CITY OF CASPER

FY 2006 BUDGET

City of Casper, Wyoming

Annual Operating and Capital Budget

For the Fiscal Year Ended June 30, 2006

Table of Contents

Introduction:

City Officials---------- 7
Organization Chart---------- 9

Budget Message:---------- 11

Financial & Budget Policies:

City Financial Systems---------- 19
Budget Calendar---------- 22
Fund Reserves Policy---------- 23
Statement of Investment Policy---------- 24

General Information:

City Government---------- 31
City Economy---------- 31

Summaries:

All Funds Revenue/Expenditure Worksheet and Graph---------- 33

General Fund:

General Fund Revenue/Expenditure Worksheet and Graphs---------- 37
City Council---------- 49
City Manager---------- 55
Attorney---------- 63
Municipal Court---------- 71
Finance---------- 77
Health/Social/Community Services---------- 83
Human Resources---------- 87
Planning---------- 97
Code Enforcement---------- 103
Metropolitan Planning Office (MPO)---------- 109
Police---------- 115
Fire---------- 125
Engineering---------- 135
Traffic---------- 141
Streets---------- 147
Cemetery---------- 153
Parks---------- 157
Recreation---------- 165
Fort Caspar---------- 171
Transfers Out---------- 177

Capital Project Funds:

Capital Projects---------- 183
Capital Equipment---------- 189
1% #12---------- 195

Table of Contents

Enterprise Funds:

Water---------- 201
Water Treatment---------- 211
Sewer---------- 217
Wastewater---------- 225
Refuse Collection---------- 233
Balefill---------- 241
Aquatics---------- 251
Golf Course---------- 259
Ice Arena---------- 267
Recreation---------- 275
Hogadon---------- 283
Casper Events Center---------- 293
Parking Lots---------- 301

Special Revenue Funds:

Weed & Pest Control---------- 309
Redevelopment Fund---------- 317
Transit Services---------- 321
Community Development Block Grant (CDBG)---------- 327
HOPE ---------- 335
Police Grants---------- 341
Special Fire Assistance---------- 347

Debt Service Fund:

Special Assessments---------- 353

Internal Services Funds:

Garage---------- 359
City Hall---------- 367
Information Technology (IT)---------- 373
Buildings & Grounds---------- 379
Geographic Information Systems (GIS)---------- 387
Property & Liability---------- 395

Trust and Agency:

Perpetual Care---------- 401
Metro Animal Control (MAC)---------- 407
Public Safety Communications Center (PSCC)---------- 415
Health Insurance Trust---------- 423

Appendix A:---------- 429
Staffing Information

Appendix B:---------- 440
Other Budget Items For Consideration

Table of Contents

Appendix C:---------- 446
Outside Agency Requests

Appendix D:---------- 461
Long Term Loans and Notes Payable

Glossary:---------- 465

Budget Cover Artwork

Organized by the Nicolaysen Art Museum & Discovery Center the "Where the BUFFALO Roam" Project was a large public art project, which combined art and commerce, stimulate community pride, grew the NIC endowment, fund exhibitions, and youth programs.

By relative position of the photographs, the artists who created the works are:

"Lewis & Clark Anniversary Redition" By: *Debra Hall & Patti Gingles*	**"White Buffalo"** By: *Linda Ryan*	**"Nicalo"** By: *Tom Loepp*
"Roaming Free" By: *Deb Penk*	**"Emerging from the Pleistocene"** By: *Linda Lillegraven*	**"The Luv Buff"** By: *Wyoming Watercolor Co.*
"Sundowner " By: *Michele McDonald*	**"Emerging from the Pleistocene"** By: *Linda Lillegraven*	**"O, Give Me A Home"** By: *Ginny Buthcer*
"Knight on the Town" By: *Laura Tegenu*	**"Progress"** By: *Jim Kopp*	**"Yellow Buffalo"** By: *Joe Arnold*
"Art History 101" By: *Sonja Huff, Karen Henneck, & Nancy Stroh*	**"Buffalo Spirit"** By: *Chris Navarro*	**"Call of the Wild"** By: *Sharon Merschat*

City Council

Guy V. Padgett, III, Mayor

Renee R. Burgess, Vice President

Page Fagan, Councilman

Maury Daubin, Councilman

Paul C. Bertoglio, Councilman

Ed Opella, Councilman

Kate Sarosy, Councilman

Lynne Whalen, Councilman

Barbara A. Peryam, Councilman

City Officials

Thomas Forslund, City Manager

Linda Witko, Assistant City Manager

Bill Luben, City Attorney

Doug Follick, Human Resources Director

V.H. McDonald, Administrative Services Director

Thomas Pagel, Police Chief

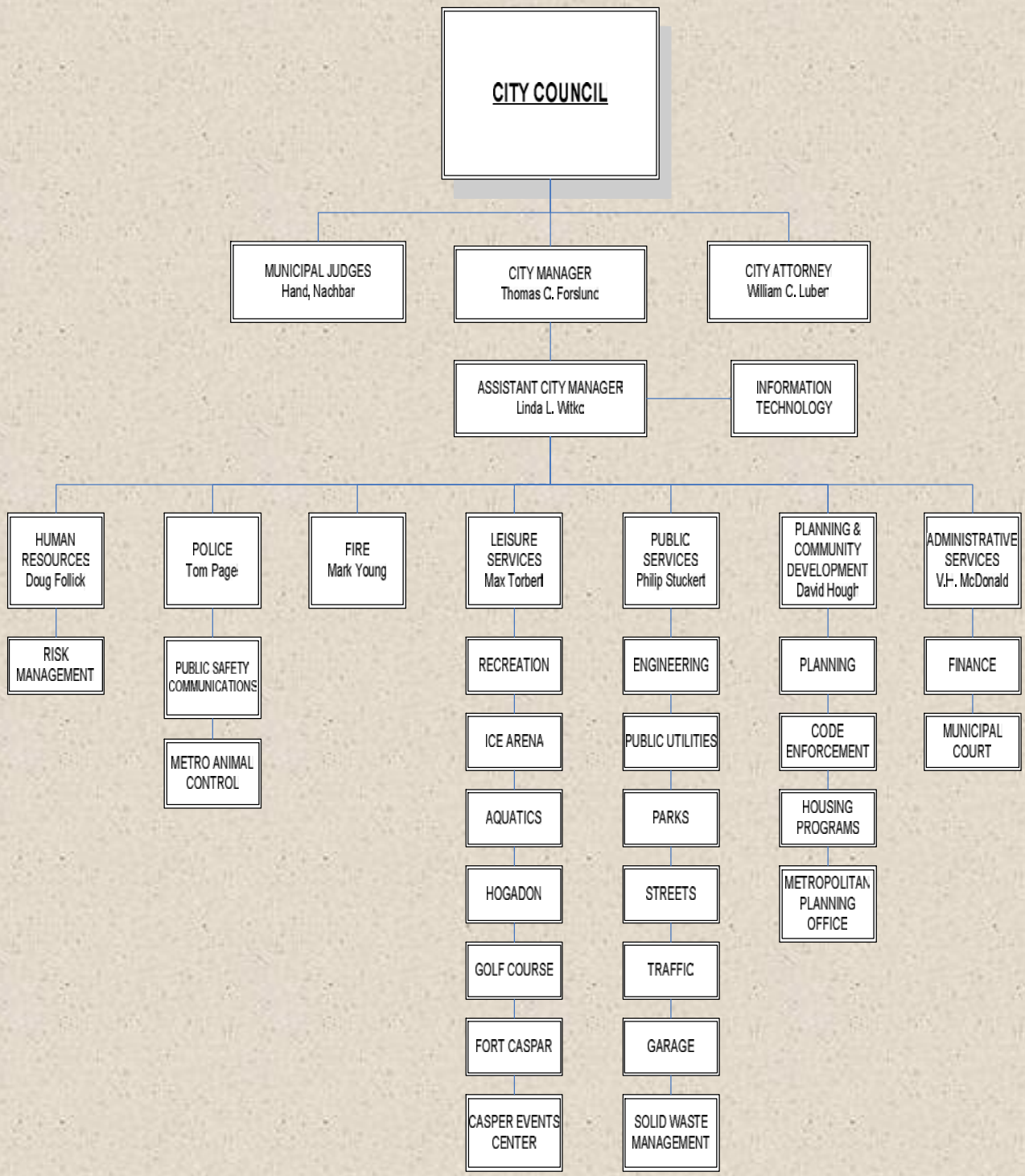
Mark Young, Fire Chief

Philip Stuckert, Public Services Director

Max Torbert, Leisure Services Director

David Hough, Planning & Community Development Director

THIS PAGE LEFT INTENTIONALLY BLANK


CITY COUNCIL
MUNICIPAL JUDGES
Hand, Nachbar
CITY MANAGER
Thomas C. Forslunc
CITY ATTORNEY
William C. Luber
ASSISTANT CITY MANAGER
Linda L. Witkc
INFORMATION TECHNOLOGY
HUMAN RESOURCES
Doug Follick
RISK MANAGEMENT
POLICE
Tom Page
PUBLIC SAFETY COMMUNICATIONS
METRO ANIMAL CONTROL
FIRE
Mark Young
LEISURE SERVICES
Max Torbert
RECREATION
ICE ARENA
AQUATICS
HOGADON
GOLF COURSE
FORT CASPAR
CASPER EVENTS CENTER
PUBLIC SERVICES
Philip Stuckert
ENGINEERING
PUBLIC UTILITIES
PARKS
STREETS
TRAFFIC
GARAGE
SOLID WASTE MANAGEMENT
PLANNING & COMMUNITY DEVELOPMENT
David Hough
PLANNING
CODE ENFORCEMENT
HOUSING PROGRAMS
METROPOLITAN PLANNING OFFICE
ADMINISTRATIVE SERVICES
V.H. McDonald
FINANCE
MUNICIPAL COURT

THIS PAGE LEFT INTENTIONALLY BLANK

Budget Message

THIS PAGE LEFT INTENTIONALLY BLANK

May 25, 2005

MEMO TO: His Honor, The Mayor, and Members City Council

FROM: Thomas O. Forslund, City Manager

SUBJECT: Budget Message - Fiscal Year 2005/06

Introduction

Pursuant to the requirements of Section 16-6-11 of the Wyoming State Statutes, as amended, the FY 05 budget is hereby submitted. It is submitted with the belief that it represents a responsible plan of spending for the upcoming fiscal year. The budget totals $85,391,755.

Overview

The economy for the State of Wyoming is strong. The energy industry continues to fuel the state's economy. Prices are higher for oil, natural gas, coal, and uranium. The state's unemployment rate of 4.6% is one of the lowest in the nation.

The economy for Casper is also strong. Sales tax revenue for the City of Casper for the first eleven months of the fiscal year is 14.8% ahead of last year. The value of building permits is up by 14.4% for the first four months of 2005 as compared to 2004. Building permit values for all of 2004 were up by 19% as compared to 2003. New housing starts for 2005 are up by 32%. Housing starts for 2004 were up by 36% as compared to 2003.

There are only 115 houses for sale on the current multi-list in Casper. Assessed valuation for the county is estimated to be 15% this year.

Revenue

Higher mineral prices are generating additional tax revenues for the state government. The state is enjoying record revenues from mineral production. As a result, the state is sharing a portion of the extra mineral revenue with local governments. The City of Casper is receiving two special allocations in FY 06. The first special allocation is for $2,516,300. This is the second year of a two year distribution. The second special allocation is for $1,613,000. This is a one time distribution. These two allocations total $4,129,300. They are included in the proposed FY 06 budget. They both cease at the end of FY 06. It is unknown whether the Wyoming State Legislature will continue to allocate additional mineral revenues for local governments. The legislature will make that decision during their 2006 session.

Sales tax revenue is budgeted at $15,038,000 for Fiscal Year 2006. This is an increase of 14% as compared to the sales tax budget for Fiscal Year 2005. However, it is only a 3% increase compared to the amount that is projected to be received in Fiscal Year 2005. Due to the volatility of sales tax revenue, it is recommended that the budgeted increase for this revenue source be conservative.

Sales tax and mineral tax revenues represent 65% of the General Fund revenue budget. Fluctuations in either of these two revenue sources can significantly impact the City's operation. The remaining 35% of the revenues for the General Fund comes from 73 separate revenue sources. Fluctuations in any of these

other revenue sources do not have the same impact on the budget as sales tax or mineral revenues. As a result, sales tax and mineral revenues need to be monitored closely during budget development and throughout the fiscal year.

Charges & Fees

Besides the General Fund, the remaining funds and/or cost centers do not include any rate increases or fee increases in the proposed budget. However, rate increases will need to be considered in some of the enterprise operations during the next fiscal year. You will note as you peruse the budget that some of the enterprise operations are showing a projected deficit.

Expenditures

The expenditure budget is presented as status quo. The only increases included are for those items that are generally beyond our control. They include utility increases, insurance increases, health insurance increases, and salary step increases. Funding is also included for the two new programs approved by the City Council during last year's budget review. The addition of a fixed route bus system and the construction and operation of a new aquatic center is included. Additionally, the funds needed to pay for the second year of the contract negotiated with the firefighters union is also included. After funding these increases, the General Fund still has a projected surplus of $3,808,096 for FY 06.

Because of the projected surplus, the City Council will be able to consider increasing funding in some areas during its budget review. Some areas that Council might consider increasing include: salaries and benefits for city employees; additional staffing; and/or capital projects.

Salaries & Benefits

In Fiscal Year 2005, all city employees received a 4% pay raise, as well as a $400 bonus, except firefighters. Firefighters are covered by a separate collective bargaining agreement. The firefighters have a two year agreement covering Fiscal Years 2005 and 2006. Their agreement called for a pay raise of 3% in FY05, and a 2.5% raise in FY06. They also receive additional considerations in their contract that are not applicable to the rest of the work force. Their pay increase is already included in the proposed budget.

It is recommended that a 4% raise be given to all other city employees in FY06. A 4% pay increase will cost the General Fund $786,946.

Health insurance costs continue to rise for the city. $5,120,000 is budgeted in FY06 to insure the participants of the plan. A 10% increase is included in the budget for both the city's contribution and the employee's. Due to the rising cost of health care, the Council may wish to budget $94,400 for participation in the "Be Well" program. This is a program that promotes wellness for participants of a health plan. It is felt that a greater emphasis on wellness is needed in the City's health plan to help deal with the ever increasing cost of premiums.

It is also recommended that the City Council approve a retirement health savings plan for the employees of the organization. This type of plan allows employees to save a portion of their current income, tax free, and set it aside for use, after retirement, to pay for medical costs. If this program is implemented, it can be either a no cost or low cost program for the organization, while benefiting the employees.

Staffing

Due to the growing economy, the work load continues to increase throughout the organization. Because of the increasing work load, additional staff is needed in a few areas. It is recommended that the following additional staff be funded. A more detailed explanation of the need is included in the appendix.

#Cost Center		Cost
2	Police*	$ 114,028
1	Building Inspection	62,246
1	Planning	48,628
1	Information Technology	47,413
1	Solid Waste**	46,334
6	Total	$ 318,649

* First Year's Cost Funded by State Grant
** Enterprise Funded, Not Part of the General Fund

If these positions are added, additional equipment will also need to be purchased. The equipment needs include:

2	Police Vehicles & Equipment*	$ 74,442
1	Building Inspector Vehicle	24,475
	Total	$ 98,917

* Funded by State Grant

Other Budgetary Items

There are a number of items that Council should consider funding with the one-time monies coming from the State. It is recommended that the following items be considered for inclusion in the FY06 budget. A description of each item is included in the budget appendix, along with a listing of other potential projects. The items include:

Public Safety:

Video Cameras for Police Cars	$ 200,000
Redundant Server for Dispatch	50,000
Fire View Software	30,000
Municipal Court Recording Equipment	7,000
Misc. Equipment for Police Department	50,000
Misc. Equipment for Fire Department	66,500
Total	$ 403,500

Public Works

Street Paving	$ 500,000
Asphalt Recycler/Patcher	100,000
LED Traffic Signal Lens	15,000
Camera Guidance for Traffic Paint Machine	10,000
Parks Maintenance Equipment	70,000
Garage Equipment	24,750
Engineering Equipment	17,000
Construct Islands on East 2nd Street	500,000
Total	$ 1,236,750

Buildings & Structures

Events Center Updates	$ 250,000
Recreation Center Fire Protection System	150,000
Recreation Center Overflow Parking	40,000
Hogadon Roof Replacements	84,000
Nicolaysen Art Museum Floor Replacement	50,000
City Annex Fire Protection System	50,000
City Hall Updates	62,000
City Hall Energy Improvement Project	175,000
Parking Lot Demonstration Project	32,738
Collins Drive & Kimball Street Barrier Replacement	20,000
Parks Improvements	100,000
Disc Golf Course	10,000
Skateboard Park Safety Improvements	25,000
New Skateboard Park Planning	15,000
Total	$ 1,063,738

Other

GIS Database Conversion	$ 40,000
Be Well	94,400
Total	$ 134,400
Grand Total	$ 2,838,388

* Funded totally or partially by Enterprise Funds

Recap

With the projected General Fund surplus, it is recommended that it be used for salary increases, staff increases, and for one time projects. A recap of the recommendations follows:

Projected Surplus	$ 3,808,096
Proposed Uses:	
Salary Increases	(786,946)
Additional Staffing & Equip.	(182,762)
Projects/Equipment	(2,838,388)
Unallocated Surplus	$ 0

Charges & Fees

There are no rate increases included in the proposed budget. However, rate increases will need to be considered in some of the enterprise operations during the fiscal year. You will note as you read through the budget document that some of the enterprise operations are showing a projected deficit.

Summary

As you read through this document, you will find information concerning each of the different cost centers. Hopefully, you will find the explanations useful for your understanding of the FY06 budget.

June 13, 2005

MEMO TO: Thomas O. Forslund, City Manager

FROM: V.H. McDonald, Administrative Services Director

SUBJECT: Budget Adoption by Resolution

Recommendation:

That Council, by resolution, adopt the Budget for Fiscal Year 2005-2006, after the Budget Hearing on June 21, 2005.

Summary:

Incorporated cities and towns operating under the City Manager form of government must comply with the provisions of the Uniform Municipal Fiscal Procedures Act (§16-4-101 through §16-4-124). The act stipulates that a public hearing will be held to consider the budget not earlier than the second Tuesday in June and not later than the third Tuesday in June (§16-4-109).

During the budget review by Council, the following items were added to the proposed budget:

$978,138 was added to total personnel costs for a 4% cost of living adjustment for employees.

$306,649 was added for additional staff for:

- General Fund
  - $114,028 for 2 Police Officers
  - $62,246 for 1 Building Inspector
  - $48,628 for 1 Planning Administration position
- Information Technology Fund- $35,413 for 1 Programmer
- Balefill Fund - $46,334 for 1 Administrative Coordinator

Funding for these items is $192,621 of current revenues and $114,028 of grants.

There is also an Assistant Box Office Manager position being added; however, funding for this position in the amount of $52,948 will be absorbed into the existing budget for the Casper Events Center.

$3,196,567 was added to the General Fund for:

- $25,000 for a contract with the National Development Council
- $1,000,000 Program and Projects (Reserved for Salary Survey Implementation)
- $32,000 for wage study
- $1,430,400 for a transfer to the Capital Projects Fund for projects
- $709,167 for a transfer to the Capital Equipment Fund for equipment

Funding for these items is $3,171,567 of current revenue and $25,000 of reserves.

$1,430,400 was added to the Capital Projects Fund for:

- $500,000 for Street Paving
- $150,000 for Recreation Center Fire Protection Systems
- $50,000 for Nicolaysen Art Museum Floor Replacement
- $40,000 for GIS Database Conversion
- $250,000 for Casper Events Center Improvements
- $15,000 for New Skateboard Park Planning
- $10,000 for Disc Golf Course
- $31,000 for City Hall Updates
- $40,000 for Recreation Center Overflow Parking
- $50,000 for City Annex Fire Protection System
- $94,400 for Wellness Program
- $25,000 for Skateboard Park Safety Improvements
- $175,000 for City Hall Energy Improvements Project

Funding for these items is a $1,430,000 transfer from the General Fund.

$709,167 was added to the Capital Equipment Fund for:

- $24,750 for Garage Equipment
- $50,000 for Redundant Server for Dispatch
- $50,000 for Miscellaneous Police Department Equipment
- $100,000 for Asphalt Recycler/Patcher
- $10,000 for Camera Guidance for Traffic Paint Machine
- $98,917 for Vehicles and Equipment for New Staff Positions
- $17,000 for Engineering Equipment
- $7,000 for Municipal Court Recording Equipment
- $66,500 for Miscellaneous Fire Department Equipment
- $15,000 for LED Traffic Signal Lenses
- $70,000 for Parks Maintenance Equipment
- $200,000 for Video Cameras for Police Cars

Funding for these items is a $709,167 transfer from the General Fund.

$62,500 was added to the Perpetual Care Fund – Building Trust Account for improvements to the Hall of Justice to be funded from available interest earnings.

With the above additions, the City's total proposed budget for FY 06 is $103,923,751.

Financial & Budget Policies

THIS PAGE LEFT INTENTIONALLY BLANK

Financial Systems

Budgetary and Accounting Systems

The accounting policies of the City of Casper conform to generally accepted accounting principles (GAAP) as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted body for establishing governmental accounting and financial reporting principles. The following is a summary of the more significant policies applicable to revenues and expenditures.

I. Fund Accounting

The accounts of the City are organized on the basis of funds and account groups. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions and activities. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures.

Governmental Funds – Governmental funds are used to account for all or most of a government's general activities. The City maintains General, Special Revenue, and Capital Funds.

General Fund – The General Fund is the City's general operating fund and is used to account for all financial transactions except those required to be accounted for in another fund. Principal sources of revenue are sales taxes, mineral taxes, property taxes, licenses and permits, intergovernmental revenues, and sanitation service charges. Primary expenditures are for general government, public safety, public works, community development, parks, and recreation.

Special Revenue Fund – A Special Revenue Fund is used to account for the proceeds from specific revenue sources (other than funding for major capital projects) that are legally restricted to expenditures for specified purposes.

- Weed and Pest Control
- CATC
- CDBG
- HOPE
- Police Grants
- Special Fire Assistance
- Redevelopment Fund

Capital Funds – The Capital Fund accounts for financial resources, and intergovernmental grants, used for the acquisition, construction, or improvement of major general government facilities and equipment.

- Capital Projects
- Capital Equipment
- Optional 1% #12

Trust and Agency Funds – Trust and Agency Funds account for assets held by the City in a trustee capacity. Each fund is established by state law, municipal ordinance, or resolution. These funds are comprised of the following:

- Metro Animal Control
- Public Safety Commun.
- Health Insurance
- Perpetual Care

Debt Service Funds – The Debt Service Fund accounts for outstanding special assessments owed to the City. When the City Council decides that a portion of the cost of a construction project will be assessed to the adjoining property owners, this fund pays the construction costs on behalf of the property owners. After the construction work is completed, the property owners have the right to either pay for their respective share of the cost immedately without incurring any interest, or they may make partial payments over an extended time period, with interest. When the property owners make payments, the money is placed in this fund and is used for future projects.

Proprietary Funds – Proprietary Funds are generally used to account for operations that provide services to the general public, on a continuing basis, or to internal City departments. Proprietary funds provide the same type of information contained in the business-type activities portion of the government-wide financial statements, only in more detail. The City maintains two different types of proprietary funds: Enterprise and Internal Service.

Enterprise Funds – Enterprise funds are used to report the same functions presented as business type activities in the government-wide financial statements. The city maintains enterprise funds to account for the following:

- Water
- Sewer
- Wastewater
- Refuse Collection
- Balefill
- Aquatics
- Golf Course
- Ice Arena
- Hogadon
- Casper Events Center
- Parking Lots

Internal Services Funds – Internal Services Funds account for services provided to all City departments. Charges are issued back to the appropriate departments utilizing services from the following cost centers:

- Garage
- City Hall
- Information Technology
- Buildings and Grounds
- GIS
- Property Liability Insurance Fund

II. Basis of Budgeting

In accordance with the Wyoming State Statutes, the City Council is required to adopt an annual balanced budget for the Combined General and Operating Funds prior to July 1.

Appropriations are authorized in the annual budget resolution, at the cost center level. The legal level of budgetary control is at the fund level; however, in practice, the City maintains control at the cost center level. Administrative control is further maintained through more detailed line-item budgets.

2006 BUDGET CALENDAR

Budgetary Training	
February 9—11, 2005	1-1/2 hours general budget training
	Handout @ Training
	Distribute Budget Information Packet
	Salary & Benefit Projection completed by department heads and division supervisors (due Mar 30)
Budget Preparation	
March 14—April 8	Budget review by Assistant City Manager, Administrative Services Director, and department heads and division supervisors
April 11—22	Budget reviews with City Manager and department heads and division supervisors
May 13	Summary Proposed Budget to Council
May 17	Pre-budget accepted by Council
May 25	**Budget Books to Council**
May 31	**Council Budget Session 3:00pm**
June 2	**Council Budget Session 3:00pm**
June 6	**Council Budget Session (if necessary) 3:00pm**
June 21	Public Hearing on FY05 Budget Amendments
June 21	Public Hearing on FY06 Budget Adoption
Publication Dates	
June 1	Proposed Amendments of Funds (to Casper Star Tribune by May 23)
June 7	**Notice of Hearing on City Budget (to Casper Star Tribune by June 1) Publication of Tentative Budget (Published in Minutes Document)**

City of Casper
Fund Reserves Policy

To provide adequate fund reserves to safe-guard the financial condition of the City.

General

Fund reserve balances will be maintained that:

- Provide adequate financial resources to conduct the normal business of the City and ensure the continued delivery of services in the event of any disruption stemming from short-term interruptions in cash flow
- Provide adequate financial resources to maintain the City's credit worthiness
- Provide for the accumulation of financial resources for use in capital acquisitions or to comply with legal requirements
- Provide adequate financial resources to respond, in a planned and decisive manner, to long-term or permanent decreases in revenues
- Provide adequate financial resources to ensure continued delivery of public safety, utility, and essential infrastructure maintenance services in response to natural disasters and events
- Are not excessive

Applicable Funds

This Policy applies to the following City funds or fund types:

- General Fund
- Perpetual Care Fund
- Weed and Pest Fund
- Internal Services Funds

The reserve balances for all other funds will be determined by the City Council, with input received from the appropriate advisory boards or on an individual fund basis.

Use of Surplus Fund Equity Balances

Any amounts that exceed the total calculated or designated reserved fund equity balances are considered undesignated fund equity and available for appropriation.

Reserved Fund Equity Components and Specified Balances

To achieve and maintain the desired fund equity balances, the following applicable fund equity components will calculated or designated in each of the City's funds:

Operating Reserves – operating reserves are needed to provide cash flows for daily operations. In the case of the General Fund, operating reserves also provide cash liquidity for certain projects and programs funded with reimbursable grants. Additionally, it provides emergency and stabilization reserves for the City's internal service funds.

The specified levels of operating reserves are:

General Fund – 25%, or ninety (90) days, of total operating and maintenance expenditures for the ensuing fiscal year.

Perpetual Care Fund – For the Operations Account, operating reserves shall be maintained that provide, through interest earnings, all supplemental funding for the operation of the following: Recreation Center, Casper Events Center, Ice Arena, Public Safety Communications Center, City Hall and Building and Grounds.

Operating Reserves shall be maintained for the Building Account that provide, through interest earnings, the funding for the capital maintenance and replacement of all buildings and facilities acquired through Optional 1% Sales Tax funding.

Weed and Pest Fund - 25%, or ninety (90) days, of total operating and maintenance expenditures for the ensuing fiscal year.

Internal Service Funds – Except for the Health Insurance Fund, 8.3%, or thirty (30) days, of operating and maintenance expenditures for the ensuing fiscal year.

Health Insurance Fund - 25%, or ninety (90), days of total operating and maintenance expenditures for the ensuing fiscal year plus an amount equal to 5% of the number of full time employees times the current individual stop-loss amount.

Emergency and Stabilization Reserves – Emergency and Stabilization Reserves are needed to provide adequate resources to address emergency events, such as natural disasters, and to manage the effects of any substantial long-term or permanent decreases in the City's general revenues.

The specified levels of Emergency and Stabilization Reserves are:

General Fund - 25%, or ninety (90) days of total operating and maintenance expenditures for the ensuing fiscal year.

Debt Service Reserves – Minimum of the total budgeted debt service requirement for one (1) year times one hundred and fifty percent (150%) or legally required amount in relation to a debt issue.

Capital Asset Replacement Reserve – Reserves funded by depreciation or other sources may be accumulated for the planned acquisition of capital assets.

Specific Reserves – Any amount specifically identified as being necessary for financial reporting or legally required for a unique operating aspect of a particular fund, or as determined by the City Council.

Annual Review of Reserved Fund Equity

As part of the annual budget process, the Budget Officer will present for Council consideration the calculated and designated fund equity reserves.

City of Casper

Statement of Investment Policy

It is the policy of the City of Casper to invest public funds in a manner which will provide the highest investment return within the constraints of prudent security while meeting the daily cash flow demands of the City and conforming to Wyoming State Law governing the investment of public funds.

SCOPE

This investment policy applies to all financial assets of the City of Casper. These funds are accounted for in the City's Comprehensive Annual Financial Report and include:

1. General Fund
2. Special Revenue Funds
3. Capital Projects Funds
4. Enterprise Funds
5. Trust and Agency Funds

Investment of the assets of the Police Pension Funds are governed by the separate Statement of Investment Policy for Police Pension Funds as adopted and amended by the City of Casper Police Pension Board.

PRUDENCE

Under all circumstances the "prudent person" standard shall be applied in the context of managing the City's overall portfolio. Investments shall be made with judgment and care, which persons of prudence and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of their capital, as well as, the probable income to be derived.

Those individuals who are assigned to manage the City's portfolio, and who are acting in accordance with written procedures and the investment policy, and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

OBJECTIVES

The primary objectives, in priority order, of the City of Casper's investment activities shall be:

1. **Legality:**
   All investments held will be in accordance with Wyoming State Statutes.

2. **Safety:**
   Safety of principal is the primary objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required to minimize risk.

3. **Liquidity:**
   The City of Casper's investment portfolio will remain sufficiently, liquid to enable the City to meet all operating requirements which might be reasonably anticipated.

4. **Return on Investment:**
   The investment portfolio shall be designed to attain a prudent rate of return throughout economic cycles, taking into account the City's legal constraints, risk constraints, and the cash flow needs of the organization.

DELEGATION OF AUTHORITY

Management responsibility for the investment program is delegated to the Administrative Services Director, who shall establish written procedures for the operation of the investment program consistent with this investment policy. Procedures should include reference to: safekeeping, wire transfers, and banking service and collateral/depository contract. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Administrative Services Director. The Administrative Services Director shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or could impair their ability to make impartial investment decisions. Investment officials shall disclose to the City Manager any material financial interests in financial institutions that conduct business within our community, and they shall further disclose any large personal financial/ investment positions that could be related to the performance of the City's investment portfolio.

AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

The Administrative Services Director shall maintain a list of financial institutions authorized to provide investment services. No public deposit shall be made except in a qualified public depository as established by Wyoming law. City investment may be placed with those Broker/Dealers that have been qualified under the auspices of this policy as long as their cumulative transaction do not exceed an amount greater than 50% of the portfolio. All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Administrative Services Director with the following:

- Audited Financial Statements
- Proof of National Association of Security Dealers certification
- Proof of Wyoming Registration
- Certification of having read the City of Casper's Investment Policy and Banking Contract.

A current audited financial statement is required to be on file for each financial institution and broker/ dealer with which the City invests.

AUTHORIZED & SUITABLE INVESTMENTS

The City of Casper is empowered by Wyoming Statute 9-4-831 to invest in specific types of securities. Investment on mortgage backed securities will only be made upon additional specific written directions from the City.

Investments with maturity greater than 366 days from the date of purchase must provide income (e.g., periodic interest payments) on at least an annual basis and shall be limited to securities for which there is an active and immediate secondary market, such as U.S. Treasury Notes. Except in cases of specifically matched cash flow needs, and "matching" maturities in order to meet debt retirement, the portfolio will be structured within the following guidelines:

MATURITY LIMITATIONS		PERCENTAGE OF TOTAL INVESTED PRINCIPAL	
		Maximum %	Minimum %
0-1	Year	100%	25%
1–3	Years	75%	0%
3-5	Years	30%	0%
5-10	Years	20%	0%
11-30	Years	20%	0%

Investment Mix

FUND	MATURITY LIMITATIONS
General Fund	100% Fixed rate 5 Year Maturity or Less
Perpetual Care Fund (Principal)	70% Fixed rate laddered investment with a maximum maturity of 30 years that provides monthly cash flow. 30% Variable rate investments with a maximum maturity of thirty years that provides monthly cash flows.
Perpetual Care Fund (Interest Earnings)	100% 1 Year Maturity or Less
Capital Projects Funds	100% 1 Year Maturity or less
Enterprise Funds	80% 5 Year Maturity or Less and Laddered to Provide Monthly Cash Flow. 20% Variable rate investment with a maximum maturity of thirty years that provides monthly cash flow.
Other Funds	100% 1 Year Maturity of Less

The above limitations shall apply to all funds, except those with specifically matched cash flows, as approved by the City Council.

COLLATERALIZATION

Collateralization is required for investments in certificates of deposit in order to reduce market risk, the collateralization level will be 110% of market value of principal and accrued interest. The Administrative Services Director's Office shall verify on a monthly basis that the value of collateral is sufficient to cover the deposits of investments discussed in the Investment Policy. Acceptable instruments for collateralization of Certificates of Deposits shall be the same as those set forth in WS 9-4-820 and 9-8-821.

REPORTING

The Administrative Services Director is charged with the responsibility of preparing a monthly report to the City Manager and City Council showing the type of investment, institution, rate of interest, maturity date, and amount of deposit. Semi-annually the Council Finance Committee will review the investment portfolio held by the City.

INTERNAL CONTROL

The Administrative Services Director shall establish procedures that separate the internal responsibility for management and accounting of the investment portfolio. An independent analysis by an external auditor shall be conducted annually to review internal control, account activity, and compliance with policies and procedures.

SAFEGUARDING OF SECURITIES

To protect against losses caused-by the collapse of individual securities dealers, all securities owned by the City shall be held in safekeeping by a third party bank trust department, acting as agent. For the City under the terms of a custody agreement. Any trade executed by a broker/dealer will settle on a delivery vs. payment basis with the City's safekeeping agent. Exceptions to this safekeeping policy must be approved by the City Council after verifying the credit worthiness of the broker/dealer.

EFFECTIVE DATE

This policy will supersede all policies pertaining to investments made prior to its adoption or amendment. The investment of new funds will be made in accordance with this policy. This policy does not pertain to investments made prior to its adoption.

COMPLIANCE WITH STATE LAW

In the event this policy conflicts with State law or any future changes to State law, then the more restrictive of the conflicting provisions of this policy or of State law shall apply. Prior to any person effecting any investment transaction on behalf of the City or offer any investment advice to the governing body of the City, that person shall sign a statement indicating that he/she has read this policy and agrees to abide by applicable State law with respect to advice he/she gives and the transactions he/she undertakes on behalf of the City.

