. Backhoe Replacement - \$200,000 – Replacement for a 2001 JD 710 backhoe with 5530 hours.
7. Waterline Utility Locator - \$7,500 – Replacement utility locator.
8. Power Mole Boring Machine - \$6,000 – Boring machine for installing water services under sidewalks.
9. Water Sample Test Station Replacement - \$13,000 – Replacement for 6 water test stations. These replacements will meet EPA compliance requirements.
10. Fire Hose Replacement - \$7,000 – Replacement fire hoses used for flushing.
11. Meter Service Inventory Shelving - \$15,000 – Shelving for Meter Service inventory. Replaces homemade shelving that does not meet OSHA requirements.
12. FY23 Water Line Materials - \$125,000 – Water line materials for both scheduled and emergency water main repairs.

13. FY23 Booster Station Improvements - \$100,000 – Annual funds for the purchase of pumps, valves, etc. for booster stations. Mr. Martin stated that this project also includes funds for a building at Sunrise III to house the radio equipment that is currently in a vault. Mr. Martin stated that the cost of this building will be split with Regional Water, as the radio equipment is for the SCADA system.

Mr. Martin stated that the total of the FY23 Capital projects for the Water Fund is \$4,533,500, which is in line with the rate model that was approved last year.

b. Sewer Fund

- 1) FY23 Oversizing Reimbursement - \$35,000 – Annual allocation for developer oversizing reimbursement.
- 2) Pickup Truck Replacement - \$40,000 – Replacement of a 2013 ½ ton pickup with 81,000 miles.
- 3) FY23 Sewer Main Replacement - \$1,000,000 – FY23 Sewer main replacement/rehabilitation. \$500,000 of funds for this project will come from 1% funding.
- 4) FY23 Lift Station Pump and Panel Replacement - \$30,000 – Annual replacement of lift station pumps and power panels.
- 5) Vactor Decant Pump - \$15,000 – Decant pump for 1 vac truck to accommodate decanting without interrupting cleaning operations of larger sewer mains.
- 6) Sewer Line Assessment Tool - \$30,000 – Tool for assessing sewer line blockage to reduce unnecessary cleaning of sewer mains. Sewer mains are on a 4-year cleaning cycle, and the tool assesses the percentage of blockage of the main. Mr. Martin stated that the tool is lowered into the manhole to assess the main; the tool does not go into the main itself.

Mr. Martin stated that the total of the FY23 Capital projects for the Sewer Fund is \$1,150,000 and is in line with the rate model projection.

Board Member English asked how sewer line replacement is identified. Mr. Martin stated that sewer lines are replaced based on age, condition and number of issues that have been associated with it.

Secretary Lawson asked if the Sewer line replacement is using \$500,000 of 1% funds, and Water is using \$2.5 M, for a total of \$3 M of 1% funds. Mr. Martin stated that was correct.

Council Liaison Cathey stated that the City used to do projects based on projected One Cent revenue; now projects are done using cash in hand.

c) **Wastewater Treatment Plant Fund**

- 1) Bar Nunn Lift Station Generator - \$90,000 – Replace existing 30-year old generator. This is a multi-year project.

Board Member English asked if the generator will use natural gas for fuel. Mr. Martin stated that it will use diesel for fuel.

- 2) FY23 Equipment Replacements - \$125,000 – Replace critical equipment that fails unexpectedly.
- 3) FY23 Dewatering Building HVAC Replacement - \$150,000 – Replace one Dewatering Building HVAC unit. There are a total of five units to replace – two units are included in the Boiler Project.
- 4) Concrete Repairs - \$25,000 – Repair concrete steps that are crumbling. This will be an ongoing project over the next several years.
- 5) Secondary Rehab Phase II - \$1,500,000 – Replacement of 48-inch Mixed Liquor Piping. Phase I was completed, this is Phase II, and Phase III will include the Activated Sludge.
- 6) Roll-off Box Replacement - \$12,000 – Replace one worn out sludge roll-off box. There are three roll-off boxes at the WWTP that are used to haul sludge.
- 7) Lift Station Communication Upgrade - \$25,000 – Upgrade lift stations to radio communication, which will cut back on telephone line costs. This is a multi-year project.
- 8) Utility Cart Replacement - \$15,000 – Replace one operation utility cart. There are several utility carts used by the WWTP staff.
- 9) DAFT Pressure Tank - \$40,000 – Replace existing 35-year old pressure tank. One DAFT tank was replaced in FY22.
- 10) Sludge Conveyor and Auger Replacement - \$100,000 – Replacement of the sludge conveyor and auger that are at the end of their life. This equipment has had several failures.
- 11) AB Blower Control Upgrade - \$150,000 – Replace existing PLC's and HMI's that communicate over ethernet to SCADA.
- 12) AB Basin Cleaning and Diffuser Replacement - \$80,000 – Clean one aeration basin and replace diffuser membranes. This hasn't been done in many years as the basins could not be isolated. Gates were installed to isolate the basins.

13) Skidsteer Replacement - \$75,000 – Replacement of the 2013 JD 326D skidsteer that has 2056 hours. Used to turn the industrial dirt and grease to aid in drying as well as for loading trucks.

14) Dump Truck Purchase - \$90,000 – Purchase of an F550 or similar sized truck for hauling dried industrial dirt and grease to the landfill. The WWTP had a single axle dump truck which was transferred to Solid Waste. Staff was able to borrow the truck when needed. Solid Waste has since upgraded the truck for snow plowing and added it to their fleet. This new dump truck will allow WWTP staff to haul the waste whenever they need to without waiting for Solid Waste equipment to be available.

15) RWWS Interceptor Improvements - \$150,000 – RWWS Interceptor projects including manhole lining, interceptor improvements, manhole diamonds, etc.

Board Member English asked if other entities help pay for the RWWS Interceptor improvements. Mr. Martin stated that the other entities do help pay for the RWWS Interceptor improvements based on their percentage of flow to the WWTP.

16) Transformer Replacement - \$75,000 – Replacement of the operations building transformer that is at the end of its useful life. This is a 1980's transformer that was evaluated during the Emergency Generator Project. The evaluation showed that the transformer needs replaced.

Mr. Martin stated that the total of the FY23 Capital projects for the WWTP Fund is \$2,702,000 and is in line with the rate model.

Mr. Martin stated that this is the preliminary Capital project list and will be included with the full budget at the next meeting.

Secretary Lawson asked what the percent of increase is for the Capital projects from the last budget. Mr. Martin stated that he does not have that exact number at this time, but he will bring that figure to the next meeting.

6. In Other Business:

- a. President Bell asked who did the advertisement for the NPSS project. President Bell stated that he is not sure there will be fold-in form for 48-inch pipe and stated that it looks like an old advertisement was used. Mr. Martin stated that the wording for the advertisement came from Jacobs Engineering, who is the consultant for the project.
- b. President Bell stated that the WYDOT project for 1st and Poplar came in double the estimated amount, so is on hold at this time. Mr. Martin stated that the City's portion of the project also came in double what was anticipated.

- c. President Bell asked if there will be a meeting next month. Mr. Martin stated that there will be a meeting next month to review the FY23 budgets.
- d. Mr. Martin asked the Board to reference the Sales Tax chart. Mr. Martin stated that year-to-date revenues are \$173,620 over projections.

Council Liaison Cathey stated that these sales tax figures were projected a year ago and are only 1.17% off what was projected.

A motion was made by Board Member Jay and seconded by Board Member English to adjourn the meeting at 8:24 a.m. Motion passed.

Secretary

**CITY OF CASPER PUBLIC UTILITIES
CASPER, WYOMING
STATISTICAL REPORT
MARCH 2022**

	<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	151,176,540	140,002,333	161,100,526	2,439,295,878	2,557,113,634
NEW SERVICES	6	4	3	72	74

** Billed to Casper by Central Wyoming
Regional Water System Joint Powers
Board starting October 1, 1997.*

PRECIPITATION (Inches)	1.54	0.85	2.83	10.50	8.34
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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	3	20	16
SERVICE LINE BREAKS	2	1	0	18	3
SEWER MAIN STOPPAGES	1	0	1	11	8

NUMBER OF ACTIVE ACCOUNTS

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>
DOMESTIC (WATER & SEWER)	19,869	19,895	19,817
COMMERCIAL (WATER & SEWER)	1,682	1,677	1,686
OUTSIDE CITY (WATER RES)	477	496	494
OUTSIDE CITY (WATER-COMM)	135	136	129
IRRIGATION ONLY	227	225	241
TOTAL NUMBER OF ACCOUNTS	22,390	22,429	22,367

April 22, 2022

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: Fiscal Year 2022–23 Budget

Budget Narrative

Below is the narrative regarding the Water Distribution Budget, Wastewater Collection Budget, and the Wastewater Treatment Plant (WWTP) Budget for Fiscal Year 2023. The Water Treatment Plant Operations Budget and the Regional Water System Agency Budget are not included as they are reviewed and approved by the Regional Water System Joint Powers Board.

Water, Sewer, and WWTP Budgets are driven by new and replacement capital projects much more than by operational expenditures. The new and replacement capital expenditures generally follow the Water Fund, Sewer Fund, and WWTP Fund Capital Improvement Plans.

Water Budget

Revenue

- a) User Fees – \$11,866,312 – This number is taken from the most recent water model approved by City Council and incorporates the 7% rate increase approved by Council that took effect in January 2022 and the 7% rate increase approved to take effect in January 2023.
- b) Other Revenue – \$412,204 – This includes Lease Fees, Wholesale Water Sales, Hydrant Usage, Service Reconnections, Meter Sales and Installation, Construction Connections, and Miscellaneous Revenue.
- c) Interdepartmental Services – \$184,613 – This amount is a decrease of \$10,452 from the FY22 budget. This line item covers the salary and benefits for two Utility Worker's assigned to Water Distribution but paid by the Water Treatment Plant Operations Budget.
- d) Interest Earned – \$168,092 – This is the amount anticipated to be received from investments.

Personnel Services

- a) Personnel Costs – \$2,702,963 – This represents a decrease of \$29,509 from the FY22 budget. While there is an increase in salaries and wages, the overall personnel line is less due to less health insurance cost in this fund as well as newer employees starting lower on the pay scale.

Materials and Supplies

- a) General Supplies and Materials – \$289,800 – This is an increase of \$10,660 over the FY22 budget. The increase is a result of the purchase of Meter Service Workstations (this is a one-off purchase) and a slight increase to miscellaneous materials and supplies. General supplies and materials include the following:
- \$44,500 – Miscellaneous materials and supplies
 - \$120,000 – Meter repair parts
 - \$100,000 – New Meters and ERT's
 - \$4,800 – Building supplies
 - \$6,000 – Vehicle supplies
 - \$4,000 – Signs and Barricades
 - \$500 – Engineering Supplies
 - \$10,000 – Meter Service Workstations
- b) Postage and Printing – \$3,400 – This amount is an increase of \$350 from FY22.
- c) Bulk Water – \$7,535,051 – This represents an increase of \$542,648 from FY22. The RWS rate model uses average water production over a five-year cycle. This budgetary figure represents the wholesale water charges to Casper from the Regional Water System and anticipates a 6% rate increase.
- d) Electricity – \$377,500 – This amount is unchanged from the FY22 budget. Electrical usage is greatly dependent upon summertime water sales.
- e) Natural Gas – \$15,000 – This amount is unchanged from the FY22 budget.
- f) Gas/Fuel – \$70,000 – This is an increase of \$15,000 from the FY22 budget.
- g) Water/Sewer Line Materials – \$105,000 – This is a \$10,000 increase from the FY22 budget.
- h) Booster Station Supplies – \$10,000 – This amount is unchanged from last year.
- i) Technology Supplies – \$14,000 – This is an increase of \$4,500 from the FY22 budget. This line is for computer and tablet replacements.

- j) Maintenance/Repair Non-Contract – \$3,500 – This amount is unchanged from the FY22 budget.
- k) Clothing Allowance – \$3,000 – This is a decrease of \$500 from FY22 based off of historical use of this benefit.

Contractual Services

- a) Investment Services – \$11,986 – This is a \$18,237 decrease from the FY22 budget.
- b) Other Contractual – \$313,950 – This line item increased by \$22,250 from the FY22 budget due to anticipated water contract negotiation costs, a slight increase in other contractual costs, and the addition of bad debt to this line. Other Contractual contains the following:
 - \$17,000 - Other Contractual – Monies for yearly CCRs, yearly license fees, etc.
 - \$50,000 - Laboratory Testing – Lab Test Fees
 - \$11,000 - Bureau of Reclamation – Water Contract Negotiation
 - \$75,000 - CAID – Yearly rehabilitation and betterment charge
 - \$ 5,000 - NCCD – Yearly funding for workshops, water conservation
 - \$20,000 - PMP Readiness – Pathfinder Water Standby Charges
 - \$ 3,000 - AVL Support Services – Charge for automated vehicle location
 - \$ 2,000 - Dispatch Services – Water Fund share of PSCC
 - \$ 5,500 - Locate Service – Charge for Locate Services (One-Call)
 - \$ 2,700 - Public Outreach – Budget for radio, brochure, press releases, etc.
 - \$ 750 - Meter Services – Misc Fees
 - \$75,000 - Water Rights Analysis – Water Rights Consultant
 - \$40,000 - Standard Specifications Update
 - \$ 7,000 - Bad Debt
- c) Interdepartmental Services – \$698,948 – This represents a decrease of \$44,428 from the FY22 budget. This line item represents transfers to the General Fund for services such as Human Resources, Administrative Services (Billing & Collection), Information Technology, GIS Services, City Attorney, Buildings & Grounds, Central Records, Central Garage, and City Administration Fees.)
- d) Professional Services – \$205,000 – This amount is unchanged from the FY22 budget. This line is for the following:
 - \$190,000 – Street Repairs – Street repairs from main breaks
 - \$ 8,000 – Compaction Testing – Compaction testing from various projects
 - \$ 7,000 – Instrumentation – Repair of instrumentation items
- e) Maintenance Agreements – \$41,400 – This is an increase of \$26,500 from the FY22 budget and is mainly for software licenses and maintenance.