THIS PAGE LEFT INTENTIONALLY BLANK

General Information

THIS PAGE LEFT INTENTIONALLY BLANK

General Information

The City of Casper, incorporated in 1889, is located in central Wyoming and is the County seat of Natrona County. The City encompasses 24.26 square miles and has a population of 50,632, with a total metropolitan area of 62,211

We are a growing community of 50,000 people and maintain an outstanding quality of life. Our community offers four golf courses, 258 acres of parks, downhill skiing at the Hogadon resort on Casper Mountain, and kayaking on the North Platte River. Our historic downtown has a vibrant entertainment district of stores, restaurants, coffee shops, and theaters.

Governing Body

The City of Casper operates under a Council-Manager form of government as outlined in State of Wyoming Statutes 15-4, Article 2. The City employs a full-time City Manager, appointed by the City Council, to oversee the efficient operations of the City. All department heads are appointed by the City Manager. Seven operational departments report to the City Manger:

- Administrative Services
- Fire
- Human Resources
- Leisure Services
- Planning and Community Development
- Police
- Public Services

The entire legislative authority for the City of Casper is vested in the nine-member Casper City Council. Citizens from each of the City's three wards elect three representatives, that reside within the respective ward, to become members of the City Council, for four-year staggered terms. The Council then appoints a Mayor and Vice President from among their body to serve in the leadership capacities. The Mayor and Vice President serve for a period of one year. The City Manager, Attorney, and Municipal Judges report to the City Council. All other City employees report to the City Manager.

City Economy

We have a workforce of 37,042, and this year we were honored by Forbes Magazine as one of the nation's "Top 25 Best Small Places for Business," including first place distinction for our low cost of doing business. Casper was also ranked #3 by Inc. Magazine as one of the "Top 25 Best Places To Do Business." We are connected directly to I-25, and we are served by five commercial airlines at the Natrona County International Airport.

Labor Force (2004)

	2002	2003	2004
Total Labor Force	35,214	36,281	37,042
Employment	33,634	34,757	35,751
Unemployment	1,607	1,524	1,281
Unemployment Rate	4.6%	4.2%	3.5%

Major Employers (2004)

Industry	Average Weekly Wage		
	2002	2003	2004
Government Sector	$657	$643	$670
Agriculture	$290	$399	$412
Mining	$888	$1026	$1017
Construction	$568	$665	$686
Manufacturing	$600	$623	$702
Wholesale Trade	$738	$776	$827
Retail Trade	$389	$398	$436
Transportation	$725	$679	$707
Finance	$866	$763	$754
Health Care	$566	$695	$722
Real Estate	$504	$532	$593
Professional Services	$622	$874	$940

Major Employers (2004)

Business Name	# of Employees
Natrona County School District #1	1,427
Wyoming Medical Center	921
TIC The Industrial Co.	600
Key Energy	558
City of Casper	505
Casper College	343
OfficeMax A Boise Co.	339
Wyoming Machinery Co.	315
Natrona County Government	278
McMurry Ready Mix	225
True Companies	201
Teton Homes	196
Casper Star-Tribune	154
Shepherd of the Valley Care Center	150
Parkway Plaza Hotel	146
Community Health Center	132
WOTCO, Inc.	131
First Interstate Bank	130
Hilltop National Bank	130
Poplar Living Center	121

Transportation

Casper is the center of industry, media, commerce and trade in Wyoming and regional hub of air, rail, and highway transportation. Its central location among the western states assures Casper's continued industrial and metropolitan growth.

Air Service Natrona County International Airport is located in Casper, the geographical center of the state. NCIA is the largest airport in Wyoming, providing easy access to domestic and international destinations. Foreign Trade Zone No. 157 operates from NCIA. Regional carriers offer business and leisure travelers 12 convenient daily departures with links to non-stop jet service. Carriers include: SkyWest (Delta affiliate), United Express (United affiliate), and Northwest Airlink (Northwest Airlines affiliate). Several major rental car companies are located in the terminal along with a restaurant, lounge, and gift shop. NCIA is located 15 minutes from downtown Casper.

Rail Service Burlington Northern Santa Fe provides rail service for the City. Direct connections with dock spurs and freight forwarding service is available.

Education

Schools in Natrona County have 11,574 students pre-kindergarten through 12th grade. They have 850 instructional staff members. Natrona County School District includes 26 elementary schools, 4 rural schools, 8 middle/junior high schools, and 4 senior high schools. NCSD puts special emphasis on courses in foreign languages, math/science, music/arts, and instructional technology. NCSD also addresses the needs of students at risk and is considered a leader in the field of special education.

- Average number of students in elementary classrooms: 21.4
- Junior. high teacher-to-student ratio: 16.3
- Senior. high teacher-to-student ratio: 17.6
- Number of computers available to students: more than 4,000.

Higher Education Casper College is Wyoming's most comprehensive community college, serving more than 5,000 students annually. Casper College offers traditional academic core classes as well as certificate-training programs. An integral part of the community, the college works closely with area businesses to provide on-site training and business partnership programs.

All Funds Summary

THIS PAGE LEFT INTENTIONALLY BLANK

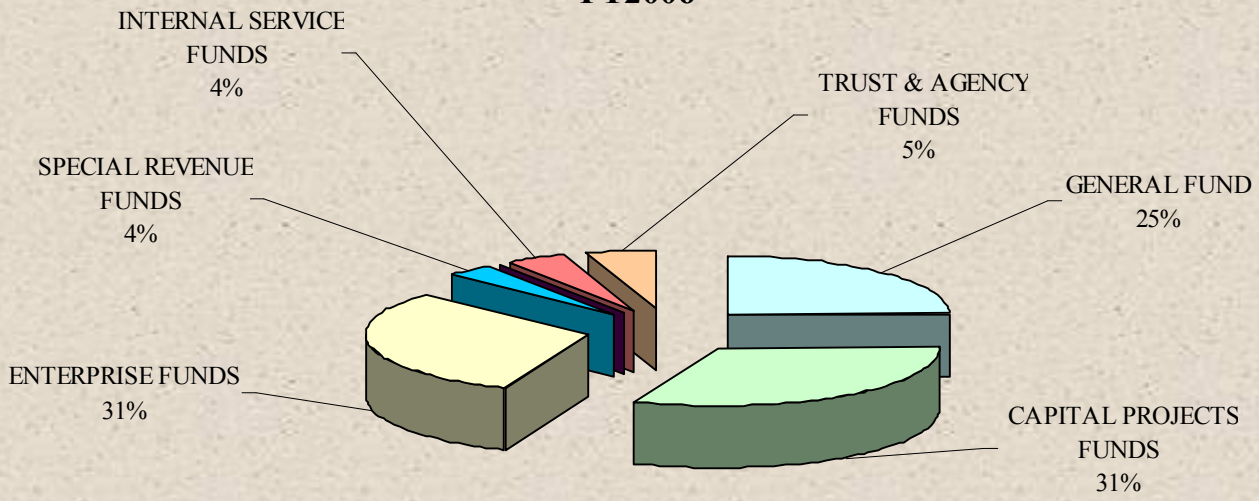
CITY OF CASPER
ALL FUNDS EXPENDITURE SUMMARY
(Budget Basis)
FY 2006

FUND	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2005 ESTIMATE	FY 2006 BUDGET
GENERAL FUND	$ 29,412,677	$ 34,188,325	$ 31,583,089	$ 35,855,368
CAPITAL PROJECTS FUNDS				
CAPITAL PROJECTS	7,962,216	37,953,001	20,111,510	15,646,955
CAPITAL EQUIPMENT	1,420,148	10,718,673	7,215,133	3,231,567
ONE CENT NUMBER 12	9,186,269	13,868,520	3,117,357	11,590,829
ENTERPRISE FUNDS				
WATER	10,467,374	24,927,193	19,191,250	16,559,313
WATER TREATMENT PLANT	-	1,031,409	1,010,756	1,898,576
SEWER	3,962,017	5,749,760	4,898,662	4,604,456
WASTEWATER	3,073,785	6,470,780	4,911,709	5,825,612
REFUSE COLLECTION	2,692,944	3,827,697	3,603,001	3,848,003
BALEFILL	2,824,270	7,783,455	5,772,761	5,057,727
AQUATICS	357,910	385,357	343,775	914,012
GOLF COURSE	879,844	1,413,195	696,207	1,020,482
ICE ARENA	366,555	395,073	354,539	401,954
CASPER RECREATION CENTER	965,917	984,770	998,820	983,577
HOGADON	628,892	856,800	828,350	682,718
CASPER EVENTS CENTER	1,795,831	1,879,153	1,772,733	2,007,430
PARKING LOTS	42,454	54,603	52,261	98,785
SPECIAL REVENUE FUNDS				
COMMUNITY DEVELOPMENT BLOCK GRANT	464,273	1,540,701	563,753	843,166
WEED & PEST	320,247	412,507	386,792	396,129
TRANSIT SERVICES	910,377	1,136,506	553,706	1,242,664
HOPE	57,781	200,000	114,657	125,000
POLICE GRANTS	249,312	545,218	279,181	264,150
SPECIAL FIRE ASSISTANCE	-	462,999	155,000	155,000
REDEVELOPMENT FUND	-	20,788	20,788	35,468
DEBT SERVICE FUNDS				
SPECIAL ASSESSMENTS	183,841	1,004,300	1,003,043	1,003,000
INTERNAL SERVICE FUNDS				
CENTRAL GARAGE	2,377,547	2,511,165	2,308,641	2,521,921
CITY HALL	220,290	243,227	243,837	263,004
INFORMATION TECHOLOGY	454,928	530,708	463,461	586,033
BUILIDINGS AND GROUNDS	826,310	890,848	868,498	906,660
GEOGRAPHICAL INFORMATION SYSTEMS	276,085	711,064	(38,098)	292,741
PROPERTY & LIABILITY INSURANCE	510,796	676,100	479,353	744,500

CITY OF CASPER
ALL FUNDS EXPENDITURE SUMMARY
(Budget Basis)
FY 2006

FUND	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2005 ESTIMATE	FY 2006 BUDGET
TRUST & AGENCY FUNDS				
PERPETUAL CARE	1,258,798	2,638,565	1,473,433	2,085,110
METRO ANIMAL CONTROL	735,739	768,036	679,199	775,558
PUBLIC SAFETY COMMUN.	1,175,339	1,374,164	1,313,130	1,394,202
HEALTH INSURANCE	4,594,638	4,382,894	5,120,806	5,121,000
TOTAL	**90,655,403**	**172,537,554**	**122,451,093**	**128,982,670**
LESS INTRAGOVERMENTAL TRANSACTIONS				
OPERATING TRANSFERS	12,778,720	14,129,955	14,837,992	16,284,946
INTERNAL SERVICES CHARGES	7,068,769	7,346,526	7,406,712	8,015,089
ADMINISTRATION FEES	617,736	821,101	823,752	801,767
TOTAL	**20,465,225**	**22,297,582**	**23,068,456**	**25,101,802**
TOTAL	**$ 70,190,178**	**$ 150,239,972**	**$ 99,382,637**	**$ 103,880,868**

BUDGETED EXPENDITURES BY FUND TYPE
FY2006



General Fund Summary

THIS PAGE LEFT INTENTIONALLY BLANK

General Fund

The General Fund accounts for the financial resources that support the general operations of the City government. Traditional city services such as police, fire, streets, parks, etc., are accounted for in the General Fund.

Due to the increased sales tax and the fact that total General Fund expenditures are estimated to be lower than budgeted, it is anticipated that FY06 will end with a surplus of $3,808,096.

Revenue Summary

The Wyoming Association of Municipalities (WAM) has provided estimates for the major revenues. WAM develops projections for each municipality, based upon information provided to them by the Consensus Revenue Estimating Group (CREG) for the State of Wyoming.

CREG is a group of State officials, representing both the Executive and Legislative branches of Wyoming State Government, who have been charged with responsibility for estimating revenues for use by the Governor and the Legislature. CREG meets each year, in early October, to develop projections for planning the State's budget. The group meets again in January, just prior to the legislative session, to fine tune the projections and make any needed adjustments.

Most revenues that are received for the support of the General Fund are derived from State-shared revenues. These revenues include Mineral Royalties, Mineral Severance, Sales and Use Taxes, Cigarette Tax, and Fuel Tax.

Beginning in FY03, the amount of Mineral Royalties and Mineral Severance Taxes received annually, by local governments in Wyoming, were capped. The amount of mineral revenues budgeted for FY06 reflects the capped amounts, exclusive of the supplemental funding distribution discussed below.

The City is projected to receive $2,516,300 for FY06. Currently, there is legislative intent to continue a lower supplemental funding distribution rate for FY 07-08, assuming that the State's revenue conditions remain healthy.

Mineral Royalties Tax

Wyoming Law provides that 9.375% of all Federal Mineral Royalties received by the State of Wyoming (up to $198 million) are dedicated for distribution to cities and towns. The distribution formula for mineral royalties is unique. First, each city or town having a population of over 325 receives a $15,000 base payment each year. Towns having a population of less than 325 receive a base payment of $12,000 per year.

Secondly, the total distribution for the year is estimated. Next the base amount is deducted from the total. The amount to be distributed to the municipalities within each county is then determined as the ratio of the county school Average Daily Membership (ADM) to the total ADM for the State. Distribution within the county to the municipalities is based upon the population of each, as a percentage of the total county population.

In FY06, the City of Casper expects to receive $2,080,593.

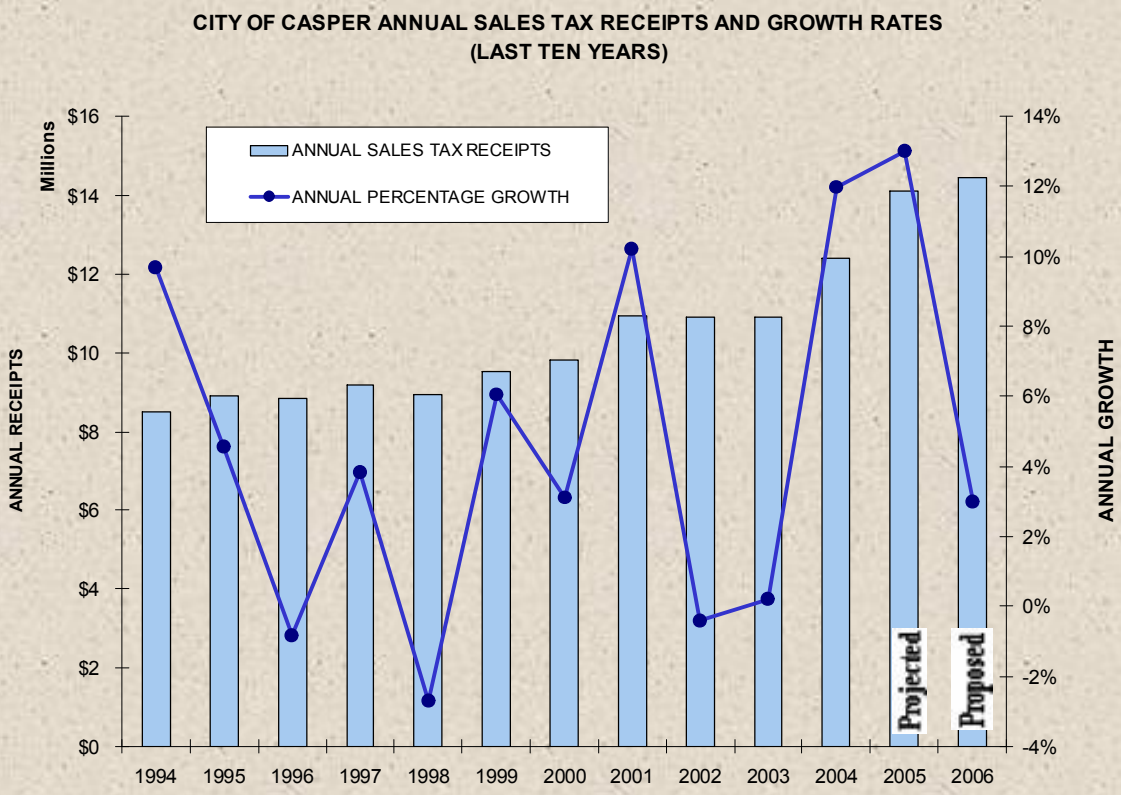
Mineral Severance Tax

The Mineral Severance Tax allocated to cities and towns is derived from a 3/8th share of a two-percent tax (equivalent to .75%) on all minerals produced in the State of Wyoming. Each municipality receives an amount proportional to the percentage of the population the municipality bears to the State's incorporated population. As an example, if a city has 5% of the total incorporated population of the State, then it will receive 5% of the severance taxes allocated to cities and towns. Based upon the 2000 Census, Casper will receive 14.8% of the severance tax.

The FY06 budget includes $2,113,121 in estimated Mineral Severance revenue.

Sales and Use Tax

Beginning in FY05, local governments received 30% of the Statewide sales and use taxes collected by the State of Wyoming. Sales and use taxes are distributed to local governments based upon a two-part formula. Sales and use taxes collected by the State are first returned to the county where the sales occurred. The County Treasurer then distributes the tax monies to the cities, towns, and county, based upon the percentage of the population each municipality bears in relation to the overall county population.



Expenditures Summary

There are nineteen cost centers within the General Fund. Additionally, transfers are made to seven different funds in order to balance them. These funds include CATC, Hogadon, Metro Animal Control, Buildings and Grounds, Information Technology, Geographic Information Systems, the Public Safety communications Center.

Several cost centers have increased proposed budgets for FY06. This is due to increases in uncontrollable costs, such as necessary services, utilities and supplies, and the increased charges of service from the City's internal service fees.

Sales and taxes are always difficult to project. These taxes reflect the business activity of the county in which they are collected. It is difficult to predict what the condition of the local economy will be in the next year. Accordingly, WAM recommends each community factor in local conditions before establishing this figure.

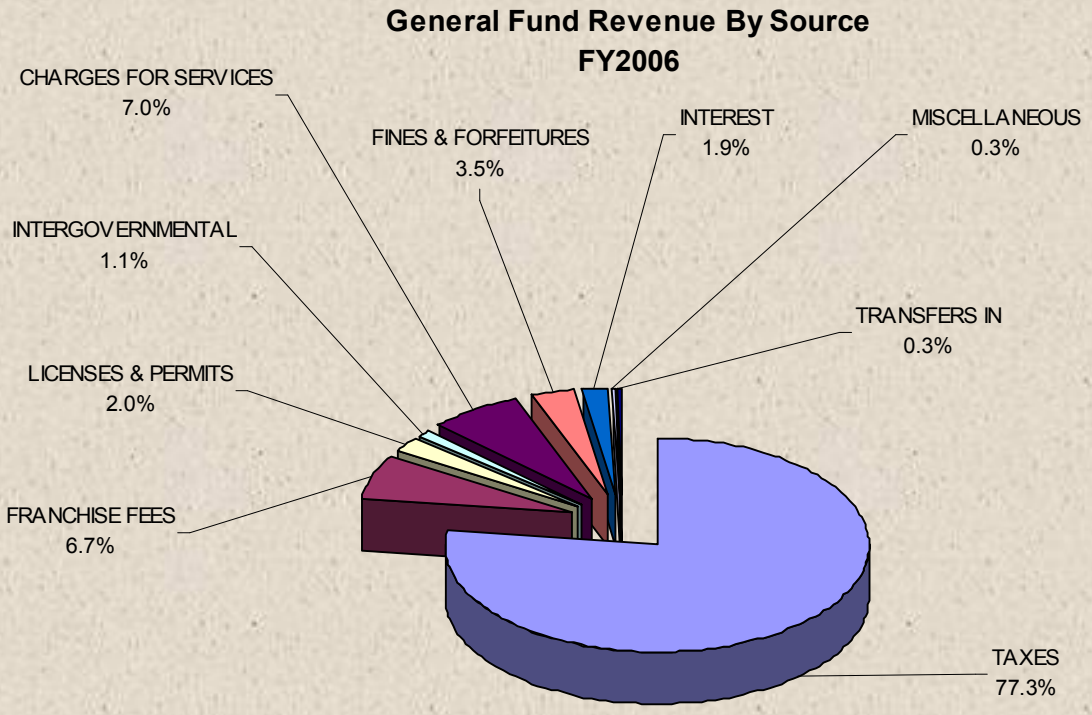
$15,229,740 in sales and use receipts is budgeted for FY06. This is an increase of 14% compared to the FY05 budget.

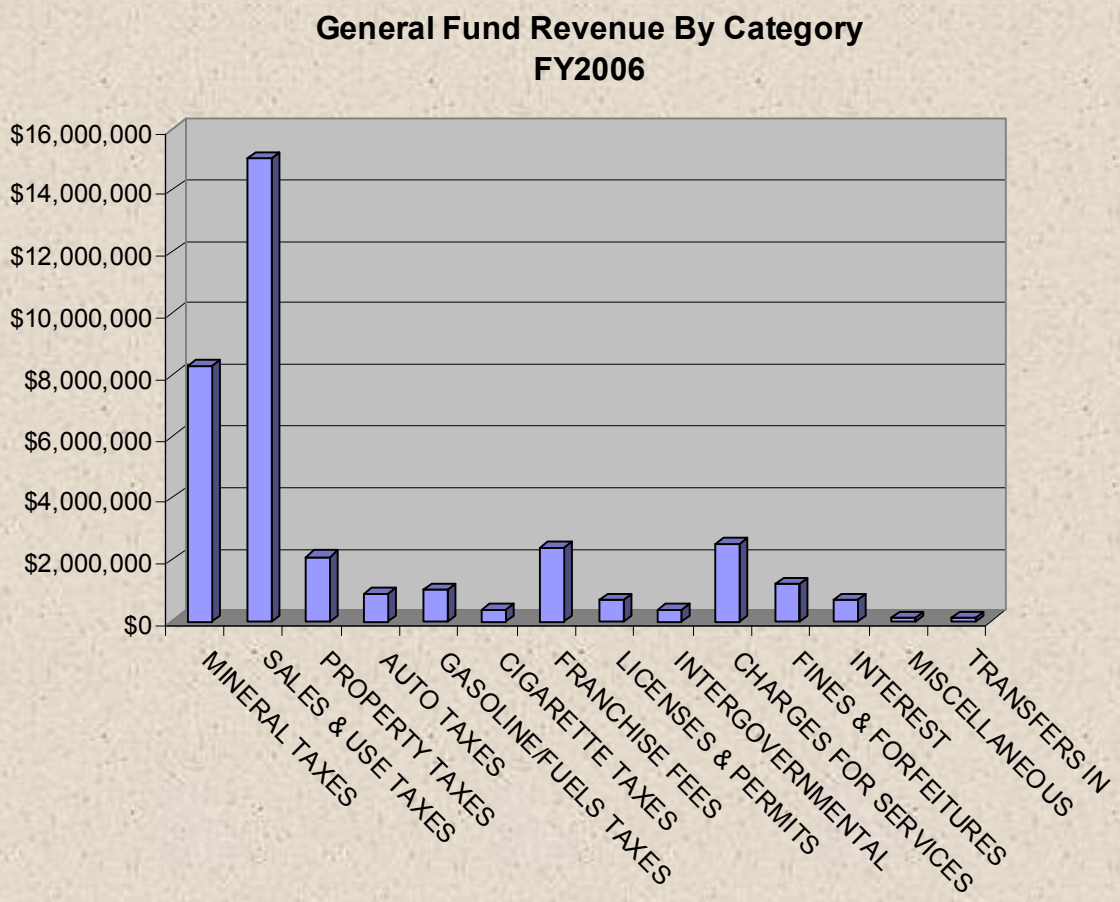
The following table, comparing year-to-date sales and use tax revenue by major industry classification for FY04 and FY05, indicates the increased sales tax revenue being generated from the Services and Finance/Insurance/Real Estate sectors.

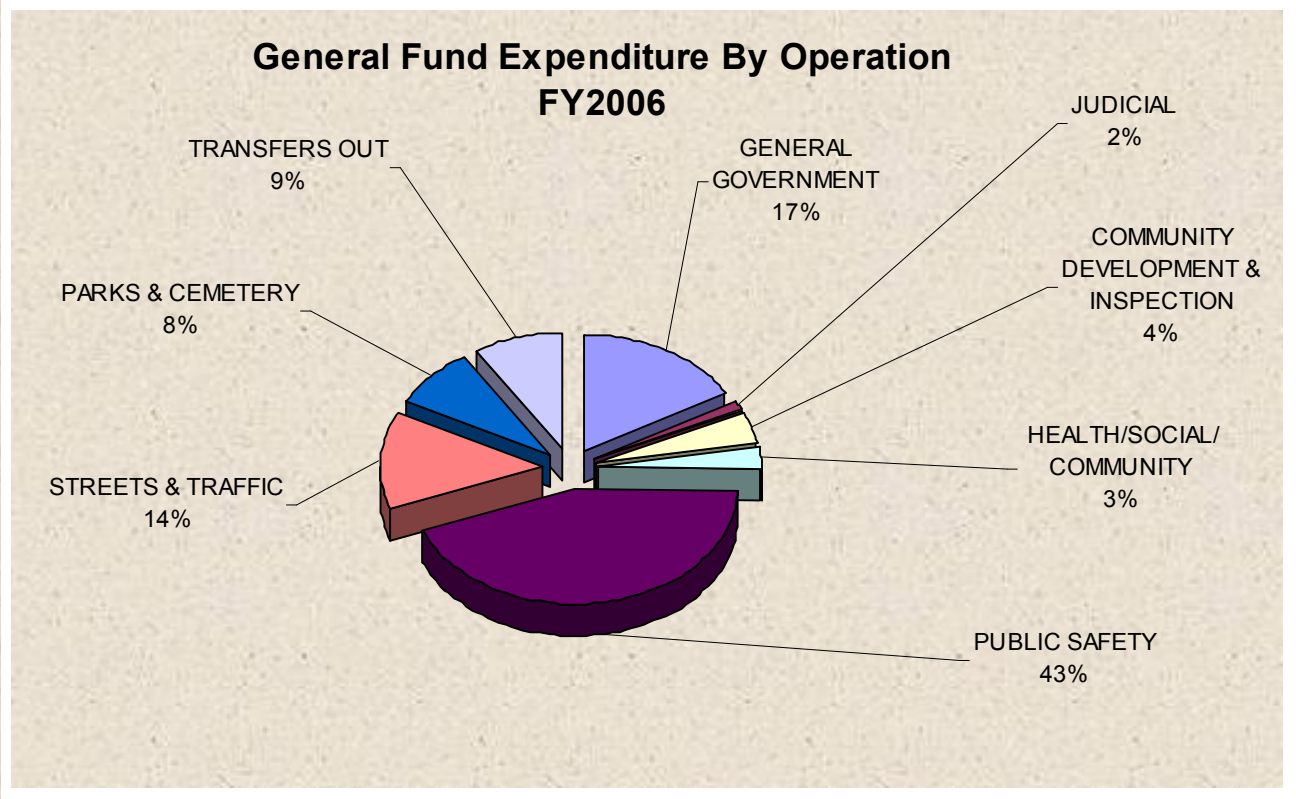
THIS PAGE LEFT INTENTIONALLY BLANK

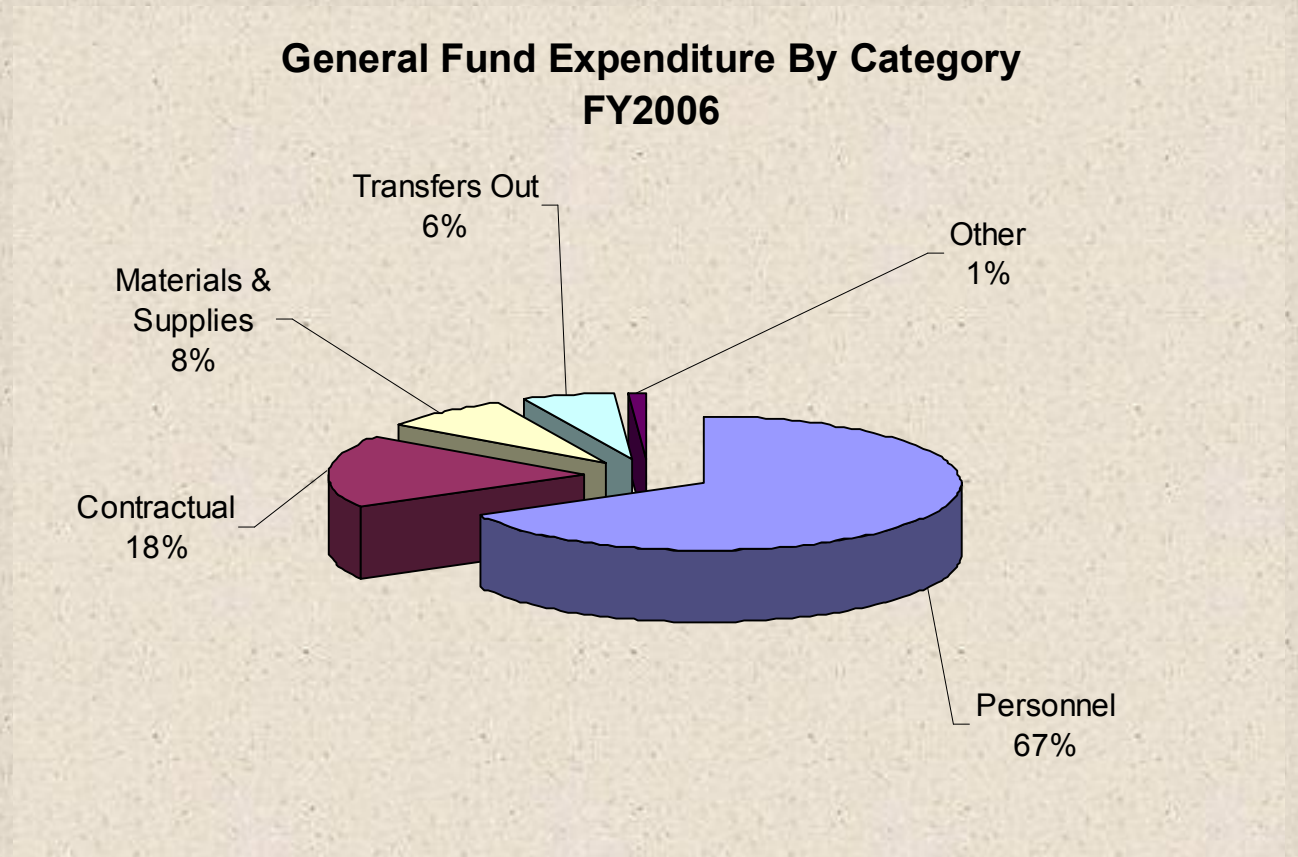
CITY OF CASPER
GENERAL FUND SUMMARY
(Budget Basis)
FY 2006

REVENUES	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2005 ESTIMATE	FY 2006 BUDGET
MINERAL SEVERANCE TAXES	$ 2,164,322	$ 2,113,121	$ 2,113,121	$ 2,113,121
MINERAL ROYALTIES	2,048,927	2,080,746	2,185,409	2,080,593
MINERAL TAXES- 305	-	2,756,103	2,755,997	2,516,300
MINERAL TAXES- ABOVE-THE-CAP	-	-	-	1,613,009
SALES & USE TAXES	13,068,726	13,200,000	14,600,000	15,229,740
PROPERTY TAXES	1,707,867	1,900,600	1,857,708	2,090,660
AUTO TAXES	803,028	880,000	866,697	880,000
GASOLINE/FUELS TAXES	1,036,065	997,509	970,500	1,012,375
CIGARETTE TAXES	426,132	427,698	410,000	371,611
FRANCHISE FEES	2,189,154	2,259,000	2,313,078	2,398,400
LICENSES & PERMITS	708,166	659,500	706,080	709,500
INTERGOVERNMENTAL	349,008	275,816	296,816	589,510
CHARGES FOR SERVICES	2,350,220	2,335,754	1,980,004	2,000,459
FINES & FORFEITURES	1,164,421	1,167,000	1,293,452	1,241,000
INTEREST	614,440	640,000	640,000	678,000
MISCELLANEOUS	629,691	124,500	199,103	104,500
TRANSFERS IN	97,000	97,000	97,000	97,000
TOTAL REVENUES	$ 29,357,167	$ 31,914,347	$ 33,284,965	$ 35,725,778
EXPENDITURES				
CITY COUNCIL	$ 559,798	$ 1,101,240	$ 715,767	$ 1,863,081
CITY MANAGER	503,237	678,113	501,749	679,665
CITY ATTORNEY	375,888	527,856	380,216	521,505
MUNICIPAL COURT	525,435	482,435	467,552	486,951
FINANCE	1,184,696	1,425,655	1,261,580	1,494,231
HUMAN RESOURCES	523,665	648,554	347,922	599,256
ENGINEERING	890,059	1,099,112	1,002,641	1,024,405
PLANNING	236,183	264,616	255,879	317,688
CODE ENFORCEMENT	475,462	663,283	441,308	705,095
METROPOLITAN PLANNING	283,996	417,214	263,684	381,546
POLICE	6,993,690	8,108,635	8,241,889	8,027,898
FIRE	5,167,140	5,749,595	5,709,692	5,783,743
TRAFFIC	1,049,832	1,170,279	1,112,899	1,179,008
STREETS	2,763,273	3,067,461	2,917,301	3,079,795
HEALTH/SOCIAL/COMMUNITY	723,648	844,932	237,130	992,732
CEMETERY	350,239	378,697	370,889	397,964
PARKS	1,991,118	2,230,224	2,124,538	2,277,218
FORT CASPAR	308,036	364,838	279,117	344,043
TRANSFERS OUT	4,507,282	4,965,586	4,951,336	5,699,544
TOTAL EXPENSES	29,412,677	34,188,325	31,583,089	35,855,368
NET FUND	$ (55,510)	$ (2,273,978)	$ 1,701,876	$ (129,590)


General Fund Revenue By Source
FY2006
CHARGES FOR SERVICES
7.0%
FINES & FORFEITURES
3.5%
INTEREST
1.9%
MISCELLANEOUS
0.3%
INTERGOVERNMENTAL
1.1%
TRANSFERS IN
0.3%
LICENSES & PERMITS
2.0%
FRANCHISE FEES
6.7%
TAXES
77.3%


General Fund Revenue By Category
FY2006
$16,000,000
$14,000,000
$12,000,000
$10,000,000
$8,000,000
$6,000,000
$4,000,000
$2,000,000
$0
MINERAL TAXES
SALES & USE TAXES
PROPERTY TAXES
AUTO TAXES
GASOLINE/FUELS TAXES
CIGARETTE TAXES
FRANCHISE FEES
LICENSES & PERMITS
INTERGOVERNMENTAL
CHARGES FOR SERVICES
FINES & FORFEITURES
INTEREST
MISCELLANEOUS
TRANSFERS IN


General Fund Expenditure By Operation
FY2006
TRANSFERS OUT
9%
GENERAL
GOVERNMENT
17%
JUDICIAL
2%
COMMUNITY
DEVELOPMENT &
INSPECTION
4%
PARKS & CEMETERY
8%
HEALTH/SOCIAL/
COMMUNITY
3%
STREETS & TRAFFIC
14%
PUBLIC SAFETY
43%


General Fund Expenditure By Category
FY2006
Transfers Out
6%
Other
1%
Materials &
Supplies
8%
Contractual
18%
Personnel
67%

THIS PAGE LEFT INTENTIONALLY BLANK

General Fund

City Council
City Manager
City Attorney
Administrative Services
Human Resources
Planning & Community Development
Police
Fire
Public Services
Leisure Services

THIS PAGE LEFT INTENTIONALLY BLANK

City Council

City Council
City Council

Mission: To direct the on-going City operations that promote the public health, safety, and well-being of all citizens of Casper.

Goals
1. NA

Objectives
1. NA

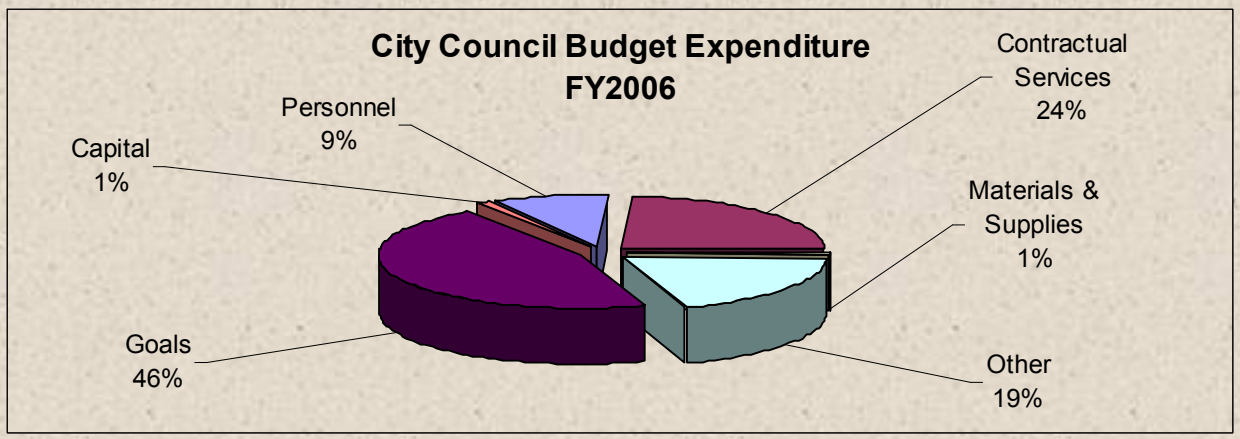
Highlights/Issues
This budget includes funding for the following special programs:

Programs and Projects	$	1,025,000
ADA Compliance		10,000
CURA		39,000
Council Goals		300,000
Amoco JPB		29,000
National Development Council		25,000
City Newsletter		8,200
Wage Survey		33,000
CNFR		25,000
CEC Operations Study		60,000

	FY05	FY06
Council Members	9	9
TOTAL	**9**	**9**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$54,362	$72,230	$71,000	$81,850
Contractual Services	124,526	222,448	204,767	212,031
Materials & Supplies	3,196	5,000	5,000	5,000
Other	162,493	150,965	125,000	1,254,200
Goals	212,705	640,597	300,000	300,000
Capital	2,516	10,000	10,000	10,000
TOTAL	$559,798	$1,101,240	$715,767	$1,863,081



City of Casper

CITY COUNCIL

FY 2006 Budget

(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 49,622	$ 65,000	$ 65,150	$ 65,000	$ 75,000
TOTAL SALARIES & WAGES	**49,622**	**65,000**	**65,150**	**65,000**	**75,000**
OTHER PAY					
BENEFITS					
FICA/MEDICARE TAX	3,814	5,850	5,850	5,000	5,850
WORKERS COMPENSATION	926	1,000	1,230	1,000	1,000
TOTAL BENEFITS	**4,739**	**6,850**	**7,080**	**6,000**	**6,850**
TOTAL PERSONNEL	**54,362**	**71,850**	**72,230**	**71,000**	**81,850**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
CONTRACTUAL SERVICES					
ELECTIONS	-	5,000	5,000	2,000	-
APPRAISALS	350	5,000	5,000	5,000	5,000
SURVEY SERVICES	4,000	-	2,993	2,000	5,000
OTHER PROFESSIONAL SERVICES	845	60,000	71,788	65,000	65,000
INSURANCE & BONDS	2,351	2,156	2,156	2,156	2,220
TELECOMMUNICATIONS	4,491	4,200	4,200	3,500	4,000
ADVERTISING	25,670	27,000	27,000	24,000	27,000
PRINTING/REPRODUCTION	5,657	8,000	8,000	6,300	8,000
TRAVEL	28,044	35,000	35,000	35,000	35,000
TRAINING	10,129	12,000	12,000	12,000	12,000
INTERDEPARTMENTAL SERVICES - FIXED	2,239	2,311	2,311	2,311	2,311
OTHER CONTRACTUAL	85	1,000	1,000	500	500
ASSOCIATION DUES	40,036	45,000	45,000	44,000	45,000
POSTAGE	628	1,000	1,000	1,000	1,000
TOTAL CONTRACTUAL	**124,526**	**207,667**	**222,448**	**204,767**	**212,031**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	2,052	2,000	2,000	2,000	2,000
BOOKS, PERIODICALS, MAPS	250	1,000	1,000	1,000	1,000
AWARDS	893	2,000	2,000	2,000	2,000
TOTAL MATERIALS & SUPPLIES	**3,196**	**5,000**	**5,000**	**5,000**	**5,000**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
OTHER					
PERFORMANCE MEASUREMENT PROJECT	22,900	-	-	-	-
PROGRAMS & PROJECTS	10,066	25,000	25,000	25,000	1,025,000
ADA COMPLIANCE	-	10,000	10,000	5,000	10,000
CURA	26,873	39,000	40,966	20,000	39,000
COUNCIL GOALS	212,705	400,000	640,597	300,000	300,000
AMOCO	5,000	15,000	15,000	15,000	29,000
WAGE SURVEY	-	-	-	-	33,000
WAM	35,000	-	-	-	-
PUBLIC SAFETY COMP TIME PAY-OFF	62,655	-	-	-	-
CEC OPERATIONS STUDY	-	60,000	60,000	60,000	60,000
NEWSLETTERS	-	-	-	-	8,200
NAT'L DEVELOPMENT COUNCIL	-	-	-	-	25,000
CNFR	-	-	-	-	25,000
TOTAL OTHER	**375,199**	**549,000**	**791,562**	**425,000**	**1,554,200**
CAPITAL					
TECHNOLOGIES	**2,516**	**10,000**	**10,000**	**10,000**	**10,000**
TOTAL CAPITAL	**2,516**	**10,000**	**10,000**	**10,000**	**10,000**
TOTAL	**$ 559,798**	**$ 843,517**	**$ 1,101,240**	**$ 715,767**	**$ 1,863,081**

THIS PAGE LEFT INTENTIONALLY BLANK

City Manager

City Manager

City Manager

Mission: To provide for the administration and coordination of day-to-day operations of City government, and for the implementation of goals, objectives, and policies established by the City Council.

Goals

1. Support the PIO Committee in maintaining an effective system of communication between the City Government, its employees, and the general public
2. Develop recommendations for the City Council to define the City's role in supporting residential and and business investment throughout the community
3. Implement a Capital Improvement Plan and Tracking Program for the City organization
4. Complete the implementation of the "In Touch" Citizen Response Management Software throughout the entire City organization
5. Prepare a Business Continuity Plan for the City organization
6. Support the efforts of Washington Strategies to identify sources of federal funding for capital projects projects in Casper
7. Complete the establishment of a professional records system that is supported by digital technology and made available to all users of the City's network
8. Continue to work with the State Legislature to secure a dependable funding base for City services
9. Provide supervision and leadership for the City's IT Programs including GEMS, GIS, and Web Page development
10. Support the Optional 1% #13 sales tax

Objectives

1. Publish 4 issues of the Citizen Newsletter during the fiscal year
2. Conduct at least one training session on communication skills for members of the PIO Committee
3. Complete design standards for commercial developments that will enhance the appearance of business districts by June 30, 2006
4. Conduct a citizen survey of City services by June 30,2006
5. Conduct research, develop a recommendation and purchase a software application for planning and and tracking capital projects by January, 2006
6. Achieve full implementation of the CRM software by October 2005
7. Complete the documentation and compilation of a Business Continuity Plan by July 1, 2006
8. Prepare documentation for five priority projects to present to federal committees, and staff, for consideration of funding
9. Assure that all historical documents and current documents that are part of the official records system have been scanned and indexed in the LaserFiche document system by December, 2006
10. Participate in the lobbying effort before the 2006 Session of the Wyoming Legislature for local government funding that meets the level of funding received in 2005
11. Conduct 12 meetings of the IT Steering Committee on a monthly basis to develop recommendations for allocation of resources to implement the Annual Organizational Technology Plan
12. Increase IT funding by 10% in order to increase the level of technical support for the GEMS Financial System

Performance Measure

1. # of Citizen newsletters published
2. Optional 1% #13 Committee formed
3. Completion date of design standards for commercial developments
4. Completion date of Citizen Survey
5. Purchase date of Capital Projects software
6. Full implementation date of CRM software
7. Completion date of Business Continuity Plan
8. # of priority projects prepared for presentation
9. Completion date of scanned and indexed historical/current documents
10. FY06 state funding meets or exceeds FY05 state level of funding
11. # of IT Steering Committee meetings conducted

Highlights/Issues

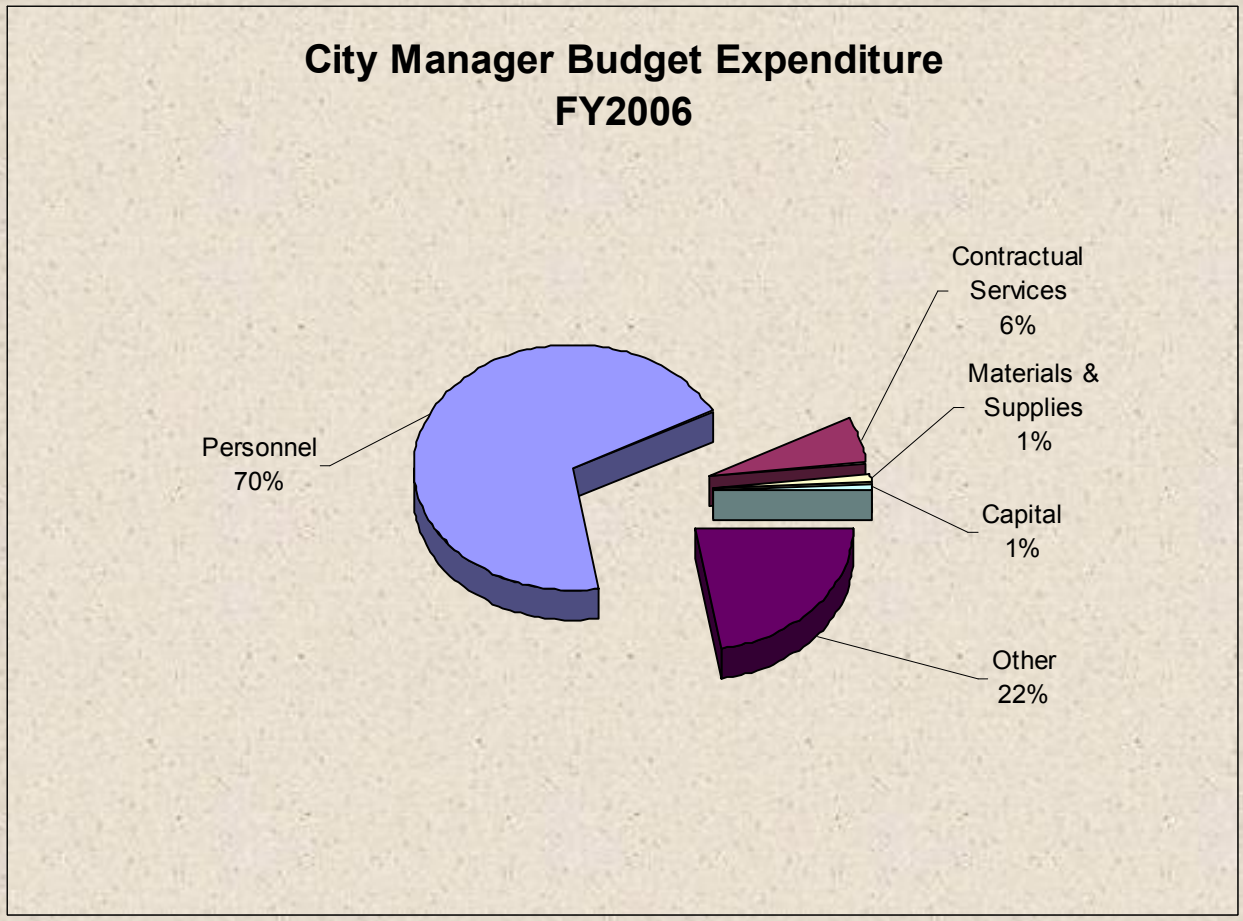
No significant changes are planned for this cost center.

Contained in the Other expenditure category is the $100,000 Staffing Contingency established by Council in FY2005.

Full Time Employees	FY05	FY06
City Manager	1	1
Assistant City Manager	1	1
Executive Secretary	1	1
Administrative Secretary	1	1
Administrative Analyst	1	1
TOTAL	**5**	**5**
Total Part-Time Employees	**$4,456**	**$4,160**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$440,151	$476,655	$436,677	$481,450
Contractual Services	34,988	40,167	31,572	40,215
Materials & Supplies	3,039	5,500	5,500	5,500
Capital	6,837	8,791	3,000	6,000
Other	18,222	146,500	25,000	146,500
TOTAL	$503,237	$678,113	$501,749	$679,665


City Manager Budget Expenditure
FY2006
Contractual Services 6%
Materials & Supplies 1%
Capital 1%
Other 22%
Personnel 70%

City of Casper
CITY MANAGER
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 292,337	$ 304,557	$ 316,539	$ 318,384	$ 321,118
PART TIME	1,006	3,120	4,456	3,686	4,160
OVERTIME	1,945	2,000	2,000	2,000	2,000
TOTAL SALARIES & WAGES	**295,288**	**309,677**	**322,994**	**324,070**	**327,278**
OTHER PAY					
SUPPLEMENTAL PAY	36,530	32,280	32,280	32,280	33,571
DISABILITY LEAVE BUY-BACK	4,680	5,000	5,000	5,493	6,000
ACCRUED LEAVES PAYOFF	4,019	-	-	-	-
TOTAL OTHER PAY	**45,229**	**37,280**	**37,280**	**37,773**	**39,571**
BENEFITS					
HEALTH INSURANCE	21,640	25,580	25,580	25,580	28,800
LIFE INSURANCE	640	1,352	1,352	-	1,252
DISABILITY INSURANCE	2,002	2,101	2,101	-	2,250
FICA/MEDICARE TAX	23,064	23,285	23,285	-	27,372
RETIREMENT	20,977	17,778	32,551	32,994	31,446
WORKERS COMPENSATION	10,606	12,038	14,492	16,260	12,385
DEFERRED COMPENSATION	20,705	19,034	17,020	-	11,096
TOTAL BENEFITS	**99,635**	**101,168**	**116,381**	**74,834**	**114,601**
TOTAL PERSONNEL	**440,151**	**448,125**	**476,655**	**436,677**	**481,450**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
CONTRACTUAL SERVICES					
MEDICAL TESTING SERVICES	222	600	600	-	600
INSURANCE AND BONDS	5,228	4,795	4,795	-	4,938
TELECOMMUNICATIONS	4,618	4,000	4,000	2,500	3,500
PRINTING/REPRODUCTION	1,094	1,000	1,000	1,100	1,100
TRAVEL	8,945	10,000	10,000	10,000	10,000
TRAINING	3,895	5,000	5,000	5,000	5,000
INTERDEPARTMENTAL SERVICES - FIXED	3,732	3,772	3,772	3,772	4,077
OTHER CONTRACTUAL	397	500	500	700	500
ASSOCIATION DUES	6,493	10,000	10,000	8,000	10,000
POSTAGE	365	500	500	500	500
TOTAL CONTRACTUAL	**34,988**	**40,167**	**40,167**	**31,572**	**40,215**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	1,431	3,000	3,000	3,000	3,000
BOOKS, PERIODICALS, MAPS	1,608	2,500	2,500	2,500	2,500
TOTAL MATERIALS & SUPPLIES	**3,039**	**5,500**	**5,500**	**5,500**	**5,500**
CAPITAL					
TECHNOLOGIES	-	-	500	-	-
TOTAL CAPITAL	**-**	**-**	**500**	**-**	**-**
CAPITAL REPLACEMENT					
TECHNOLOGIES	6,837	6,000	8,791	3,000	6,000
TOTAL CAPITAL REPLACEMENT	**6,837**	**6,000**	**8,791**	**3,000**	**6,000**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
OTHER					
PROGRAMS & PROJECTS	2,591	8,500	8,500	5,000	8,500
OPERATIONS CONTINGENCY	15,630	38,000	38,000	20,000	38,000
STAFFING CONTINGENCY	-	100,000	100,000	-	100,000
TOTAL OTHER	**18,222**	**146,500**	**146,500**	**25,000**	**146,500**
TOTAL	**$ 503,237**	**$ 646,292**	**$ 678,113**	**$ 501,749**	**$ 679,665**

THIS PAGE LEFT INTENTIONALLY BLANK

City Attorney

City Attorney
City Attorney

Mission: Provide legal counsel for the City Council, City Manager, all City Departments, and all city Boards/Commissions which are not separate legal entities. Represent the City in all law suits and administrative proceedings, which are no referred to outside counsel. Prosecute cases before Municipal Court.

Goals
1. Develop computer software with IT that will track response time for various categories of requests
2. Maximize efficiency for contracts, workers compensation cases, and other litigation cases through development of form files
3. Increase staff's knowledge in governmental, civil rights, real estate, criminal, and employment law.
4. Develop form files, both in computer and hard copy format to maximize efficiency for contracts, workers compensation cases, and other litigation cases
5. Develop new specialties within the office
6. Improve response time to written requests for opinions

Objectives
1. Response time request software development by the end of June 30, 2006
2. Respond to 95% of written request for opinions within 5 days
3. Have 75% of Attorney staff attend at least 2 seminars/training programs in relation to government, civil rights, real estate, criminal, and/or employment law
4. Complete form file development process by June 30, 2006
5. Develop at least one new specialty within the office
6. Maintain 90% of form files both in computer and hard copy format

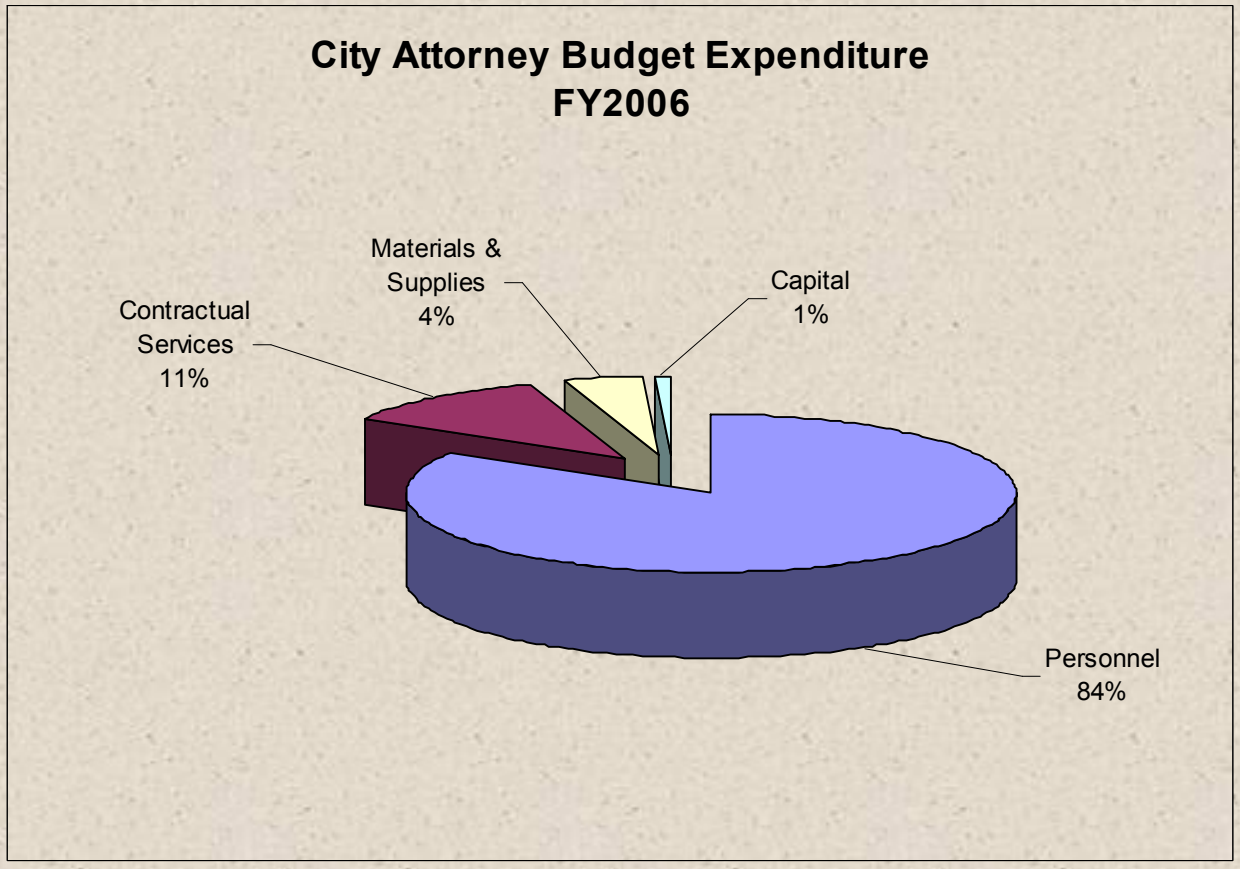
Performance Measure
1. Completion date of response time request software development
2. % of written requests for opinions responded to within 5 days
3. % of Attorney staff attending at least 2 seminars/training programs
4. Completion date of form file development
5. # of new specialties created
6. % of form files maintained in computer and hard copy format

Highlights/Issues
No significant changes are planned for this cost center.

Full Time Employees	FY05	FY06
City Attorney	1	1
Deputy City Attorney	1	1
Assistant City Attorney	2	2
Legal Secretary	1	1
Paralegal	1	1
TOTAL	**6**	**6**
Total Part-Time Employees	**$0**	**$0**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$339,999	$424,155	$327,526	$438,800
Contractual Services	18,508	55,859	22,259	57,135
Materials & Supplies	13,348	21,930	15,200	21,930
Capital	4,033	25,912	15,231	3,640
Total	$375,888	$527,856	$380,216	$521,505



City of Casper
CITY ATTORNEY
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	**ORIGINAL BUDGET**	**REVISED BUDGET**	**ESTIMATED**	**ADOPTED BUDGET**
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 264,152	$ 318,572	$ 327,879	$ 270,231	$ 339,498
TOTAL SALARIES & WAGES	**264,152**	**318,572**	**327,879**	**270,231**	**339,498**
OTHER PAY					
SUPPLEMENTAL PAY	5,100	-	-	-	-
DISABILITY LEAVE BUY-BACK	870	3,234	3,234	3,234	2,200
ACCRUED LEAVES PAYOFF	268	-	-	-	-
TOTAL OTHER PAY	**6,237**	**3,234**	**3,234**	**3,234**	**2,200**
BENEFITS					
HEALTH INSURANCE	20,117	29,764	30,384	29,764	32,364
LIFE INSURANCE	586	1,019	1,019	1,019	963
DISABILITY INSURANCE	1,739	2,197	2,197	2,197	2,177
RETIREMENT	19,059	22,312	22,312	-	24,019
FICA/MEDICARE TAX	20,072	24,372	24,372	21,081	26,148
WORKERS COMPENSATION	8,037	12,758	12,758	-	11,431
TOTAL BENEFITS	**69,610**	**92,422**	**93,042**	**54,061**	**97,102**
TOTAL PERSONNEL	**339,999**	**414,228**	**424,155**	**327,526**	**438,800**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL					
LEGAL	3,554	30,000	30,000	5,000	30,000
MEDICAL TESTING	-	300	300	300	300
INSURANCE & BONDS	2,902	2,230	2,230	2,230	2,297
TELECOMMUNICATIONS	3,689	4,680	4,680	3,600	4,680
PRINTING/REPRODUCTION	914	2,080	2,080	1,000	2,080
TRAVEL	952	5,200	5,200	2,000	5,200
TRAINING	2,087	6,240	6,240	3,000	6,240
INTERDEPARTMENTAL SERVICES	720	1,177	1,177	1,177	2,386
OTHER CONTRACTUAL	3,154	3,120	3,120	3,120	3,120
POSTAGE	537	832	832	832	832
TOTAL CONTRACTUAL	**18,508**	**55,859**	**55,859**	**22,259**	**57,135**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	1,502	3,430	3,430	2,200	3,430
BOOKS, PERIODICALS, MAPS	11,846	18,500	18,500	13,000	18,500
TOTAL MATERIALS & SUPPLIES	**13,348**	**21,930**	**21,930**	**15,200**	**21,930**
CAPITAL					
LIGHT EQUIPMENT	-	2,080	21,397	11,171	2,080
TECHNOLOGIES	4,033	1,560	4,515	4,060	1,560
TOTAL CAPITAL	**4,033**	**3,640**	**25,912**	**15,231**	**3,640**
TOTAL	**$ 375,888**	**$ 495,657**	**$ 527,856**	**$ 380,216**	**$ 521,505**

THIS PAGE LEFT INTENTIONALLY BLANK

Administrative Services

Municipal Court
Finance
Health, Social, & Community Services

THIS PAGE LEFT INTENTIONALLY BLANK

Municipal Court

Administrative Services

Municipal Court

Mission: To provide for the efficient operation of the Municipal Court system in order to assure compliance with court orders, the accounting of fines, and recording of court actions.

Goals

1. Improve leadership relations with staff by shifting to an employee focus
2. Improve management control
3. Establish, monitor, and report on goals

Objectives

1. Conduct at least 20 one-on-one staff meetings
2. Conduct at least 20 entire staff meetings
3. Develop at least 3 new performance measures
4. Develop a metrics and benchmarking system by June 30, 2006
5. Develop at least 3 goals for each staff member
6. Implement Credit/Debit card payment for court fines by June 30, 2006
7. Install a new recording system by June 30, 2006

Performance Measure

1. # of one-on-one staff meetings conducted
2. # of staff meetings conducted
3. # of performance measures
4. Completion date of metrics and benchmarking system
5. Average # of goals for developed for each staff member
6. Implementation date of credit/debit card payment
7. Installation date of new recording system

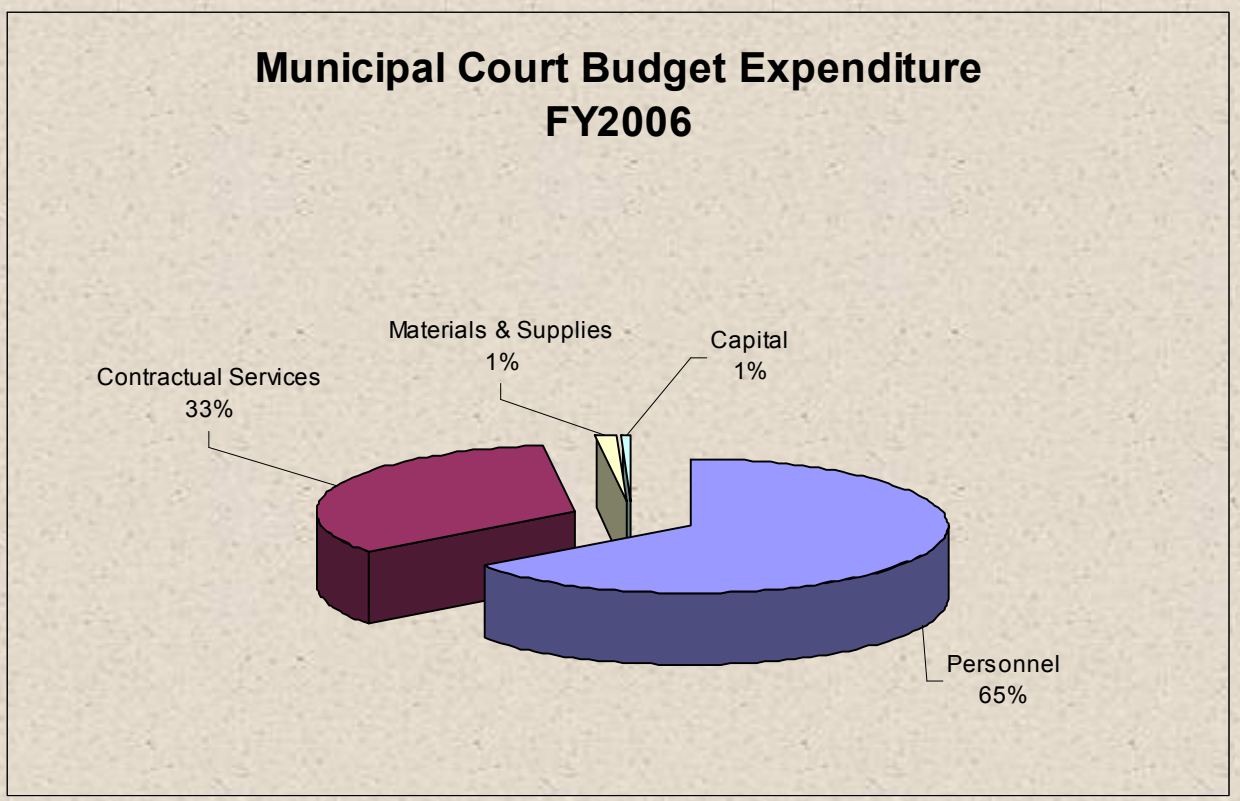
Highlights/Issues

No significant changes are planned for this cost center.

Full Time Employees	FY05	FY06
Court Clerk II	3	3
Customer Service Rep	1	1
Bailiff	2	2
Court Manager	1	1
TOTAL	**7**	**7**
Total Part-Time Employees	**$0**	**$0**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Expenditures				
Personnel	$273,571	$306,031	$297,584	$318,736
Contractual Services	247,565	165,813	158,218	159,365
Materials & Supplies	4,299	5,200	5,150	5,850
Capital	-	5,391	6,600	3,000
Total	$525,435	$482,435	$467,552	$486,951



City of Casper
MUNICIPAL COURT
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 192,461	$ 224,510	$ 229,445	$ 224,510	$ 235,790
PART TIME	5,978	-	-	-	-
OVERTIME	572	1,000	1,000	750	1,000
TOTAL SALARIES & WAGES	**199,010**	**225,510**	**230,445**	**225,260**	**236,790**
OTHER PAY					
SUPPLEMENTAL PAY	5,525	-	-	-	-
DISABILITY LEAVE BUY-BACK	2,328	2,300	2,300	1,648	2,300
ACCRUED LEAVES PAYOFF	2,887	-	455	205	-
CAR ALLOWANCES	1,500	2,400	2,400	2,400	2,400
TOTAL OTHER PAY	**12,240**	**4,700**	**5,155**	**4,253**	**4,700**
BENEFITS					
HEALTH INSURANCE	30,006	29,763	29,763	29,763	37,164
LIFE INSURANCE	622	742	742	667	710
DISABILITY INSURANCE	1,201	1,592	1,592	1,395	1,465
FICA/MEDICARE TAX	15,472	17,629	17,629	17,191	18,537
RETIREMENT	10,965	14,157	14,157	12,752	13,764
WORKERS COMPENSATION	4,055	6,454	6,548	6,303	5,606
TOTAL BENEFITS	**62,321**	**70,337**	**70,431**	**68,071**	**77,246**
TOTAL PERSONNEL	**273,571**	**300,547**	**306,031**	**297,584**	**318,736**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
LEGAL	17,892	12,000	12,000	14,100	13,000
OTHER PROFESSIONAL SERVICES	398	700	700	250	350
JURY EXPENSES	5,405	8,000	8,000	5,101	6,000
CONTRACTUAL SUPERVISORS	11,875	-	-	-	-
CONTRACTUAL JUDGES	100,488	100,500	100,500	100,000	100,000
BUILDING RENT	13,265	13,000	13,000	13,500	13,500
INSURANCE AND BONDS	2,432	2,661	2,661	2,661	2,741
TELECOMMUNICATIONS	3,376	3,482	3,482	3,300	3,500
PRINTING/REPRODUCTION	2,598	2,100	2,100	2,700	2,100
TRAVEL	1,212	3,500	3,500	1,200	3,500
TRAINING	1,340	3,500	2,400	2,400	2,400
INTERDEPARTMENTAL SERVICES - FIXED	984	670	670	670	524
OTHER CONTRACTUAL	10,072	14,000	14,000	10,069	9,000
ASSOCIATION DUES	15	300	300	150	250
POSTAGE	1,807	2,500	2,500	2,097	2,500
PROGRAMS & PROJECTS	74,407	-	-	20	-
TOTAL CONTRACTUAL	**247,565**	**166,913**	**165,813**	**158,218**	**159,365**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	3,461	4,100	4,100	3,700	4,400
UNIFORMS	681	600	600	750	750
BOOKS, PERIODICALS, MAPS	156	500	500	700	700
SAFETY EQUIPMENT	-	-	-	-	-
TOTAL MATERIALS & SUPPLIES	**4,299**	**5,200**	**5,200**	**5,150**	**5,850**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CAPITAL					
LIGHT EQUIPMENT	-	1,500	2,600	4,100	500
TECHNOLOGIES	-	2,500	2,791	2,500	2,500
TOTAL CAPITAL	**-**	**4,000**	**5,391**	**6,600**	**3,000**
TOTAL	**$ 525,435**	**$ 476,660**	**$ 482,435**	**$ 467,552**	**$ 486,951**

Finance

Administrative Services

Finance

Mission: To provide financial and administrative services to citizens, vendors, other entities, and individuals, and City organization.

Goals

1. Enhance monthly management reporting
2. Establish centralized grants/revenue function

Objectives

1. Incorporate 100% of performance measures stated in the City's proposed annual budget for each cost center
2. Add an expanded treasury report for all funds by January, 2006
3. Add at least 2 new financial reports
4. Prepare grant reimbursement requests for 100% of active City grants by the 10th of each month
5. Account summary financial report prepared within 3 days of month's end
6. Maintain 95% of available cash invested

Performance Measure

1. % of performance measures incorporated
2. Completion date of treasury report
3. % of grant reimbursements prepared by the 10th of each month
4. # of days needed to prepare account summary financial reports
5. % of available cash invested

Highlights/Issues

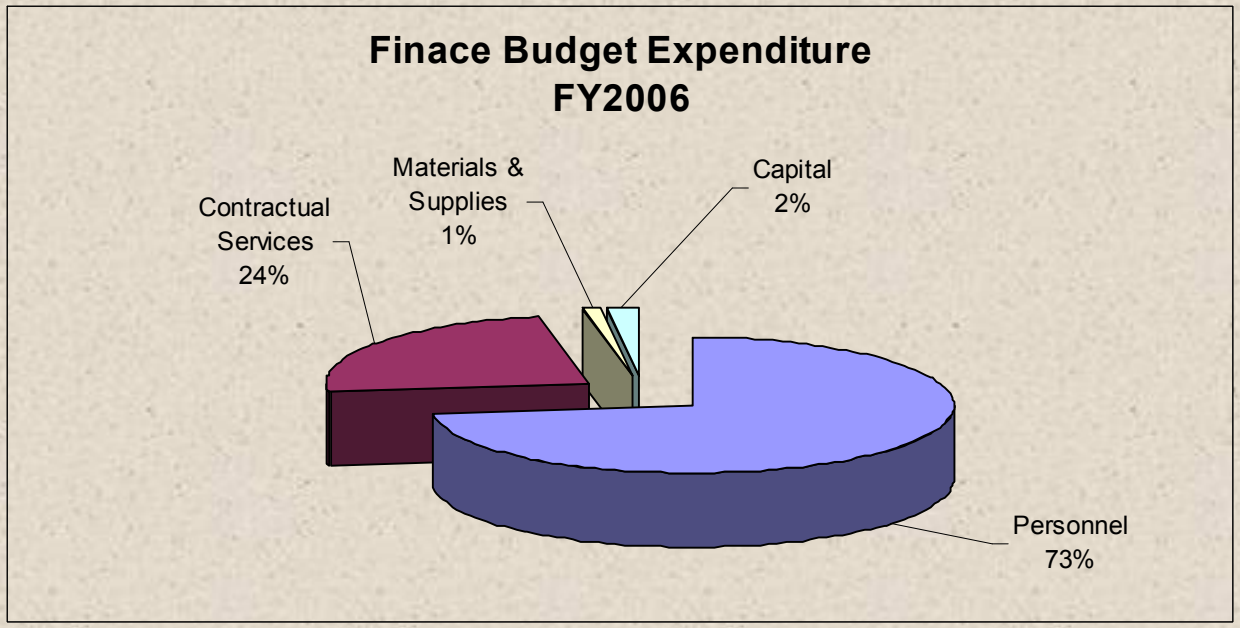
The Finance budget reflects several changes in staff positions. During FY 05, one manager and one supervisor retired, and one manager resigned. These positions were replaced with two supervisors and one division manager. The position assignments also reflect the additional Customer Services Representative that was added to support monthly utility billing. Lastly, in place of the part time License Inspector who resigned, an accounting intern position has been established. During the summer of 2005, an accounting intern from University of Wyoming was hired. This first-time internship was very beneficial to the Finance Division and another intern has been hired for the summer of 2006.