- f) Laundry and Towel Service – \$1,000 – This amount is unchanged from the FY22 budget.

Debt Service

- a) Principal Payments – \$669,023 – This reflects the Principal for the various DWSRF loans per the amortization schedules.

• SRF Loan #015 (2002 Mains)	– \$ 93,874
• SRF Loan #025 (2003 Mains)	– \$ 91,584
• SRF Loan #036 (2004 Mains)	– \$ 87,171
• SRF Loan #046 (Downtown Mains)	– \$ 85,045
• SRF Loan #051 (Meter Replacements)	– \$ 32,147
• SRF Loan #055 (2006 Mains)	– \$ 82,971
• SRF Loan #062 (Zone II–Phase II)	– \$ 63,627
• SRF Loan #089 (2.5% Area Wide Water)	– \$ 125,996
• SRF Loan #089 (0% Area Wide Water)	– \$ 6,608

- b) Interest Expense – \$86,199 – This reflects the interest expense for the various DWSRF loans per the amortization schedules:

• SRF Loan #015 (2002 Mains)	– \$ 2,347
• SRF Loan #025 (2003 Mains)	– \$ 4,636
• SRF Loan #036 (2004 Mains)	– \$ 9,049
• SRF Loan #046 (Downtown Mains)	– \$ 11,176
• SRF Loan #051(Meter Replacements)	– \$ 4,224
• SRF Loan #055(2006 Mains)	– \$ 13,250
• SRF Loan #062(Zone II–Phase II)	– \$ 10,161
• SRF Loan #089 (2.5% Area Wide Water)	– \$ 31,356
• SRF Loan #089 (0% Area Wide Water)	– \$ 0

Other Costs

- a) Travel/Training – \$36,500 – This represents an increase of \$16,000 over the FY22 budget. The increase is due to increased training costs to meet DOT CDL training requirements.
- b) Insurance and Bonds – \$70,751 – This represents an increase of \$2,534 from the FY22 budget.
- c) Dues and Subscriptions – \$6,000 – This is an increase of \$400 over the FY22 budget.

Utility Expense

- a) Communication – \$25,000 – This is an increase of \$500 from the FY22 budget.

- b) Refuse Collection – \$2,500 – This is a decrease of \$500 from the FY22 budget. Eliminated a cardboard recycling dumpster.

Capital Revenue

- a) System Development Charges – \$154,000 – This fee, charged to all new connections, is unchanged from the FY22 budget.
- b) Operating Transfers In – \$2,500,000 – This represents \$2,500,000 of 1%#16 monies.

Capital – New

- a) Buildings – \$1,300,000 – This is additional funding for the WDG meter services building.
- b) Improvements Other Than Buildings – \$55,000 – This amount is for oversizing reimbursements for developers for installing oversized mains in accordance with the City's Water Master Plan.
- c) Light Equipment – No expenditures are budgeted for FY23.
- d) Heavy Equipment – No expenditures are budgeted for FY23.
- e) Intangibles – No expenditures are budgeted for FY23.
- f) Technologies – No expenditures are budgeted for FY23.

Capital – Replacement

- a) Buildings – No expenditures are budgeted for FY23.
- b) Improvements Other Than Buildings – \$2,913,000 – This represents the following:
- Pavement – \$175,000 – Internal Public Utilities Water Main Replacement Program.
 - Water Line Materials – \$125,000 – Internal Public Utilities Water Main Replacement Program.
 - Miscellaneous Water Main Replacement Program – \$2,500,000 – Contracted Water Main Replacements.
 - Pumps & Control Valves – \$100,000 – Pump, valve, and meter replacements at various City booster stations
 - Water Sample Test Stations – \$13,000
- c) Intangibles – No expenditures are budgeted for FY23.
- d) Light Equipment – \$70,500 – This represents:

- Extended Cab Pickup – \$35,000
 - Waterline Utility Locator – \$7,500
 - Power Mole Boring Machine - \$6,000
 - Fire Hose Replacement - \$7,000
 - Inventory Shelving - \$15,000
- e) Heavy Equipment – \$200,000 – This is for the replacement of one backhoe.
- f) Technologies – \$5,000 – No expenditures are budgeted for FY23.

Summary

Budgeted operating revenue for the Water Distribution Fund increased by \$40,469 from the FY22 budget. Increases are seen in User fees and Rental and Lease fees; however, Interdepartmental and Interest revenue is projected to be lower than FY22. The FY22 Water Distribution operations expenses are 4.2% above the FY22 budget. The majority of this increase is anticipated from the purchase of bulk water. Smaller increases are seen in materials and supplies, fuel, maintenance agreements, and training costs, as discussed above.

Major capital projects for FY22 include water main replacements, additional funding for the water garage meter services building, and the backhoe replacement purchase. The FY22 capital budget is \$882,900 more than last year and is in line with the most recent rate model. The Water Fund anticipates receiving \$2.5 M of 1%#16 funding in FY23.

The FY22 total Water Fund budget indicates a deficit of approximately \$2.5 M. This deficit was anticipated and is the spending down of water fund reserves. Close attention will need to be paid to cash flow projections, and capital projects may have to be adjusted accordingly.

Sewer Budget

Revenue

- a) User Fees – \$6,117,095 – This number is taken from the most recent water model approved by City Council and incorporates the 11% rate increase approved by Council that took effect in January 2022 and the 11% rate increase approved to take effect in January 2023.
- b) Administrative Fees – \$225,184 – This fee (Sewer Collection Charges and Sewer Administration Charges), are calculated and allocated out to the Wholesale Wastewater System Customers per the Regional Wastewater System “Interagency Agreement.” These fees are expended out of the Wastewater Treatment Plant Fund and serve as Revenue for the Sewer Fund.

Personnel Services

- a) Personnel Costs – \$951,820 – This represents an increase of \$34,251 from the FY22 budget. The increase anticipates a 3% COLA, raises, and natural progressions.

Materials and Supplies

- a) General Supplies and Materials – \$44,000 – This is an increase of \$10,050 from the FY22 budget. The majority of the increase, \$10,000, comes from adding vector supplies to this line. Vector supplies were previously listed under the maintenance/repair line. General Supplies and Materials includes the following:
- \$ 650 – Miscellaneous materials and supplies
 - \$ 900 – Vehicle supplies
 - \$ 3,050 – Office Supplies
 - \$ 3,000 – Safety Supplies
 - \$ 4,100 – Small Tools and Supplies
 - \$ 800 – Postage and Shipping
 - \$ 1,000 – Chemicals
 - \$ 500 – Engineering Supplies
 - \$20,000 – Programs and Projects – Storm Water
 - \$10,000 – Vector Supplies (nozzles, hoses, etc.)
- b) Postage and Printing – \$1,000 – This amount is unchanged from the FY22 budget.
- c) Electricity – \$6,500 – This amount is unchanged from the FY22 budget.
- d) Natural Gas – \$400 – This is a \$50 increase from the FY22 budget.
- e) Gas/Fuel – \$18,000 – This amount is an increase of \$3,000 from the FY22 budget.
- f) Water and Sewer Line Materials – \$4,000 – This amount is unchanged from the FY22 budget.
- g) Lift Station Supplies – \$6,200 – This amount is unchanged from the FY22 budget.
- h) Maintenance/Repair – \$6,500 – This is a \$10,000 decrease from the FY22 budget. The decrease is from moving vector supplies to the materials and supplies line.
- i) Clothing Allowance – \$1,800 – This amount is unchanged from FY22.
- j) Technology Supplies – \$12,000 – This is an increase of \$9,500 from FY22. The line is for the replacement of computers and tablets and includes an upgrade in pipeline assessment software.

Contractual Services

- a) Investment Services – \$3,911 – This is a decrease of \$7,582 from the FY22 budget.
- b) Other Contractual – \$62,500 – This amount is unchanged from the FY22. Other Contractual contains the following:
 - \$ 1,500 - Other Contractual – Monies for yearly CCRs, yearly license fees, etc.
 - \$ 3,500 - Railroad Easements
 - \$ 1,800 - AVL Support Serv. – Charge for automated vehicle location
 - \$ 5,500 - Software Support – Sewer Model, Pipelogix, etc.
 - \$ 2,000 - Dispatch Services – Sewer Fund share of PSCC
 - \$ 4,000 - Locate Service – Charge for Locate Services (One-Call)
 - \$ 2,700 - Public Outreach – Budget for radio, brochure, press releases, etc.
 - \$ 1,500 - 33 Mile Flushing – Sewer System Flushing
 - \$40,000 - Standard Specifications Update
- c) Interdepartmental Services – \$177,896 – The FY23 budget represents a decrease of \$178,456 from the FY22 budget. This line item represents transfers to the General Fund for services such as Human Resources, Administrative Services (Billing & Collection), Information Technology, GIS Services, City Attorney Fees, Buildings & Grounds, Central Records, Central Garage, and City Administration Fees.
- d) Laundry and Towel Service – \$3,400 – This amount is unchanged from the FY22 budget.

Other Costs

- a) Bad Debt – \$2,500 – This amount is unchanged from the FY22 budget.
- c) Travel/Training – \$18,000 – This represents an increase of \$7,900 from the FY22 budget. The increase is due to increased training costs to meet DOT CDL training requirements
- d) Insurance and Bonds – \$30,756 – This represents an increase of \$7,672 from the FY22 budget.
- e) Dues and Subscriptions – \$1,400 – This represents an increase of \$355 from the FY22 budget.
- f) Stormwater Operations & Education – \$16,000 – This amount is unchanged from the FY22 budget.

Utility Expense

- a) Communication – \$5,000 – This amount is unchanged from the FY22 budget.

- b) Sewer Treatment – \$5,415,613 – This is an increase of \$124,247 from the FY22 Budget. This is the City’s budgeted wholesale cost for sewer treatment services from the Regional Wastewater system. The budgeted expense is based upon the “Interagency Agreement” cost accounting formula.

Debt Service

- a) There is no debt service in the Sewer Fund.

Capital Revenue

- a) System Development Charges – \$40,000 – This fee, charged to all new connections, is unchanged from the FY20 budget.
- b) Transfers In – \$500,000 – This represents \$500,000 of 1%#16 monies.

Capital – New

- a) Improvements Other Than Buildings – \$35,000 – This amount is for reimbursing Developers for installing oversized mains in accordance to the City’s Sewer Master Plan.
- b) There are no budget expenditures for New Capital – Light Equipment, Technologies, Buildings, Heavy Equipment, or Intangibles this year.

Capital – Replacement

- a) Buildings – No expenditures are budgeted for FY23.
- b) Improvements Other Than Buildings – \$1,030,000 – This includes the following:
- Manhole and Main Replacements – \$1,000,000 – Contracted Sewer Main Rehabilitation/Replacement.
 - Sewage Pump Replacement - \$30,000
- c) Light Equipment – \$55,000 – This includes the following:
- Pickup Truck Replacement – \$40,000
 - Vactor Decant Pump - \$15,000
- d) Heavy Equipment – None in FY23.
- e) Technologies – \$30,000 – Sewer Line Assessment Tool

Summary

Budgeted operating revenue for the Sewer Fund decreased by \$53,845 from the FY22 budget. The decrease is mainly due to the overstating of User fee revenue in the FY22 budget. Additionally, FY23 Interest is projected to be less than FY22. The FY23 Sewer Fund operations expenses are 0.27% below the FY22 budget. Increases seen in sewer treatment charges, personnel services, materials and supplies, and fuel, were largely offset by a significant reduction (\$178,456) in Interdepartmental charges.

The major capital project expense in FY22 will be the \$1M Miscellaneous Sewer Main Rehabilitation/Replacement Project. The FY22 capital sewer fund budget is \$54,700 more than last year and is in line with the most recent rate model. The Sewer Fund anticipates receiving \$500,000 of 1%#16 funds in FY22.

The FY23 total Sewer Budget indicates a deficit of \$1M. This deficit was anticipated and is the spending down of Sewer Fund reserves. Close attention will need to be paid to cash flow projections and capital projects may have to be adjusted accordingly.

Wastewater Treatment Plant Budget

Revenue

- a) Septic Tank/Commercial Sump Waste Charges – \$350,000 and \$90,000 – These amounts are unchanged from the FY22 budget and represents the Septic Tank Waste Charge and Sump Waste Charge revenue.
- b) Intergovernmental User Charges – \$6,339,983 – This represents an increase of \$76,746 from the FY22 Budget. These revenues are budgeted for wholesale sewer usage of the Regional Wastewater System in accordance to the cost accounting formula in the “Interagency Agreement”. There are eleven wholesale customers of the Regional Wastewater System.

Personnel Services

- a) Personnel Costs – \$1,688,237 – This is an increase of \$150,088 from the FY22 budget. The increase anticipates a 3% COLA, raises, and natural progressions.

Materials and Supplies

- a) General Supplies and Materials – \$129,000 – This is an increase of \$9,000 from the FY22 budget. Slight increases were seen in lubricants, machinery supplies, and other structures/building supplies. General supplies and materials includes the following:
 - \$ 3,000 – Office Supplies

- \$ 5,000 – Misc Supplies
 - \$10,000 – Safety Equipment and Supplies
 - \$ 9,000 – Lubricants
 - \$65,000 – Machinery Supplies
 - \$ 5,000 – Small Tools and Supplies
 - \$12,000 – Lab Supplies
 - \$20,000 – Other Structures/Building Supplies
- b) Postage and Printing – \$3,000 – This amount is unchanged from the FY22 budget.
- c) Electricity – \$360,000 – This is an increase of \$10,000 from the FY22 budget.
- d) Natural Gas – \$72,000 – This is an increase of \$1,000 from the FY22 budget.
- e) Gas/Fuel – \$15,000 – This amount is unchanged from the FY22 budget.
- f) Chemicals – \$356,000 – This is an increase of \$8,000 from the FY22 budget.
- g) Lift Station Supplies – \$14,000 – This amount is unchanged from the FY22 budget.
- h) Technology Supplies – \$7,500 – This amount is unchanged from the FY22 budget.
- i) Maintenance/Repair – \$170,000 – This is an increase of \$25,000 from the FY22 budget. The increase is seen in the UV disinfection equipment line. Included are:
- \$75,000 – UV Disinfection Equipment
 - \$10,000 – Meter Station Components
 - \$75,000 – Plant Valves and Piping
 - \$10,000 – Lighting System Components
- j) Clothing Allowance – \$2,000 – This is an increase of \$800 from FY22.

Contractual Services

- a) Professional Services – \$25,000 – This amount is unchanged from the FY22 budget. This line is for instrumentation repair.
- b) Investment Services – \$6,121 – This is a decrease of \$8,110 from the FY22 budget.
- c) Maintenance Agreements – \$46,000 – This is an increase of \$7,840 from the FY22 budget. Slight increases are seen in all of the following items that includes:
- \$ 6,000 – CMMS Software
 - \$ 3,000 – Operations Data Tracking Software
 - \$ 1,000 – Laser Alignment Tool Calibration
 - \$ 2,000 – Fire Sprinkler System Inspection

- \$ 2,000 – Fire Extinguisher Inspection/Exchange
 - \$ 3,000 – HVAC Service
 - \$ 4,000 – Crane Inspections
 - \$ 2,000 – Copier Maintenance/Lease
 - \$ 1,000 – Lab Equipment Certification
 - \$ 2,000 – Instrumentation – Contractual
 - \$20,000 – Professional Cleaning Services
- d) Other Contractual – \$46,000 – This is a decrease of \$103,500 from FY22. While increases were seen in most of the items listed below, FY22 included digester cleaning in the amount of \$110,000. Other Contractual contains the following:
- \$ 1,000 – Legal Services
 - \$35,000 – NCCD Funding Agreements
 - \$ 2,000 – Railroad Easements
 - \$ 5,000 – Other Misc. Contractual
 - \$ 3,000 – Public Outreach
- e) Interdepartmental Services – \$610,806 – The FY23 budget represents a decrease of \$46,671 from the FY22 budget. This line item represents transfers to the General Fund for services such as Human Resources, Administrative Services (Billing & Collection), Information Technology, GIS Services, City Attorney Fees, Buildings & Grounds, Central Records, Central Garage, and City Administration Fees.
- f) Laundry and Towel Service – \$8,200 – This is an increase of \$200 over the FY22 budget.
- g) Testing – \$40,000 – This is a \$10,000 increase from the FY22 budget and is for DEQ/EPA lab testing requirements.

Other Costs

- a) Travel/Training – \$8,000 – This is a \$500 increase from the FY22 budget. The increased amount is for new operator training.
- b) Insurance and Bonds – \$53,222 – This represents an increase of \$13,381 from the FY22 budget.

Utility Expense

- a) Communication – \$28,000 – This is a decrease of \$800 from the FY22 budget. The decrease is from converting some remote stations to radio from CenturyLink.

Debt Service

- a) Principal Payment – \$743,917 – This reflects the Principal amounts for four CWSRF loans per the amortization schedules.
- CWSRF Loan #27 (2008 WWTP Imp.) – \$ 580,796
 - CWSRF Loan #128 (Biosolids Turner) – \$ 13,737
 - CWSRF Loan #127 (Phase 1 WWTP Imp) – \$ 90,802
 - CWSRF Loan #127S (Emergency Power Supply) – \$ 58,582
- b) Interest Expense – \$316,981 – This reflects the Interest expense for CWSRF loans per the amortization schedules.
- CWSRF Loan #27 (2008 WWTP Imp.) – \$ 92,749
 - CWSRF loan #128 (Biosolids Turner) – \$ 0
 - CWSRF Loan #127 (Phase 1 WWTP Imp) – \$ 122,278
 - CWSRF Loan #127S (Emergency Power Supply) – \$ 101,954

Capital Revenues

- a) System Development Charges – \$190,000 – This amount is unchanged from the FY22 budget.

Capital – New

- a) Improvements Other Than Buildings – None for FY23.
- b) Intangibles – None for FY23.
- c) Light Equipment – \$90,000 – Dump Truck Purchase
- d) There are no budget expenditures for New Capital – Buildings, Heavy Equipment, or Technologies this year.

Capital – Replacement

- a) Buildings – None for FY22.
- b) Improvements Other Than Buildings – \$2,210,000 – This includes:
- Lift Station Generator Replacement – \$90,000 – The existing emergency generators are 30+ years old and require replacement.
 - HVAC System Replacements - \$150,000 – This is to replace HVAC units on the dewatering building.
 - DAFT Pressure Tank Replacement - \$40,000 – This is to replace one DAFT pressure tank.

- AB Basin Cleaning and Diffuser Replacement - \$80,000
 - Sludge Conveyor - \$100,000 – This amount is to rehab the existing sludge conveyor and augers.
 - Secondary Rehab Phase 2 - \$1,500,000 – This is to replace the 48-inch mixed liquor piping.
 - Transformer Replacement - \$75,000 – This is to replace the operations building transformer.
 - Secondary Concrete Repair - \$25,000 – This is to repair the concrete stairs on the secondary building.
 - RWWS Interceptor Rehab – \$150,000 - This annual amount is for rehabilitation on RWWS interceptors and manholes.
- c) Intangibles – None this year.
- d) Light Equipment – \$227,000 – This is for the following:
- Unanticipated Equipment Replacements - \$125,000 – This is to replace critical equipment that fails unexpectedly during the year. This is an old Wastewater Treatment Plant where equipment will fail unexpectedly, needing immediate replacement or renovation.
 - Utility Cart Replacement - \$15,000.
 - Skidsteer - \$75,000
 - Roll-off Box Replacement - \$12,000
- e) Heavy Equipment – None this year.
- f) Technologies – \$175,000 – This is for the following:
- AB Blower Control Upgrade - \$150,000 – This is to upgrade the existing HMI's and PLC's for the blowers.
 - Utility Cart Replacement - \$25,000 - Sewage Lift Station Communication Upgrade.

Summary

Budgeted Operating Revenue for the WWTP Fund increased by \$47,676 from the FY22 budget. The increase is due to user fee increases stemming from an operations budget increase which is somewhat offset from a projected decrease in Interest Revenue. The FY23 WWTP Fund operations expenses are 1.5% above the FY22 budget. Increases are projected for personnel expense, materials and supplies, electricity, maintenance and repair. These increases are offset somewhat by a decrease in Interdepartmental expense.

Major capital projects for FY23 include the second phase of the Secondary Rehabilitation Project, HVAC unit replacement, and the Aeration Blower Controls Upgrade Project. The FY23 WWTP Fund capital budget is \$781,000 more than last fiscal year.

The total FY23 WWTP budget shows a deficit of \$445,000. This deficit was anticipated and is the spending down of Wastewater Treatment Fund reserves. Close attention will need to be paid to cash flow projections and capital projects may have to be adjusted accordingly.