The budget also reflects increases in the cost of the annual independent audit, an increase in supplies and contractual services for monthly utility billing, and general increases in uncontrollable costs.

Full Time Employees	FY05	FY06
Accountant	1	1
Accounting Clerk	1	1
Accounting Technician	4	4
Analyst	1	1
Administrative Secretary	1	1
Administrative Services Director	1	1
Administrative Services Manager	2	0
Administrative Services Representative I	1	1
Administrative Services Representative II	1	1
Business Services Supervisor	0	1
Customer Services Representative	4	4
Customer Services Supervisor	1	1
Finance Division Manager	0	1
Financial Services	2	2
Records Specialist	1	1
TOTAL	**21**	**21**
Total Part-Time Employees	**$10,516**	**$4,934**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Expenditures				
Personnel	$872,506	$1,070,127	$917,110	$1,096,596
Contractual Services	289,444	320,952	305,100	353,386
Materials & Supplies	9,773	15,127	15,077	16,249
Capital	12,973	19,449	24,293	28,000
Total	$1,184,696	$1,425,655	$1,261,580	$1,494,231



City of Casper
FINANCE
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 663,440	$ 795,780	$ 794,905	$ 667,366	$ 829,496
PART TIME	5,385	5,408	10,516	6,262	4,933
OVERTIME	751	1,060	1,060	1,931	1,000
TOTAL SALARIES & WAGES	**669,577**	**802,248**	**806,481**	**675,559**	**835,429**
OTHER PAY					
SUPPLEMENTAL PAY	15,300	-	-	-	-
DISABILITY LEAVE BUY-BACK	5,471	5,472	5,472	6,795	6,000
ACCRUED LEAVES PAYOFF	1,266	1,500	23,462	9,962	1,500
CAR ALLOWANCES	3,600	3,600	3,600	3,600	3,600
TOTAL OTHER PAY	**25,637**	**10,572**	**32,534**	**20,357**	**11,100**
BENEFITS					
HEALTH INSURANCE	67,748	89,763	97,113	93,743	108,648
LIFE INSURANCE	1,790	2,408	2,408	2,408	2,260
DISABILITY INSURANCE	4,455	5,181	5,204	5,181	5,143
FICA/MEDICARE TAX	51,047	57,198	60,804	57,198	65,485
RETIREMENT	41,908	47,007	49,021	47,007	52,772
WORKERS COMPENSATION	10,344	14,466	16,562	15,657	15,759
TOTAL BENEFITS	**177,293**	**216,023**	**231,112**	**221,194**	**250,067**
TOTAL PERSONNEL	**872,506**	**1,028,843**	**1,070,127**	**917,110**	**1,096,596**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
INVESTMENT MANAGEMENT	29,504	25,000	31,000	27,000	30,000
AUDITING	87,750	92,200	92,200	91,850	96,000
MEDICAL TESTING SERVICES	-	300	300	300	300
SECURITY/COURIER	3,824	4,098	4,098	4,098	1,000
OFFICE MACHINE REPAIRS	485	150	550	887	500
MAINTENANCE AGREEMENTS	37,353	39,000	39,000	39,000	40,560
INSURANCE & BONDS	20,883	19,152	19,152	19,152	19,726
TELECOMMUNICATIONS	7,812	8,000	8,000	7,300	8,000
CITY WIDE TELECOMMUNICATIONS	-	-	-	12,011	-
ADVERTISING	2,833	2,000	2,000	2,650	3,000
PRINTING/REPRODUCTION	13,850	11,500	11,500	13,780	14,000
TRAVEL	3,048	5,000	5,000	5,685	5,000
TRAINING	6,307	7,300	7,300	7,211	7,000
OTHER CONTRACTUAL	25,129	37,152	43,152	22,000	39,000
ASSOCIATION DUES	1,185	1,200	1,200	2,075	1,300
POSTAGE	49,482	49,500	49,500	49,500	81,000
PROGRAMS & PROJECTS	-	7,000	7,000	601	7,000
TOTAL CONTRACTUAL	**289,444**	**308,552**	**320,952**	**305,100**	**353,386**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	9,193	14,500	14,500	14,000	15,499
BOOKS, PERIODICALS, MAPS	581	500	627	1,077	750
TOTAL MATERIALS & SUPPLIES	**9,773**	**15,000**	**15,127**	**15,077**	**16,249**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CAPITAL					
LIGHT EQUIPMENT	645	-	5,606	3,408	1,000
TECHNOLOGIES	12,328	5,900	13,843	20,885	27,000
TOTAL CAPITAL	**12,973**	**5,900**	**19,449**	**24,293**	**28,000**
TOTAL	**$ 1,184,696**	**$ 1,358,295**	**$ 1,425,655**	**$ 1,261,580**	**$ 1,494,231**

Health, Social, & Community Services

Administrative Services

Health, Social, & Community Services

Highlights/Issues

The Human Services Commission has requested an increase of $7,282, or 13%.This increase covers a 4% salary increase and increases in contractual services and supplies. The Human Services Commission has also requested an increase of $13,205, or 15%, for agency funding. The agencies funded by the commission are:

	FY 05 Allocation	FY 06 Recommendation
The ARC of Natrona County	$9,380	$10,210
CASA	$2,345	$3,523
Casper Day Care—Child Development	$19,604	$20,411
Central Wyoming Counseling Center	$19,698	$20,189
Central Wyoming Rescue Mission	$18,760	$20,000
HCH Clinic	$4,150	$15,892
Meals on Wheels	$9,849	$10,900
Mercer House	$15,477	$16,303
Central Wyoming Senior Citizens	$32,830	$33,556
Self Help Center	$29,078	$31,418
Wyoming Senior Citizens Inc.	$8,630	$9,200
Youth Crisis Center—Hemry Home	$12,522	$13,132
YMCA	$8,395	$0
	$190,718	$204,734

The recommended funding for the Municipal Band is equal to the anticipated property tax revenue legally designated for the Band. One quarter of one mil of property tax is designated by law.

The City of Casper-Natrona County Health Department has requested an increase of $180,000, or 43%. The requested increase is attributed to general increase in costs. Also, the Department can no longer operate at a deficit as it has the last few years and its reserves have been depleted.

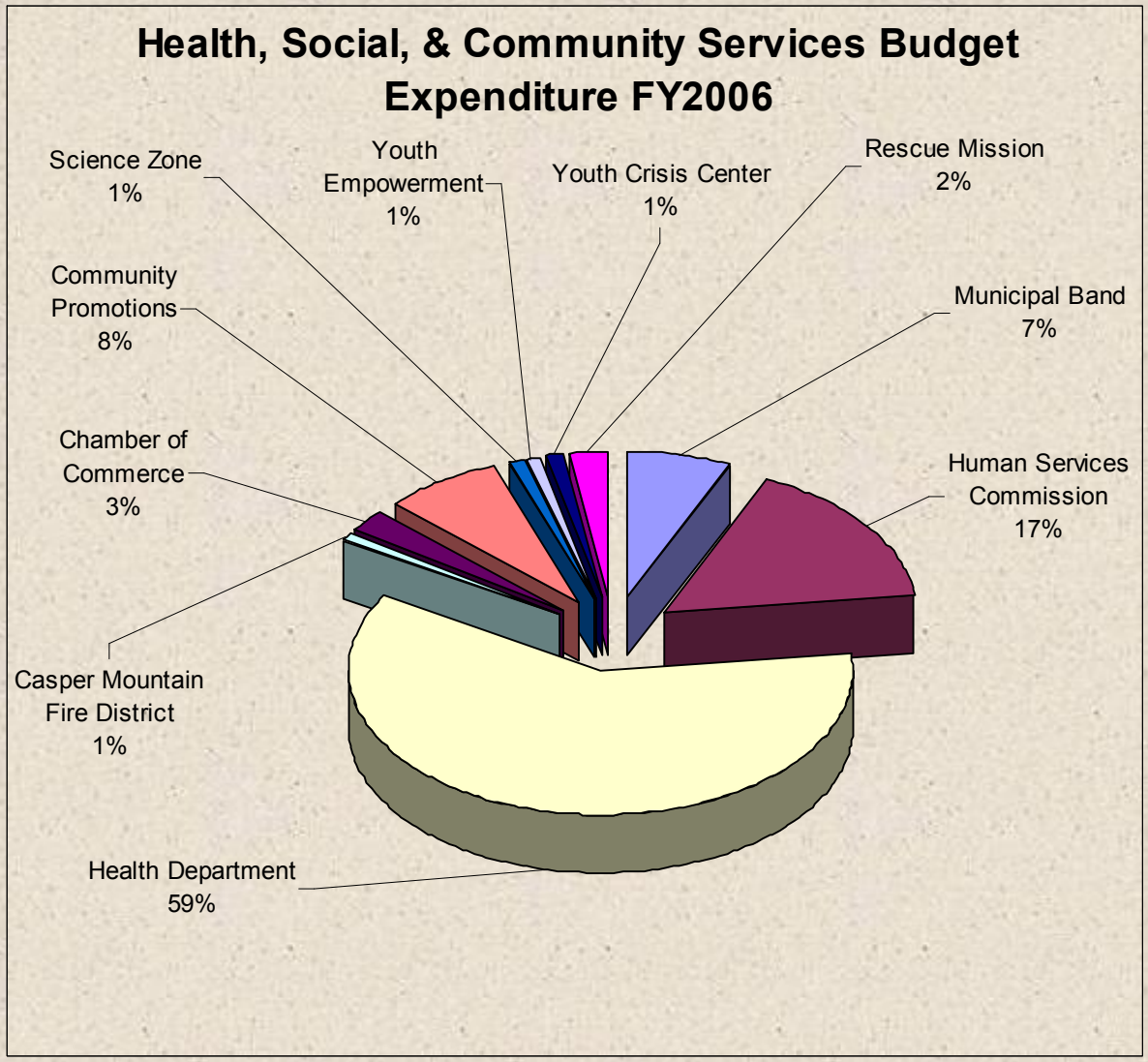
The newly organized Science Zone, formerly the Wyoming Science Adventure Center, has requested $11,000 to fund the facility, at its current location in the Nicolaysen Art Museum, through the 2005 calendar year.

Full Time Employees

None

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Municipal Band	$52,963	$57,600	$38,340	$65,340
Human Services Commission	141,768	143,905	143,905	164,392
Health Department	391,617	420,000	-	600,000
Casper Arts Festival	-	-	761	-
Casper Mountain Fire District	7,500	7,500	-	7,500
Chamber of Commerce	18,750	37,500	-	25,000
Community Promotions	44,967	128,427	-	75,000
Science Zone	51,083	35,000	39,124	11,000
Youth Empowerment	5,000	5,000	5,000	10,000
Youth Crisis Center	10,000	10,000	10,000	10,000
Rescue Mission	-	-	-	24,500
Total	$723,648	$844,932	$237,130	$992,732


Health, Social, & Community Services Budget Expenditure FY2006
Science Zone 1%
Youth Empowerment 1%
Youth Crisis Center 1%
Rescue Mission 2%
Community Promotions 8%
Municipal Band 7%
Chamber of Commerce 3%
Human Services Commission 17%
Casper Mountain Fire District 1%
Health Department 59%

City of Casper
HEALTH, SOCIAL & COMMUNITY SERVICES
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
CONTRACTUAL SERVICES					
MUNICIPAL BAND	$ 52,963	$ 57,600	$ 57,600	$ 38,340	$ 65,340
HUMAN SERVICES - GENERAL FUND	26,662	26,662	26,662	26,662	39,867
HUMAN SERVICES (1%11/12 FUNDING)	62,500	62,500	62,500	62,500	62,500
HUMAN SERVICES - ADMINISTRATION	52,606	54,743	54,743	54,743	62,025
CASPER/NATRONA COUNTY HEALTH DEPARTMENT	391,617	420,000	420,000	-	600,000
CASPER MOUNTAIN FIRE DISTRICT	7,500	7,500	7,500	-	7,500
CHAMBER OF COMMERCE	18,750	25,000	37,500	-	25,000
COMMUNITY PROMOTIONS	44,967	75,000	128,427	-	75,000
CASPER CIVIC CHORAL	-	-	-	-	-
WY ADVENTURE CENTER	51,083	35,000	35,000	39,124	11,000
CASPER ARTS FESTIVAL	-	-	-	761	-
YOUTH EMPOWERMENT COUNCIL	5,000	5,000	5,000	5,000	10,000
RESCUE MISSION	-	-	-	-	24,500
YOUTH CRISIS CENTER	10,000	10,000	10,000	10,000	10,000
TOTAL CONTRACTUAL	**$ 723,648**	**$ 779,005**	**$ 844,932**	**$ 237,130**	**$ 992,732**

Human Resources

Human Resources
Risk Management

THIS PAGE LEFT INTENTIONALLY BLANK

Human Resources
Human Resources

Mission: To provide quality services and support in employment, training, employee relation, benefits, compensation, and safety beyond the expectations of all employees enabling them to better serve the City of Casper's customers.

Goals
1. Establish, administer, and effectively communicate sound policies, rules, and practices that treat employees with dignity and equality while maintaining compliance with employment and labor laws, management directives, and labor agreements
2. Provide a competitive salary and benefit package
3. Develop the full potential of our workforce by providing training and development for career enhancement

Objectives
1. Review and revise 100% of the City's Employee Personnel Rules and Regulations Manual
2. Finalize, present and distribute the City's Part-Time Employee Personnel Rules and Regulations Manual by December 1, 2005
3. Revise annual employee benefit statement by February 1, 2006
4. Re-design and implement a wellness program by June 30, 2006
5. Provide at least 2 training sessions for alternative employee retirement savings opportunities
6. Provide at least 6 department training sessions covering employment law, employee relations, supervisory skills, and customer relations

Performance Measure
1. % of city's Employee Rules and Regulations Manual reviewed and revised
2. % of City's Part-Time Employee Rules and Regulations Manual reviewed and revised
3. Annual employee benefits statement revision complete
4. Wellness program developed and implemented
5. # of training sessions for alternative employment savings
6. # of department training sessions

Human Resources
Risk Management

Mission: To provide employees and the public services by assessing, analyzing, and managing risk exposures in order to minimize losses for the City of Casper.

Goals
1. Review current Risk Management Information system to determine needs for adequate reporting and claims management
2. Continue Citywide incident focus training program
3. Determine what training can be offered at certain times throughout the year using a City-wide training calendar

Objectives
1. Develop a system for proper cost allocation to each department by the end of FY06
2. Have a member of the Health & Safety Committee and/or a representative from Risk Management accompany the supervisor when investigating an incident involving a Citywide incident focus 100% of the time
3. Provide at least 2 Citywide sessions relation to the Citywide incident training program
4. Develop and distribute a training calendar on the City's intranet

Performance Measure

1. # of departments with cost allocation system
2. % of time investigating supervisor was accompanied by a Health & Safety and/or Risk Management representative
3. # of Citywide sessions
4. Development and distribution of training calendar completed

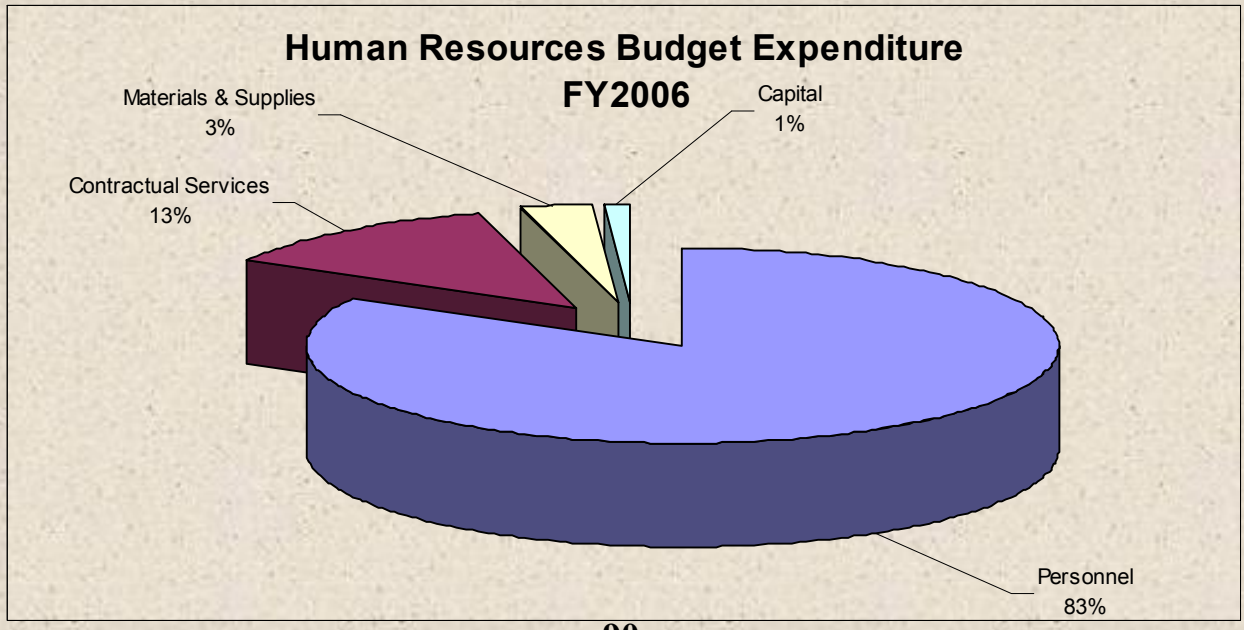
Highlights/Issues

The part time budget has increased by $26,410 due to the expanded use of the U.S. Department of Labor Employment Workforce Investment Act. This Act provides funding to cover the entire cost of employing youth for job training.

Full Time Employees	FY05	FY06
Human Resources Director	1	1
Administrative Analyst	1	1
Risk Manager	1	1
Environmental Safety Technician	1	1
Injury Claims Coordinator	1	1
Benefits Technician	1	1
Systems Technician	1	1
TOTAL	**7**	**7**
Total Part-Time Employees	**$106,474**	**$52,343**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$441,926	$547,453	$271,493	$500,629
Contractual Services	63,272	73,201	62,240	73,627
Materials & Supplies	15,028	18,500	8,517	19,000
Capital	3,439	9,400	5,672	6,000
Total	$523,665	$648,554	$347,922	$599,256



City of Casper
HUMAN RESOURCES
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 311,232	$ 320,082	$ 329,759	$ 112,037	$ 333,533
PART TIME	33,443	23,920	106,474	51,680	52,343
OVERTIME	209	500	500	222	500
TOTAL SALARIES & WAGES	**344,884**	**344,502**	**436,733**	**163,939**	**386,376**
OTHER PAY					
SUPPLEMENTAL PAY	5,950	-	-	-	-
DISABILITY LEAVE BUY-BACK	848	1,700	1,700	882	1,800
ACCRUED LEAVES PAYOFF	1,347	-	-	36	-
CAR ALLOWANCES	5,300	6,000	6,000	6,000	6,000
TOTAL OTHER PAY	**13,445**	**7,700**	**7,700**	**6,918**	**7,800**
BENEFITS					
HEALTH INSURANCE	21,297	28,837	28,837	28,837	36,216
LIFE INSURANCE	772	1,106	1,106	752	1,053
DISABILITY INSURANCE	2,006	2,208	2,208	1,945	2,121
FICA/MEDICARE TAX	26,781	26,968	28,941	28,450	30,179
RETIREMENT	20,612	22,216	22,774	22,334	23,632
UNEMPLOYMENT COMPENSATION	1,243	-	3,723	3,800	-
WORKERS COMPENSATION	10,886	13,823	15,432	14,968	13,252
TOTAL BENEFITS	**83,598**	**95,158**	**103,020**	**101,086**	**106,453**
TOTAL PERSONNEL	**441,926**	**447,360**	**547,453**	**271,943**	**500,629**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
MEDICAL TESTING SERVICES	16,847	13,000	13,000	13,000	13,000
EMPLOYEE ASSISTANCE PROGRAM	1,590	2,000	2,000	2,000	2,000
INSURANCE & BONDS	8,406	7,709	7,709	7,709	7,940
TELECOMMUNICATIONS	4,584	3,740	3,740	4,058	4,350
PRINTING/REPRODUCTION	2,882	3,400	3,400	2,076	3,400
TRAVEL	2,541	2,600	2,600	3,278	2,600
TRAINING	6,961	10,841	10,841	8,372	10,440
INTERDEPARTMENTAL SERVICES - FIXED	2,160	1,186	1,186	1,186	397
OTHER CONTRACTUAL	2,730	6,000	8,500	8,078	8,500
ASSOCIATION DUES	1,755	2,200	2,200	1,797	2,000
WELLNESS PROGRAM SERVICES	7,737	12,800	11,825	5,175	12,800
POSTAGE	3,179	3,200	3,200	2,971	3,200
PROGRAMS & PROJECTS	1,901	3,000	3,000	2,540	3,000
TOTAL CONTRACTUAL	**63,272**	**71,676**	**73,201**	**62,240**	**73,627**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	4,516	5,500	5,500	3,799	5,500
OTHER MATERIALS & SUPPLIES	350	-	-	-	-
BOOKS, PERIODICALS, MAPS	3,524	3,000	3,000	2,958	3,500
CIVIL SERVICE COMMISSION SUPPLIES	-	500	500	350	500
RISK MANAGEMENT SUPPLIES	4,966	4,500	4,500	1,410	4,500
ENVIRONMENTAL PROGRAM SUPPLIES	1,673	5,000	5,000	-	5,000
TOTAL MATERIALS & SUPPLIES	**15,028**	**18,500**	**18,500**	**8,517**	**19,000**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CAPITAL					
TECHNOLOGIES	3,439	6,000	9,400	5,672	6,000
TOTAL CAPITAL	**3,439**	**6,000**	**9,400**	**5,672**	**6,000**
TOTAL	**$ 523,665**	**$ 543,536**	**$ 648,554**	**$ 347,922**	**$ 599,256**

THIS PAGE LEFT INTENTIONALLY BLANK

Planning & Community Development

Planning
Code Enforcement
Metropolitan Planning Office (MPO)

THIS PAGE LEFT INTENTIONALLY BLANK

Planning

Planning and Community Development

Planning

Mission: To provide for the preparation of long-range plans for the physical development of the community and conduct compliance reviews of specific development proposals to include annexations, replats, rezoning, conditional use permits, variances, and site plans.

Goals

1. Assist with the preparation and execution of the City's new development/management plans
2. Review and update the City's existing planning/management documents
3. Maximize the use of the City's website and database(s) for the dissemination of planning information about the community and information about specific planning projects undergoing review
4. Develop a new fee schedule for Council adoption to more accurately reflect the staff time required to perform project reviews
5. Support the Casper Urban Renewal Agency in the effort to implement the West Central corridor Redevelopment Plan
6. Downzone heavy industrial areas to facilitate the development of commercial and highway commercial development

Objectives

1. Review (and amend if necessary) 100% of existing regulations controlling the development of oversize garages, residential setbacks, and twin home style housing
2. Implement a zoning map on the City's website by June 30, 2006
3. Downzone at least 2 heavy industrial areas to commercial uses
4. Identify at least 3 barriers that inhibit the development of multi-family and neighborhood infill projects
5. Review and update the zoning and subdivision regulations by June 30, 2006
6. Provide at least 50 hours of staff time to the Casper Urban Renewal Agency in the effort to implement the West Central Corridor Redevelopment Plan
7. Purchase the surplus railroad properties within the West Central Corridor by June 30, 2006

Performance Measure

1. % of existing development regulations reviewed for oversize garage, residential setbacks, and twin home styling
2. Implementation date of City internet zoning map
3. # of heavy industrial areas downzone to commercial use
4. # of multi-family/infill development barriers identified
5. Completion date of zoning and subdivision regulations review/update
6. # of staff hours provided to the Casper Urban Renewal Agency
7. Completion date of surplus railroad property purchase

Highlights/Issues

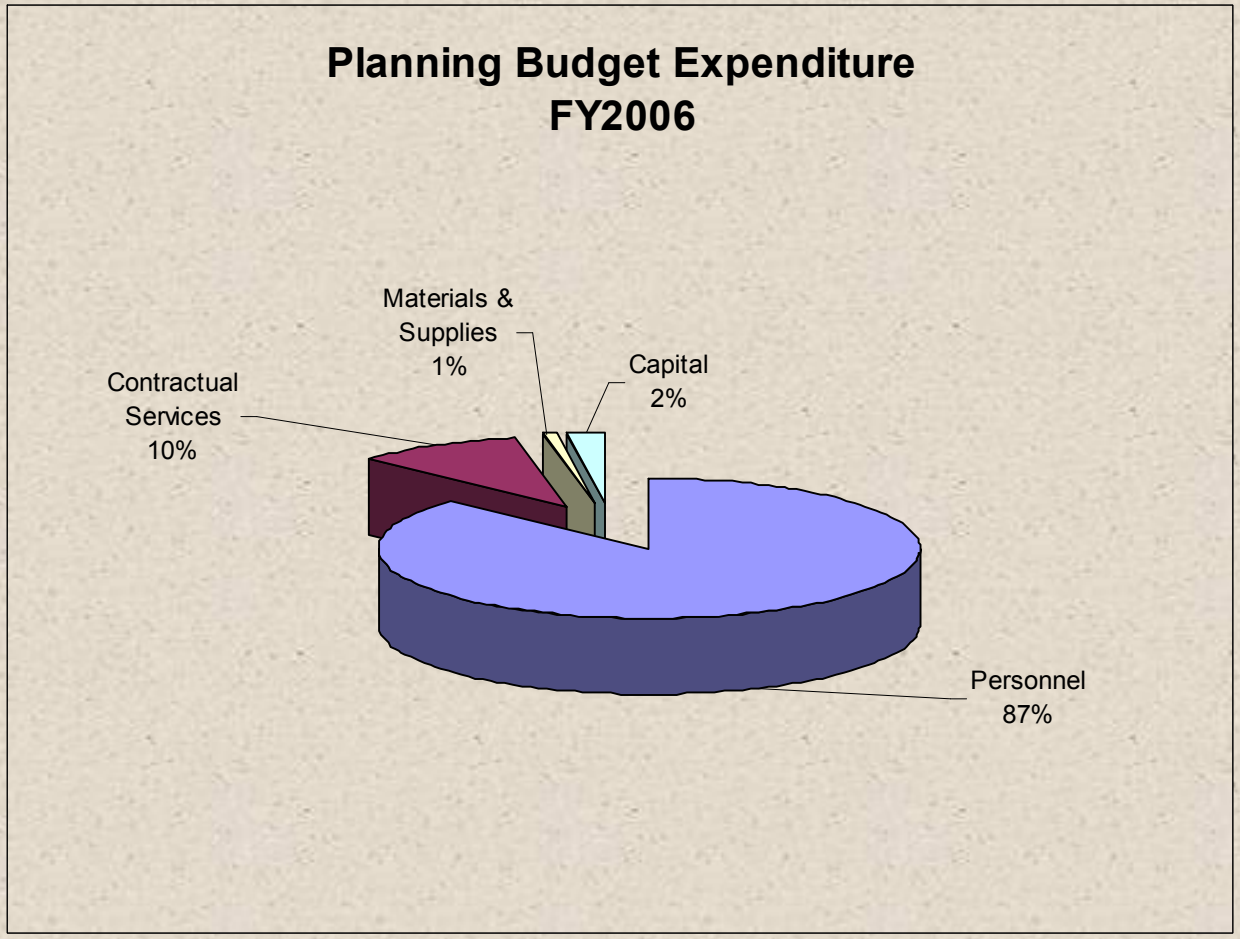
Contractual expenditures of this budget are increasing due to costs related to growth issues, including annexation mapping, mailings, etc.

Capital expenditures are increasing due to computer purchases.

Full Time Employees	FY05	FY06
Community Development Director	1	1
Associate Planner	1	1
Administrative Coordinator	0	1
Administrative Secretary	1	1
TOTAL	**3**	**4**
Total Part-Time Employees	**$0**	**$0**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$213,789	$240,663	$225,876	$283,550
Contractual Services	16,036	18,853	24,503	26,038
Materials & Supplies	2,477	2,600	2,000	2,100
Capital	3,881	2,500	3,500	6,000
Total	$236,183	$264,616	$255,879	$317,688



City of Casper
PLANNING
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 153,613	$ 159,838	$ 165,499	$ 159,824	$ 206,479
OVERTIME	4,701	3,780	13,280	5,612	5,500
TOTAL SALARIES & WAGES	**158,315**	**163,618**	**178,779**	**165,436**	**211,979**
OTHER PAY					
SUPPLEMENTAL PAY	2,550	-	-	-	-
DISABILITY LEAVE BUY-BACK	3,032	3,000	3,000	3,200	3,200
CAR ALLOWANCE	1,950	3,600	3,600	3,600	3,600
TOTAL OTHER PAY	**7,532**	**6,600**	**6,600**	**6,800**	**6,800**
BENEFITS					
HEALTH INSURANCE	16,161	18,585	19,350	18,585	28,802
LIFE INSURANCE	383	660	660	415	653
DISABILITY INSURANCE	1,059	1,102	1,102	1,150	1,109
FICA/MEDICARE TAX	12,407	13,053	13,320	13,053	13,693
RETIREMENT	12,970	13,733	13,970	13,733	14,470
WORKERS COMPENSATION	4,962	6,704	6,881	6,704	6,044
TOTAL BENEFITS	**47,942**	**53,837**	**55,284**	**53,640**	**64,771**
TOTAL PERSONNEL	**213,789**	**224,055**	**240,663**	**225,876**	**283,550**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
OTHER PROFESSIONAL SERVICES	-	500	500	-	500
INSURANCE & BONDS	1,959	1,797	1,797	1,797	1,800
TELECOMMUNICATIONS	3,224	3,000	3,000	3,200	3,000
ADVERTISING	968	1,200	1,200	7,500	7,500
PRINTING/REPRODUCTION	2,717	2,000	2,000	2,600	2,500
TRAVEL	228	1,500	1,500	800	1,500
TRAINING	233	1,000	1,000	1,000	1,000
INTERDEPARTMENTAL SERVICES - FIXED	3,828	4,606	4,606	4,606	4,238
ASSOCIATION DUES	270	500	500	450	500
POSTAGE	1,511	1,750	1,750	2,500	2,500
PROGRAMS & PROJECTS	1,098	1,000	1,000	50	1,000
TOTAL CONTRACTUAL	**16,036**	**18,853**	**18,853**	**24,503**	**26,038**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	1,784	2,000	2,000	1,400	1,500
BOOKS, PERIODICALS, MAPS	592	500	500	500	500
SAFETY SUPPLIES	101	100	100	100	100
TOTAL MATERIALS & SUPPLIES	**2,477**	**2,600**	**2,600**	**2,000**	**2,100**
CAPITAL					
TECHNOLOGY	-	-	-	-	2,500
PROPERTY REDEVELOPMENT	3,881	2,500	2,500	3,500	3,500
TOTAL CAPITAL	**3,881**	**2,500**	**2,500**	**3,500**	**6,000**
TOTAL	**$ 236,183**	**$ 248,008**	**$ 264,616**	**$ 255,879**	**$ 317,688**

THIS PAGE LEFT INTENTIONALLY BLANK

Code Enforcement

Planning and Community Development
Code Enforcement

Mission: To promote health, safety, welfare and beautification by proactive enforcement of building, electric and plumbing codes and City ordinances related to weeds, trash, junk cars, dangerous buildings and other miscellaneous ordinances.

Goals

1. Promote public use of the Municipal Code online through the City of Casper website to direct individual citizens to a sources of information about various City codes
2. Clarify/amend ordinances and regulations that direct code enforcement and abatement procedures
3. Work with Administrative Services and Information Technology to implement a building permit and code enforcement software program to improve efficiency in executing division procedures

Objectives

1. Create a fully integrated database with the Natrona County Assessor's Clerk and Treasurers for access to all non-proprietary vehicle, personal property, and real property information by June 30, 2006
2. Equip 75% of field staff with PDAs (Personal Digital Assistants) to streamline inspection and record keeping procedures
3. Hold at least 3 public education workshops on nuisance code requirements
4. Build an automated, e-government permitting and licensing system by June 30, 2006
5. Review at least 75% (and amend as necessary) of the building permit fee schedule

Performance Measure

1. Completion date of integrated database
2. % of field staff equipped with PDAs
3. # of nuisance code requirement workshops held
4. Completion date of e-government permitting and licensing system
5. % of building permit fee schedule reviewed

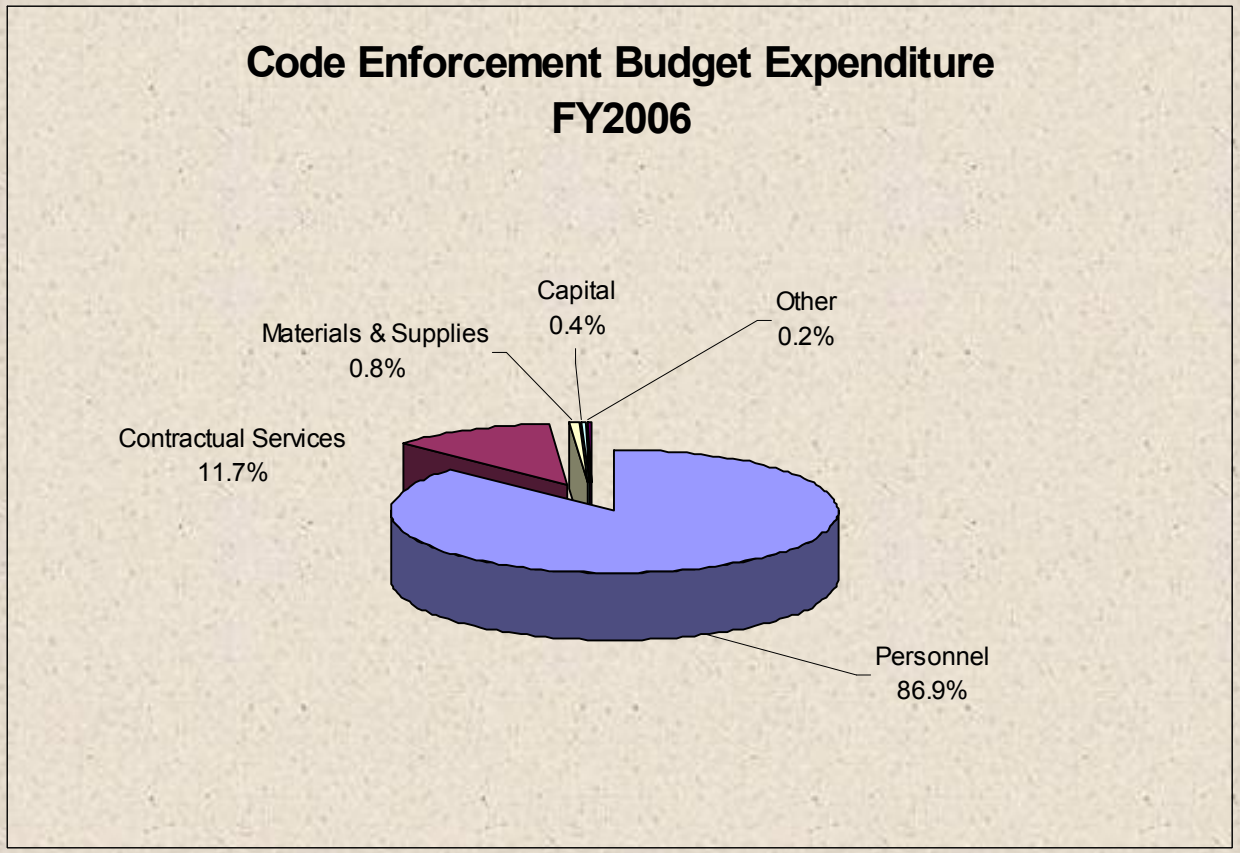
Highlights/Issues

Additional funds are included in Contractual for increased training and additional postage for notification purposes.

Full Time Employees	FY05	FY06
Building Code Enforcement Manager	1	1
Building Inspector II	4	5
Code Enforcement Inspector	3	3
Secretary II	1	1
TOTAL	**9**	**10**
Total Part-Time Employees	**$0**	**$0**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$405,319	$582,523	$362,545	$623,237
Contractual Services	65,535	67,506	64,852	73,058
Materials & Supplies	3,981	4,300	5,911	5,200
Capital	-	7,953	7,000	2,600
Other	627	1,000	1,000	1,000
Total	$475,462	$663,283	$441,308	$705,095



City of Casper
CODE ENFORCEMENT
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 301,693	$ 430,717	$ 443,756	$ 204,517	$ 466,806
OVERTIME	299	530	530	-	530
TOTAL SALARIES & WAGES	**301,993**	**431,247**	**444,286**	**204,517**	**467,336**
OTHER PAY					
SUPPLEMENTAL PAY	5,950	-	-	-	-
DISABILITY LEAVE BUY-BACK	3,932	3,932	4,786	4,426	5,000
TOTAL OTHER PAY	**9,882**	**3,932**	**4,786**	**4,426**	**5,000**
BENEFITS					
HEALTH INSURANCE	39,682	45,159	61,704	84,179	75,278
LIFE INSURANCE	749	781	859	885	953
DISABILITY INSURANCE	2,087	2,206	2,302	2,419	2,595
FICA/MEDICARE TAX	22,764	24,815	28,460	27,676	32,027
RETIREMENT	17,153	18,192	21,881	20,966	23,783
WORKERS COMPENSATION	11,008	14,900	18,246	17,477	16,265
TOTAL BENEFITS	**93,445**	**106,053**	**133,451**	**153,602**	**150,901**
TOTAL PERSONNEL	**405,319**	**541,232**	**582,523**	**362,545**	**623,237**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL					
LAWN AND TREE ABATEMENT	19,479	19,500	19,500	19,500	19,500
EQUIPMENT REPAIRS	135	500	500	500	500
INSURANCE & BONDS	8,562	7,852	7,852	7,852	7,852
TELECOMMUNICATIONS	5,904	6,200	6,200	4,539	6,200
PRINTING/REPRODUCTION	2,689	2,000	2,000	2,102	4,500
TRAVEL	1,972	2,500	2,500	2,500	3,500
TRAINING	2,720	2,500	2,500	2,500	3,500
INTERDEPARTMENTAL SERVICES - FIXED	17,616	20,504	20,504	20,504	20,456
ASSOCIATION DUES	920	950	950	750	1,050
POSTAGE	5,538	5,000	5,000	4,105	6,000
TOTAL CONTRACTUAL	**65,535**	**67,506**	**67,506**	**64,852**	**73,058**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	2,902	3,300	3,300	5,245	4,000
BOOKS, PERIODICALS, MAPS	1,079	1,000	1,000	666	1,200
TOTAL MATERIALS & SUPPLIES	**3,981**	**4,300**	**4,300**	**5,911**	**5,200**
CAPITAL					
TECHNOLOGIES	-	1,000	7,953	7,000	2,600
TOTAL CAPITAL	**-**	**1,000**	**7,953**	**7,000**	**2,600**
OTHER					
PROGRAMS & PROJECTS	627	1,000	1,000	1,000	1,000
TOTAL OTHER	**627**	**1,000**	**1,000**	**1,000**	**1,000**
TOTAL	**$ 475,462**	**$ 615,038**	**$ 663,283**	**$ 441,308**	**$ 705,095**

THIS PAGE LEFT INTENTIONALLY BLANK

Metropolitan Planning Office (MPO)

Planning and Community Development

Metropolitan Planning Office (MPO)

Mission: To administer the federal transportation dollars available to the Casper metropolitan area and develop plans for the extension, expansion and enhancement of the street, trail and transit facilities and transportation services in the community.

Goals

1. Review and update the City's existing planning/management documents
2. Assist with the preparation and execution of the City's new development/management plans

Objectives

1. Establish a cooperative school area traffic-claming program with the Natrona County School District by June 30, 2006
2. Review and update at least 100% of the Casper Area Trails Plan to include the completed sections of the Platte River Parkway in Paradise Valley, the Whitewater Park, the Platte River Commons Pathway, and the Casper Rail/Trail
3. Provide at least 100 hours of staff time assistance with the Platte River Parkway Trust development plan preparation
4. Manage 100% of the development of Poplar Street access management/corridor plan
5. Complete the Major Street Plan and Land Use Plan for Southeast Casper Planning District by June 30, 2006
6. Provide at least 50 hours of staff time assistance with the identification and establishment of the West Central Corridor Street and Pathway system
7. Hire new Director of MPO by August 1, 2005

Performance Measure

1. Establish date of school area traffic-calming program
2. % of Casper Area Trails Plan reviewed and updated
3. # of staff hours provided for Platte River Parkway Trust
4. % of Poplar Street development plan managed
5. Completion date of Southeast Casper Planning District land and street use plans
6. # of staff hours provided for the West Central Corridor Street and Pathway system
7. Hire date of new MPO Director

Highlights/Issues

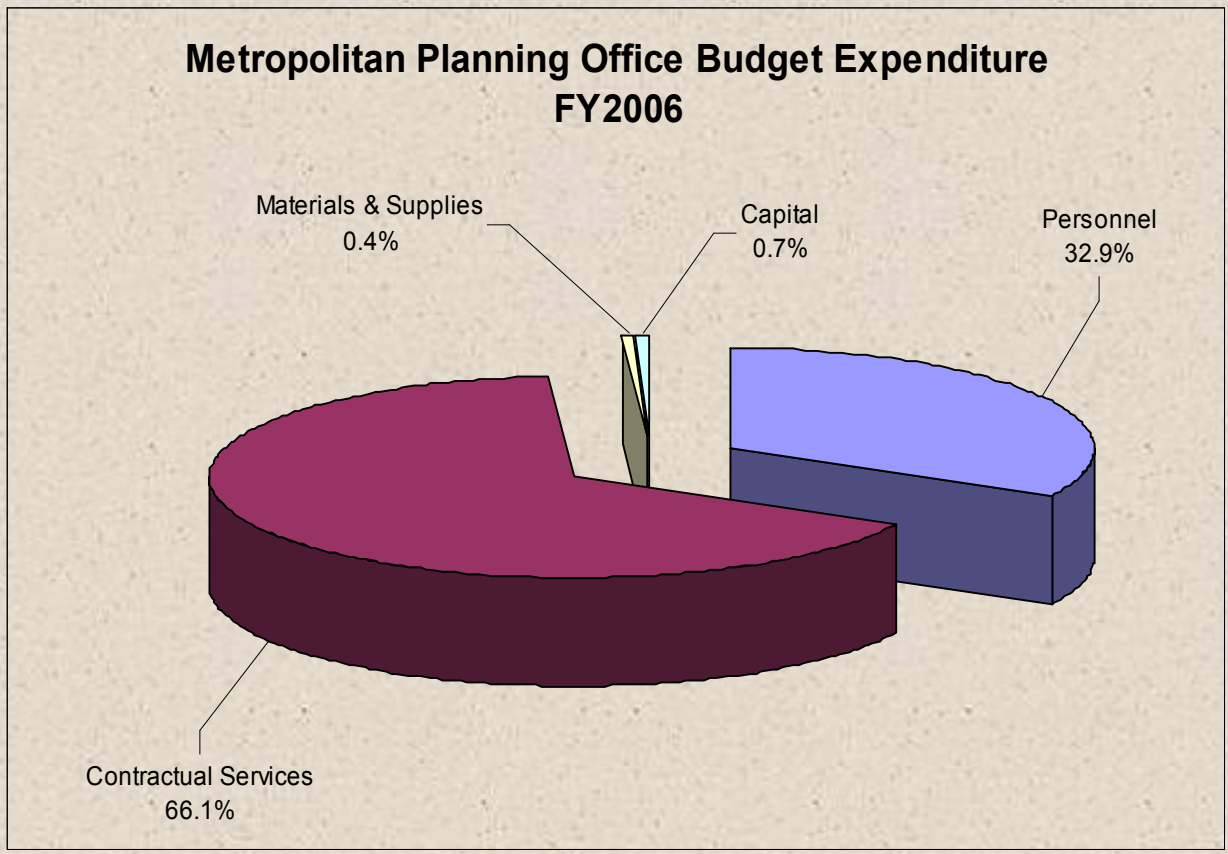
Contractual expenditures contain the following Programs & Projects approved by the MPO Policy Committee:

Long Range Transportation Plan Update	$	132,000
Pavement Management Software & Data Collection	$	41,000
West Yellowstone Corridor Study	$	20,000
Traffic Counters and Counts	$	10,000

Full Time Employees	FY05	FY06
Metropolitan Planning Director	1	1
Accounting Technician	1	1
TOTAL	**2**	**2**
Total Part-Time Employees	**$0**	**$0**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$115,700	$121,295	$120,915	$128,272
Contractual Services	164,958	292,069	138,919	249,424
Materials & Supplies	1,315	1,350	1,350	1,350
Capital	2,023	2,500	2,500	2,500
Total	$283,996	$417,214	$263,684	$381,546



METROPOLITAN PLANNING ORGANIZATION (MPO)

FY 2006 Budget

(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 77,678	$ 83,521	$ 83,547	$ 85,727	$ 91,510
OVERTIME	945	1,400	1,400	-	600
TOTAL SALARIES & WAGES	**78,623**	**84,921**	**84,947**	**85,727**	**92,110**
OTHER PAY					
SUPPLEMENTAL PAY	1,700	-	-	-	-
DISABILITY LEAVE BUY-BACK	787	800	819	820	800
CAR ALLOWANCES	2,400	2,400	2,400	2,400	2,400
TOTAL OTHER PAY	**4,887**	**3,200**	**4,440**	**3,220**	**3,200**
BENEFITS					
HEALTH INSURANCE	12,614	15,312	15,312	15,372	16,728
LIFE INSURANCE	215	223	223	223	218
DISABILITY INSURANCE	532	576	576	576	588
FICA/MEDICARE TAX	6,023	6,754	6,754	6,754	7,305
RETIREMENT	4,466	5,015	5,015	5,015	5,422
UNEMPLOYMENT COMPENSATION	6,398	-	1,184	1,184	-
WORKERS COMPENSATION	1,940	2,844	2,844	2,844	2,701
TOTAL BENEFITS	**32,189**	**30,724**	**31,908**	**31,968**	**32,962**
TOTAL PERSONNEL	**115,700**	**118,845**	**121,295**	**120,915**	**128,272**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
INSURANCE & BONDS	4,094	3,752	3,752	3,752	3,864
TELECOMMUNICATIONS	479	800	800	700	800
ADVERTISING	518	800	800	1,000	700
PRINTING/REPRODUCTION	463	600	600	400	500
TRAVEL	1,737	3,000	3,000	2,500	3,000
TRAINING	1,608	2,400	2,400	2,000	2,400
INTERDEPARTMENTAL SERVICES - FIXED	5,340	5,437	5,437	5,437	5,060
ADMIN/MANAGEMENT FEES	4,858	5,830	5,830	5,830	5,830
OTHER CONTRACTUAL	693	500	500	500	600
ASSOCIATION DUES	885	800	800	800	800
POSTAGE	-	-	-	-	500
PROGRAMS & PROJECTS	144,283	116,129	268,150	116,000	225,370
TOTAL CONTRACTUAL	**164,958**	**140,048**	**292,069**	**138,919**	**249,424**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	1,215	1,250	1,250	1,250	1,250
SAFETY SUPPLIES	100	100	100	100	100
TOTAL MATERIALS & SUPPLIES	**1,315**	**1,350**	**1,350**	**1,350**	**1,350**
CAPITAL					
TECHNOLOGIES	2,023	2,500	2,500	2,500	2,500
TOTAL CAPITAL	**2,023**	**2,500**	**2,500**	**2,500**	**2,500**
TOTAL	**$ 283,996**	**$ 262,743**	**$ 417,214**	**$ 263,684**	**$ 381,546**

THIS PAGE LEFT INTENTIONALLY BLANK

Police

Patrol
Investigations
Records
Administration/Training & Personnel

THIS PAGE LEFT INTENTIONALLY BLANK

Police Department
Patrol

Mission: To provide pro-active patrol and timely response to calls for service to ensure that citizens feel safe in their homes and on their streets.

Goals
1. Provide appropriate staffing levels for officer and public safety.
2. Emphasize the importance of drunk driving enforcement.
3. Increase communication between patrol and investigations.
4. Improve traffic safety on City streets.

Objectives
1. Increase self-initiated vehicle stops by 15%.
2. Increase FI (field interview) card submittals by 15%
3. Maintain a patrol availability factor of 45%.
4. Lower the average BAC of DUI's to 12%.

Performance Measure
1. # of officers/1,000 population
2. # of calls/officer
3. # of arrests/1,000 population
4. # of arrests/officers
5. # of tickets/1,000 population
6. # of tickets/hour of patrol
7. Response time--priority calls
8. Moving violation/injury accident
9. DUI arrests vs. DUI related accidents
10. % accidents alcohol related
11. DUI arrests/1,000 population
12. % increase of self-initiated vehicle stops
13. % increase of FI (field interview) card submittals

Police Department
Investigations

Mission: To conduct professional investigations of felony and misdemeanor crimes, to include the collection and storage of evidence, reports, affidavits, and court testimony.

Goals
1. Institute procedure for tracking of detective paperwork on cases worked
2. Incorporate a case management system in the Investigation and Patrol divisions
3. Computerize the Property/Evidence unit
4. Improve the quality of reports
5. Organize and manage the Internal Affairs files

Objectives
1. Develop a checklist to be followed by detectives on cases
2. Develop in the Patrol division, the use of solvability checklists, case tracking, and re-contacting victims by phone
3. Conduct monthly and yearly audits in Property/Evidence Unit
4. Review and follow-up on deficient reports with Patrol Lieutenants
5. Create a database for the computer to track Internal Affairs cases
6. Create procedure for microfilming reports
7. Review weekly cases assigned to detectives that fall under the case management system
8. Computerize investigation activity data (cases worked by detective, specific crime and case closure

Performance Measure
1. # of citizen complaints/1,000 citizen contacts
2. # of deficient reports sent back to patrol/100 reports
3. # of clearance rates by arrest/100 cases
4. Value of recovered property/value of stolen property
5. % of IA's (Internal Affairs) requiring disciplinary action

Police Department

Records

Mission: To provide data entry, information retrieval and records maintenance services, in a timely manner to the Department, other law enforcement agencies and the public.

Goals
1. Provide appropriate training opportunities for staff
2. Write and implement reference and procedure manual
3. Implement rotational schedule for processing court paperwork
4. NCIC certification and re-certification status for employees
5. Provide performance guidelines for staff

Objectives
1. Host UCR training
2. Send Records Lead to First Line Supervision at WLEA
3. Provide reference tools on record procedures
4. Train and schedule staff to work 6--3 shift on rotational basis
5. Review performance standards with staff
6. Provide training and testing opportunities for NCIC certification and re-certification status for employees

Performance Measure
1. # of staff with NCIC certification
2. # of rotational schedules for 6--3 shifts
3. # of training courses/hours received
4. # of set benchmark for amount of time needed to enter reports into CAD/RMS
5. # of set benchmark for accuracy of data entered into CAD/RMS
6. # of reports filed within 48 hours
7. # of counter requests completed within 5 minutes

Police Department

Career Services

Mission: To provide in-service training courses, specialized training schools, and recruiting efforts to ensure the citizen and businesses of Casper will receive high quality professional police services.

Goals
1. Provide appropriate professional training opportunities for department personnel
2. Develop new and innovative recruiting efforts to meet department manpower needs
3. Implement CALEA accreditation standards to meet department and community needs

Objectives
1. Maintain POST professional certification for all sworn personnel
2. Provide 20 hours of POST approved training annually for each sworn officer
3. Minimize officer duty incurred injuries
4. Maintain an applicant list of more than 5 individuals
5. Successfully complete CALEA review

Performance Measure

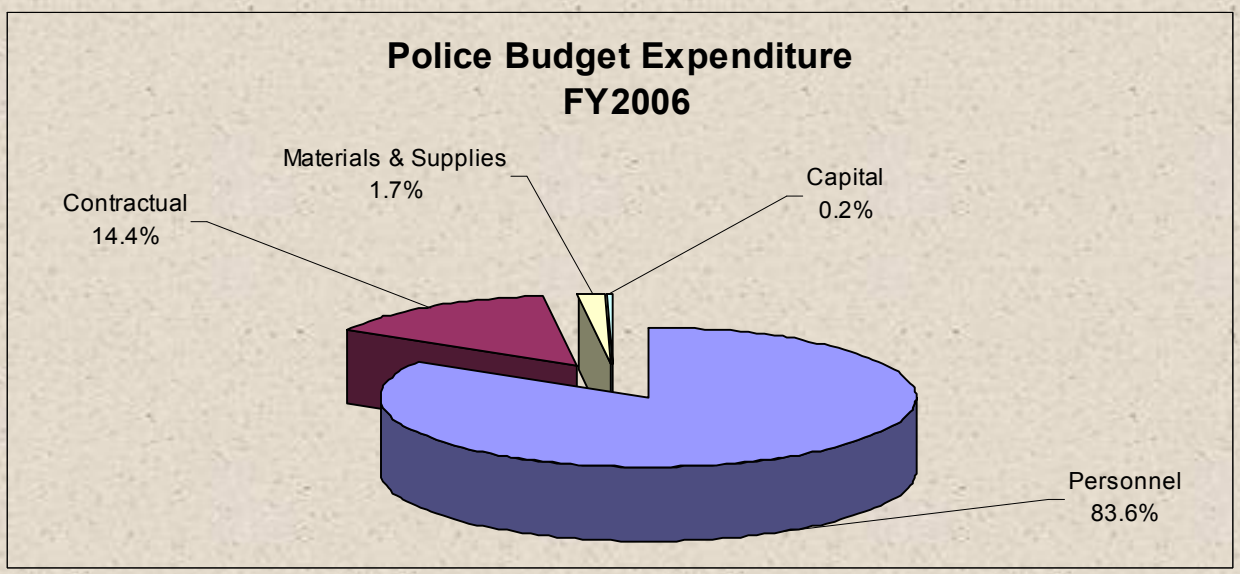
1. # of officers with POST professional certification
2. # of applicants on active civil service hiring list
3. # of duty related officer injuries
4. # of CALEA standards in compliance

Highlights/Issues
No significant changes are planned for this cost center.

Full Time Employees	FY05	FY06
Police Chief	1	1
Deputy Police Chief	2	2
Lieutenants	3	3
Sergeants	9	9
Officers	73	75
Administrative Secretary	1	1
Budget Specialist	1	1
Lead Records Specialist	1	1
Secretary II	2	2
Police Records Specialist	3	3
Property Evidence Technician	2	2
Crime Analyst	1	1
Victim Services Coordinator	1	1
Community Service Officers	2	2
Parking Enforcement Attendants	2	1
Records Supervisor	0	1
TOTAL	**104**	**106**
Total Part-Time Employees	**$15,099**	**$15,703**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$5,699,723	$6,631,255	$6,374,167	$6,765,651
Contractual	1,135,473	1,320,137	1,704,360	1,109,872
Materials & Supplies	144,168	133,399	139,212	134,000
Other	-	120	150	150
Capital	14,326	23,725	24,000	18,225
Total	$6,993,690	$8,108,635	$8,241,889	$8,027,898



City of Casper
POLICE
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 4,104,143	$ 4,769,498	$ 4,774,600	$ 4,633,294	$ 4,874,269
PART TIME	13,113	15,099	15,099	10,000	15,703
OVERTIME	138,526	161,305	181,305	180,000	181,305
TOTAL SALARIES & WAGES	**4,255,782**	**4,945,902**	**4,971,004**	**4,823,294**	**5,071,277**
OTHER PAY					
HOLIDAY PAY	94,423	89,681	89,681	89,681	93,600
EDUCATION PAY	9,210	-	-	-	-
OTHER TIME - COURT	23,236	20,800	20,800	15,000	-
SUPPLEMENTAL PAY	80,325	-	80,325	-	-
CONTRACT WAGES	8,805	20,000	-	-	20,800
DISABILITY LEAVE BUY-BACK	38,885	44,000	44,000	41,034	44,000
ACCRUED LEAVES PAYOFF	58,929	36,400	36,400	65,147	36,400
PHONE ALLOWANCE	-	-	4,080	3,600	14,400
TOTAL OTHER PAY	**313,813**	**210,881**	**275,286**	**214,462**	**209,200**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
BENEFITS					
HEALTH INSURANCE	470,371	536,963	605,243	590,205	679,132
LIFE INSURANCE	9,211	10,561	10,561	9,500	11,179
DISABILITY INSURANCE	28,242	29,984	29,984	28,000	32,145
FICA/MEDICARE TAX	81,156	101,171	101,171	78,000	134,376
RETIREMENT	367,730	406,234	406,234	406,000	417,665
UNEMPLOYMENT COMPENSATION	1,904	-	-	-	-
WORKERS COMPENSATION	171,513	224,706	231,771	224,706	210,677
TOTAL BENEFITS	**1,130,127**	**1,309,619**	**1,384,965**	**1,336,411**	**1,485,174**
TOTAL PERSONNEL	**5,699,723**	**6,466,402**	**6,631,255**	**6,374,167**	**6,765,651**
CONTRACTUAL SERVICES					
MEDICAL TESTING SERVICES	9,250	16,500	16,500	18,000	16,500
INVESTIGATION	5,999	8,000	8,000	7,580	8,000
RECRUITMENT/SELECTION	14,634	7,000	7,000	20,000	12,000
PRISONER CARE-ADULT	335,629	318,500	546,500	360,000	348,500
PRISONER CARE-JUVENILE	66,219	94,000	94,000	94,000	94,000
EQUIPMENT REPAIRS	3,985	3,700	3,700	3,700	3,700
BUILDING RENT	73,905	85,000	85,000	82,000	85,000
EQUIPMENT RENTAL	13,746	15,000	15,000	15,000	15,000
INSURANCE & BONDS	132,850	121,624	121,624	360,000	125,272
TELECOMMUNICATIONS	49,064	45,000	40,920	41,000	30,600
RADIO	46,739	25,000	25,950	360,000	25,000
PRINTING/REPRODUCTION	18,620	9,725	9,725	7,500	7,000
TRAVEL	18,761	25,109	25,109	24,000	25,109
TRAINING	25,762	30,000	30,000	28,000	30,000

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
INTERDEPARTMENTAL SERVICES - FIXED	195,168	189,282	189,282	189,282	183,513
ADMINISTRATION FEES	18,243	17,998	17,998	17,998	18,729
PHOTO SERVICE	424	4,000	4,000	1,500	2,000
OTHER CONTRACTUAL	58,483	30,149	30,029	30,000	30,149
ASSOCIATION DUES	3,412	3,000	3,000	2,000	3,000
POSTAGE	13,781	16,000	16,000	12,000	16,000
PROGRAMS & PROJECTS	30,800	30,800	30,800	30,800	30,800
TOTAL CONTRACTUAL	**1,135,473**	**1,095,387**	**1,320,137**	**1,704,360**	**1,109,872**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	24,463	19,249	19,249	22,000	20,000
OPERATING SUPPLIES	23,987	17,000	17,000	25,000	19,000
OTHER MATERIALS & SUPPLIES	16,534	8,500	8,500	10,000	8,500
UNIFORMS	46,261	49,500	49,500	49,500	49,500
BOOKS, PERIODICALS, MAPS	2,841	3,600	3,600	4,000	3,600
PHOTO SUPPLIES	2,139	3,000	3,000	1,500	1,500
SAFETY EQUIPMENT	900	5,100	100	179	-
TRAINING SUPPLIES	2,325	2,000	2,000	2,000	2,000
CANINE PROGRAM	3,354	7,500	7,500	5,000	7,500
CRIME PREVENTION	1,416	1,500	1,500	2,533	1,500
EVIDENCE SUPPLIES	6,256	8,000	8,000	8,000	8,000
INVESTIGATION SUPPLIES	3,771	3,900	3,900	2,500	3,900
PATROL SUPPLIES	8,327	5,000	5,000	5,000	5,000
STREET DRUG UNIT SUPPLIES	1,594	7,050	4,550	2,000	4,000
TOTAL MATERIALS & SUPPLIES	**144,168**	**140,899**	**133,399**	**139,212**	**134,000**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CAPITAL					
TECHNOLOGIES	8,297	6,225	13,725	14,000	8,225
LIGHT EQUIPMENT	5,613	10,000	10,000	10,000	10,000
TECHNOLOGIES	415	-	-	-	-
TOTAL CAPITAL	**14,326**	**16,225**	**23,725**	**24,000**	**18,225**
OTHER EXPENSES					
DEPRECIATION	-	-	120	-	150
TOTAL OTHER EXPENSES	**-**	**-**	**120**	**-**	**150**
TOTAL	**$ 6,993,690**	**$ 7,719,033**	**$ 8,108,635**	**$ 8,241,889**	**$ 8,027,898**

Fire

Administration
Prevention
Operations
Training

THIS PAGE LEFT INTENTIONALLY BLANK

Fire Department
Administration

Mission: To provide for the public safety needs of our community with skill and compassion.

Goals
1. Complete Strategic Plan for the Casper Fire Department
2. Complete Benchmarking Project for the Casper Fire Department
3. Develop & adopt an emergency employee/family assistance policy for the Casper Fire Department

Objectives
1. Publish final Strategic Plan document
2. Identify 5 specific benchmarks with partnered jurisdictions
3. Research similar emergency employee/family assistance policies from at least 4 other fire departments
4. Train 100% of employees and 75% of family members in regards to the Fire Department's emergency employee/family assistance policy

Performance Measure
1. Strategic Plan published
2. # of benchmarks identified (w/ partnered jurisdictions)
3. # of emergency employee/family assistance policies researched
4. % of employees trained with emergency employee/family assistance policy
5. % of family members trained with emergency employee/family assistance policy

Fire Department
Prevention

Mission: To provide for the public safety needs of our community with skill and compassion.

Goals
1. Identify a new medium to more effectively teach fire safety education to the adult population in Casper
2. Determine effectiveness of prevention activities

Objectives
1. Produce a fire safety video consisting of candle safety and/or fire extinguisher use
2. Specifically identify at least 3 different groups of adult populations in Casper
3. Lower fire loss by 15%
4. Lower structure fires by 20%

Performance Measure
1. Safety video produced
2. # of adult population identified
3. % decrease in fire loss
4. % decrease in structure fires

Fire Department
Operations

Mission: To provide pro-active patrol and timely response to calls for service to ensure that citizens feel safe in their homes and on their streets.

Goals
1. Develop and effectively manage a comprehensive Health and Safety Program

Objectives
1. Reduce firefighter injuries by 5% (as compared to last FY)
2. Investigate 100% of all accidents and injuries
3. Develop and implement comprehensive rules of engagement for structural firefighting by June 30, 2006
4. Maintain 0 fire restarts

Performance Measure
1. % of firefighter injuries reduction (as compared to last FY)
2. % of all accidents investigated
3. Implementation date of comprehensive rules of engagement for structural firefighting
4. # of fire restarts

Fire Department
Training

Mission: To provide pro-active patrol and timely response to calls for service to ensure that citizens feel safe in their homes and on their streets.

Goals
1. Improve the efficiency of the Training Division by utilizing new technology

Objectives
1. Install a training satellite system at 100% of the fire stations
2. Purchase annual satellite subscription (for training exercises) by June 30, 2006
3. Implement at least 3 evaluation tools to measure the effectiveness of training

Performance Measure
1. % of fire stations with a training satellite system
2. Annual satellite subscription purchased
3. # of evaluation tools implemented

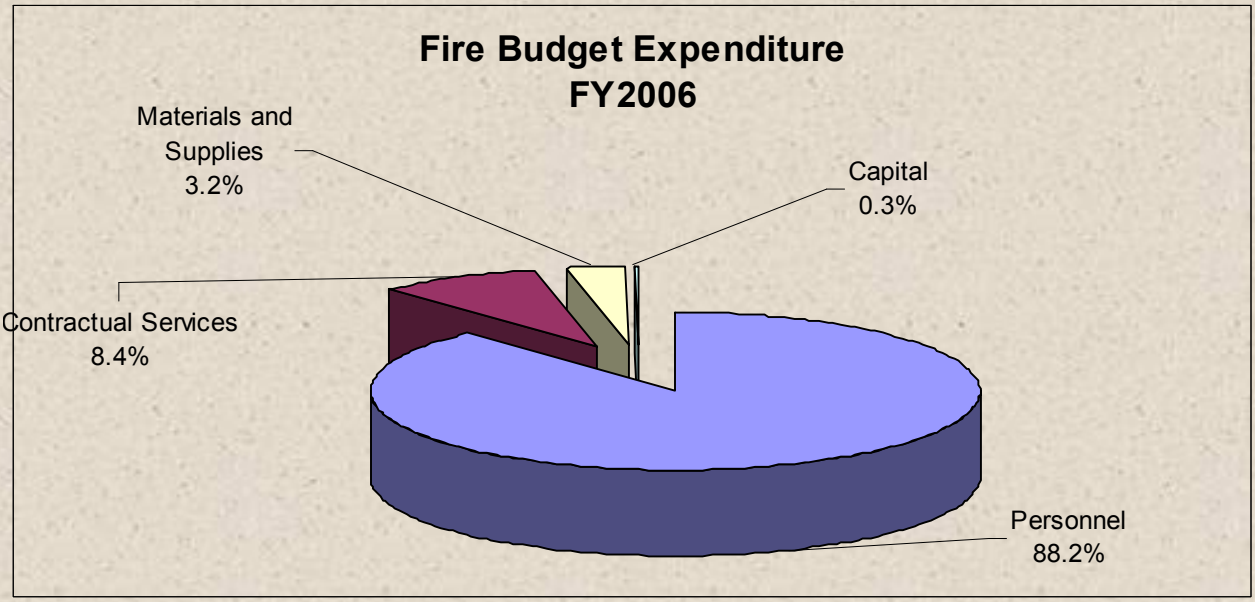
Highlights/Issues
The budget reflects the 2.5% pay increase for fire platoon staff. This raise was the negotiated increase for the second year of the current two-year contract with the International Association of Fire Fighters.

Increases in contractual expenditures include an additional $5,000 for medical testing, $8,300 for costs related to maintain the 800 MHz radio system and tower, $5,000 for training, and $26,000 for garage

Full Time Employees	FY05	FY06
Fire Chief	1	1
Division Chief	3	3
Fire Prevention Officer II	3	3
Shift Commander	3	3
Captain	15	15
Engineer	21	21
Firefighter	27	27
Administrative Secretary	1	1
Secretary II	1	1
TOTAL	**75**	**75**
Total Part-Time Employees	**$2,722**	**$0**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$4,597,442	$5,129,030	$5,106,246	$5,102,651
Contractual Services	392,408	434,221	410,496	482,092
Materials & Supplies	167,460	171,549	182,450	182,500
Capital	9,830	14,795	10,500	16,500
Total	$5,167,140	$5,749,595	$5,709,692	$5,783,743



City of Casper
FIRE
FY 2006 Budget
(Budget Basis)

	FY 2004 ACTUAL	FY2005 ORIGINAL BUDGET	FY2005 REVISED BUDGET	FY2005 ESTIMATED	FY 2006 ADOPTED BUDGET
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 3,080,847	$ 3,553,494	$ 3,524,255	$ 3,577,539	$ 3,451,645
PART TIME	13,979	-	2,722	1,360	-
OVERTIME	421,964	133,000	377,920	364,300	391,642
TOTAL SALARIES & WAGES	**3,516,790**	**3,686,494**	**3,904,897**	**3,943,199**	**3,843,287**
OTHER PAY					
HOLIDAY PAY	63,471	83,013	83,013	83,013	88,000
EDUCATION PAY	36,114	2,160	3,537	3,500	720
SPECIALTY PAY	8,610	600	803	803	600
SUPPLEMENTAL PAY	4,675	-	-	-	-
DISABILITY LEAVE BUY-BACK	15,988	3,860	5,941	5,941	5,950
ACCRUED LEAVES PAYOFF	12,080	15,900	15,900	2,547	50,000
TOTAL OTHER PAY	**140,938**	**105,533**	**109,194**	**95,804**	**145,270**
BENEFITS					
HEALTH INSURANCE	379,232	445,558	453,876	445,558	501,672
LIFE INSURANCE	7,838	7,956	7,956	7,956	8,066
DISABILITY INSURANCE	1,863	2,036	2,055	2,036	2,588
FICA/MEDICARE TAX	41,543	50,604	50,604	51,000	51,684
RETIREMENT	369,302	380,565	407,842	380,565	386,815
WORKERS COMPENSATION	139,937	180,128	192,606	180,128	151,961
TOTAL BENEFITS	**939,714**	**1,066,847**	**1,114,939**	**1,067,243**	**1,114,093**
TOTAL PERSONNEL	**4,597,442**	**4,858,874**	**5,129,030**	**5,106,246**	**5,102,651**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
MEDICAL TESTING SERVICES	22,318	29,000	28,138	29,000	34,500
WATER	8,407	7,275	7,275	9,200	9,200
EQUIPMENT REPAIRS	20,418	25,000	25,000	25,000	25,000
OFFICE MACHINE REPAIRS	2,266	3,300	3,300	3,300	3,300
MAINTENANCE AGREEMENTS	-	20,000	20,310	15,602	15,602
INSURANCE & BONDS	20,056	18,394	18,394	18,394	18,945
TELECOMMUNICATIONS	40,926	27,700	27,700	-	36,000
ADVERTISING	641	500	500	500	500
PRINTING/REPRODUCTION	7,568	8,000	8,000	8,000	8,000
TRAVEL	12,950	17,000	17,000	17,000	18,000
TRAINING	18,555	20,000	20,000	20,000	25,000
INTERDEPARTMENTAL SERVICES - FIXED	204,667	226,800	226,800	226,800	253,445
CENTRAL GARAGE	17	-	-	-	-
ASSOCIATION DUES	2,168	2,500	2,500	2,500	2,500
POSTAGE	1,806	1,700	1,700	1,700	1,700
HEAT	12,250	12,000	12,000	14,000	14,000
ELECTRICITY	14,316	15,400	15,400	16,400	16,400
PROGRAMS & PROJECTS	3,079	3,100	204	3,100	-
TOTAL CONTRACTUAL	**392,408**	**437,669**	**434,221**	**410,496**	**482,092**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
MATERIALS AND SUPPLIES					
OFFICE SUPPLIES	4,213	5,500	5,500	5,500	5,500
OPERATING SUPPLIES	88,700	87,000	88,986	89,000	94,000
TRAINING SUPPLIES	14,906	17,600	17,063	17,600	17,600
CUSTODIAL SUPPLIES	11,805	13,000	13,000	13,000	14,300
UNIFORMS	43,003	41,000	41,000	51,350	45,100
PHOTO SUPPLIES	775	1,000	1,000	1,000	1,000
SAFETY EQUIPMENT	2,064	2,000	2,000	2,000	2,000
OTHER MATERIALS & SUPPLIES	1,994	3,000	3,000	3,000	3,000
TOTAL MATERIALS & SUPPLIES	**167,460**	**170,100**	**171,549**	**182,450**	**182,500**
CAPITAL					
LIGHT EQUIPMENT	-	-	4,295	-	6,000
TECHNOLOGIES	9,830	10,500	10,500	10,500	10,500
TOTAL CAPITAL	**9,830**	**10,500**	**14,795**	**10,500**	**16,500**
TOTAL	**$ 5,167,140**	**$ 5,477,143**	**$ 5,749,595**	**$ 5,709,692**	**$ 5,783,743**

Public Services

Engineering
Traffic
Streets
Cemetery
Parks

THIS PAGE LEFT INTENTIONALLY BLANK

Engineering

Public Services
Engineering

Mission: To enhance community livability by providing stewardship of the public infrastructure and community environments through professional oversight of infrastructure construction projects and infrastructure impact assessments and ordinance compliance of new construction and developments.