Proposed Budget - FY 2023

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
201 - Water Distribution Fund	\$207,393	\$702,300	\$1,122,220	\$5,818,855	(\$2,833,393)	\$5,788,327	\$2,556,750	-56%
All Revenue	(\$17,643,144)	(\$16,373,599)	(\$15,244,752)	(\$15,244,752)	(\$13,601,880)	(\$15,244,752)	(\$15,285,221)	0%
201 - Water Revenue and Transfers	(\$16,102,634)	(\$15,686,292)	(\$15,244,752)	(\$15,244,752)	(\$13,598,401)	(\$15,244,752)	(\$15,285,221)	0%
42 - Intergovernmental	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
4220 - State Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
43 - Goods and Svcs Rev	(\$13,104,693)	(\$14,016,092)	(\$12,002,341)	(\$12,002,341)	(\$11,011,397)	(\$12,002,341)	(\$12,050,925)	0%
4304 - User Fees	(\$12,963,778)	(\$13,820,877)	(\$11,807,276)	(\$11,807,276)	(\$10,913,835)	(\$11,807,276)	(\$11,866,312)	0%
4308 - Other Fees & Charges	\$0	(\$150)	\$0	\$0	(\$30)	\$0	\$0	0%
4340 - Interdepartmental Services	(\$140,914)	(\$195,065)	(\$195,065)	(\$195,065)	(\$97,533)	(\$195,065)	(\$184,613)	-5%
45 - Misc Revenue	(\$64,036)	(\$355,496)	(\$264,411)	(\$264,411)	(\$232,849)	(\$264,411)	(\$197,296)	-25%
4501 - Interest Earned	(\$288,010)	(\$246,423)	(\$243,051)	(\$243,051)	(\$175,907)	(\$243,051)	(\$168,092)	-31%
4502 - Rentals and Leases	(\$13,734)	(\$9,537)	(\$6,360)	(\$6,360)	(\$14,481)	(\$6,360)	(\$14,204)	123%
4504 - Contributions	\$0	\$0	\$0	\$0	(\$39,769)	\$0	\$0	0%
4505 - Misc. Revenue	(\$12,493)	(\$99,536)	(\$15,000)	(\$15,000)	(\$2,692)	(\$15,000)	(\$15,000)	0%
4509 - Contributions Capital	\$261,086	\$0	\$0	\$0	\$0	\$0	\$0	0%
4525 - Retiree Premiums - Under 65	(\$10,885)	\$0	\$0	\$0	\$0	\$0	\$0	0%
46 - Utility Revenue	(\$435,514)	(\$279,585)	(\$478,000)	(\$478,000)	(\$381,273)	(\$478,000)	(\$537,000)	12%
4602 - Wholesale Water Sales	(\$136,070)	(\$38,965)	(\$134,000)	(\$134,000)	(\$165,572)	(\$134,000)	(\$168,000)	25%
4603 - Hydrant Useage	(\$27,390)	(\$58,476)	(\$35,000)	(\$35,000)	(\$54,870)	(\$35,000)	(\$60,000)	71%
4604 - Service Reconnections	(\$51,536)	(\$183)	(\$90,000)	(\$90,000)	\$0	(\$90,000)	(\$90,000)	0%
4605 - Meter Sales & Installs	(\$41,827)	(\$28,515)	(\$30,000)	(\$30,000)	(\$25,734)	(\$30,000)	(\$30,000)	0%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
4606 - Construction Connections	(\$26,568)	(\$28,609)	(\$35,000)	(\$35,000)	(\$23,495)	(\$35,000)	(\$35,000)	0%
4650 - System Development Charges	(\$152,123)	(\$124,838)	(\$154,000)	(\$154,000)	(\$111,601)	(\$154,000)	(\$154,000)	0%
47 - Other Sources	(\$2,498,391)	(\$1,035,119)	(\$2,500,000)	(\$2,500,000)	(\$1,972,882)	(\$2,500,000)	(\$2,500,000)	0%
4702 - Transfers In	(\$2,500,000)	(\$1,025,917)	(\$2,500,000)	(\$2,500,000)	(\$1,967,032)	(\$2,500,000)	(\$2,500,000)	0%
4710 - Amortization of Premiums/Disc.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
4711 - Gain/Loss on Sales of Investme	\$1,609	(\$9,202)	\$0	\$0	(\$5,850)	\$0	\$0	0%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
2010030 - Water Distribution	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
43 - Goods and Svcs Rev	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
4308 - Other Fees & Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
2010032 - Water Tanks	(\$1,540,510)	(\$687,307)	\$0	\$0	(\$3,479)	\$0	\$0	0%
42 - Intergovernmental	(\$1,531,728)	(\$687,307)	\$0	\$0	(\$3,479)	\$0	\$0	0%
4220 - State Grants	(\$1,531,728)	(\$687,307)	\$0	\$0	(\$3,479)	\$0	\$0	0%
45 - Misc Revenue	(\$8,782)	\$0	\$0	\$0	\$0	\$0	\$0	0%
4509 - Contributions Capital	(\$8,782)	\$0	\$0	\$0	\$0	\$0	\$0	0%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
Expense	\$17,850,536	\$17,075,899	\$16,366,972	\$21,063,607	\$10,768,487	\$21,033,079	\$17,841,971	-15%
201 - Water Revenue and Transfers	\$2,352,008	\$2,496,872	\$0	\$0	\$0	\$0	\$0	0%
60 - Personnel Services	\$0	(\$512)	\$0	\$0	\$0	\$0	\$0	0%
6001 - Salaries and Wages - FT	\$0	(\$512)	\$0	\$0	\$0	\$0	\$0	0%
6009 - Supplemental Pay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6011 - Payroll Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
62 - Contractual Services	\$0	\$5,348	\$0	\$0	\$0	\$0	\$0	0%
6250 - Miscellaneous	\$0	\$5,348	\$0	\$0	\$0	\$0	\$0	0%
64 - Depreciation / Amort	\$2,352,008	\$2,492,037	\$0	\$0	\$0	\$0	\$0	0%
6401 - Depreciation	\$2,352,008	\$2,492,037	\$0	\$0	\$0	\$0	\$0	0%
67 - Other Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6745 - Contribution Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6792 - Over/Short	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
2010001 - Water Administration	\$8,638,082	\$8,431,193	\$7,993,447	\$7,995,320	\$5,726,249	\$7,955,120	\$8,457,315	6%
60 - Personnel Services	\$274,622	\$154,127	\$187,558	\$189,431	\$155,470	\$189,431	\$206,981	9%
6001 - Salaries and Wages - FT	\$212,238	\$93,545	\$126,798	\$128,512	\$102,244	\$128,512	\$149,676	16%
6004 - Overtime	\$8	\$0	\$450	\$450	\$0	\$450	\$0	-100%
6005 - Standby Pay	\$0	\$206	\$0	\$0	\$0	\$0	\$0	0%
6007 - Accrued Leave	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6009 - Supplemental Pay	\$2,497	\$0	\$0	\$0	\$0	\$0	\$0	0%
6010 - Other Employee Withholdings	\$623	\$0	\$0	\$0	\$0	\$0	\$0	0%
6020 - FICA/MC Contributions	\$11,462	\$9,816	\$9,735	\$9,866	\$7,805	\$9,866	\$11,412	16%
6030 - Retirement Contributions	\$16,462	\$16,179	\$14,214	\$14,214	\$11,389	\$14,214	\$15,893	12%
6032 - Disability Buyback	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6040 - Workers Compensation	\$1,904	\$2,196	\$3,559	\$3,587	\$2,142	\$3,587	\$3,273	-9%
6051 - Health Insurance	\$24,287	\$24,676	\$28,306	\$28,306	\$15,957	\$28,306	\$16,325	-42%
6054 - Other Insurance	\$692	\$4,393	\$727	\$727	\$5,774	\$727	\$7,131	881%
6060 - Unemployment Compensation	\$0	\$0	\$0	\$0	\$6,998	\$0	\$0	0%
6080 - Other Employee Compensation	\$4,450	\$3,116	\$3,769	\$3,769	\$3,161	\$3,769	\$3,271	-13%
61 - Materials & Supplies	\$6,902,095	\$7,322,837	\$6,996,553	\$6,996,553	\$5,175,232	\$6,996,553	\$7,540,551	8%
6101 - General Supplies and Materials	\$821	\$1,552	\$1,500	\$1,500	\$857	\$1,500	\$2,000	33%
6103 - Postage and Printing	\$355	\$421	\$650	\$650	\$249	\$650	\$1,000	54%
6114 - Bulk Water	\$6,900,919	\$7,320,864	\$6,992,403	\$6,992,403	\$5,173,613	\$6,992,403	\$7,535,051	8%
6140 - Technology Supplies	\$0	\$0	\$2,000	\$2,000	\$513	\$2,000	\$2,500	25%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
62 - Contractual Services	\$1,376,068	\$810,600	\$713,685	\$713,685	\$338,613	\$673,685	\$627,632	-12%
6213 - Investment Services	\$17,027	\$16,824	\$30,223	\$30,223	\$13,648	\$30,223	\$11,986	-60%
6214 - Consulting Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6255 - Other Contractual	\$17,191	\$9,322	\$125,000	\$125,000	\$45,734	\$85,000	\$137,000	10%
6256 - Internal Services	\$1,341,850	\$784,453	\$558,462	\$558,462	\$279,231	\$558,462	\$478,646	-14%
63 - Capital Outlay	\$1,563	\$45	\$7,000	\$7,000	\$0	\$7,000	\$0	-100%
6301 - Property	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6303 - Buildings	\$0	\$0	\$7,000	\$7,000	\$0	\$7,000	\$0	-100%
6311 - Light Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6320 - Technology - Capital	\$0	\$45	\$0	\$0	\$0	\$0	\$0	0%
6321 - Technology - Replacement	\$1,563	\$0	\$0	\$0	\$0	\$0	\$0	0%
66 - Transfers Out	\$28,317	\$27,057	\$2,434	\$2,434	\$0	\$2,434	\$0	-100%
6601 - Transfers Out	\$28,317	\$27,057	\$2,434	\$2,434	\$0	\$2,434	\$0	-100%
67 - Other Costs	\$53,037	\$113,902	\$82,817	\$82,817	\$56,728	\$82,617	\$78,751	-5%
6701 - Bad Debt	\$5,632	\$46,554	\$7,000	\$7,000	\$434	\$7,000	\$0	-100%
6720 - Travel/Training	\$451	\$740	\$2,000	\$2,000	\$0	\$1,800	\$2,000	0%
6780 - Insurance/Bonds	\$42,054	\$61,476	\$68,217	\$68,217	\$51,163	\$68,217	\$70,751	4%
6793 - Dues and Subscriptions	\$4,900	\$5,132	\$5,600	\$5,600	\$5,131	\$5,600	\$6,000	7%
68 - Utility Expense	\$2,381	\$2,625	\$3,400	\$3,400	\$205	\$3,400	\$3,400	0%
6731 - Communication	\$2,381	\$2,625	\$3,400	\$3,400	\$205	\$3,400	\$3,400	0%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
2010030 - Water Distribution	\$3,262,446	\$3,117,517	\$5,934,263	\$10,390,294	\$3,779,155	\$10,398,456	\$7,345,137	-29%
60 - Personnel Services	\$1,399,822	\$1,309,973	\$1,444,626	\$1,464,898	\$1,212,798	\$1,464,898	\$1,457,464	-1%
6001 - Salaries and Wages - FT	\$897,415	\$793,073	\$886,154	\$904,512	\$768,348	\$904,512	\$955,824	6%
6004 - Overtime	\$25,339	\$15,858	\$22,420	\$22,420	\$17,504	\$22,420	\$22,420	0%
6005 - Standby Pay	\$15,508	\$19,317	\$20,000	\$20,000	\$16,315	\$20,000	\$20,000	0%
6007 - Accrued Leave	\$144	\$0	\$0	\$0	\$0	\$0	\$0	0%
6009 - Supplemental Pay	\$18,423	\$0	\$0	\$0	\$0	\$0	\$0	0%
6010 - Other Employee Withholdings	\$4,647	\$0	\$0	\$0	\$0	\$0	\$0	0%
6020 - FICA/MC Contributions	\$73,121	\$62,346	\$71,036	\$72,440	\$58,553	\$72,440	\$76,366	5%
6030 - Retirement Contributions	\$83,622	\$77,902	\$87,007	\$87,007	\$72,676	\$87,007	\$89,562	3%
6032 - Disability Buyback	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6040 - Workers Compensation	\$20,288	\$19,342	\$26,552	\$27,062	\$21,282	\$27,062	\$27,752	3%
6051 - Health Insurance	\$253,322	\$313,877	\$319,827	\$319,827	\$253,906	\$319,827	\$258,683	-19%
6054 - Other Insurance	\$3,613	\$2,706	\$5,910	\$5,910	\$2,704	\$5,910	\$5,431	-8%
6060 - Unemployment Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6080 - Other Employee Compensation	\$4,380	\$5,554	\$5,720	\$5,720	\$1,511	\$5,720	\$1,426	-75%
61 - Materials & Supplies	\$283,857	\$129,487	\$212,300	\$513,613	\$321,404	\$521,775	\$245,800	-52%
6101 - General Supplies and Materials	\$34,914	(\$42,346)	\$39,800	\$39,800	\$17,588	\$39,800	\$39,800	0%
6103 - Postage and Printing	\$1,104	\$1,760	\$2,000	\$2,000	\$1,036	\$2,000	\$2,000	0%
6111 - Electricity	\$0	\$0	\$2,500	\$2,500	\$0	\$2,500	\$2,500	0%
6112 - Natural Gas	\$8,148	\$9,905	\$9,000	\$15,000	\$12,844	\$10,000	\$15,000	0%
6113 - Gas/Fuel	\$43,152	\$42,435	\$55,000	\$55,000	\$50,640	\$65,000	\$70,000	27%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
6115 - Water & Sewer Line Materials	\$48,672	\$31,334	\$95,000	\$146,838	\$90,824	\$150,000	\$105,000	-28%
6140 - Technology Supplies	\$0	\$0	\$3,000	\$8,000	\$7,080	\$8,000	\$6,000	-25%
6150 - Maint/Repair (non contract)	\$147,866	\$86,400	\$2,500	\$240,975	\$138,708	\$240,975	\$2,500	-99%
6160 - Uniform Expense	\$0	\$0	\$3,500	\$3,500	\$2,683	\$3,500	\$3,000	-14%
62 - Contractual Services	\$15,486	\$19,571	\$400,014	\$400,014	\$129,632	\$400,014	\$434,651	9%
6210 - Professional Services	\$4,813	\$4,940	\$198,000	\$198,000	\$25,479	\$198,000	\$198,000	0%
6230 - Maintenance Agreements	\$530	\$182	\$3,400	\$3,400	\$1,994	\$3,400	\$11,400	235%
6251 - Laundry/Towel	\$0	\$0	\$500	\$500	\$300	\$500	\$500	0%
6255 - Other Contractual	\$10,143	\$14,449	\$13,200	\$13,200	\$9,402	\$13,200	\$13,200	0%
6256 - Internal Services	\$0	\$0	\$184,914	\$184,914	\$92,457	\$184,914	\$211,551	14%
63 - Capital Outlay	\$1,418,364	\$1,553,490	\$3,098,600	\$7,233,046	\$1,524,580	\$7,233,046	\$4,418,500	-39%
6303 - Buildings	\$74	\$0	\$0	\$1,000,000	\$49,866	\$1,000,000	\$1,300,000	30%
6305 - Improvements Other Than Bldgs	\$698,714	\$1,348,174	\$2,872,000	\$5,666,880	\$1,461,659	\$5,666,880	\$2,863,000	-49%
6307 - Intangibles	\$114,800	\$155,666	\$0	\$39,071	\$6,571	\$39,071	\$0	-100%
6312 - Light Equipment - Replacement	\$220,715	\$20,228	\$119,400	\$119,400	\$2,238	\$119,400	\$55,500	-54%
6316 - Heavy Equip. - Replacement	\$379,903	\$146	\$102,200	\$382,200	\$456	\$382,200	\$200,000	-48%
6320 - Technology - Capital	(\$34,193)	\$5,772	\$0	\$0	\$0	\$0	\$0	0%
6321 - Technology - Replacement	\$38,351	\$23,503	\$5,000	\$25,496	\$3,790	\$25,496	\$0	-100%
64 - Depreciation / Amort	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6401 - Depreciation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
65 - Debt Service	\$131,169	\$91,868	\$755,223	\$755,223	\$579,033	\$755,223	\$755,222	0%
6501 - Principal	\$0	\$0	\$652,867	\$652,867	\$561,350	\$652,867	\$669,023	2%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
6510 - Interest	\$131,169	\$91,868	\$102,356	\$102,356	\$17,683	\$102,356	\$86,199	-16%
67 - Other Costs	\$3,153	\$2,794	\$6,500	\$6,500	\$2,222	\$6,500	\$17,000	162%
6720 - Travel/Training	\$3,153	\$2,794	\$6,500	\$6,500	\$2,222	\$6,500	\$17,000	162%
68 - Utility Expense	\$10,595	\$10,334	\$17,000	\$17,000	\$9,486	\$17,000	\$16,500	-3%
6731 - Communication	\$8,218	\$7,564	\$14,000	\$14,000	\$7,749	\$14,000	\$14,000	0%
6733 - Refuse Collection	\$2,377	\$2,771	\$3,000	\$3,000	\$1,737	\$3,000	\$2,500	-17%
6740 - Allowances	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
2010031 - Water Meters	\$80,212	\$755,632	\$818,631	\$834,785	\$511,173	\$849,785	\$850,051	2%
60 - Personnel Services	\$40	\$584,157	\$553,641	\$560,705	\$280,659	\$560,705	\$522,650	-7%
6001 - Salaries and Wages - FT	\$0	\$390,126	\$354,777	\$361,174	\$185,560	\$361,174	\$340,200	-6%
6004 - Overtime	\$0	\$7,802	\$8,500	\$8,500	\$1,867	\$8,500	\$8,500	0%
6005 - Standby Pay	\$0	\$9,102	\$9,500	\$9,500	\$3,579	\$9,500	\$9,500	0%
6007 - Accrued Leave	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6009 - Supplemental Pay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6010 - Other Employee Withholdings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6020 - FICA/MC Contributions	\$0	\$26,460	\$28,518	\$29,007	\$14,127	\$29,007	\$27,403	-6%
6030 - Retirement Contributions	\$0	\$32,879	\$34,929	\$34,929	\$16,708	\$34,929	\$31,877	-9%
6032 - Disability Buyback	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6040 - Workers Compensation	\$0	\$8,071	\$10,512	\$10,690	\$5,134	\$10,690	\$9,958	-7%
6051 - Health Insurance	\$0	\$107,952	\$103,856	\$103,856	\$52,629	\$103,856	\$92,794	-11%
6054 - Other Insurance	\$0	\$1,271	\$2,529	\$2,529	\$675	\$2,529	\$1,938	-23%
6080 - Other Employee Compensation	\$40	\$494	\$520	\$520	\$380	\$520	\$480	-8%
61 - Materials & Supplies	\$0	\$24,367	\$243,740	\$228,740	\$103,762	\$243,740	\$257,900	13%
6101 - General Supplies and Materials	\$0	\$16,003	\$229,840	\$214,840	\$89,826	\$229,840	\$240,000	12%
6103 - Postage and Printing	\$0	\$12	\$400	\$400	\$20	\$400	\$400	0%
6113 - Gas/Fuel	\$0	\$8,194	\$8,000	\$8,000	\$10,040	\$8,000	\$11,000	37%
6140 - Technology Supplies	\$0	\$0	\$4,500	\$4,500	\$3,875	\$4,500	\$5,500	22%
6150 - Maint/Repair (non contract)	\$0	\$158	\$1,000	\$1,000	\$0	\$1,000	\$1,000	0%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
62 - Contractual Services	\$414	\$7,602	\$12,250	\$27,250	\$18,024	\$27,250	\$39,501	45%
6230 - Maintenance Agreements	\$0	\$7,602	\$11,500	\$26,500	\$17,874	\$26,500	\$30,000	13%
6251 - Laundry/Towel	\$414	\$0	\$0	\$0	\$0	\$0	\$0	0%
6255 - Other Contractual	\$0	\$0	\$750	\$750	\$150	\$750	\$750	0%
6256 - Internal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$8,751	999%
63 - Capital Outlay	\$79,759	\$131,811	\$0	\$9,090	\$104,446	\$9,090	\$15,000	65%
6303 - Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6305 - Improvements Other Than Bldgs	\$0	\$0	\$0	\$0	\$0	\$0	\$15,000	999%
6311 - Light Equipment	\$43,828	\$121,754	\$0	\$9,090	\$104,446	\$9,090	\$0	-100%
6312 - Light Equipment - Replacement	\$21,851	\$0	\$0	\$0	\$0	\$0	\$0	0%
6320 - Technology - Capital	\$0	\$6,204	\$0	\$0	\$0	\$0	\$0	0%
6321 - Technology - Replacement	\$14,080	\$3,852	\$0	\$0	\$0	\$0	\$0	0%
64 - Depreciation / Amort	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6401 - Depreciation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
67 - Other Costs	\$0	\$1,808	\$4,500	\$4,500	\$995	\$4,500	\$10,000	122%
6720 - Travel/Training	\$0	\$1,808	\$4,500	\$4,500	\$995	\$4,500	\$10,000	122%
68 - Utility Expense	\$0	\$5,887	\$4,500	\$4,500	\$3,288	\$4,500	\$5,000	11%
6731 - Communication	\$0	\$5,887	\$4,500	\$4,500	\$3,288	\$4,500	\$5,000	11%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
2010032 - Water Tanks	\$3,517,788	\$2,274,685	\$1,620,631	\$1,843,208	\$751,911	\$1,829,718	\$1,189,468	-35%
60 - Personnel Services	\$323,101	\$360,631	\$512,281	\$517,438	\$369,259	\$517,438	\$515,868	0%
6001 - Salaries and Wages - FT	\$199,600	\$223,743	\$296,708	\$301,378	\$227,139	\$301,378	\$327,968	9%
6004 - Overtime	\$6,466	\$7,506	\$15,500	\$15,500	\$9,341	\$15,500	\$15,500	0%
6005 - Standby Pay	\$3,814	\$6,744	\$6,200	\$6,200	\$6,422	\$6,200	\$6,200	0%
6007 - Accrued Leave	\$71	\$0	\$0	\$0	\$0	\$0	\$0	0%
6009 - Supplemental Pay	\$4,548	\$0	\$0	\$0	\$0	\$0	\$0	0%
6010 - Other Employee Withholdings	\$985	\$0	\$0	\$0	\$0	\$0	\$0	0%
6020 - FICA/MC Contributions	\$15,972	\$15,563	\$24,359	\$24,716	\$17,615	\$24,716	\$26,750	8%
6030 - Retirement Contributions	\$18,666	\$19,918	\$29,835	\$29,835	\$22,252	\$29,835	\$30,731	3%
6032 - Disability Buyback	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6040 - Workers Compensation	\$6,779	\$4,558	\$8,979	\$9,109	\$6,401	\$9,109	\$9,721	7%
6051 - Health Insurance	\$65,399	\$81,900	\$128,417	\$128,417	\$79,117	\$128,417	\$97,013	-24%
6054 - Other Insurance	\$802	\$695	\$2,283	\$2,283	\$782	\$2,283	\$1,827	-20%
6080 - Other Employee Compensation	\$0	\$5	\$0	\$0	\$191	\$0	\$158	999%
61 - Materials & Supplies	\$285,039	\$340,941	\$393,000	\$387,000	\$226,063	\$390,250	\$393,000	2%
6101 - General Supplies and Materials	\$4,747	\$3,609	\$8,000	\$8,000	\$1,511	\$7,400	\$8,000	0%
6111 - Electricity	\$276,247	\$331,079	\$375,000	\$369,000	\$219,004	\$375,000	\$375,000	2%
6116 - Booster/lift station supplies	\$4,044	\$6,252	\$10,000	\$10,000	\$5,548	\$7,850	\$10,000	0%
6140 - Technology Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
62 - Contractual Services	\$130,081	\$103,882	\$160,250	\$207,758	\$64,550	\$191,018	\$170,500	-18%
6210 - Professional Services	\$0	\$0	\$7,000	\$7,000	\$5,177	\$7,000	\$7,000	0%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
6214 - Consulting Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6251 - Laundry/Towel	\$210	\$222	\$500	\$500	\$298	\$500	\$500	0%
6255 - Other Contractual	\$129,872	\$103,660	\$152,750	\$200,258	\$59,075	\$183,518	\$163,000	-19%
6256 - Internal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
63 - Capital Outlay	\$2,776,985	\$1,467,068	\$545,000	\$720,912	\$90,174	\$720,912	\$100,000	-86%
6303 - Buildings	\$15,972	\$69,868	\$0	\$0	\$0	\$0	\$0	0%
6305 - Improvements Other Than Bldgs	\$2,666,260	\$1,356,685	\$545,000	\$676,693	\$48,546	\$676,693	\$100,000	-85%
6307 - Intangibles	\$94,754	\$40,515	\$0	\$44,220	\$41,628	\$44,220	\$0	-100%
6311 - Light Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6312 - Light Equipment - Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6320 - Technology - Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
64 - Depreciation / Amort	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6401 - Depreciation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
67 - Other Costs	\$618	\$349	\$7,500	\$7,500	\$765	\$7,500	\$7,500	0%
6720 - Travel/Training	\$618	\$349	\$7,500	\$7,500	\$765	\$7,500	\$7,500	0%
68 - Utility Expense	\$1,964	\$1,815	\$2,600	\$2,600	\$1,100	\$2,600	\$2,600	0%
6731 - Communication	\$1,964	\$1,815	\$2,600	\$2,600	\$1,100	\$2,600	\$2,600	0%
Report Total	\$207,393	\$702,300	\$1,122,220	\$5,818,855	(\$2,833,393)	\$5,788,327	\$2,556,750	-56%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
203 - Sewer Fund	\$322,881	\$130,113	\$998,588	\$2,715,984	(\$1,244,052)	\$2,690,984	\$992,075	-63%
All Revenue	(\$6,680,579)	(\$7,135,449)	(\$7,000,966)	(\$7,000,966)	(\$6,464,792)	(\$7,000,966)	(\$6,947,121)	-1%
203 - Sewer Fund	(\$6,680,579)	(\$7,135,449)	(\$7,000,966)	(\$7,000,966)	(\$6,464,792)	(\$7,000,966)	(\$6,947,121)	-1%
43 - Goods and Svcs Rev	(\$6,138,982)	(\$6,707,987)	(\$6,358,800)	(\$6,358,800)	(\$5,940,291)	(\$6,358,800)	(\$6,342,279)	0%
4304 - User Fees	(\$6,011,856)	(\$6,540,527)	(\$6,164,127)	(\$6,164,127)	(\$5,794,286)	(\$6,164,127)	(\$6,117,095)	-1%
4308 - Other Fees & Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
4340 - Interdepartmental Services	(\$127,126)	(\$167,459)	(\$194,673)	(\$194,673)	(\$146,005)	(\$194,673)	(\$225,184)	16%
45 - Misc Revenue	(\$5,921)	(\$175,049)	(\$102,166)	(\$102,166)	(\$119,881)	(\$102,166)	(\$64,842)	-37%
4501 - Interest Earned	(\$105,269)	(\$92,463)	(\$92,166)	(\$92,166)	(\$110,316)	(\$92,166)	(\$54,842)	-40%
4503 - Gain/Loss on Sale of Cap Asset	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
4505 - Misc. Revenue	(\$10,031)	(\$19,586)	(\$10,000)	(\$10,000)	(\$9,565)	(\$10,000)	(\$10,000)	0%
4509 - Contributions Capital	\$109,379	(\$63,000)	\$0	\$0	\$0	\$0	\$0	0%
46 - Utility Revenue	(\$38,211)	(\$36,970)	(\$40,000)	(\$40,000)	(\$27,524)	(\$40,000)	(\$40,000)	0%
4650 - System Development Charges	(\$38,211)	(\$36,970)	(\$40,000)	(\$40,000)	(\$27,524)	(\$40,000)	(\$40,000)	0%
47 - Other Sources	(\$497,465)	(\$215,444)	(\$500,000)	(\$500,000)	(\$377,097)	(\$500,000)	(\$500,000)	0%
4702 - Transfers In	(\$500,000)	(\$212,500)	(\$500,000)	(\$500,000)	(\$375,000)	(\$500,000)	(\$500,000)	0%
4710 - Amortization of Premiums/Disc.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
4711 - Gain/Loss on Sales of Investme	\$2,535	(\$2,944)	\$0	\$0	(\$2,096)	\$0	\$0	0%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
2030035 - Sewer Wastewater Collection	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
43 - Goods and Svcs Rev	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
4308 - Other Fees & Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
Expense	\$7,003,460	\$7,265,561	\$7,999,554	\$9,716,950	\$5,220,740	\$9,691,950	\$7,939,196	-18%
203 - Sewer Fund	\$778,496	\$825,666	\$0	\$0	\$0	\$0	\$0	0%
60 - Personnel Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6009 - Supplemental Pay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6011 - Payroll Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
64 - Depreciation / Amort	\$778,496	\$825,666	\$0	\$0	\$0	\$0	\$0	0%
6401 - Depreciation	\$778,496	\$825,666	\$0	\$0	\$0	\$0	\$0	0%
67 - Other Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6745 - Contribution Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6792 - Over/Short	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
2030001 - Sewer Administration	\$4,639,654	\$4,951,360	\$5,757,530	\$5,758,704	\$4,126,956	\$5,758,204	\$5,725,207	-1%
60 - Personnel Services	\$33,268	\$31,437	\$61,156	\$62,330	\$56,699	\$62,330	\$85,331	37%
6001 - Salaries and Wages - FT	\$30,664	\$9,251	\$41,484	\$42,559	\$38,901	\$42,559	\$63,704	50%
6004 - Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6005 - Standby Pay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6009 - Supplemental Pay	\$711	\$0	\$0	\$0	\$0	\$0	\$0	0%
6020 - FICA/MC Contributions	\$878	\$3,836	\$3,174	\$3,256	\$2,945	\$3,256	\$4,856	49%
6030 - Retirement Contributions	\$955	\$5,582	\$4,624	\$4,624	\$3,937	\$4,624	\$6,503	41%
6040 - Workers Compensation	\$0	\$848	\$1,168	\$1,185	\$834	\$1,185	\$1,473	24%
6051 - Health Insurance	\$0	\$8,096	\$6,947	\$6,947	\$7,123	\$6,947	\$5,371	-23%
6054 - Other Insurance	\$61	\$2,579	\$2,522	\$2,522	\$1,963	\$2,522	\$2,373	-6%
6080 - Other Employee Compensation	\$0	\$1,245	\$1,237	\$1,237	\$996	\$1,237	\$1,051	-15%
61 - Materials & Supplies	\$360	\$1,175	\$2,000	\$2,000	\$94	\$2,000	\$2,000	0%
6101 - General Supplies and Materials	\$360	\$1,175	\$2,000	\$2,000	\$94	\$2,000	\$2,000	0%
62 - Contractual Services	\$301,120	\$361,117	\$372,845	\$372,845	\$159,966	\$372,845	\$186,807	-50%
6213 - Investment Services	\$14,069	\$6,010	\$11,493	\$11,493	\$4,646	\$11,493	\$3,911	-66%
6214 - Consulting Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6255 - Other Contractual	\$3,673	\$1,624	\$5,000	\$5,000	\$690	\$5,000	\$5,000	0%
6256 - Internal Services	\$283,379	\$353,483	\$356,352	\$356,352	\$154,630	\$356,352	\$177,896	-50%
66 - Transfers Out	\$10,714	\$25,845	\$2,434	\$2,434	\$0	\$2,434	\$0	-100%
6601 - Transfers Out	\$10,714	\$25,845	\$2,434	\$2,434	\$0	\$2,434	\$0	-100%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
67 - Other Costs	\$25,942	\$57,607	\$27,729	\$27,729	\$17,460	\$27,229	\$35,456	28%
6701 - Bad Debt	\$7,538	\$33,671	\$2,500	\$2,500	\$147	\$2,500	\$2,500	0%
6720 - Travel/Training	\$0	\$0	\$2,000	\$2,000	\$0	\$1,500	\$2,000	0%
6780 - Insurance/Bonds	\$18,404	\$23,936	\$23,084	\$23,084	\$17,313	\$23,084	\$30,756	33%
6793 - Dues and Subscriptions	\$0	\$0	\$145	\$145	\$0	\$145	\$200	38%
68 - Utility Expense	\$4,268,249	\$4,474,180	\$5,291,366	\$5,291,366	\$3,892,737	\$5,291,366	\$5,415,613	2%
6731 - Communication	\$0	\$203	\$0	\$0	\$0	\$0	\$0	0%
6734 - Sewer	\$4,268,249	\$4,473,977	\$5,291,366	\$5,291,366	\$3,892,737	\$5,291,366	\$5,415,613	2%
69 - Health Fund Misc	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6754 - Health Claims Cost	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
2030035 - Sewer Wastewater Collection	\$1,574,436	\$1,469,225	\$2,205,024	\$3,920,831	\$1,084,698	\$3,896,331	\$2,176,989	-44%
60 - Personnel Services	\$882,522	\$890,047	\$860,624	\$872,845	\$627,423	\$872,845	\$866,489	-1%
6001 - Salaries and Wages - FT	\$602,980	\$614,948	\$573,168	\$584,234	\$432,358	\$584,234	\$595,780	2%
6002 - Salaries and Wages - PT/Season	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6004 - Overtime	\$3,159	\$2,872	\$7,700	\$7,700	\$3,187	\$7,700	\$7,000	-9%
6005 - Standby Pay	\$12,590	\$16,375	\$17,000	\$17,000	\$13,410	\$17,000	\$17,000	0%
6007 - Accrued Leave	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6009 - Supplemental Pay	\$14,626	\$0	\$0	\$0	\$0	\$0	\$0	0%
6010 - Other Employee Withholdings	\$2,502	\$0	\$0	\$0	\$0	\$0	\$0	0%
6020 - FICA/MC Contributions	\$47,828	\$43,131	\$45,737	\$46,584	\$33,054	\$46,584	\$47,414	2%
6030 - Retirement Contributions	\$56,413	\$54,666	\$56,021	\$56,021	\$40,916	\$56,021	\$55,825	0%
6032 - Disability Buyback	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6040 - Workers Compensation	\$12,284	\$13,159	\$16,857	\$17,165	\$12,098	\$17,165	\$18,509	8%
6051 - Health Insurance	\$122,766	\$137,164	\$135,428	\$135,428	\$87,315	\$135,428	\$116,802	-14%
6054 - Other Insurance	\$2,278	\$1,769	\$3,669	\$3,669	\$1,398	\$3,669	\$3,503	-5%
6060 - Unemployment Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6080 - Other Employee Compensation	\$5,094	\$5,962	\$5,044	\$5,044	\$3,686	\$5,044	\$4,656	-8%
61 - Materials & Supplies	\$41,177	\$41,148	\$64,800	\$66,221	\$30,784	\$69,221	\$77,400	17%
6101 - General Supplies and Materials	\$8,840	\$9,853	\$11,950	\$11,950	\$3,335	\$11,950	\$22,000	84%
6111 - Electricity	\$5,618	\$5,519	\$6,500	\$6,500	\$5,109	\$6,500	\$6,500	0%
6112 - Natural Gas	\$191	\$344	\$350	\$350	\$299	\$350	\$400	14%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
6113 - Gas/Fuel	\$16,241	\$14,823	\$15,000	\$15,000	\$13,706	\$18,000	\$18,000	20%
6115 - Water & Sewer Line Materials	\$1,533	\$3,154	\$4,000	\$4,000	\$716	\$4,000	\$4,000	0%
6116 - Booster/lift station supplies	\$4,192	\$4,355	\$6,200	\$7,621	\$5,450	\$7,621	\$6,200	-19%
6140 - Technology Supplies	\$0	\$0	\$2,500	\$2,500	\$0	\$2,500	\$12,000	380%
6150 - Maint/Repair (non contract)	\$4,561	\$3,099	\$16,500	\$16,500	\$1,452	\$16,500	\$6,500	-61%
6160 - Uniform Expense	\$0	\$0	\$1,800	\$1,800	\$718	\$1,800	\$1,800	0%
62 - Contractual Services	\$15,411	\$17,242	\$60,900	\$60,900	\$18,598	\$33,400	\$60,900	0%
6251 - Laundry/Towel	\$2,849	\$3,282	\$3,400	\$3,400	\$2,413	\$3,400	\$3,400	0%
6255 - Other Contractual	\$12,562	\$13,960	\$57,500	\$57,500	\$16,185	\$30,000	\$57,500	0%
6256 - Internal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
63 - Capital Outlay	\$624,989	\$515,272	\$1,204,700	\$2,906,865	\$398,584	\$2,906,865	\$1,150,000	-60%
6303 - Buildings	\$9,474	\$0	\$0	\$0	\$0	\$0	\$0	0%
6305 - Improvements Other Than Bldgs	\$589,150	\$73,332	\$1,070,000	\$2,418,843	\$117,494	\$2,418,843	\$1,065,000	-56%
6307 - Intangibles	\$0	\$30,262	\$0	\$6,235	\$4,738	\$6,235	\$0	-100%
6311 - Light Equipment	\$20,984	\$8,819	\$80,200	\$360,226	\$255,289	\$360,226	\$55,000	-85%
6316 - Heavy Equip. - Replacement	\$0	\$372,846	\$0	\$51,016	\$0	\$51,016	\$0	-100%
6320 - Technology - Capital	(\$14,929)	\$19,330	\$54,500	\$63,443	\$19,327	\$63,443	\$30,000	-53%
6321 - Technology - Replacement	\$20,310	\$10,683	\$0	\$7,102	\$1,736	\$7,102	\$0	-100%
64 - Depreciation / Amort	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6401 - Depreciation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
67 - Other Costs	\$7,134	\$1,202	\$9,000	\$9,000	\$6,424	\$9,000	\$17,200	91%
6720 - Travel/Training	\$6,360	\$333	\$8,100	\$8,100	\$5,734	\$8,100	\$16,000	98%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
6793 - Dues and Subscriptions	\$774	\$869	\$900	\$900	\$690	\$900	\$1,200	33%
68 - Utility Expense	\$3,203	\$4,313	\$5,000	\$5,000	\$2,884	\$5,000	\$5,000	0%
6731 - Communication	\$3,203	\$4,313	\$5,000	\$5,000	\$2,884	\$5,000	\$5,000	0%
6740 - Allowances	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
2030036 - Sewer Stormwater	\$10,874	\$19,311	\$37,000	\$37,415	\$9,086	\$37,415	\$37,000	-1%
61 - Materials & Supplies	\$0	\$4,458	\$21,000	\$21,000	\$2,132	\$21,000	\$21,000	0%
6101 - General Supplies and Materials	\$0	\$4,458	\$20,000	\$20,000	\$2,132	\$20,000	\$20,000	0%
6103 - Postage and Printing	\$0	\$0	\$1,000	\$1,000	\$0	\$1,000	\$1,000	0%
62 - Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6214 - Consulting Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6256 - Internal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
63 - Capital Outlay	\$2,333	\$0	\$0	\$0	\$0	\$0	\$0	0%
6305 - Improvements Other Than Bldgs	\$3,343	\$0	\$0	\$0	\$0	\$0	\$0	0%
6340 - Programs and Projects	(\$1,009)	\$0	\$0	\$0	\$0	\$0	\$0	0%
67 - Other Costs	\$8,541	\$14,853	\$16,000	\$16,415	\$6,954	\$16,415	\$16,000	-3%
6791 - Advertising/Promotion	\$8,541	\$14,853	\$16,000	\$16,415	\$6,954	\$16,415	\$16,000	-3%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
204 - Wastewater Treatment Plant	\$1,191,305	\$2,826,875	(\$364,917)	\$9,576,589	(\$2,050,466)	\$9,573,181	\$445,165	-95%
All Revenue	(\$6,477,124)	(\$6,163,836)	(\$7,008,143)	(\$7,008,143)	(\$5,684,692)	(\$7,008,143)	(\$7,055,819)	1%
204 - WWTP Revenue and Transfers	(\$6,477,124)	(\$6,163,836)	(\$7,008,143)	(\$7,008,143)	(\$5,382,262)	(\$7,008,143)	(\$7,055,819)	1%
42 - Intergovernmental	(\$5,596,477)	(\$5,280,725)	(\$6,263,237)	(\$6,263,237)	(\$4,505,390)	(\$6,263,237)	(\$6,339,983)	1%
4202 - Federal Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
4220 - State Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
4241 - Intergovernmental User Charges	(\$5,596,477)	(\$5,280,725)	(\$6,263,237)	(\$6,263,237)	(\$4,505,390)	(\$6,263,237)	(\$6,339,983)	1%
43 - Goods and Svcs Rev	(\$60,480)	(\$34,900)	\$0	\$0	(\$18,300)	\$0	\$0	0%
4308 - Other Fees & Charges	(\$60,480)	(\$34,900)	\$0	\$0	(\$18,300)	\$0	\$0	0%
4340 - Interdepartmental Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
45 - Misc Revenue	(\$131,136)	(\$141,330)	(\$114,906)	(\$114,906)	(\$385,689)	(\$114,906)	(\$85,836)	-25%
4501 - Interest Earned	(\$138,979)	(\$130,255)	(\$114,906)	(\$114,906)	(\$85,689)	(\$114,906)	(\$85,836)	-25%
4503 - Gain/Loss on Sale of Cap Asset	(\$5,000)	\$0	\$0	\$0	\$0	\$0	\$0	0%
4505 - Misc. Revenue	\$0	(\$11,075)	\$0	\$0	(\$300,000)	\$0	\$0	0%
4509 - Contributions Capital	\$12,843	\$0	\$0	\$0	\$0	\$0	\$0	0%
46 - Utility Revenue	(\$680,338)	(\$684,341)	(\$630,000)	(\$630,000)	(\$470,225)	(\$630,000)	(\$630,000)	0%
4611 - Septic Tank Waste Charges	(\$357,402)	(\$403,326)	(\$350,000)	(\$350,000)	(\$258,727)	(\$350,000)	(\$350,000)	0%
4612 - Comm Sump Waste	(\$108,306)	(\$64,681)	(\$90,000)	(\$90,000)	(\$49,393)	(\$90,000)	(\$90,000)	0%
4650 - System Development Charges	(\$214,630)	(\$216,334)	(\$190,000)	(\$190,000)	(\$162,105)	(\$190,000)	(\$190,000)	0%
47 - Other Sources	(\$8,694)	(\$22,540)	\$0	\$0	(\$2,658)	\$0	\$0	0%
4702 - Transfers In	\$0	(\$18,165)	\$0	\$0	\$0	\$0	\$0	0%
4710 - Amortization of Premiums/Disc.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%