Goals
1. Increase efficiency of project development and completion
2. Increase influence on coordination, review, and approval of site plans, building projects, and subdivisions approval of site plans, building projects, and subdivisions
3. Increase standardization of public works improvements
4. Increase public support, education, and awareness of construction activities

Objectives
1. Prepare at least 3 periodic project, site plan, and subdivision reports throughout FY06
2. Set-up at least 4 meetings with the planning division to review plans and establish an engineering approval process
3. Update and amend construction specifications by June 30, 2006
4. Implement design standards by June 30, 2006
5. Publish at least 3 construction project news releases

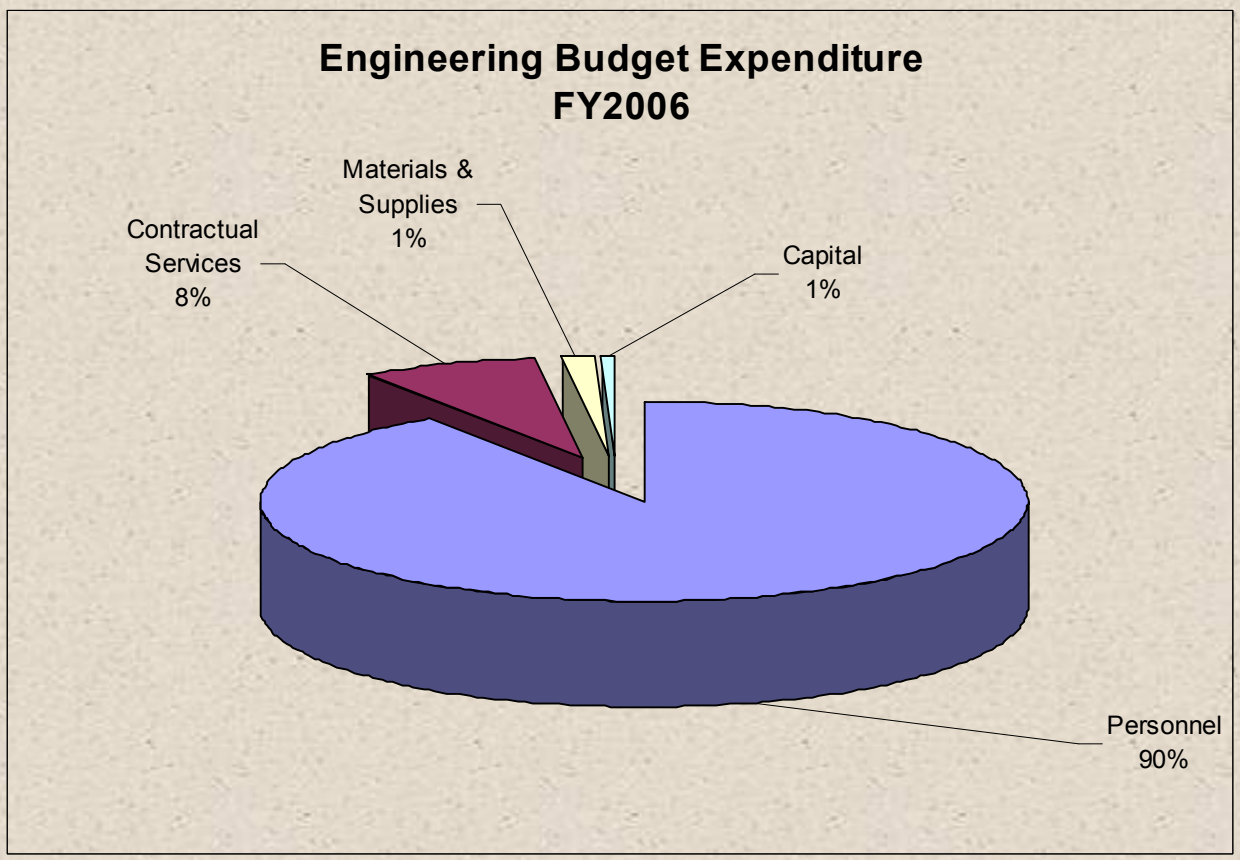
Performance Measure
1. # of project, site plan, and subdivision reports created
2. # of meetings with planning divisions
3. Completion date of updated and amended construction specifications
4. Implementation date of design standards
5. # of construction project news releases published
6. Completion date of comprehensive Downtown Reconstruction Project Campaign

Highlights/Issues
Expenditures for contractual services in this budget are increasing slightly due to additional traffic studies required due to growth of the community.

Full Time Employees	FY05	FY06
Public Services Director	1	1
City Engineer	1	1
Associate Engineer	3	3
Engineering	1	1
Senior Engineering Technician	2	2
Engineering Technician II	2	2
Administrative Analyst	1	1
Administrative Secretary	1	1
Secretary II	1	1
TOTAL	**13**	**13**
Total Part-Time Employees	**$11,440**	**$11,440**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$807,408	$903,009	$885,130	$931,473
Contractual Services	59,993	176,437	97,691	74,765
Materials & Supplies	19,623	13,167	13,098	13,167
Capital	3,035	3,000	6,722	5,000
Total	$890,059	$1,099,112	$1,002,641	$1,024,405



City of Casper
ENGINEERING
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 591,238	$ 651,868	$ 658,026	$ 641,092	$ 676,416
PART TIME	11,017	11,440	11,440	11,440	11,440
OVERTIME	2,884	2,500	2,500	7,398	2,132
TOTAL SALARIES & WAGES	**605,139**	**665,808**	**671,966**	**659,930**	**689,988**
OTHER PAY					
STANDBY TIME	4,555	5,236	5,236	4,428	4,605
SUPPLEMENTAL PAY	11,050	-	-	-	-
DISABILITY LEAVE BUY-BACK	4,181	6,068	6,068	7,056	8,357
ACCRUED LEAVES PAYOFF	-	-	10,776	9,761	-
CAR ALLOWANCES	-	1,000	1,000	-	-
TOTAL OTHER PAY	**19,786**	**12,304**	**23,080**	**21,245**	**12,962**
BENEFITS					
HEALTH INSURANCE	70,139	75,974	75,974	75,348	99,420
LIFE INSURANCE	1,407	1,815	1,815	1,815	1,720
DISABILITY INSURANCE	4,083	4,480	4,480	4,480	4,295
FICA/MEDICARE TAX	46,410	50,544	51,015	50,544	53,888
RETIREMENT	38,396	41,444	42,568	41,444	44,111
WORKERS COMPENSATION	22,050	30,324	32,111	30,324	25,088
TOTAL BENEFITS	**182,484**	**204,581**	**207,963**	**203,955**	**228,522**
TOTAL PERSONNEL	**807,408**	**882,693**	**903,009**	**885,130**	**931,472**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
ENGINEERING SERVICES	5,509	6,000	6,000	5,659	6,000
INSURANCE & BONDS	6,978	6,400	6,400	6,400	6,591
TELECOMMUNICATIONS	8,660	9,000	9,000	8,656	9,000
PRINTING/REPRODUCTION	2,032	2,000	2,000	1,903	2,000
TRAVEL	3,600	6,400	6,400	5,500	7,400
TRAINING	5,271	6,000	6,000	5,800	6,000
INTERDEPARTMENTAL SERVICES - FIXED	10,599	10,960	10,960	10,960	13,474
OTHER CONTRACTUAL	13,513	13,000	125,375	49,000	20,000
ASSOCIATION DUES	2,493	2,502	2,502	2,600	2,500
POSTAGE	1,339	1,800	1,800	1,213	1,800
TOTAL CONTRACTUAL	**59,993**	**64,062**	**176,437**	**97,691**	**74,765**
MATERIALS AND SUPPLIES					
OFFICE SUPPLIES	10,285	7,867	7,867	7,867	7,867
OPERATING SUPPLIES	1,848	2,300	2,300	2,300	2,300
OTHER MATERIALS & SUPPLIES	6,032	1,500	1,500	1,500	1,500
BOOKS, PERIODICALS, MAPS	988	1,000	1,000	1,000	1,000
SAFETY EQUIPMENT	470	500	500	431	500
TOTAL MATERIALS & SUPPLIES	**19,623**	**13,167**	**13,167**	**13,098**	**13,167**
CAPTIAL					
TECHNOLOGIES	3,035	3,000	6,500	6,722	5,000
TOTAL CAPITAL	**3,035**	**3,000**	**6,500**	**6,722**	**5,000**
TOTAL	**$ 890,059**	**$ 962,922**	**$ 1,099,112**	**$ 1,002,641**	**$ 1,024,405**

THIS PAGE LEFT INTENTIONALLY BLANK

Traffic

Public Services
Traffic

Mission: To enhance community livability by providing stewardship of the public traffic signals, traffic signs, and street light infrastructure.

Goals
1. Reduce the number of accidents
2. Reduce loss of data through computer failure of traffic shop computers
3. Increase efficiency of recordkeeping and ability to determine allocation of costs for maintenance activities

Objectives
1. Develop a priority listing of streets to apply striping tape by June 30, 2006
2. Implement a computer back-up system by June 30, 2006
3. 100% participate within ICMA's Performance Measurement program

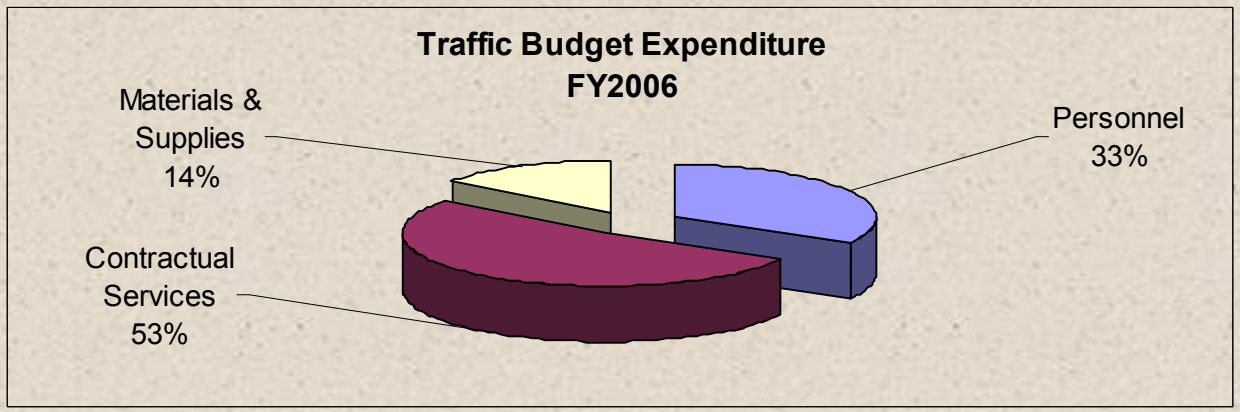
Performance Measure
1. Completion date of priority listing of streets for taping
2. Implementation date of computer back-up system
3. % participation within ICMA's Performance Measurement Program

Highlights/Issues
No significant changes are planned for this cost center.

Full Time Employees	**FY05**	**FY06**
Traffic Maintenance Supervisor	1	1
Signal Electrical Technician I	1	1
Traffic Technician II	4	4
TOTAL	**6**	**6**
Total Part-Time Employees	**$59,156**	**$52,000**

Total Cost Center Expenditure Summary

	FY04 Actual	**FY05 Budget**	**FY05 Estimate**	**FY06 Adopted Budget**
Personnel	$360,991	$393,609	$386,405	$399,610
Contractual Services	543,776	606,210	567,472	610,898
Materials & Supplies	145,065	170,460	159,022	168,500
Total	$1,049,832	$1,170,279	$1,112,899	$1,179,008



City of Casper
TRAFFIC
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 223,172	$ 231,132	$ 234,921	$ 231,132	$ 240,377
PART TIME	44,897	59,156	59,156	50,000	52,000
OVERTIME	14,090	15,000	15,000	20,000	20,000
TOTAL SALARIES & WAGES	**282,159**	**305,288**	**309,077**	**301,132**	**312,377**
OTHER PAY					
SUPPLEMENTAL PAY	5,525	-	-	-	-
DISABILITY LEAVE BUY-BACK	251	1,000	1,000	1,068	1,000
ACCRUED LEAVES PAYOFF	-	-	-	537	-
TOTAL OTHER PAY	**5,776**	**1,000**	**1,000**	**1,605**	**1,000**
BENEFITS					
HEALTH INSURANCE	24,718	27,908	27,908	27,908	31,560
LIFE INSURANCE	642	664	664	666	692
DISABILITY INSURANCE	1,451	1,594	1,594	1,594	1,637
FICA/MEDICARE TAX	21,526	23,482	23,482	23,000	24,187
RETIREMENT	13,554	13,130	14,505	15,000	15,004
WORKERS COMPENSATION	11,165	15,379	15,379	15,500	13,153
TOTAL BENEFITS	**73,056**	**82,157**	**83,532**	**83,668**	**86,233**
TOTAL PERSONNEL	**360,991**	**388,445**	**393,609**	**386,405**	**399,610**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
EQUIPMENT REPAIRS	-	1,000	1,000	1,000	1,000
UNDERPASS	3,364	3,500	3,500	1,000	3,500
BUILDING RENT	7,000	-	-	-	-
EQUIPMENT RENTAL	1,643	2,000	2,000	2,000	2,000
INSURANCE & BONDS	9,551	8,759	8,759	8,759	9,022
TELECOMMUNICATIONS	7,108	6,100	6,100	6,000	7,000
RADIO	844	1,000	1,000	1,000	1,000
TRAVEL	2,476	5,000	6,370	6,000	3,000
TRAINING	4,758	6,000	14,416	5,000	3,000
INTERDEPARTMENTAL SERVICES - FIXED	29,949	36,657	36,657	36,657	43,376
OTHER CONTRACTUAL	16,857	14,000	16,408	14,000	17,000
LIGHT INSTALLATION	5,853	6,000	6,000	6,000	6,000
ENERGY - HEAT	3,247	4,000	4,000	56	-
ENERGY - ELECTRICITY	451,127	500,000	500,000	480,000	515,000
TOTAL CONTRACTUAL	**543,776**	**594,016**	**606,210**	**567,472**	**610,898**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	4,913	5,000	5,000	4,000	4,000
OPERATING SUPPLIES	16,783	20,000	27,657	20,000	20,000
OTHER MATERIALS & SUPPLIES	16,764	10,000	12,013	12,022	12,000
UNIFORMS	1,496	2,000	2,090	1,500	2,000
SAFETY EQUIPMENT	508	500	500	500	500
PAINT & SIGN SUPPLIES	74,366	90,000	93,200	90,000	100,000
SMALL TOOLS & SUPPLIES	1,988	2,000	2,000	2,000	2,000
TRAFFIC SIGNAL SUPPLIES	24,265	24,000	24,000	24,000	24,000
TRAFFIC SURVEY SUPPLIES	3,982	4,000	4,000	5,000	4,000
TOTAL MATERIALS & SUPPLIES	**145,065**	**157,500**	**170,460**	**159,022**	**168,500**
TOTAL	**$ 1,049,832**	**$ 1,139,961**	**$ 1,170,279**	**$ 1,112,899**	**$ 1,179,008**

THIS PAGE LEFT INTENTIONALLY BLANK

Streets

Public Services
Streets

Mission: To enhance community livability by providing stewardship of the public streets infrastructure.

Goals
1. Maintain effective and efficient service levels
2. Increase efficiency of recordkeeping and ability to determine allocation of costs for for maintenance activities

Objectives
1. Recommend at least 3 new snow route removals to Council for review and approval
2. Provide at least 3 training/education sessions to Street employees
3. 100% participate within ICMA's Performance Measurement program

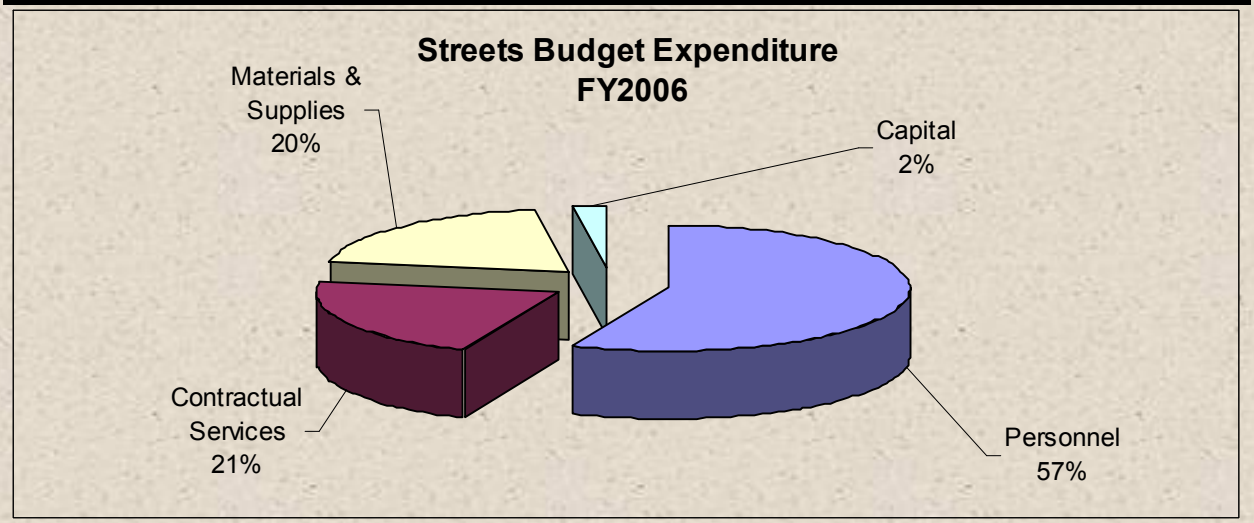
Performance Measure
1. # of snow route removals recommended to Council
2. # of training/education sessions provided
3. % participation within ICMA's Performance Measurement Program

Highlights/Issues
This budget has increased due to the additional costs to maintain the new streets constructed.

Full Time Employees	**FY05**	**FY06**
Street Supervisor	4	4
Equipment Operator	23	23
TOTAL	**27**	**27**
Total Part-Time Employees	**$55,508**	**$34,320**

Total Cost Center Expenditure Summary

	FY04 Actual	**FY05 Budget**	**FY05 Estimate**	**FY06 Adopted Budget**
Personnel	$1,499,110	$1,720,036	$1,627,176	$1,762,810
Contractual Services	614,461	636,465	634,525	633,425
Materials & Supplies	649,702	587,975	575,600	614,500
Capital	-	122,985	80,000	69,060
Total	$2,763,273	$3,067,461	$2,917,301	$3,079,795



City of Casper
STREETS
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 964,048	$ 1,179,908	$ 1,169,620	$ 1,099,874	$ 1,198,385
PART TIME	62,972	30,900	55,508	35,753	34,320
OVERTIME	113,411	75,000	75,000	80,000	100,000
TOTAL SALARIES & WAGES	**1,140,431**	**1,285,808**	**1,300,128**	**1,215,627**	**1,332,705**
OTHER PAY					
SUPPLEMENTAL PAY	23,800	-	-	-	-
DISABILITY LEAVE BUY-BACK	6,236	6,500	6,500	5,500	6,500
TOTAL OTHER PAY	**30,036**	**6,500**	**6,500**	**5,500**	**6,500**
BENEFITS					
HEALTH INSURANCE	128,864	159,990	177,840	175,202	182,976
LIFE INSURANCE	2,628	3,010	3,010	2,500	3,119
DISABILITY INSURANCE	6,638	7,580	7,580	6,200	8,053
FICA/MEDICARE TAX	85,905	92,936	92,936	96,000	101,975
RETIREMENT	60,013	66,976	67,883	66,000	73,767
WORKERS COMPENSATION	44,493	60,840	62,962	60,840	53,715
ACCRUED LEAVE	102	-	1,197	(693)	-
TOTAL BENEFITS	**328,643**	**391,332**	**413,408**	**406,049**	**423,605**
TOTAL PERSONNEL	**1,499,110**	**1,683,640**	**1,720,036**	**1,627,176**	**1,762,810**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
BUILDING RENT	5,000	-	-	-	-
EQUIPMENT RENTAL	11,860	5,000	5,000	5,060	5,000
INSURANCE & BONDS	15,558	13,757	13,757	13,757	14,169
TELECOMMUNICATIONS	3,104	2,500	2,500	2,500	2,500
RADIO	2,000	3,000	3,000	1,500	2,000
PRINTING/REPRODUCTION	337	2,000	2,000	1,500	2,000
TRAVEL	1,106	5,000	5,000	5,000	4,000
TRAINING	2,061	6,000	6,000	6,000	4,000
INTERDEPARTMENTAL SERVICES - FIXED	555,504	579,208	579,208	579,208	579,756
BALEFILL	7,948	10,000	10,000	10,000	10,000
OTHER CONTRACTUAL	9,983	10,000	10,000	10,000	10,000
TOTAL CONTRACTUAL SERVICES	**614,461**	**636,465**	**636,465**	**634,525**	**633,425**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	1,911	2,500	2,500	2,500	2,500
OPERATING SUPPLIES	47,135	38,000	38,000	35,000	35,000
OTHER MATERIALS & SUPPLIES	69,342	60,000	61,475	50,000	60,000
UNIFORMS	8,755	10,000	10,000	9,000	10,000
BOOKS, PERIODICALS, MAPS	1,106	1,500	1,500	1,500	1,500
SAFETY EQUIPMENT	5,480	2,000	2,000	2,200	2,500
STORM SEWER SUPPLIES	26,201	2,500	2,500	4,400	3,000
SMALL TOOLS & SUPPLIES	9,760	10,000	10,000	7,000	10,000
BASE COURSE	20,384	30,000	30,000	34,000	35,000
HOT MIX	279,850	250,000	250,000	200,000	225,000
CONCRETE	32,200	30,000	30,000	28,000	30,000
ICE CONTROL SUPPLIES	147,579	150,000	150,000	202,000	200,000
TOTAL MATERIALS & SUPPLIES	**649,702**	**586,500**	**587,975**	**575,600**	**614,500**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
OTHER					
PROGRAM & PROJECTS - STORM WATER OPERATION	-	114,000	122,985	80,000	69,060
TOTAL OTHER	**-**	**114,000**	**122,985**	**80,000**	**69,060**
TOTAL	**$ 2,763,273**	**$ 3,020,605**	**$ 3,067,461**	**$ 2,917,301**	**$ 3,079,795**

THIS PAGE LEFT INTENTIONALLY BLANK

Cemetery

Public Services
Cemetery

Mission: To enhance community livability by providing stewardship of burial grounds and memorials.

Goals
1. Maintain effective and efficient service levels
2. Development of a new cemetery
3. Fence rebuild planning via 1% #13 funds

Objectives
1. Require 100% of personnel to attend at least 1 job-related seminar/workshop

Performance Measure
1. % of personnel that attended at least 1 job-related training program/workshop

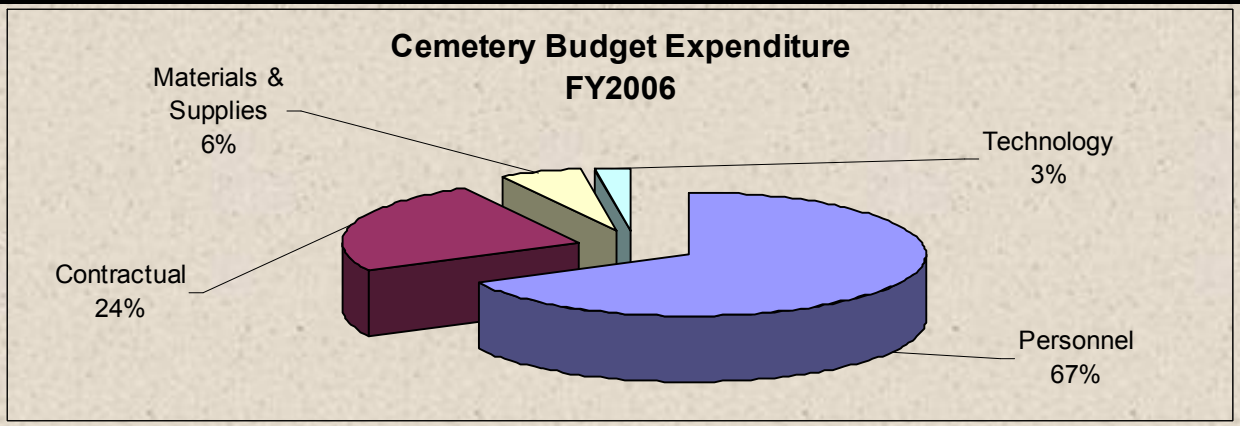
Highlights/Issues
Contractual expenditures include $5,000 for a survey of the cremains scattering area on Casper Mountain that is maintained by the City.

The capital budget includes establishing broadband internet access to the Cemetery offices, and necessary hardware upgrades. This will enable the Cemetery staff to more efficiently obtain information and communicate with the rest of the organization through the City's network.

Full Time Employees	**FY05**	**FY06**
Cemetery Supervisor	1	1
Municipal Service Worker II	2	2
TOTAL	**3**	**3**
Total Part-Time Employees	**$71,494**	**$74,360**

Total Cost Center Expenditure Summary

	FY04 Actual	**FY05 Budget**	**FY05 Estimate**	**FY06 Adopted Budget**
Personnel	$251,998	$271,776	$264,165	$271,307
Contractual	81,391	85,330	85,133	95,066
Materials & Supplies	16,850	21,591	21,591	21,591
Technology	-	-	-	10,000
Total	$350,239	$378,697	$370,889	$397,964



City of Casper
CEMETERY
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 116,921	$ 121,462	$ 125,764	$ 121,462	$ 126,310
PART TIME	65,519	71,494	71,494	71,494	74,360
OVERTIME	10,994	13,050	13,050	13,050	13,350
TOTAL SALARIES & WAGES	**193,434**	**206,006**	**210,308**	**206,006**	**214,020**
OTHER PAY					
SUPPLEMENTAL PAY	3,825	-	-	-	-
DISABILITY LEAVE BUY-BACK	-	300	300	-	1,130
TOTAL OTHER PAY	**3,825**	**300**	**300**	**-**	**1,130**
BENEFITS					
HEALTH INSURANCE	16,161	18,138	18,138	18,138	15,780
LIFE INSURANCE	316	373	373	373	347
DISABILITY INSURANCE	778	916	916	916	855
FICA/MEDICARE TAX	14,786	15,822	15,822	15,822	16,870
RETIREMENT	7,389	7,547	7,995	7,547	7,832
UNEMPLOYMENT COMPENSATION	8,006	-	7,561	5,000	5,300
WORKERS COMPENSATION	7,302	10,363	10,363	10,363	9,173
TOTAL BENEFITS	**54,739**	**53,159**	**61,168**	**58,159**	**56,157**
TOTAL PERSONNEL	**251,998**	**259,465**	**271,776**	**264,165**	**271,307**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
WATER	59,192	62,000	62,000	62,000	66,000
INSURANCE & BONDS	2,566	2,353	2,353	2,353	2,423
TELECOMMUNICATIONS	361	280	280	280	370
TRAINING	1,728	2,953	2,953	2,500	2,750
INTERDEPARTMENTAL SERVICES - FIXED	17,544	17,744	17,744	18,000	18,523
OTHER CONTRACTUAL	-	-	-	-	5,000
TOTAL CONTRACTUAL	**81,391**	**85,330**	**85,330**	**85,133**	**95,066**
MATERIALS & SUPPLIES					
OPERATING SUPPLIES	1,390	1,691	1,691	1,691	1,691
OTHER MATERIALS & SUPPLIES	12,514	16,000	16,000	16,000	16,000
SAFETY EQUIPMENT/SUPPLIES	217	300	300	300	300
HEAT-NATURAL GAS/PROPANE/BUTANE	1,660	2,100	2,100	2,100	2,100
ELECTRICITY	1,068	1,500	1,500	1,500	1,500
TOTAL MATERIALS & SUPPLIES	**16,850**	**21,591**	**21,591**	**21,591**	**21,591**
CAPITAL					
TECHNOLOGIES	-	-	-	-	10,000
TOTAL CAPITAL	**-**	**-**	**-**	**-**	**10,000**
TOTAL	**$ 350,239**	**$ 366,386**	**$ 378,697**	**$ 370,889**	**$ 397,964**

Parks

Public Services
Parks

Mission: To enhance community livability by providing stewardship of the public parks, drainage-ways, street rights-of-way, Interstate 25 right-of-way, athletic fields, trails, beautification zones, trees, and landscape amenities.

Goals
1. Maintain effective and efficient service levels
2. Increase the protection and enhancement of the urban environment
3. Increase attention on infrastructure and environmental issues
4. Increase the efficiency of the distribution of the optional 1% sales tax to maintain the existing park infrastructure

Objectives
1. Develop a maintenance cost program by June 30, 2006
2. Require 100% of personnel to attend at least 1 job-related seminar/workshop
3. Increase the number of trees in the Casper urban forest by planting at least 50 new trees
4. Replace at least 2 areas of the existing high water use landscaping with sustainable, low water use landscaping
5. Distribute an annual report to athletic field user groups on costs to maintain athletic fields and facilities by June 30, 2006
6. Allocate $250,000 for upgrades and replacement of park infrastructure

Performance Measure
1. % of personnel that attended at least 1 training program/workshop
2. # of trees planted
3. # of existing high water use landscaped areas replaced
4. Distribution date of annual report to user groups
5. Completion date of maintenance cost program
6. Amount allocated for upgrades and replacements

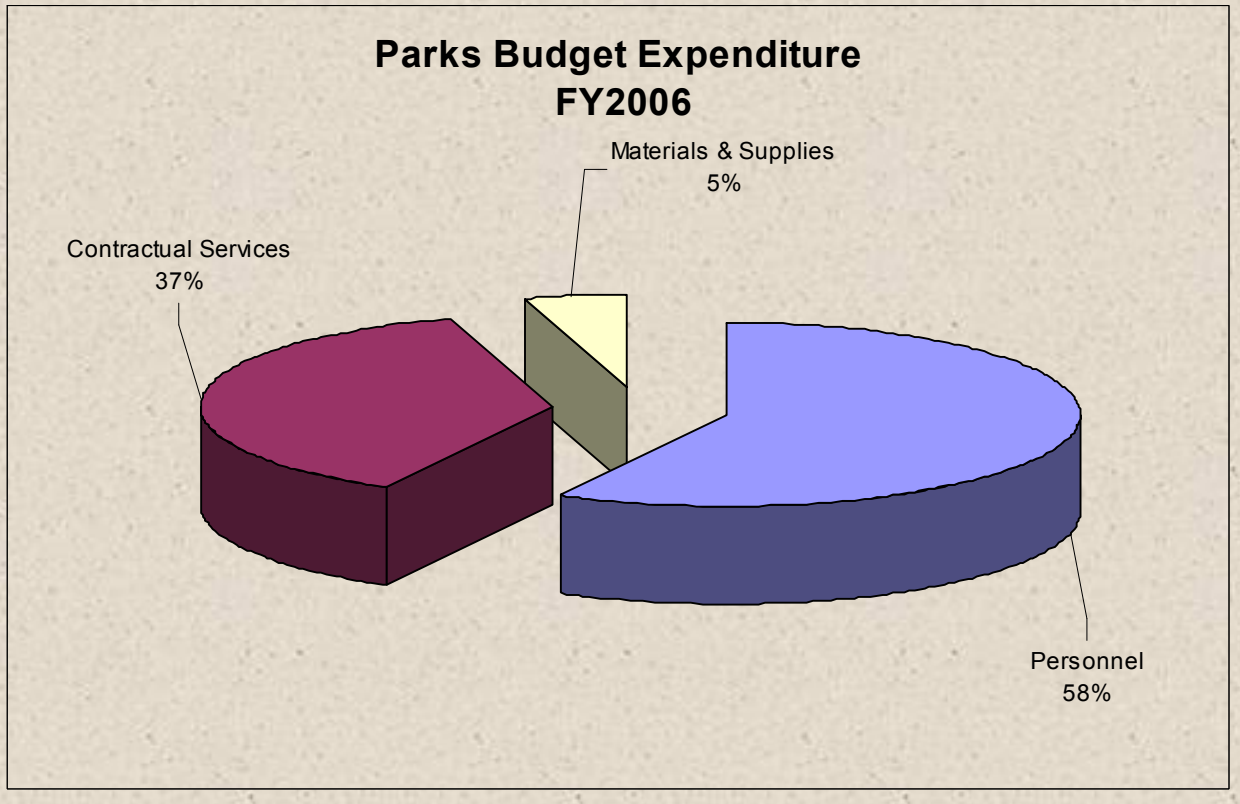
Highlights/Issues
An additional $34,000 has been added to contractual expenditures for portable rest-room rental. This item has been under-budgeted for some time.

An additional $50,000 has been budgeted for part-time personnel. The amount budgeted for part-time staff has proven to be insufficient to cover the costs incurred to provide necessary park maintenance services.