**Agenda Item
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	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
4711 - Gain/Loss on Sales of Investme	(\$8,694)	(\$4,375)	\$0	\$0	(\$2,658)	\$0	\$0	0%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
2040002 - WWTP Operations	\$0	\$0	\$0	\$0	(\$302,430)	\$0	\$0	0%
42 - Intergovernmental	\$0	\$0	\$0	\$0	(\$302,430)	\$0	\$0	0%
4220 - State Grants	\$0	\$0	\$0	\$0	(\$302,430)	\$0	\$0	0%
43 - Goods and Svcs Rev	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
4308 - Other Fees & Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
Expense	\$7,668,429	\$8,990,711	\$6,643,226	\$16,584,732	\$3,634,227	\$16,581,324	\$7,500,984	-55%
204 - WWTP Revenue and Transfers	\$2,365,313	\$2,386,085	\$0	\$0	\$0	\$0	\$0	0%
60 - Personnel Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6009 - Supplemental Pay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6011 - Payroll Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
62 - Contractual Services	\$0	\$6,736	\$0	\$0	\$0	\$0	\$0	0%
6250 - Miscellaneous	\$0	\$6,736	\$0	\$0	\$0	\$0	\$0	0%
63 - Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6320 - Technology - Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
64 - Depreciation / Amort	\$2,365,313	\$2,379,349	\$0	\$0	\$0	\$0	\$0	0%
6401 - Depreciation	\$2,365,313	\$2,379,349	\$0	\$0	\$0	\$0	\$0	0%
67 - Other Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6792 - Over/Short	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
68 - Utility Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6731 - Communication	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
2040002 - WWTP Operations	\$4,714,280	\$6,072,390	\$6,025,209	\$15,851,405	\$3,240,565	\$15,849,498	\$6,693,173	-58%
60 - Personnel Services	\$1,408,628	\$1,313,483	\$1,375,891	\$1,395,048	\$1,078,171	\$1,395,048	\$1,519,238	9%
6001 - Salaries and Wages - FT	\$943,492	\$842,937	\$865,560	\$882,908	\$704,299	\$882,908	\$1,013,979	15%
6004 - Overtime	\$11,843	\$9,553	\$18,000	\$18,000	\$6,573	\$18,000	\$18,000	0%
6005 - Standby Pay	\$9,172	\$12,393	\$12,000	\$12,000	\$7,842	\$12,000	\$12,000	0%
6007 - Accrued Leave	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6009 - Supplemental Pay	\$17,780	\$0	\$0	\$0	\$0	\$0	\$0	0%
6010 - Other Employee Withholdings	\$3,955	\$0	\$0	\$0	\$0	\$0	\$0	0%
6020 - FICA/MC Contributions	\$70,187	\$64,449	\$68,510	\$69,837	\$53,570	\$69,837	\$79,865	14%
6030 - Retirement Contributions	\$80,832	\$79,895	\$85,387	\$85,387	\$66,518	\$85,387	\$96,210	13%
6032 - Disability Buyback	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6040 - Workers Compensation	\$20,662	\$19,686	\$25,251	\$25,733	\$19,273	\$25,733	\$29,023	13%
6051 - Health Insurance	\$240,088	\$272,478	\$285,443	\$285,443	\$209,977	\$285,443	\$255,929	-10%
6054 - Other Insurance	\$3,830	\$5,044	\$8,980	\$8,980	\$4,439	\$8,980	\$8,077	-10%
6060 - Unemployment Compensation	\$0	\$696	\$0	\$0	\$0	\$0	\$0	0%
6080 - Other Employee Compensation	\$6,786	\$6,353	\$6,760	\$6,760	\$5,680	\$6,760	\$6,155	-9%
61 - Materials & Supplies	\$532,614	\$559,342	\$853,200	\$870,860	\$536,293	\$870,760	\$907,000	4%
6101 - General Supplies and Materials	\$90,649	\$102,682	\$120,000	\$125,858	\$99,105	\$125,858	\$129,000	2%
6103 - Postage and Printing	\$1,485	\$550	\$1,500	\$1,500	\$322	\$1,400	\$1,500	0%
6111 - Electricity	\$276,877	\$265,764	\$350,000	\$350,000	\$208,739	\$350,000	\$360,000	3%
6112 - Natural Gas	\$44,590	\$61,358	\$71,000	\$71,000	\$63,050	\$71,000	\$72,000	1%
6113 - Gas/Fuel	\$3,933	\$2,618	\$15,000	\$15,000	\$4,428	\$15,000	\$15,000	0%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
6117 - Chemicals	\$115,081	\$126,370	\$152,000	\$163,802	\$100,760	\$163,802	\$160,000	-2%
6140 - Technology Supplies	\$0	\$0	\$7,500	\$7,500	\$4,482	\$7,500	\$7,500	0%
6150 - Maint/Repair (non contract)	\$0	\$0	\$135,000	\$135,000	\$55,023	\$135,000	\$160,000	19%
6160 - Uniform Expense	\$0	\$0	\$1,200	\$1,200	\$384	\$1,200	\$2,000	67%
62 - Contractual Services	\$561,238	\$465,477	\$802,379	\$847,727	\$377,592	\$844,419	\$653,815	-23%
6210 - Professional Services	\$3,495	\$3,285	\$20,000	\$60,000	\$4,649	\$60,000	\$20,000	-67%
6213 - Investment Services	\$8,023	\$9,510	\$14,231	\$14,231	\$6,922	\$14,231	\$6,121	-57%
6214 - Consulting Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6230 - Maintenance Agreements	\$16,540	\$37,420	\$38,160	\$43,508	\$36,473	\$40,000	\$46,000	6%
6240 - Testing	\$10,690	\$9,541	\$15,000	\$15,000	\$8,315	\$15,000	\$20,000	33%
6251 - Laundry/Towel	\$6,562	\$8,173	\$8,000	\$8,000	\$6,062	\$8,200	\$8,200	2%
6255 - Other Contractual	\$5,038	\$33,004	\$149,500	\$149,500	\$12,750	\$149,500	\$46,000	-69%
6256 - Internal Services	\$510,890	\$364,543	\$557,488	\$557,488	\$302,422	\$557,488	\$507,494	-9%
63 - Capital Outlay	\$1,977,096	\$3,506,048	\$1,831,000	\$11,576,532	\$579,426	\$11,576,532	\$2,437,000	-79%
6303 - Buildings	\$121,984	\$36,363	\$0	\$587	\$0	\$587	\$0	-100%
6305 - Improvements Other Than Bldgs	\$1,781,530	\$3,414,876	\$1,645,000	\$11,308,995	\$555,181	\$11,308,995	\$1,970,000	-83%
6307 - Intangibles	\$0	\$30,691	\$0	\$31,307	\$13,847	\$31,307	\$0	-100%
6311 - Light Equipment	\$1,100	\$6,140	\$125,000	\$174,000	\$8,626	\$174,000	\$317,000	82%
6312 - Light Equipment - Replacement	\$67,932	\$0	\$36,000	\$36,000	\$0	\$36,000	\$0	-100%
6320 - Technology - Capital	(\$12,843)	\$0	\$0	\$0	\$0	\$0	\$150,000	999%
6321 - Technology - Replacement	\$17,394	\$17,979	\$25,000	\$25,643	\$1,773	\$25,643	\$0	-100%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
64 - Depreciation / Amort	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6401 - Depreciation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
65 - Debt Service	\$132,089	\$168,854	\$1,060,898	\$1,060,898	\$618,879	\$1,060,898	\$1,060,898	0%
6501 - Principal	\$0	\$0	\$729,751	\$729,751	\$559,884	\$729,751	\$743,917	2%
6510 - Interest	\$132,089	\$168,854	\$331,147	\$331,147	\$58,995	\$331,147	\$316,981	-4%
66 - Transfers Out	\$26,021	\$756	\$0	\$0	\$0	\$0	\$0	0%
6601 - Transfers Out	\$26,021	\$756	\$0	\$0	\$0	\$0	\$0	0%
67 - Other Costs	\$31,963	\$31,602	\$45,841	\$44,341	\$31,530	\$45,841	\$59,222	34%
6720 - Travel/Training	\$2,317	\$868	\$6,000	\$4,500	\$1,649	\$6,000	\$6,000	33%
6780 - Insurance/Bonds	\$29,646	\$30,734	\$39,841	\$39,841	\$29,881	\$39,841	\$53,222	34%
68 - Utility Expense	\$44,631	\$26,827	\$56,000	\$56,000	\$18,675	\$56,000	\$56,000	0%
6731 - Communication	\$3,813	\$4,707	\$6,000	\$6,000	\$4,952	\$6,000	\$6,000	0%
6733 - Refuse Collection	\$40,818	\$22,120	\$50,000	\$50,000	\$13,722	\$50,000	\$50,000	0%
6740 - Allowances	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
2040037 - WWTP Pretreatment	\$168,860	\$152,921	\$150,675	\$155,501	\$116,648	\$154,001	\$162,687	5%
60 - Personnel Services	\$127,607	\$144,526	\$132,675	\$134,201	\$106,867	\$134,201	\$139,187	4%
6001 - Salaries and Wages - FT	\$84,047	\$98,446	\$86,463	\$87,845	\$70,827	\$87,845	\$93,353	6%
6004 - Overtime	\$1	\$5	\$245	\$245	\$1	\$245	\$0	-100%
6007 - Accrued Leave	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6009 - Supplemental Pay	\$1,402	\$0	\$0	\$0	\$0	\$0	\$0	0%
6010 - Other Employee Withholdings	\$318	\$0	\$0	\$0	\$0	\$0	\$0	0%
6020 - FICA/MC Contributions	\$6,443	\$6,422	\$6,633	\$6,739	\$5,284	\$6,739	\$6,963	3%
6030 - Retirement Contributions	\$7,448	\$7,791	\$8,125	\$8,125	\$6,507	\$8,125	\$8,747	8%
6032 - Disability Buyback	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6040 - Workers Compensation	\$1,799	\$1,957	\$2,445	\$2,483	\$1,927	\$2,483	\$2,533	2%
6051 - Health Insurance	\$25,315	\$29,005	\$27,858	\$27,858	\$21,440	\$27,858	\$26,221	-6%
6054 - Other Insurance	\$319	\$356	\$685	\$685	\$339	\$685	\$686	0%
6080 - Other Employee Compensation	\$515	\$544	\$221	\$221	\$542	\$221	\$684	210%
61 - Materials & Supplies	\$8	\$639	\$1,500	\$1,500	\$847	\$1,500	\$1,500	0%
6101 - General Supplies and Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6103 - Postage and Printing	\$8	\$639	\$1,500	\$1,500	\$847	\$1,500	\$1,500	0%
62 - Contractual Services	\$41,245	\$7,757	\$15,000	\$16,800	\$7,557	\$16,800	\$20,000	19%
6240 - Testing	\$9,820	\$7,757	\$15,000	\$16,800	\$7,557	\$16,800	\$20,000	19%
6255 - Other Contractual	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	0%
6256 - Internal Services	\$1,425	\$0	\$0	\$0	\$0	\$0	\$0	0%

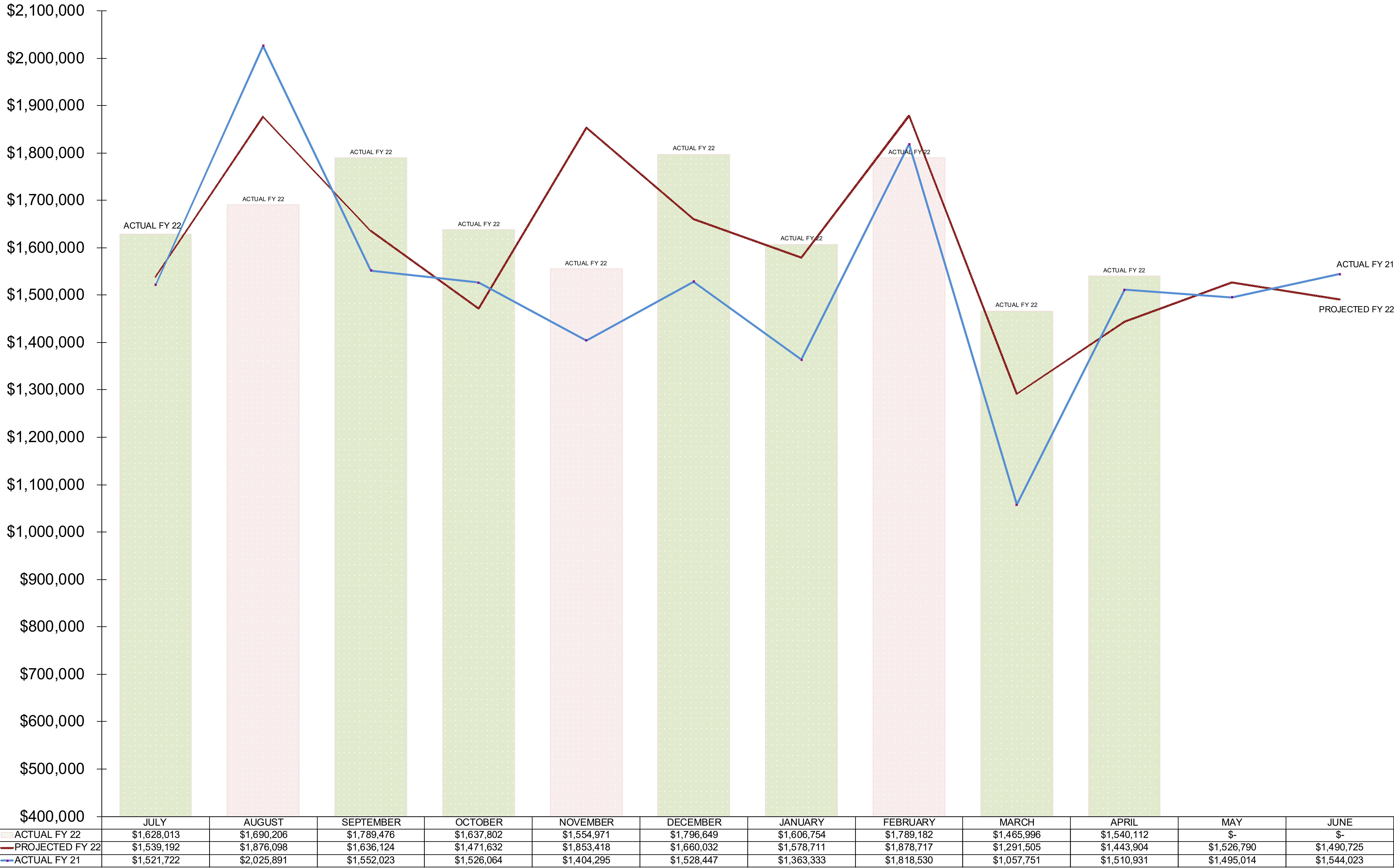
	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
67 - Other Costs	\$0	\$0	\$1,500	\$3,000	\$1,377	\$1,500	\$2,000	-33%
6720 - Travel/Training	\$0	\$0	\$1,500	\$3,000	\$1,377	\$1,500	\$2,000	-33%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
2040038 - WWTP Regional Interceptors	\$413,787	\$379,443	\$467,342	\$577,826	\$277,014	\$577,826	\$645,124	12%
60 - Personnel Services	\$39,406	\$39,917	\$29,583	\$29,936	\$21,386	\$29,936	\$29,812	0%
6001 - Salaries and Wages - FT	\$27,358	\$25,261	\$19,441	\$19,761	\$14,415	\$19,761	\$20,711	5%
6004 - Overtime	\$637	\$439	\$500	\$500	\$197	\$500	\$0	-100%
6005 - Standby Pay	\$503	\$313	\$0	\$0	\$265	\$0	\$0	0%
6007 - Accrued Leave	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6009 - Supplemental Pay	\$398	\$0	\$0	\$0	\$0	\$0	\$0	0%
6010 - Other Employee Withholdings	\$90	\$0	\$0	\$0	\$0	\$0	\$0	0%
6020 - FICA/MC Contributions	\$2,200	\$1,771	\$1,526	\$1,550	\$1,129	\$1,550	\$1,567	1%
6030 - Retirement Contributions	\$2,459	\$2,224	\$1,869	\$1,869	\$1,363	\$1,869	\$1,940	4%
6032 - Disability Buyback	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6040 - Workers Compensation	\$593	\$570	\$562	\$571	\$414	\$571	\$573	0%
6051 - Health Insurance	\$4,892	\$8,834	\$5,111	\$5,111	\$3,222	\$5,111	\$4,490	-12%
6054 - Other Insurance	\$105	\$83	\$129	\$129	\$56	\$129	\$121	-6%
6080 - Other Employee Compensation	\$171	\$423	\$445	\$445	\$325	\$445	\$410	-8%
61 - Materials & Supplies	\$251,060	\$198,263	\$220,000	\$236,580	\$117,650	\$236,580	\$220,000	-7%
6116 - Booster/lift station supplies	\$3,903	\$3,292	\$14,000	\$14,000	\$3,322	\$14,000	\$14,000	0%
6117 - Chemicals	\$247,157	\$194,971	\$196,000	\$212,580	\$111,834	\$212,580	\$196,000	-8%
6150 - Maint/Repair (non contract)	\$0	\$0	\$10,000	\$10,000	\$2,495	\$10,000	\$10,000	0%
62 - Contractual Services	\$103,194	\$95,398	\$104,959	\$104,959	\$75,548	\$104,959	\$108,312	3%
6210 - Professional Services	\$0	\$3,689	\$5,000	\$5,000	\$579	\$5,000	\$5,000	0%
6214 - Consulting Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
6256 - Internal Services	\$103,194	\$91,709	\$99,959	\$99,959	\$74,969	\$99,959	\$103,312	3%
63 - Capital Outlay	\$0	\$24,518	\$90,000	\$183,551	\$45,976	\$183,551	\$265,000	44%
6305 - Improvements Other Than Bldgs	\$0	\$24,518	\$90,000	\$183,551	\$45,976	\$183,551	\$265,000	44%
64 - Depreciation / Amort	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6401 - Depreciation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
68 - Utility Expense	\$20,127	\$21,347	\$22,800	\$22,800	\$16,453	\$22,800	\$22,000	-4%
6731 - Communication	\$20,127	\$21,347	\$22,800	\$22,800	\$16,453	\$22,800	\$22,000	-4%

	2020 Actual	2021 Actual	2022 Original	2022 Revised	2022 Actual YTD	2022 Projected	2023 Proposed	Change Vs. Rev
2040039 - WWTP Industrial/Sump Waste	\$6,189	(\$128)	\$0	\$0	\$0	\$0	\$0	0%
60 - Personnel Services	\$6,189	(\$128)	\$0	\$0	\$0	\$0	\$0	0%
6001 - Salaries and Wages - FT	\$4,054	(\$107)	\$0	\$0	\$0	\$0	\$0	0%
6004 - Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6005 - Standby Pay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6009 - Supplemental Pay	\$68	\$0	\$0	\$0	\$0	\$0	\$0	0%
6010 - Other Employee Withholdings	\$15	\$0	\$0	\$0	\$0	\$0	\$0	0%
6020 - FICA/MC Contributions	\$311	(\$8)	\$0	\$0	\$0	\$0	\$0	0%
6030 - Retirement Contributions	\$360	(\$10)	\$0	\$0	\$0	\$0	\$0	0%
6040 - Workers Compensation	\$87	(\$4)	\$0	\$0	\$0	\$0	\$0	0%
6051 - Health Insurance	\$1,247	\$0	\$0	\$0	\$0	\$0	\$0	0%
6054 - Other Insurance	\$16	\$0	\$0	\$0	\$0	\$0	\$0	0%
6080 - Other Employee Compensation	\$30	\$0	\$0	\$0	\$0	\$0	\$0	0%
Report Total	\$1,721,578	\$3,659,288	\$1,755,891	\$18,111,428	(\$5,952,428)	\$18,052,493	\$4,300,990	-76%