Full Time Employees	FY05	FY06
Parks Manager	1	1
Parks Crew Supervisor	4	4
Equipment Operator II	2	2
Construction Maintenance Worker	1	1
Municipal Service Worker II	8	8
Secretary II	1	1
TOTAL	**17**	**17**
Total Part-Time Employees	**$133,078**	**$198,488**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$1,111,766	$1,278,208	$1,246,187	$1,334,564
Contractual Services	791,384	842,419	772,968	837,271
Materials & Supplies	87,968	109,596	105,383	105,383
Total	$1,991,118	$2,230,224	$2,124,538	$2,277,218



City of Casper
PARKS
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 656,327	$ 739,727	$ 778,526	$ 718,221	$ 770,976
PART TIME	146,959	133,078	149,624	183,078	198,488
TOTAL SALARIES & WAGES	**803,286**	**872,805**	**928,151**	**901,299**	**969,464**
OTHER PAY					
OVERTIME	46,142	47,000	47,000	47,000	50,000
SUPPLEMENTAL PAY	17,850	-	-	-	-
DISABILITY LEAVE BUY-BACK	9,765	15,000	15,000	15,000	15,000
ACCRUED LEAVES PAYOFF	-	-	-	3,357	-
TOTAL OTHER PAY	**73,757**	**62,000**	**62,000**	**65,357**	**65,000**
BENEFITS					
HEALTH INSURANCE	86,041	98,136	114,504	113,348	117,960
LIFE INSURANCE	1,872	2,120	2,120	2,120	2,200
DISABILITY INSURANCE	4,477	5,143	5,143	5,143	5,172
FICA/MEDICARE TAX	64,705	67,966	70,487	67,966	79,580
RETIREMENT	39,057	42,332	43,778	42,332	47,190
UNEMPLOYMENT COMPENSATION	2,937	2,080	2,080	2,080	2,080
WORKERS COMPENSATION	32,823	43,157	46,560	43,157	42,533
CAR ALLOWANCE	2,400	2,496	2,496	2,496	2,496
DEFERRED COMPENSATION	411	889	889	889	889
TOTAL BENEFITS	**234,723**	**264,319**	**288,058**	**279,531**	**300,100**
TOTAL PERSONNEL	**1,111,766**	**1,199,124**	**1,278,208**	**1,246,187**	**1,334,564**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
WATER	297,837	272,856	272,856	242,843	280,000
BUILDING RENT	8,500	-	-	-	-
EQUIPMENT RENTAL	58,554	36,000	111,837	68,759	70,000
INSURANCE & BONDS	45,491	41,720	41,720	41,720	42,971
TELECOMMUNICATIONS	11,891	12,000	12,000	11,165	12,000
RADIO SERVICES	664	1,555	1,555	1,555	1,555
TRAVEL	1,876	5,000	5,000	5,000	5,000
TRAINING	3,948	6,500	6,500	6,500	6,500
INTERDEPARTMENTAL SERVICES - FIXED	273,540	312,321	312,321	312,321	332,865
BALEFILL	5,563	7,000	7,000	7,000	7,000
DISPATCH SERVICES-IRRIGATION	5,104	4,000	4,000	4,000	2,250
OTHER CONTRACTUAL	11,783	8,380	8,380	8,380	8,380
POSTAGE	422	2,000	2,000	500	500
ENERGY - NATURAL GAS	2,397	2,250	2,250	2,225	2,250
ENERGY - ELECTRICITY	63,816	55,000	55,000	61,000	66,000
TOTAL CONTRACTUAL	**791,384**	**766,582**	**842,419**	**772,968**	**837,271**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	3,477	5,000	5,000	5,000	5,000
OPERATIONS SUPPLIES	9,195	10,000	10,000	10,000	10,000
OTHER MATERIALS & SUPPLIES	3,941	5,673	5,673	5,673	5,673
UNIFORMS	2,518	2,210	2,210	2,210	2,210
SAFETY SUPPLIES	2,439	3,000	3,000	3,000	3,000
VEHICLES SUPPLIES	1,647	2,500	2,500	2,500	2,500
LANDSCAPING SUPPLIES	7,961	18,500	24,972	23,500	23,500
I-25 CLEANUP	9,704	10,500	13,241	10,500	10,500

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
ATHLETIC FIELD SERVICES	10,383	10,000	10,000	10,000	10,000
IRRIGATION SUPPLIES	33,434	30,000	30,000	30,000	30,000
SMALL TOOLS & SUPPLIES	3,268	3,000	3,000	3,000	3,000
TOTAL MATERIALS & SUPPLIES	**87,968**	**100,383**	**109,596**	**105,383**	**105,383**
TOTAL	**$ 1,991,118**	**$ 2,066,089**	**$ 2,230,224**	**$ 2,124,538**	**$ 2,277,218**

Leisure Services

Casper Recreation Center
Fort Caspar

THIS PAGE LEFT INTENTIONALLY BLANK

Casper Recreation Center

Leisure Services

Recreation

Highlights/Issues

Beginning in FY06, the activities associated with this cost center have been moved to the Enterprise Funds. The figures shown below are for comparison.

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$733,411	$760,082	$769,690	$-
Contractual Services	184,183	180,504	181,880	-
Materials & Supplies	45,598	42,200	46,350	-
Capital	2,725	1,984	900	-
Total	$965,917	$984,770	$998,820	$-

City of Casper
RECREATION
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
REVENUES					
CHARGES FOR SERVICES					
CRC - REC. PASSES	$ 65,710	$ 71,000	$ 71,000	$ 71,000	$ -
CRC - COURTS	5,478	5,700	5,700	4,200	-
CRC - CLASSES	187,837	195,000	195,000	220,000	-
CRC- LOCKERS	3,574	3,700	3,700	3,900	-
CRC - ROOM RENTAL	20,000	16,000	16,000	20,000	-
CRC - TOWEL RENTAL	310	350	350	350	-
CRC - EQUIP. FEES	1,236	1,400	1,400	1,000	-
CRC - LEAGUE USER FEES	32,176	28,000	28,000	28,000	-
CRC - PRO SHOP SALES	435	800	800	800	-
CRC - FOUNDATION CONTRIBUTION	10,053	12,500	12,500	11,000	-
CRC - CONCESSION	4,898	6,000	6,000	6,000	-
CRC - ADMISSIONS	-	-	-	-	-
CRC - ADMISSIONS	23,279	30,000	30,000	31,500	-
CRC - GIFT CERTIFICATES	-	3,000	3,000	3,000	-
TOTAL CHARGES FOR SERVICES	**354,986**	**373,450**	**373,450**	**400,750**	**-**
MISCELLANEOUS					
OTHER CHARGES	-	-	-	-	-
TOTAL MISCELLANEOUS	**-**	**-**	**-**	**-**	**-**
OPERATING TRANSFERS					
OPERATING TRANSFERS IN	610,930	612,320	612,320	598,070	-
TOTAL OPERATING TRANSFERS	**610,930**	**612,320**	**612,320**	**598,070**	**-**
TOTAL REVENUE	**965,916**	**985,770**	**985,770**	**998,820**	**-**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 367,287	$ 382,688	$ 382,688	$ 382,688	$ -
PART TIME	208,072	213,785	213,785	219,182	-
OVERTIME	1,189	1,500	1,500	3,400	-
TOTAL SALARIES & WAGES	**576,548**	**597,973**	**597,973**	**605,270**	-
OTHER PAY					
SUPPLEMENTAL PAY	9,775	-	-	-	-
DISABILITY LEAVE BUY-BACK	6,814	7,000	7,000	6,918	-
TOTAL OTHER PAY	**16,589**	**7,000**	**7,000**	**6,918**	-
BENEFITS					
HEALTH INSURANCE	46,032	54,417	54,417	54,417	-
LIFE INSURANCE	1,030	1,039	1,039	1,039	-
DISABILITY INSURANCE	2,542	2,639	2,639	2,639	-
RETIREMENT	21,456	21,735	21,735	21,735	-
FICA/MEDICARE TAX	45,066	46,304	46,304	46,832	-
UNEMPLOYMENT COMPENSATION	1,922	-	-	169	-
WORKERS COMPENSATION	22,227	28,975	28,975	30,671	-
TOTAL BENEFITS	**140,274**	**155,109**	**155,109**	**157,502**	-
TOTAL PERSONNEL	**733,411**	**760,082**	**760,082**	**769,690**	-

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
WATER	8,531	7,500	7,500	8,963	-
OFFICE MACHINE REPAIR	193	1,000	766	400	-
MAINTENANCE AGREEMENTS	18,025	18,800	18,800	18,800	-
INSURANCE & BONDS	10,402	9,499	9,499	9,499	-
TELECOMMUNICATIONS	9,512	9,500	9,500	8,105	-
ADVERTISING	2,408	3,700	3,700	3,700	-
PRINTING/REPRODUCTION	18,554	20,750	20,750	20,750	-
TRAVEL	6,535	6,800	6,800	5,500	-
INTERDEPARTMENTAL SERVICES - FIXED	48,288	45,489	45,489	45,489	-
OTHER CONTRACTUAL	4,805	4,500	4,500	5,500	-
ASSOCIATION DUES	1,304	1,200	1,200	1,200	-
POSTAGE	5,938	6,000	6,000	6,000	-
ENERGY - NATURAL GAS	9,788	10,000	10,000	11,069	-
ENERGY - ELECTRICITY	39,900	36,000	36,000	36,905	-
TOTAL CONTRACTUAL	**184,183**	**180,738**	**180,504**	**181,880**	-
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	4,790	5,000	5,000	4,400	-
OPERATING SUPPLIES	20,581	19,000	19,000	22,000	-
OTHER MATERIALS & SUPPLIES	3,149	1,350	1,350	2,000	-
UNIFORMS	1,746	2,300	2,300	2,300	-
CUSTODIAL SUPPLIES	12,990	11,500	11,500	11,500	-
PHOTO SUPPLIES	719	1,200	1,200	1,200	-
SAFETY EQUIPMENT/SUPPLIES	297	400	400	400	-
RESALE SUPPLIES	956	700	700	700	-

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
PROMOTIONAL SUPPLIES	77	1,000	1,000	1,100	1,000
SMALL TOOLS & SUPPLIES	294	750	750	750	-
TOTAL MATERIALS & SUPPLIES	**45,598**	**43,200**	**42,200**	**46,350**	**-**
TOTAL OPERATING EXPENSES	**963,192**	**984,020**	**982,786**	**997,920**	**-**
OPERATING INCOME (LOSS)	**2,724**	**1,750**	**2,984**	**900**	**-**
CAPITAL					
TECHNOLOGIES	2,725	1,750	1,984	900	-
TOTAL CAPITAL	**2,725**	**1,750**	**1,984**	**900**	**-**
NET FUND	**$ (1)**	**$ -**	**$ 1,000**	**$ -**	**$ -**

Fort Caspar

Leisure Services
Fort Caspar

Mission: To provide public access and protect the integrity of artifacts representing the social and natural history of Fort Caspar, the City of Casper, and the State of Wyoming, which have been acquired for education, research, interpretation, and exhibition.

Goals

1. Continue the 1% #12 Fort Caspar Museum Expansion Project

Objectives

1. Submit necessary memos and contracts to secure City Attorney's, architect's, and Council's approval for conceptual design and cost estimates for the Fort Caspar Expansion Project by June 7, 2005
2. Submit grant applications to fund exhibit designers by September 30, 2005
3. Complete exhibit design and exhibit cost estimates by May 31, 2006

Performance Measure

1. Submission date of memos and contracts
2. Submission date of grant application for exhibit designers
3. Completion date of exhibit design and cost estimates

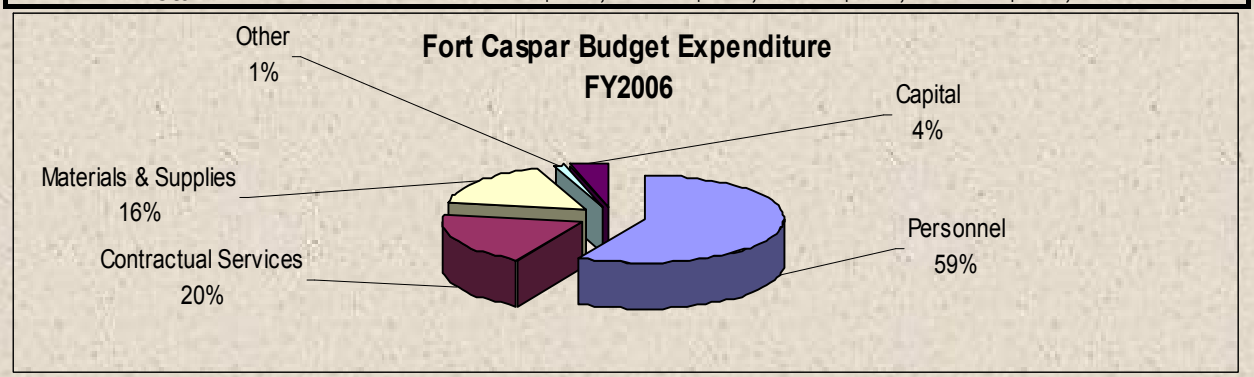
Highlights/Issues

The capital expenditures in this budget include construction of book shelves for retail space at the museum, improved handicap access to the ferry, and general landscaping and sign improvements.

Full Time Employees	FY05	FY06
Museum Manager	1	1
Museum Curator	1	1
Secretary II	1	1
TOTAL	**3**	**3**
Total Part-Time Employees	**$25,514**	**$25,376**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$172,605	$220,486	$158,189	$201,746
Contractual Services	56,874	60,402	59,578	67,647
Materials & Supplies	46,657	62,550	35,750	55,550
Other	3,701	4,100	4,100	4,100
Capital	28,199	17,300	21,500	15,000
Total	$308,036	$364,838	$279,117	$344,043



City of Casper
FORT CASPAR
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 111,416	$ 117,732	$ 143,528	$ 88,689	$ 126,061
PART TIME	17,488	25,433	25,514	23,214	25,376
OVERTIME	1,198	1,500	1,500	904	1,500
TOTAL SALARIES & WAGES	**130,102**	**144,665**	**170,541**	**112,807**	**152,937**
OTHER PAY					
HOLIDAY PAY	443	200	431	400	624
SUPPLEMENTAL PAY	2,550	-	-	-	-
DISABILITY LEAVE BUY-BACK	1,765	2,610	2,610	2,601	2,601
CAR ALLOWANCES	80	-	-	-	-
TOTAL OTHER PAY	**4,837**	**2,810**	**3,041**	**3,001**	**3,225**
BENEFITS					
HEALTH INSURANCE	16,161	19,550	19,740	19,550	20,436
LIFE INSURANCE	316	325	357	325	326
DISABILITY INSURANCE	751	811	876	811	809
FICA/MEDICARE TAX	9,915	10,735	11,757	10,081	11,962
RETIREMENT	6,422	6,893	7,909	6,790	7,004
WORKERS COMPENSATION	4,101	5,742	6,265	4,824	5,047
TOTAL BENEFITS	**37,665**	**44,056**	**46,904**	**42,381**	**45,584**
TOTAL PERSONNEL	**172,605**	**191,531**	**220,486**	**158,189**	**201,746**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
WATER	1,921	1,750	1,750	1,750	1,750
MAINTENANCE AGREEMENTS	603	600	600	540	540
ALARM	2,201	1,700	1,700	1,700	1,700
INSURANCE & BONDS	4,382	4,018	4,018	4,018	4,138
TELECOMMUNICATIONS	2,400	3,000	3,000	3,000	3,000
ADVERTISING	3,587	3,500	5,500	5,500	5,500
PRINTING/REPRODUCTION	1,694	1,600	1,600	1,570	1,600
TRAVEL	4,439	4,150	4,150	3,500	4,150
TRAINING	829	1,000	1,000	500	1,000
INTERDEPARTMENTAL SERVICES - FIXED	18,840	17,159	17,159	16,500	15,519
OTHER CONTRACTUAL	5,558	10,200	10,200	10,150	17,700
POSTAGE	1,033	850	850	650	850
ENERGY - NATURAL GAS	2,248	3,000	3,000	3,000	3,000
ENERGY - ELECTRICITY	5,939	4,675	4,675	6,000	6,000
PROGRAMS & PROJECTS	1,200	1,200	1,200	1,200	1,200
TOTAL CONTRACTUAL	**56,874**	**58,402**	**60,402**	**59,578**	**67,647**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	676	900	900	900	900
OPERATING SUPPLIES	1,991	2,300	3,050	2,000	2,300
OTHER MATERIALS & SUPPLIES.	204	200	200	200	200
UNIFORMS	427	500	500	500	500
SAFETY EQUIPMENT	-	1,000	1,000	500	1,000
RESALE SUPPLIES	31,654	45,000	42,250	22,000	43,500
ARTIFACTS	9,996	12,650	12,650	7,650	5,150
CASPAR COLLINS DAYS SUPPLIES	1,200	1,200	1,200	1,200	1,200

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CASPAR COLLINS DAYS SUPPLIES	1,200	1,200	1,200	1,200	1,200
LIVING HISTORY SUPPLIES	509	800	800	800	800
TOTAL MATERIALS & SUPPLIES	**46,657**	**64,550**	**62,550**	**35,750**	**55,550**
OTHER					
SALES TAXES	3,701	4,100	4,100	4,100	4,100
TOTAL OTHER	**3,701**	**4,100**	**4,100**	**4,100**	**4,100**
CAPITAL					
BUILDINGS	8,883	10,000	4,800	9,000	10,000
IMPROVEMENTS OTHER THAN BUILDINGS	11,867	5,000	5,000	5,000	2,500
LIGHT EQUIPMENT	7,449	-	-	-	-
TECHNOLOGIES	-	5,000	7,500	7,500	2,500
TOTAL CAPITAL	**28,199**	**20,000**	**17,300**	**21,500**	**15,000**
TOTAL	**$ 308,036**	**$ 338,583**	**$ 364,838**	**$ 279,117**	**$ 344,043**

THIS PAGE LEFT INTENTIONALLY BLANK

Transfer To Other Funds

Administrative Services
Transfer To Other Funds

Mission: This cost center contains the operating transfer out to other City funds. Except for the transfers to capital funds, the transfers are needed to fund operations of other funds.

Highlights/Issues

Transfers include, for the first time, a transfer to the Perpetual Care Fund. This amount is needed to provide funding to cover the projected deficit. Interest earnings in recent years have not generated sufficient earnings to cover the deficits.

Additional support is being provided to CATC to cover its increased operating expenses.

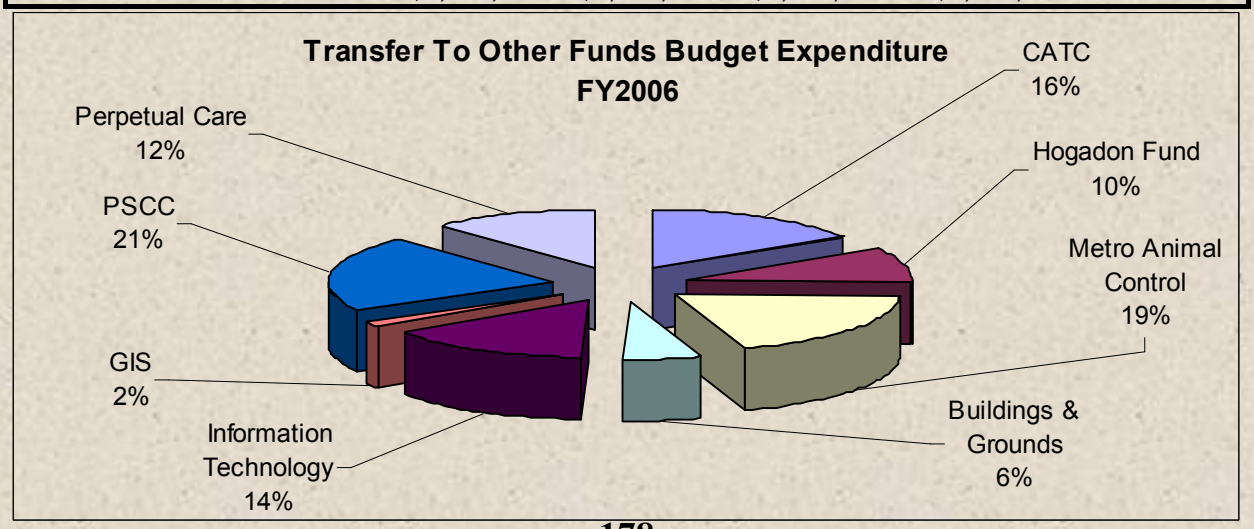
Hogadon's transfer has been lowered for FY06 because a one-time transfer for equipment purchases was made in FY05.

Full Time Employees

None

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Transit Services	$256,493	$357,872	$357,872	$367,161
Capital Projects	1,950,000	1,125,000	1,125,000	1,430,400
Capital Equipment	-	473,629	473,629	709,167
Casper Recreation Center	610,930	612,320	598,070	569,627
Hogadon Fund	287,384	353,414	353,414	267,168
Metro Animal Control	381,975	487,088	487,088	530,517
Buildings & Grounds	58,790	153,364	153,364	153,364
Historic Trails Gift Shop	101,000	-	-	-
Information Technology	323,780	365,069	365,069	449,953
GIS	30,073	34,109	34,109	45,200
PSCC	506,857	546,502	546,502	603,060
Health Insurance	-	350,000	350,000	-
Casper Events Center	-	30,000	30,000	-
Perpetual Care	-	-	-	390,726
COLA--Dependent Funds	-	77,219	77,219	183,201
Total	$4,507,282	$4,965,586	$4,951,336	$5,699,544



City of Casper

OPERATING TRANSFERS OUT

FY 2006 Budget

(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
ALL FUNDS	$ 1,644,538	$ 4,965,586	$ 4,965,586	$ 4,951,336	$ 5,882,755
C.A.T.C. FUND	256,493	357,872	357,872	357,872	367,161
CAPITAL PROJECT FUND	1,950,000	1,125,000	1,125,000	1,125,000	1,430,400
CAPITAL EQUIPMENT FUND		473,629	473,629	473,629	709,167
CASPER RECREATION CENTER	610,930	612,320	612,320	598,070	569,627
HOGADON FUND	287,384	353,414	353,414	353,414	267,168
CASPER EVENTS CENTER	-	30,000	30,000	30,000	-
METRO ANIMAL CONTROL FUND	381,975	487,088	487,088	487,088	530,517
BUILDINGS & GROUNDS FUND	58,790	153,364	153,364	153,364	153,364
HISTORIC TRAILS GIFT SHOP	101,000	-	-	-	-
INFORMATION TECHNOLOGY	323,780	365,069	365,069	365,069	449,953
GIS FUND	30,073	34,109	34,109	34,109	45,200
P.S.C.C. FUND	506,857	546,502	546,502	546,502	603,060
HEALTH INSURANCE FUND	-	350,000	350,000	350,000	-
PERPETUAL CARE FUND	-	-	-	-	390,726
COLA - DEPENDENT FUNDS	-	77,219	77,219	77,219	183,201
TOTAL TRANSFERS OUT (TO:)	**$ 4,507,282**	**$ 4,965,586**	**$ 4,965,586**	**$ 4,951,336**	**$ 5,699,544**

THIS PAGE LEFT INTENTIONALLY BLANK

Capital Funds

Capital Projects
Capital Equipment
Optional One Cent #12

THIS PAGE LEFT INTENTIONALLY BLANK

Capital Projects

Capital Funds
Capital Projects

Mission: The Capital Projects Fund is the fund that accounts for revenues and expenditures for construction projects. Funding sources vary from Optional 1% Sales Tax to individual property owners in a Local Assessment District.

Highlights/Issues
Projects to be funded in FY06 include:

CAPITAL		
MATT CAMPFIELD PARK	$	275,000
WYOMING BANK BUILDING		365,000
JACKSON STREET PARK		425,000
GARDEN CREEK IMPROVEMENTS		500,000
STORM WATER PHASE II		24,096
WY BOULEVARD LANDSCAPING		75,000
2ND AND LANDMARK SIGNAL		85,000
RAW WATER IRRIGATION SYSTEM		872,588
ICE ARENA IMPROVEMENTS		390,000
RAILS TO TRAILS-BEVERLY STREET CROSSING		300,000
MOUNTAIN PLAZA LOOP		1,443,871
FOUNDER'S BASEBALL FIELD		350,000
CEC ROOF		500,000
DASHER BOARDS		4,000
YELLOWSTONE HWY		5,000,000
2ND STREET WYDOT PROJECT		100,000
EAST 21ST STREET IMPROVEMENTS		60,000
LAD		1,000,000
PARADISE DRIVE IMPROVEMENTS		1,200,000
MISCELLANEOUS IMPROVEMENTS IN EXISTING PARKS		400,000
PLATTE RIVER PARKWAY		639,000
NIC FLOOR		50,000
CITY ANNEX FIRE PROTECTION SYSTEM		50,000
RECREATION CENTER FIRE PROTECTION SYSTEM		150,000
CEC PROJECTS		250,000
CITY HALL UPGRADES		31,000
CITY HALL ENERGY PROJECT		175,000
RECREATION CENTER OVERFLOW PARKING		40,000
PARKING LOT DEMONSTRATION PROJECT		200,000
DISC GOLF COURSE		10,000
SKATEBOARD PARK SAFETY IMPROVEMENTS		25,000

Highlights/Issues—Continued
Projects to be funded in FY06 include:

CAPITAL		
NEW SKATEBOARD PARK PLANNING	$	15,000
STREET PAVING		500,000
GIS DATABASE CONVERSION		40,000
BE WELL PROGRAM		94,400
TOTAL CAPITAL	**$**	**15,638,955**

Full Time Employees
None

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Expenditures				
Contractual	$7,901	$17,860	$7,277	$8,000
Buildings-New	45,024	3,106,486	1,233,513	1,346,000
Buildings-Repl	371,408	1,623,816	1,575,709	500,000
Improvements Other Than Buildings-New	2,576,344	4,676,230	1,716,962	4,755,555
Improvements Other Than Buildings-Repl	-	4,000	-	5,504,000
Operating Transfers	-	1,741,690	-	-
Programs & Projects	4,961,539	25,507,656	15,578,049	3,533,400
Total	$7,962,216	$37,953,001	$20,111,510	$15,646,955

City of Casper
CAPITAL PROJECTS
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
REVENUES					
INTERGOVERNMENTAL					
STATE GRANTS	$ 1,019,212	$ 453,000	$ 453,000	$ 209,488	$ 1,859,274
FEDERAL GRANTS	-	-	-	-	5,000,000
TOTAL INTERGOVERNMENTAL	**1,019,212**	**453,000**	**453,000**	**209,488**	**6,859,274**
CHARGES FOR SERVICES					
LEASE FEES	-	-	-	85,556	-
WYOMING MEDICAL CENTER	-	-	-	-	-
STATE GRANT - DEQ - STORM WATER	53,081	300,000	300,000	31,589	274,096
CONTRIBUTIONS - NEWPORT PARK	264,799	-	-	-	-
DEQ	7,990	-	-	-	400,000
TOTAL CHARGES FOR SERVICES	**325,869**	**300,000**	**300,000**	**117,145**	**674,096**
INTEREST					
INTEREST-INVESTMENT	133,671	90,000	90,000	73,013	80,000
TOTAL INTEREST	**133,671**	**90,000**	**90,000**	**73,013**	**80,000**
MISCELLANEOUS					
GAIN/LOSS ON SALE OF ASSETS	-	5,000	5,000	-	5,000
CONTRIBUTIONS	536,709	335,000	335,000	586,000	94,450
MISCELLANEOUS	(69,952)	5,000	5,000	8,500	5,000
TOTAL MISCELLANEOUS	**466,757**	**345,000**	**345,000**	**594,500**	**104,450**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
OPERATING TRANSFERS IN (FROM)					
OPERATING TRANSFERS	8,417,870	13,501,690	13,501,690	1,920,766	7,367,400
TOTAL OPERATING TRANSFERS IN	**8,417,870**	**13,501,690**	**13,501,690**	**1,920,766**	**7,367,400**
TOTAL REVENUES	**10,363,380**	**14,689,690**	**14,689,690**	**2,914,912**	**15,085,220**
EXPENDITURES					
CONTRACTUAL SERVICES					
MONEY MGMT FEE	7,901	10,000	10,000	7,277	8,000
OTHER CONTRACTUAL-FT. CASPAR EXPANSION	-	-	7,860	-	-
TOTAL CONTRACTUAL SERVICES	**7,901**	**10,000**	**17,860**	**7,277**	**8,000**
CAPITAL					
BUILDINGS	45,024	2,985,319	3,106,486	1,233,513	1,346,000
IMPROVEMENTS OTHER THAN BUILDINGS-NEW	2,576,344	3,401,000	5,951,492	1,716,962	4,755,555
BUILDINGS-REPLACEMENT	371,408	10,000	1,623,816	1,575,709	500,000
IMPROVEMENTS OTHER THAN BUILDINGS-REPL.	-	745,690	4,000	-	5,504,000
PROGRAMS & PROJECTS	4,961,539	8,515,000	25,507,656	15,578,049	3,533,400
TOTAL CAPITAL	**7,954,316**	**15,657,009**	**36,193,451**	**20,104,233**	**15,638,955**
OPERATING TRANSFERS OUT (TO)					
CAPITAL PROJECTS FUND	-	-	1,741,690	-	-
TOTAL OPERATING TRANSFERS	**-**	**-**	**1,741,690**	**-**	**-**
TOTAL EXPENDITURES	**7,962,216**	**15,667,009**	**37,953,001**	**20,111,510**	**15,646,955**
NET FUND	**$ 2,401,162**	**$ (977,319)**	**$ (23,263,311)**	**$ (17,196,598)**	**$ (561,735)**

THIS PAGE LEFT INTENTIONALLY BLANK

Capital Equipment

Capital Funds
Capital Equipment

Mission: The Capital Equipment Fund is the fund that accounts for revenues and expenditures contained in the Capital Improvement Plan for the purchase of new and replacement equipment.

Highlights/Issues
Equipment to be funded in FY06 include:

CAPITAL		
CITY MANAGER		
CAR	$	13,000
TECHNOLOGIES		548,500
TECHNOLOGIES—800 MHZ RADIOS (DOJ)		295,900
MUNICIPAL COURT		
RECORDING EQUIPMENT		7,000
FIRE		
LIGHT EQUIPMENT		135,000
MISCELLANEOUS EQUIPMENT		36,500
FIRE VIEW SOFTWARE		30,000
POLICE		
PATROL VEHICLES (10)		220,000
VEHICLES AND EQUIPMENT—NEW STAFF		74,442
MISCELLANEOUS EQUIPMENT		50,000
VIDEO CAMERAS		200,000
CODE ENFORCEMENT		
BUILDING INSPECTOR VEHICLE		24,475
PUBLIC SAFETY COMMUNICATIONS CENTER		
CAD		800,000
PSCC FLOORING		8,000
REDUNDANT SERVER		50,000
ENGINEERING		
LIGHT EQUIPMENT		17,000
CEMETERY		
MOWER		12,000
TAMPER		4,000
PARKS		
LIGHT EQUIPMENT		96,000
MAINTENANCE EQUIPMENT		70,000
GARAGE		
PICKUP		18,000
EQUIPMENT		24,750
STREETS		
LIGHT EQUIPMENT		135,000
ASPHALT RECYCLER/PATCHER		100,000
HEAVY EQUIPMENT		100,000
TRAFFIC		
BUCKET TRUCK		50,000
CAMERA GUIDANCE FOR PAINT MACHINE		10,000
LED TRAFFIC LIGHTS		15,000

Highlights/Issues
Equipment to be funded in FY06 include:

CAPITAL

CASPER EVENTS CENTER	
LIGHT EQUIPMENT	45,500
RECREATION	
GYM MAT	4,000
MIRROS	2,000
VIDEO EQUIPMENT	5,000
WEIGHT/FITNESS EQUIPMENT	12,000
SWIMMING POOLS	
CONCESSION EQUIPMENT	2,000
DEFIBRILLATOR	2,000
ICE ARENA	
LIGHT EQUIPMENT	10,500
TOTAL CAPITAL	**$ 3,227,567**

Full Time Employees
None

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Expenditures				
Contractual	$4,560	$4,000	$3,000	$4,000
Capital	1,410,596	10,714,044	6,738,504	3,227,567
Total	$1,420,148	$10,718,673	$7,215,133	$3,231,567

City of Casper
CAPITAL EQUIPMENT
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
REVENUES					
MISCELLANEOUS REVENUE					
STATE GRANT-FY05 CAD UPGRADE-SLIB	$ -	$ 500,000	$ 500,000	$ 1,060,000	$ -
FEDERAL GRANTS-HOMELAND SECURITY	24,207	315,000	315,000	406,296	295,900
FEDERAL GRANTS-HOMELAND SECURITY	60,000	-	-	-	-
INTEREST-INVESTMENT	67,275	65,000	65,000	59,107	65,000
INSURANCE REIMBURSEMENT	8,744	10,000	10,000	10,000	-
SALE OF ASSETS	14,427	10,000	10,000	10,000	5,000
MISCELLANEOUS REVENUE	6,578	5,000	5,000	8,092	5,000
TOTAL MISCELLANEOUS REVENUE	**181,231**	**905,000**	**905,000**	**1,553,495**	**370,900**
OPERATING TRANSFERS					
OPERATING TRANSFERS	2,265,000	2,891,629	2,891,629	2,891,629	1,958,225
TOTAL OPERATING TRANSFERS IN	**2,265,000**	**2,891,629**	**2,891,629**	**2,891,629**	**1,958,225**
TOTAL REVENUE	**2,446,231**	**3,796,629**	**3,796,629**	**4,445,124**	**2,329,125**
EXPENDITURES					
CONTRACTUAL SERVICES					
MONEY MGMT FEE	4,560	4,000	4,000	3,000	4,000
TOTAL CONTRACTUAL	**4,560**	**4,000**	**4,000**	**3,000**	**4,000**
CAPITAL					
CITY MANAGER					
TECHNOLOGY UPGRADES FY04 011210022	83,715	420,000	3,228,727	154,000	844,400
LIGHT EQUIPMENT - REPLACEMENT	-	-	40,000	-	13,000

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
MUNICIPAL COURT					
LIGHT EQUIPMENT	-	-	-	-	7,000
POLICE					
LIGHT EQUIPMENT - REPLACEMENT	173,547	220,000	466,590	389,186	544,442
PUBLIC SAFETY COMMUNICATIONS CENTER					
I.O.T.B.-FLOORING	-	-	-	-	8,000
TECHNOLOGIES	491,259	1,300,000	4,481,313	4,452,032	850,000
FIRE					
LIGHT EQUIPMENT	-	-	-	-	171,500
TECHNOLOGIES-NEW	122,527	-	-	-	30,000
LIGHT EQUIPMENT-REPLACEMENT	-	70,000	60,000	38,058	-
HEAVY EQUIPMENT-REPLACEMENT	-	360,000	789,476	419,500	-
CODE ENFORCEMENT					
LIGHT EQUIPMENT-REPLACEMENT	11,778	15,000	55,000	54,124	24,475
ENGINEERING					
LIGHT EQUIPMENT-REPLACEMENT	34,749	15,000	15,000	13,613	17,000
STREETS					
LIGHT EQUIPMENT-REPLACEMENT	-	75,000	155,995	160,363	135,000
HEAVY EQUIPMENT-REPLACEMENT	349,440	240,000	715,561	372,686	200,000
TRAFFIC					
LIGHT EQUIPMENT-REPLACEMENT	16,543	-	-	-	75,000
CEMETERY					
LIGHT EQUIPMENT-REPLACEMENT	7,948	68,000	68,000	65,086	16,000
BUILDINGS & GROUNDS					
LIGHT EQUIPMENT-REPLACEMENT	42,472	70,000	102,894	49,890	-
CENTRAL GARAGE					
LIGHT EQUIPMENT-REPLACEMENT	-	-	-	-	42,750
HEAVY EQUIPMENT-REPLACEMENT	-	-	-	-	-

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
RECREATION					
LIGHT EQUIPMENT-REPLACEMENT	10,342	14,000	37,824	14,500	23,000
AQUATICS					
LIGHT EQUIPMENT-REPLACEMENT	2,117	15,000	18,618	13,260	4,000
ICE ARENA					
LIGHT EQUIPMENT-REPLACEMENT	3,594	4,000	4,000	3,199	-
HEAVY EQUIPMENT/ZAMBONI	-	-	-	89,788	10,500
CASPER EVENTS CENTER					
LIGHT EQUIPMENT-REPLACEMENT	12,874	37,000	49,546	35,546	45,500
PARKS					
LIGHT EQUIPMENT-REPLACEMENT	17,393	106,000	121,000	110,673	166,000
HEAVY EQUIPMENT-REPLACEMENT	-	-	-	-	-
C.A.T.C					
LIGHT EQUIPMENT-REPLACEMENT	30,299	-	304,500	303,000	-
TOTAL CAPITAL	**1,410,596**	**3,029,000**	**10,714,044**	**6,738,504**	**3,227,567**
OTHER					
LIGHT EQUIPMENT	4,991	273,629	629	273,629	-
HEAVY EQUIPMENT	-	200,000	-	200,000	-
OPERATING TRANSFERS OUT					
TOTAL OTHER	**4,991**	**473,629**	**629**	**473,629**	**-**
TOTAL EXPENDITURES	**1,420,148**	**3,506,629**	**10,718,673**	**7,215,133**	**3,231,567**
NET FUND	**$ 1,026,083**	**$ 290,000**	**$ (6,922,044)**	**$ (2,770,009)**	**$ (902,442)**

Optional One Cent #12

Capital Funds

One Cent #12

Mission: The Optional One Cent #12 fund accounts for the proceeds from the Optional One Percent Sales Tax passed in November, 2002. The voters approved the Optional 1% #12 Sales Tax in November of 2002. The proceeds from 1% #12 began arriving in March, 2003, and will end on February, 2007.