Sales Tax FY 2022 Versus Projection and Prior Year



	ACTUAL FY 21	PROJECTED FY 22	ACTUAL FY 22
YTD TOTAL	\$ 15,308,988	\$ 16,229,333	\$ 16,499,161
YTD VARIANCE			\$ 269,828
		% Difference	In Dollars
CHANGE FROM FY22 PROJECTED TO FY22 ACTUAL-SAME MONTH		6.66%	\$96,208
CHANGE FROM FY22 PROJECTED TO FY22 ACTUAL-YEAR TO DATE		1.66%	\$269,828
CHANGE FROM FY21 ACTUAL TO FY22 ACTUAL-SAME MONTH		1.93%	\$29,181
CHANGE FROM FY21 ACTUAL TO FY22 ACTUAL-YEAR TO DATE		7.77%	\$1,190,174

Additional
Information
"B"

Casper's Council of People with Disabilities (CCPD) - AGENDA

Thursday, April 28, 2022 at 12:00 PM

Participation In-Person in the Downstairs Meeting Room at City Hall,
200 North David Street, Casper, or Virtually via Microsoft Teams

1. Roll call
2. Review of the previous month's minutes & approval of minutes
3. City Council Representative to address any City of Casper business that may affect or be of interest to the CCPD.
4. Question & Answer (Q&A) with the City Council Representative.
5. Old Business:
 - Discuss updates from Committees since the previous CCPD meeting to address established priorities as listed below:
 - o QOL Committee – Ethan Yonker, Chairperson
 - Update on Transportation Priorities
 - Strategic Planning for 2022
 - o Public Relations (PR) Committee – John Wall, Chairperson
 - Updates on CCPD Facebook page & CCPD website
 - o Events Committee – Nikki Green, Chairperson
 - Disability Awareness Events updates
 - “March On Disability” in 2023
 - Strategic Planning for 2022
 - o Fundraising Committee – Linda Jones, Chairperson
 - Update regarding fundraising projects
 - Strategic Planning for 2022
6. New Business:
 - Financial Report – Presented by the Treasurer
 - Zulima Lopez
 - North Dakota University: Accessible Needs Assessment
 - Review and Vote on new member applications
 - o Copper Mack
 - o DeOndra White

Next scheduled meeting is May 26, 2022 at 12:00 PM

Casper's Council of People with Disabilities (CCPD)

MINUTES, March 24, 2022, at 12:00 P.M

Participation via Microsoft Teams Online & In – Person at City Hall, 200 N. David St., Casper

Attendees: Voting Members: Nikki Green, Chairperson; Bonnie Wilson, Vice Chairperson; Ethan Yonker, Treasurer; Masha Flinn, Secretary; John Wall, Maureen Barnes, Austin Berlin, Linda Jones, Stephanie Dugger, Marty Wood

Liaisons, Alternates, and Guests: Matt Kowalski, Cooper Mack, 307 Skatepark, Leann Rogers

1. Roll call

2. Minutes from February 24, 2022, Meeting – John Wall motion to approve the minutes, and Bonnie Wilson seconded. Group approved.

3. City of Council Representative to address any City of Casper business that may affect or be of interest to the CCPD: Mayor Pacheco was not in attendance for the meeting.

4. Question & Answer with the City Council Representative: N/A

5. Old Business

– Discuss updates from committees since previous CCPD meeting to address established priorities as listed below:

❖ Message From Zulima Lopez, Parks and Recreation

Ethan Yonker read an email from Zulima Lopez giving an update on the collaboration between the City of Casper and the University of North Dakota. There are no such updates at this time, however she was hoping that we would add their complete presentation to the next month's meeting agenda.

Zulima also updated the CCPD website on March 25, she asked in her letter there were any updates that the Council would like to have on the website. She did put the door decoration contest information on the website. However, at the date of her letter she assumed that it would want to be taken down considering the deadline had passed.

She asked if there were any pictures from Disabilities' Month balloon bouquets; if so, she would add the pictures to the website. Bonnie said that she would send Zulima photos from distributing the balloon bouquets.

➤ QOL Committee – Ethen Yonker, Chairperson

- Update from Liz Becker

“Since the city began operations in May 2021, the ASSIST door-to-door services have increased by 30 rides per day. ASSIST rides consists of 750 per week. There are seven buses devoted to the ASSIST service. One of buses serves the Child Development Center in the morning until afternoon riders; and bills them with regular rides at the present time.

Hours of operation have been extended to accommodate dialysis patients who needed to start the treatments at 7 AM. This also helps them to accommodate their later appointments, as they get of the machine by 5 PM. This includes the surrounding areas. The ASSIST buses are back to the transit facility by 6 PM so they can be cleaned for the next day; this also allows drivers to be done by 6:15 PM. The transit division has not changed any historical procedures or scheduling processes since the city took control in May 2021. Due to increased demand, we are frequently booked up a week in advance. We are asking riders to schedule three days in advance if possible. They have riders scheduled each week, sometimes they can accommodate last-minute scheduling if cancellations have occurred but, this is an exception. Transit operations are only closed for federal holidays and may run shorter schedules on those days. Because of this, a press release is always issued. The transit division is issuing a proposal for integrated reservations (scheduling and dispatching software) to help update the current system. The ASSIST bus serves all areas except for BarNun. They are planning on building five new shelters this year and plan on adding on additional shelters going forward. The shelters will include benches and locations are still to be determined.

The transit division is excited to learn about the potential Uber partnership that the CCPD is working on. They also are welcoming tours their transit facility to the Council, for those that are interested let Ethan know.

- John Wall had mentioned that he had been speaking with cab companies and noticed that the initial 1st mile/pickup has gone up in price from eight dollars to \$12 due to the increasing gas prices program.
- There was a discussion amongst the Council about possibly having the QOL committee could possibly have a strategic goal to look at some additional funding sources for ASSIST riders for when and if gas prices continue to increase.

- Public Relations Committee – John Wall, Chairperson

- the Facebook page has gained 36 new followers
- Strategic Planning Ideas for 2022

1. Write letters to the editors of Casper StarTribune and other local newspapers (Masha could write a short little blurb of the minutes from the most current meeting and send it to the editor to put in the next issue)
 2. Talk with local radio hosts about the CCPD (Copper Mack or Nikki has a source we could contact that might be willing to broadcast information about the CCPD the for a month)
 3. Reach out to other social media platforms to see if they would put information about people with disabilities on their sites (examples: City of Casper, Casper College, University of Wyoming at Casper.)
 4. Have a goal to post 5 to 10 posts per week on Facebook or potentially Instagram.
 5. Also, to create a LinkedIn page.
- Maureen Barnes motioned to approve the strategic planning goals for 2022. John Wall seconded the motion. Group approved.
 - The Council also discussed creating an accessibility resource guide for the City of Casper. That would possibly be updated seasonally. Ethan even said that if we can get a list together they would be willing to put it on the city's website.

➤ Events Subcommittee – Nikki Green, Chairperson

- The Balloon Bouquets For Disability Awareness Month was a mediocre success. Overall, we most likely will not be doing them again due to the extra challenges that arose during the event.
- The Door Decorating Contest, five entries were submitted and posted on the see CCPD Facebook page. The five entries were The City of Casper, Child Development Center, Casper Resource Center, Solid Waste Division, Human Resources and Risk Management, and Aspire. The contest closed on the 31st and the gift card to El Marco Lanes was given to the winner on April 1.
- Event for March 2023 “March on Disability”: The subcommittee will start looking at dates and venues within the next couple of months.
- In July 2022 is the summer parade, and the Christmas parade in December 2022. The Council is still planning to attend those events.

➤ Fundraising Subcommittee – Linda Jones, Chairperson:

- Possibly is thinking about doing a yard sale or selling arts and crafts.
- Will possibly be resigning next year once her term is up.
- Believes that we need to sell our calendars to local businesses as well as disability centered places.

- The subcommittee will meet sometime before the next meeting to come up with some more fundraising ideas.

6. New Business

➤ Treasurer's Report – Ethen Yonker

- The Council is not received any money since the end of January. For the year we have spent \$620. We did make purchases to make the balloon bouquets.
- We have \$1,467.89 as a current balance.
- Bonnie Wilson motion to approve the Treas.'s report. Maureen Barnes seconded the motion. Group approved.

➤ Copper Mack, 307 Skate Park

- Copper Mack is a member of the disability community who has family members who have disabilities noticed any aid for not only updating 307 Skate Park, but also in the process of creating an inclusive youth center.
- The center would have a lot of sensory areas for those that need it.
- There will also be a therapy room that allows parents to give their child the support that they need (i.e. a quiet and low sensory place to calm down). The therapy room would be similar to the one *Sensational Kids*.
- She also has plans to host events that are geared towards inclusivity.
- She also is wanting all areas such as bathrooms and showers to have complete accessibility including adaptable equipment to be able to use those facilities.
- The center will also have a small food pantry for youth, and laundry facilities. As well as in art pantry through art swaps at the library.
- Copper Mack came to the Council wanting feedback on anything that we can think to make the space more accessible.
 - Nikki Green asked about funding sources behind the project.
 - Their board is currently going to be starting fundraisers in June with an extreme fashion show.
 - Cooper Max has been in contact with *Make It Happen Montana*, which is an organization that is headed by the bassist of Pearl Jam. They are wanting to make Montana a skateboarding town.
 - Copper Mack's goal is to raise \$10,000 by the end of summer 2022. Then they will move on to researching and trying to get grants to fund what's left.

- Masha stressed the idea of making sure that any handicap buttons that surround the building are not only accessible, but also are functional. In addition, to make sure the doors are wide enough for power chairs to fit through.
- Masha also broke the idea of installing emergency call systems in the bathrooms (like the ones in hospital bathrooms) so that people in wheelchairs would be able to access emergency systems if they fell. But also if they have a service dog, and handlers can teach their dogs to pull the string if there in the bathroom with their handler and/or if their handler is unconscious.
- Nikki mentioned adult changing stations somewhere within the facility.
 - Masha mentioned to make sure that there is enough room between the adult changing tables and the toilet. This is so that people in wheelchairs have enough room to turn around without worrying about bumping into the changing table and not being the turn around.
- Copper mentioned that she has a Building and Design Committee that she would love to have members of our Council be a part of to bring in their perspective.
 - Other committees being created for this project are Public Relations, Fundraising, Skater and Rider (so that the skate park side of the project is done correctly), Health and Wellness, and Inclusion Committee.

➤ Old Courthouse ADA Signs- Matt Kowalski

- It was brought to Matt's attention that anytime citizens of Casper need to conduct business at the old courthouse across from City Hall and needed to access the accessibility entrance they would get lost and confused.
- Matt took pictures of the current signage in that area to illustrate his point (see attached).
- Some of the main issues are either there is no signage where there should be signage, or the signs are too tall for anybody using medical equipment to see. Also, there is no braille on any of the signs.
- Matt was asking for the Council's help in drafting a letter saying that the signs need to be ADA compliant for people to gain access to the building. Therefore, that the signs need to be changed and brought up to code.

- Nikki agreed to write up a letter on the Council's behalf for Matt to take to the City Commissioners to see if the issue can be resolved.
- John Wall motioned to table Subcommittee Strategic Planning to be the April meeting. Ethen Yonker seconded. Group approved.

Meeting adjourned at 1:30 PM. Next meeting will be on April 28, 2022, at 12 PM

Minutes by Masha Flinn, Secretary

**PLANNING AND ZONING MEETING
THURSDAY MARCH 17, 2022
CITY COUNCIL CHAMBERS**

These minutes are a summary of the meeting. For full details view online at www.casperwy.gov on the Meetings and Agendas web page. The Planning and Zoning Commission held a meeting at 6:00 p.m., on Thursday March 17, 2022, in the Council Chambers, City Hall, 200 North David Street, Casper, Wyoming.

Members Present: Maribeth Plocek
 Terry Wingerter
 Carol Johnson
 Ken Bates
 Vickery Fales-Hall
 Mike McIntosh
 Joe Hutchison

Absent Members:

Others present: Craig Collins, City Planner
 Kristie Turner, Administrative Assistant III
 Wallace Trembath, Deputy City Attorney
 Bruce Knell, Council Liaison

I. MINUTES OF THE PREVIOUS MEETING

Chairperson Bates asked if there were additions or corrections to the minutes of the January 20, 2022 Planning & Zoning Commission meeting.

Chairperson Bates called for a motion to approve the minutes of the January 20, 2022, Planning & Zoning Commission meeting.

Ms. Johnson made a motion to approve the minutes of the January 20, 2022, meeting. The motion was seconded by Mr. Wingerter.

All those present voted aye. Motion carried.

II. PUBLIC HEARINGS

Our first case this evening:

SUB-136-2022 – A vacation and replat of Lot 12, Block 61, PT Commercial Tract 4, Paradise Valley Subdivision, to create the Stahley Addition. The subdivision is located west of the intersection of Carnation and Honeysuckle Streets, and comprises 3.76-acres, more or less. Applicants: Richard F. Stahley and Lou A. Stahley.

Craig Collins, City Planner presented the staff report and entered 7 exhibits into the record for this case.

Chairperson Bates opened the public hearing and asked for the person representing the case to come forward and explain the application.

Andrew Beamer, 200 N David, spoke as representative for this case.

Chairperson Bates asked if there was anyone in the audience wishing to speak in favor of or opposition to this case?

There being no others to speak, Chairperson Bates closed the public hearing and entertained a motion to approve, deny or table **SUB-136-2022** regarding the vacation and replat.

Ms. Fales-Hall made a motion to approve case **SUB-136-2022**. The motion was seconded by Mr. Wingerter.

All those present voted aye. Motion carried

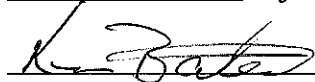
III. SPECIAL ISSUES:

IV. COMMUNICATIONS:

- A. Commission:
- B. Community Development Director:
No Report
- C. Council Liaison:
No Report
- D. OYD and Historic Preservation Commission Liaisons:
Mr. Hutchison spoke regarding the Old Yellowstone District meeting.
Mr. Bates spoke regarding the Historical Preservation Commission's tour of the old Wells Fargo building off of 1st and Durbin.
- E. Other Communications:

V. ADJOURNMENT:

Chairperson Bates adjourned the meeting at 6:15pm.


Chairperson


Secretary