Highlights/Issues
The following projects are funded by One Cent #12 in FY 06:

CAPITAL

MATT CAMPFIELD PARK	$	275,000
PARK IMPROVEMENTS		400,000
FOUNDER'S BASEBALL FIELD		350,000
2ND STREET PAVING		100,000
WY BLVD. LANDSCAPING		75,000
ICE ARENA IMPROVEMENTS		390,000
CEC ROOF		500,000
E. 21st. IMPROVEMENTS		60,000
COLLECTOR/ARTERIAL STREETS		1,200,000
JACKSON STREET PARK		425,000
PLATTE RIVER PARKWAY		647,000
CAPITAL EQUIPMENT		1,118,000
TOTAL	$	**5,540,000**

Full Time Employees
None

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Revenue				
Interest Income	$224,406	$180,000	$112,888	$100,000
Sales Tax	11,240,815	11,500,000	3,252,882	12,942,980
Total	$11,465,221	$11,680,000	$3,365,770	$13,042,980
Expenditures				
Contractual/Other	$1,996,776	$1,598,849	(969,679)	$409,000
Operating Transfers	7,189,493	12,269,671	4,087,036	11,181,829
Total	$9,186,269	$13,868,520	$3,117,357	$11,590,829

City of Casper
ONE CENT #12
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
REVENUES					
TAXES					
SALES/USE TAX	$ 11,240,815	$ 11,500,000	$ 11,500,000	$ 3,252,882	$ 12,942,980
MISCELLANEOUS					
INTEREST INCOME	224,406	180,000	180,000	112,888	100,000
TOTAL REVENUE	**11,465,221**	**11,680,000**	**11,680,000**	**3,365,770**	**13,042,980**
EXPENDITURES					
CONTRACTUAL					
INVESTMENT FEES	-	10,000	10,000	5,223	9,000
PROGRAMS & PROJECTS	735,072	0	1,121,774	(1,067,383)	-
CAEDA	400,000	400,000	400,000	100,000	400,000
BOYS & GIRLS CLUB	580,000	-	-	-	-
CASPER YMCA	200,222	-	59,556	-	-
NATRONA COUNTY PUBLIC LIBRARY	60,000	-	-	-	-
SENIOR CENTER	21,481	-	7,519	(7,519)	-
TOTAL CONTRACTUAL	**1,996,776**	**410,000**	**1,598,849**	**(969,679)**	**409,000**
OPERATING TRANSFERS OUT (TO)					
GENERAL FUND	7,189,493	12,261,765	12,269,671	4,087,036	11,181,829
TOTAL OPERATING TRANSFERS	**7,189,493**	**12,261,765**	**12,269,671**	**4,087,036**	**11,181,829**
TOTAL EXPENDITURES	**9,186,269**	**12,671,765**	**13,868,520**	**3,117,357**	**11,590,829**
NET FUND	$ **2,278,952**	$ **(991,765)**	$ **(2,188,520)**	$ **248,413**	$ **1,452,151**

THIS PAGE LEFT INTENTIONALLY BLANK

Enterprise Funds

Water
Water Treatment Plant
Sewer
Wastewater Treatment Plant
Refuse Collection
Balefill
Aquatics
Golf Course
Ice Arena
Casper Recreation Center
Hogadon
Casper Events Center
Parking Lots

THIS PAGE LEFT INTENTIONALLY BLANK

Water

WATER FUND
INCOME STATEMENT

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2005 ESTIMATE	FY 2006 BUDGET
OPERATING ACTIVITY				
REVENUES				
CHARGES FOR SERVICES	$ 7,611,834	$ 8,393,475	$ 7,710,105	$ 8,782,230
ADMINISTRATION/MANAGEMENT FEES	63,397	62,432	62,432	65,947
TOTAL	**7,675,231**	**8,455,907**	**7,772,537**	**8,848,177**
EXPENDITURES				
PERSONNEL SERVICES	1,687,897	1,926,294	1,648,612	1,930,110
CONTRACTUAL	1,282,385	1,559,338	1,537,918	1,679,630
MATERIALS & SUPPLIES	4,319,609	4,696,675	4,305,058	4,654,322
DEPRECIATION	650,000	650,000	650,000	650,000
DEBT SERVICE & INTEREST	105,437	244,225	241,263	216,726
TOTAL	**8,045,328**	**9,076,532**	**8,382,851**	**9,130,788**
OPERATING INCOME (LOSS)	**(370,097)**	**(620,625)**	**(610,314)**	**(286,611)**
NON-OPERATING ACTIVITY				
REVENUES				
INTEREST	295,175	275,000	253,000	235,000
MISCELLANEOUS	8,100	7,200	7,200	7,200
TOTAL	**303,275**	**282,200**	**260,200**	**242,200**
EXPENSES				
BAD DEBT	205,012	15,000	15,000	15,000
CLAIMS	-	5,000	2,000	5,000
TOTAL	**205,012**	**20,000**	**17,000**	**20,000**
NON-OPERATING INCOME (LOSS)	**98,263**	**262,200**	**243,200**	**222,200**
CAPITAL ACTIVITY				
SOURCES				
CAPITAL GRANTS & LOANS	260,206	3,594,000	4,839,000	4,800,000
SYSTEM DEVELOPMENT FEES	282,427	289,940	291,180	291,180
OPERATING TRANSFERS IN	1,000,000	1,000,000	2,550,000	1,000,000
TOTAL	**1,542,633**	**4,883,940**	**7,680,180**	**6,091,180**
USES				
NEW CAPITAL	726,700	7,591,307	4,838,609	2,913,775
REPLACEMENT CAPITAL	1,490,335	8,239,354	5,952,792	4,494,750
TOTAL	**2,217,035**	**15,830,661**	**10,791,401**	**7,408,525**
CAPITAL INCOME (LOSS)	**(674,402)**	**(11,305,146)**	**(3,111,221)**	**(1,317,345)**
NET FUND INCOME (LOSS)	**$ (946,236)**	**$ (11,305,146)**	**$ (3,478,335)**	**$ (1,377,756)**

Public Services
Water Distribution

Mission: To enhance community livability by providing stewardship of the public water infrastructure that delivers a safe, reliable source of drinking water.

Goals
1. To maintain qualified, knowledgeable and certified staff
2. Increase productivity of water meter reading
3. Increase public support, education, and awareness of water distribution main break repair program

Objectives
1. Require 100% of personnel to attend at least 1 job-related training program/seminar
2. Implement automated water meter reading by June 30, 2006
3. Publish at least 2 news releases concerning water main issues

Performance Measure
1. % of personnel that attended 1 or more job-related training programs/seminars
2. Implementation date of automated water meter reading
3. # of news releases published

Highlights/Issues

No rate increase is included in this budget.

FY06 water sales revenue is expected to be lower than budgeted due to water conservation resulting from the drought conditions and mandatory water restrictions.

Contractual expenditures are higher due to monthly meter reading and billing.

New Capital

Meters - New Accounts	$	25,000
Zone II - Phase I		2,600,000
GIS Utility Layer		34,775
Corrosion Control Update		30,000
Paving Replacement		200,000
Radio Readout Devices		24,000
Total New Capital	$	2,913,775

The projected reserves balance of this fund at June 30, 2005 is $6,158,814

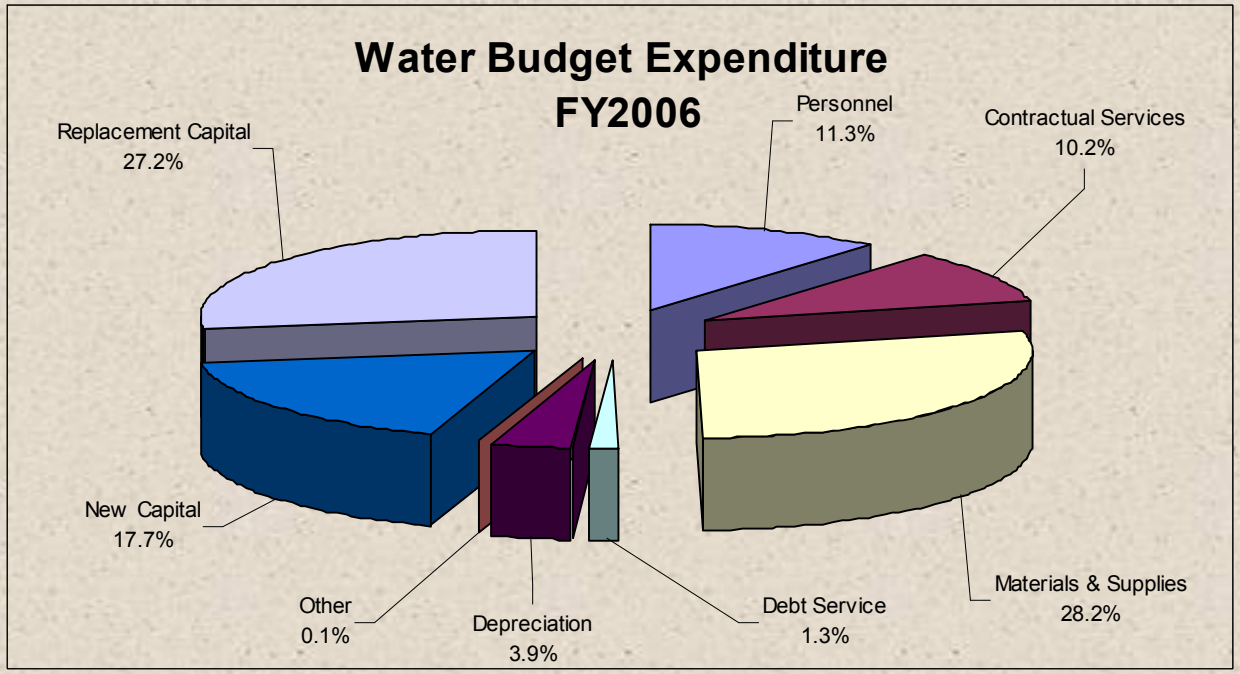
Replacement Capital

Computers	$	7,000
SCADA Replacement		100,000
Miscellaneous Machinery		6,000
4 Pickups		76,750
1 1-Ton Truck		42,000
Backhoe		80,000
Signs & Barricades		5,000
Meters - replacement		300,000
Meters - AMR Project		700,000
Meter Heads		10,000
Meter Parts		8,000
Oversizing Reimbursement		200,000
Water Line Materials		100,000
Paint Manor Heights Tank		125,000
Paint N. Platte Park Tank-Inside		75,000
Control Valves		10,000
Security Improvements		150,000
Water Main Replacements		2,500,000
Total Replacement Capital	$	4,494,750

Full Time Employees	FY05	FY06
Public Utilities Manger	1	1
Utility Superintendent	1	1
Utility Supervisor	3	3
Cross Connection Inspector	1	1
Hydrant Maintenance Supervisor	1	1
Equipment Operator	3	3
Utility Worker	4	4
Meter Service Supervisor	1	1
Meter Repair Technician	1	1
Senior Meter Service Worker	3	3
Meter Service Worker	3	3
Meter Records/Inventory Clerk	1	1
Administrative Secretary	1	1
Secretary II	1	1
Water Plant Operations Technician	1	1
TOTAL	**26**	**26**
Total Part-Time Employees	**$66,550**	**$45,427**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$1,687,897	$1,926,294	$1,648,612	$1,930,110
Contractual Services	1,282,385	1,559,338	1,537,918	1,679,630
Materials & Supplies	4,319,609	4,696,675	4,305,058	4,654,322
Debt Service	105,436	244,225	241,261	216,726
Depreciation	650,000	650,000	650,000	650,000
Other	205,012	20,000	17,000	20,000
New Capital	726,700	7,591,307	4,838,609	2,913,775
Replacement Capital	1,490,335	8,239,354	5,952,792	4,494,750
Total	$10,467,374	$24,927,193	$19,191,250	$16,559,313



City of Casper
WATER FUND
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
REVENUES					
CHARGES FOR SERVICES					
COMMERCIAL CHARGES	$ 1,806,301	$ 1,818,173	$ 1,818,173	$ 1,247,157	$ 1,852,586
RESIDENTIAL CHARGES	5,346,112	6,135,341	6,135,341	5,945,070	6,392,122
WHOLESALE WATER SALES	232,363	211,961	211,961	199,724	238,909
HYDRANT USAGE	42,636	55,000	55,000	110,000	100,000
SERVICE RECONNECTIONS	12,795	13,000	13,000	11,768	13,000
METER SALES & INSTALLATION	41,753	35,000	35,000	36,358	37,761
CONSTRUCTION CONNECTIONS	55,663	50,000	50,000	72,851	72,852
OTHER CHARGES	74,212	75,000	75,000	87,177	75,000
TOTAL CHARGES FOR SERVICES	**7,611,834**	**8,393,475**	**8,393,475**	**7,710,105**	**8,782,230**
MISCELLANEOUS REVENUE					
LEASE FEES	8,100	7,200	7,200	7,200	7,200
ADMINISTRATIVE FEES	63,397	62,432	62,432	62,432	65,947
ADMINISTRATIVE FEES	-	-	-	-	-
INTEREST	295,175	275,000	275,000	253,000	235,000
TOTAL MISCELLANEOUS	**366,672**	**344,632**	**344,632**	**322,632**	**308,147**
TOTAL OPERATING REVENUE	**7,978,506**	**8,738,107**	**8,738,107**	**8,032,737**	**9,090,377**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 1,145,576	$ 1,196,214	$ 1,221,006	$ 1,178,732	$ 1,251,455
PART TIME	19,384	43,680	66,550	31,802	45,427
STANDBY PAY	13,930	20,918	20,918	21,343	27,055
OVERTIME	71,345	97,412	97,412	85,308	104,909
TOTAL SALARIES & WAGES	**1,250,234**	**1,358,224**	**1,405,887**	**1,317,185**	**1,428,846**
OTHER PAY					
SUPPLEMENTAL PAY	24,650	11,600	23,600	12,000	-
DISABILITY LEAVE BUY-BACK	13,362	14,697	14,697	11,455	13,826
ACCRUED LEAVES PAYOFF	-	-	476	-	-
TOTAL OTHER PAY	**38,012**	**26,297**	**38,773**	**23,455**	**13,826**
BENEFITS					
HEALTH INSURANCE	171,442	212,084	212,559	206,649	222,984
LIFE INSURANCE	3,029	3,757	3,757	2,906	3,926
DISABILITY INSURANCE	7,634	9,259	9,259	3,287	9,674
FICA/MEDICARE TAX	93,660	107,364	107,364	40,083	110,728
RETIREMENT	69,413	76,499	76,534	26,651	79,913
UNEMPLOYMENT COMPENSATION	7,077	-	1,793	1,793	-
WORKERS COMPENSATION	47,396	70,313	70,368	26,603	60,213
TOTAL BENEFITS	**399,651**	**479,276**	**481,634**	**307,972**	**487,438**
TOTAL PERSONNEL	**1,687,897**	**1,863,797**	**1,926,294**	**1,648,612**	**1,930,110**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
BASE RATE STUDY	371	-	-	-	-
INVESTMENT MANAGEMENT	16,782	15,000	15,000	18,855	18,000
ENGINEERING SERVICES	6,159	14,000	14,000	9,420	10,000
WATER	-	-	-	1,500	1,500
REFUSE COLLECTION	1,302	1,150	1,150	1,000	1,150
EQUIPMENT REPAIRS	3,152	6,700	6,700	5,500	6,700
STREET REPAIRS	121,409	180,000	334,825	334,825	245,000
MAINTENANCE AGREEMENTS	6,570	6,143	6,143	6,143	7,004
INSURANCE & BONDS	62,106	56,958	56,958	56,958	58,666
TELECOMMUNICATIONS	12,076	19,713	19,713	12,998	19,713
PRINTING/REPRODUCTION	1,855	1,400	1,400	860	1,400
TRAVEL	4,909	10,000	10,000	8,600	11,000
TRAINING	8,963	16,000	16,000	7,600	13,500
INTERDEPARTMENTAL SERVICES - FIXED	636,828	658,871	658,871	658,871	734,895
ADMIN/MGMT FEES	50,686	48,439	48,439	48,439	49,356
OTHER CONTRACTUAL	114,678	138,300	140,850	140,850	255,600
ASSOCIATION DUES	4,538	4,600	4,600	4,400	4,600
LAUNDRY & TOWEL SERVICE	8,901	9,589	9,589	9,181	10,687
POSTAGE	1,490	3,100	3,100	1,700	3,500
ENERGY - NATURAL GAS	10,878	10,000	10,000	11,771	12,359
ENERGY - ELECTRICITY	208,732	202,000	202,000	198,447	215,000
TOTAL CONTRACTUAL	**1,282,385**	**1,401,963**	**1,559,338**	**1,537,918**	**1,679,630**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	5,883	10,000	10,000	5,460	11,000
OPERATING SUPPLIES	362	1,000	1,000	6,953	-
OTHER MATERIALS & SUPPLIES	129,158	12,300	12,300	9,231	12,800
SAFETY EQUIPMENT/SUPPLIES	8,054	7,500	7,500	6,237	7,500
WATER/SEWER LINE MATERIALS	63,618	70,000	73,500	70,000	70,000
ENGINEERING SUPPLIES	1,749	2,000	2,000	1,000	1,500
BUILDING SUPPLIES	2,285	4,000	4,000	3,100	4,000
METER SUPPLIES	3,275	3,500	3,500	3,500	3,500
PUMPS & LUBRICATION SUPPLIES	44	1,200	1,200	-	-
INSTRUMENTATION	11,241	16,500	26,785	9,206	16,500
BOOSTER/LIFT STATION SUPPLIES	4,960	12,000	12,000	13,461	12,000
OTHER STRUCTURES	2,412	6,000	6,000	4,300	5,000
VEHICLE SUPPLIES	4,377	5,233	5,233	5,233	4,733
MACHINERY SUPPLIES	7,856	10,000	10,000	8,180	10,000
SMALL TOOLS & SUPPLIES	10,348	10,440	10,440	10,000	10,440
BULK WATER	4,025,987	4,461,217	4,461,217	4,102,144	4,425,349
BULK FUEL	38,001	50,000	50,000	47,053	60,000
TOTAL MATERIALS & SUPPLIES	**4,319,609**	**4,682,890**	**4,696,675**	**4,305,058**	**4,654,322**
OTHER EXPENSES					
DEPRECIATION	650,000	650,000	650,000	650,000	650,000
DEBT SERVICE	56,576	132,933	132,933	132,931	136,467
INTEREST	48,861	111,292	111,292	108,330	80,259
BAD DEBT	205,012	15,000	15,000	15,000	15,000

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CLAIMS	-	5,000	5,000	2,000	5,000
TOTAL OTHER EXPENSES	**960,449**	**914,225**	**914,225**	**908,261**	**886,726**
TOTAL OPERATING EXPENSES	**8,250,340**	**8,862,875**	**9,096,532**	**8,399,849**	**9,150,788**
OPERATING INCOME (LOSS)	**(271,834)**	**(124,768)**	**(358,425)**	**(367,112)**	**(60,411)**
CAPITAL					
OPERATING REVENUES					
GRANTS					
STATE GRANTS	260,206	3,594,000	3,594,000	4,839,000	4,800,000
TOTAL GRANTS	**260,206**	**3,594,000**	**3,594,000**	**4,839,000**	**4,800,000**
OPERATING TRANSFERS					
SYSTEM DEVELOPMENT CHARGES	282,427	289,940	289,940	291,180	291,180
OPERATING TRANSFERS IN	1,000,000	1,000,000	1,000,000	2,550,000	1,000,000
TOTAL OPERATING TRANSFERS	**1,282,427**	**1,289,940**	**1,289,940**	**2,841,180**	**1,291,180**
TOTAL CAPITAL REVENUE	**1,542,633**	**4,883,940**	**4,883,940**	**7,680,180**	**6,091,180**
CAPITAL EXPENDITURES					
CAPITAL - NEW					
BUILDINGS	1,796	80,000	262,875	168,000	-
IMPROVEMENTS OTHER THAN BUILDINGS	545,753	180,000	3,912,999	4,473,764	2,800,000
LIGHT EQUIPMENT	95,619	127,300	3,252,300	127,300	49,000
INTANGIBLES	78,813	64,775	157,132	66,545	64,775
TECHNOLOGIES	4,719	3,000	6,000	3,000	-
TOTAL CAPITAL - NEW	**726,700**	**455,075**	**7,591,307**	**4,838,609**	**2,913,775**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CAPITAL - REPLACEMENT					
BUILDINGS	7,723	-	842	-	-
IMPROVEMENTS OTHER THAN BUILDINGS	1,265,646	3,063,000	7,732,312	5,661,132	3,160,000
LIGHT EQUIPMENT	112,632	477,872	484,900	284,372	1,147,750
HEAVY EQUIPMENT	102,898	-	-	-	80,000
TECHNOLOGIES	1,435	6,000	21,300	7,288	107,000
TOTAL CAPITAL - REPLACEMENT	**1,490,335**	**3,546,872**	**8,239,354**	**5,952,792**	**4,494,750**
TOTAL CAPITAL EXPENDITURES	**2,217,034**	**4,001,947**	**15,830,660**	**10,791,401**	**7,408,525**
NET CAPITAL	**(674,401)**	**881,993**	**(10,946,720)**	**(3,111,221)**	**(1,317,345)**
NET FUND	**$ (946,236)**	**$ 757,225**	**$ (11,305,146)**	**$ (3,478,333)**	**$ (1,377,756)**

Water Treatment Plant

WATER TREATMENT PLANT
INCOME STATEMENT

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2005 ESTIMATE	FY 2006 BUDGET
OPERATING ACTIVITY				
REVENUES				
CHARGES FOR SERVICES	$ -	$ 1,031,409	$ 1,003,478	$ 1,872,444
ADMINISTRATION/MANAGEMENT FEES	-	-	2,651	5,155
TOTAL	**-**	**1,031,409**	**1,006,129**	**1,877,599**
EXPENDITURES				
PERSONNEL SERVICES	-	361,118	363,061	676,976
CONTRACTUAL	-	143,530	135,447	111,450
MATERIALS & SUPPLIES	-	526,761	512,248	1,110,150
TOTAL	**-**	**1,031,409**	**1,010,756**	**1,898,576**
OPERATING INCOME (LOSS)	**-**	**-**	**(4,627)**	**-**
NET FUND INCOME (LOSS)	**$ -**	**$ -**	**$ (4,627)**	**$ (20,977)**

Public Services
Water Treatment Plant

Mission To produce and deliver water to the participants of the Regional Water System..

Goals
1. To provide safe potable water
2. Improve the operations of the plant and wellfield in its first year of operation by the City of Casper

Objectives
1. Produce 5.8 billion gallons of safe drinking water for the Casper Metropolitan Area
2. Improve the Water Treatment Plant Supervisory and Control Data Acquisition Software
3. Decrease employee safety violations by 15%

Performance Measure
1. # of gallons produced
2. % decrease in employee safety violations

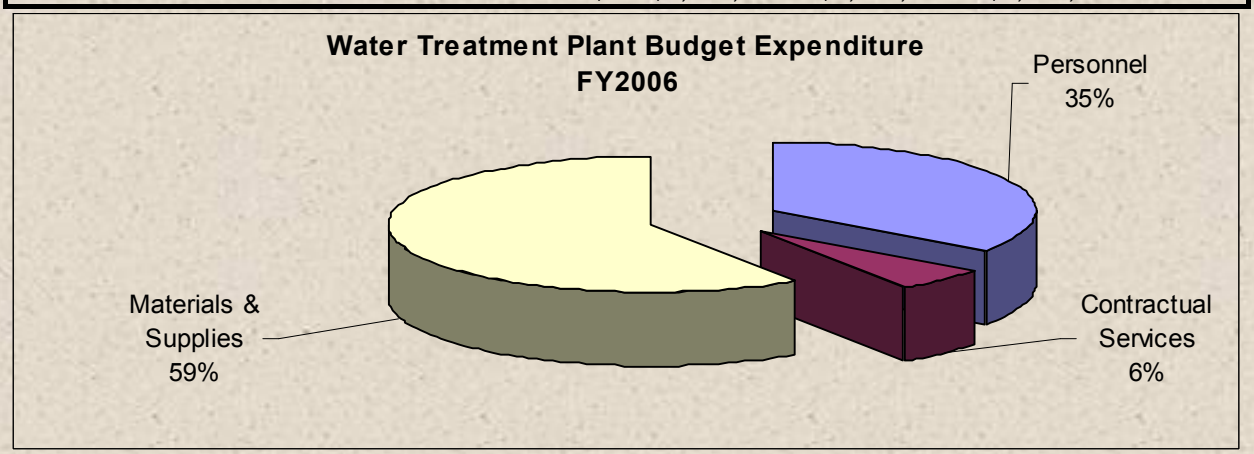
Highlights/Issues
This budget reflects the first full year of operating the water treatment plant for the Central Wyoming Re gional Water System Joint Powers Board.

The projected reserves balance of this fund at June 30, 2005 is $0

Full Time Employees	FY05	FY06
Plant Operations Technician	0	4
Operations Specialist	0	2
Operations Manager	0	1
Secretary II	0	1
Custodial Maintenance Worker I	0	1
Plant Mechanic	0	1
TOTAL	**0**	**10**
Total Part-Time Employees	**$0**	**$0**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$-	$361,118	$363,061	$676,976
Contractual Services	-	143,530	135,447	111,450
Materials & Supplies	-	526,761	512,248	1,110,150
Total	$-	$1,031,409	$1,010,756	$1,898,576



City of Casper
WATER TREATMENT PLANT FUND
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
REVENUES					
CHARGES FOR SERVICES					
INTERGOVERNMENTAL REIMBURSEMENTS	$ -	$ 1,034,967	$ 1,031,409	$ 1,003,478	$ 1,872,444
TOTAL CHARGES FOR SERVICES	**-**	**1,034,967**	**1,031,409**	**1,003,478**	**1,872,444**
MISCELLANEOUS REVENUE					
ADMINISTRATION FEES	-	-	-	2,651	5,155
TOTAL MISCELLANEOUS	**-**	**-**	**-**	**2,651**	**5,155**
TOTAL OPERATING REVENUE	**-**	**1,034,967**	**1,031,409**	**1,006,129**	**1,877,599**
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ -	$ 241,889	$ 241,264	$ 241,889	$ 466,446
STANDBY PAY	-	2,962	2,962	2,811	6,794
OVERTIME	-	13,715	13,715	13,645	23,470
TOTAL SALARIES & WAGES	**-**	**258,566**	**257,941**	**258,345**	**495,909**
OTHER PAY					
DISABILITY LEAVE BUY-BACK	-	-	-	-	5,376
ACCRUED LEAVES	-	-	625	624	-
TOTAL OTHER PAY	**-**	**-**	**625**	**624**	**5,376**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
BENEFITS					
HEALTH INSURANCE	-	54,065	54,065	54,065	82,692
LIFE INSURANCE	-	624	624	552	1,409
DISABILITY INSURANCE	-	1,438	1,438	1,150	3,473
FICA/MEDICARE TAX	-	20,098	20,098	19,695	38,498
RETIREMENT	-	14,945	14,945	14,845	28,684
UNEMPLOYMENT	-	1,588	1,588	1,588	
WORKERS COMPENSATION	-	13,026	9,794	12,197	20,935
TOTAL BENEFITS	**-**	**105,784**	**102,552**	**104,092**	**175,691**
TOTAL PERSONNEL	**-**	**364,350**	**361,118**	**363,061**	**676,976**
CONTRACTUAL SERVICES					
CONSULTING FEES	-	7,894	17,894	62,422	-
LAB SERVICES	-	26,908	26,908	12,715	29,000
SEWER	-	685	685	250	750
REFUSE COLLECTION	-	978	978	400	1,200
EQUIPMENT REPAIRS	-	23,043	23,043	21,000	24,000
TRANS LINE MAINTENANCE	-	36,113	26,113	6,000	-
MAINTENANCE AGREEMENTS	-	10,389	10,389	10,389	21,500
INSURANCE & BONDS	-	5,068	5,068	-	-
TELECOMMUNICATIONS	-	4,871	4,871	4,756	9,100
ADVERTISING	-	613	613	613	1,100
PRINTING/REPRODUCTION	-	1,232	906	1,000	1,300
TRAVEL	-	9,556	9,556	5,000	10,000
TRAINING	-	11,050	11,050	7,810	10,000
LOCATE SERVICES	-	1,500	1,500	1,000	-

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
OTHER CONTRACTUAL - GRAPHICS SUPPORT	-	500	500	500	500
ASSOCIATION DUES	-	2,554	2,554	700	1,600
LAUNDRY & TOWEL SERVICE	-	902	902	892	1,400
TOTAL CONTRACTUAL	**-**	**143,856**	**143,530**	**135,447**	**111,450**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	-	8,538	8,538	6,200	10,000
OPERATING SUPPLIES	-	106,564	106,564	106,564	345,000
POSTAGE/SHIPPING	-	2,178	2,178	1,500	2,600
OTHER MATERIALS & SUPPLIES	-	3,910	3,910	2,500	2,550
UNIFORMS	-	1,500	1,500	500	1,000
SAFETY EQUIPMENT/SUPPLIES	-	2,838	2,838	600	3,500
WATER/SEWER LINE MAINTENANCE	-	3,843	3,843	3,800	20,000
PUMPS & LUBRICATION SUPPLIES	-	1,500	1,500	1,500	1,500
INSTRUMENTATION	-	6,967	6,967	4,967	7,000
BOOSTER/LIFT STATION SUPPLIES	-	-	-	194	15,000
OTHER STRUCTURES	-	5,987	5,987	4,025	12,500
VEHICLE SUPPLIES	-	5,405	5,405	3,505	8,000
MACHINERY SUPPLIES	-	6,836	6,836	6,358	10,000
LAB SUPPLIES	-	4,747	4,747	4,747	7,500
ENERGY - HEAT	-	73,264	73,264	73,204	125,000
ENERGY - ELECTRICITY	-	292,684	292,684	292,084	539,000
TOTAL MATERIALS & SUPPLIES	**-**	**526,761**	**526,761**	**512,248**	**1,110,150**
TOTAL OPERATING EXPENSES	**-**	**1,034,967**	**1,031,409**	**1,010,756**	**1,898,576**
OPERATING INCOME (LOSS)	**-**	**-**	**-**	**(4,627)**	**$ (20,977)**
NET FUND	**$ -**	**$ -**	**$ -**	**$ (4,627)**	**$ (20,977)**

Sewer

SEWER FUND
INCOME STATEMENT

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2005 ESTIMATE	FY 2006 BUDGET
OPERATING ACTIVITY				
REVENUES				
CHARGES FOR SERVICES	$ 2,881,362	$ 2,910,004	$ 2,866,902	$ 3,156,436
ADMINISTRATION/MANAGEMENT FEES	220,820	226,791	226,791	229,852
TOTAL	**3,102,183**	**3,136,795**	**3,093,693**	**3,386,288**
EXPENDITURES				
PERSONNEL SERVICES	372,955	405,415	387,790	396,003
CONTRACTUAL	2,380,881	2,538,234	2,494,662	2,671,995
MATERIALS & SUPPLIES	19,492	24,525	19,250	24,525
DEPRECIATION	405,218	405,218	405,218	405,218
TOTAL	**3,178,546**	**3,373,392**	**3,306,920**	**3,497,741**
OPERATING INCOME (LOSS)	**(76,363)**	**(236,597)**	**(213,227)**	**(111,451)**
NON-OPERATING ACTIVITY				
REVENUES				
INTEREST	124,787	135,000	115,000	115,414
MISCELLANEOUS	4,115	7,500	6,000	7,500
TOTAL	**128,902**	**142,500**	**121,000**	**122,914**
EXPENSES				
BAD DEBT	17,704	15,000	15,000	15,000
CLAIMS	7,386	10,000	10,000	10,000
TOTAL	**25,090**	**25,000**	**25,000**	**25,000**
NON-OPERATING INCOME (LOSS)	**103,811**	**117,500**	**96,000**	**97,914**
CAPITAL ACTIVITY				
SOURCES				
SYSTEM DEVELOPMENT FEES	88,533	90,474	67,995	91,650
TOTAL	**88,533**	**90,474**	**67,995**	**91,650**
USES				
NEW CAPITAL	96,023	473,954	301,900	69,775
REPLACEMENT CAPITAL	662,358	1,877,414	1,264,842	1,011,940
TOTAL	**758,381**	**2,351,368**	**1,566,742**	**1,081,715**
CAPITAL INCOME (LOSS)	**(669,848)**	**(2,260,894)**	**(1,498,747)**	**(990,065)**
NET FUND INCOME (LOSS)	**$ (642,400)**	**$ (2,379,991)**	**$ (1,615,974)**	**$ (1,003,604)**

Public Services
Sewer

Mission: To enhance community livability by providing stewardship of the public sewer infrastructure that provides a safe and reliable system of moving sewage to the Wastewater Treatment Plant.

Goals
1. Increase sewer system reliability
2. Increase worker safety and public health protection in dealing with septage and sump waste

Objectives
1. Perform a redundancy/reliability study by June 30, 2006
2. Develop 1 ordinance for Council consideration
3. Develop and rules and regulations by June 30, 2006

Performance Measure
1. Completion date of redundancy/reliability study
2. # of ordinances developed for Council consideration
3. Date of grand opening
4. Completion date of rules and regulations development

Highlights/Issues
No rate increase is included in this budget.

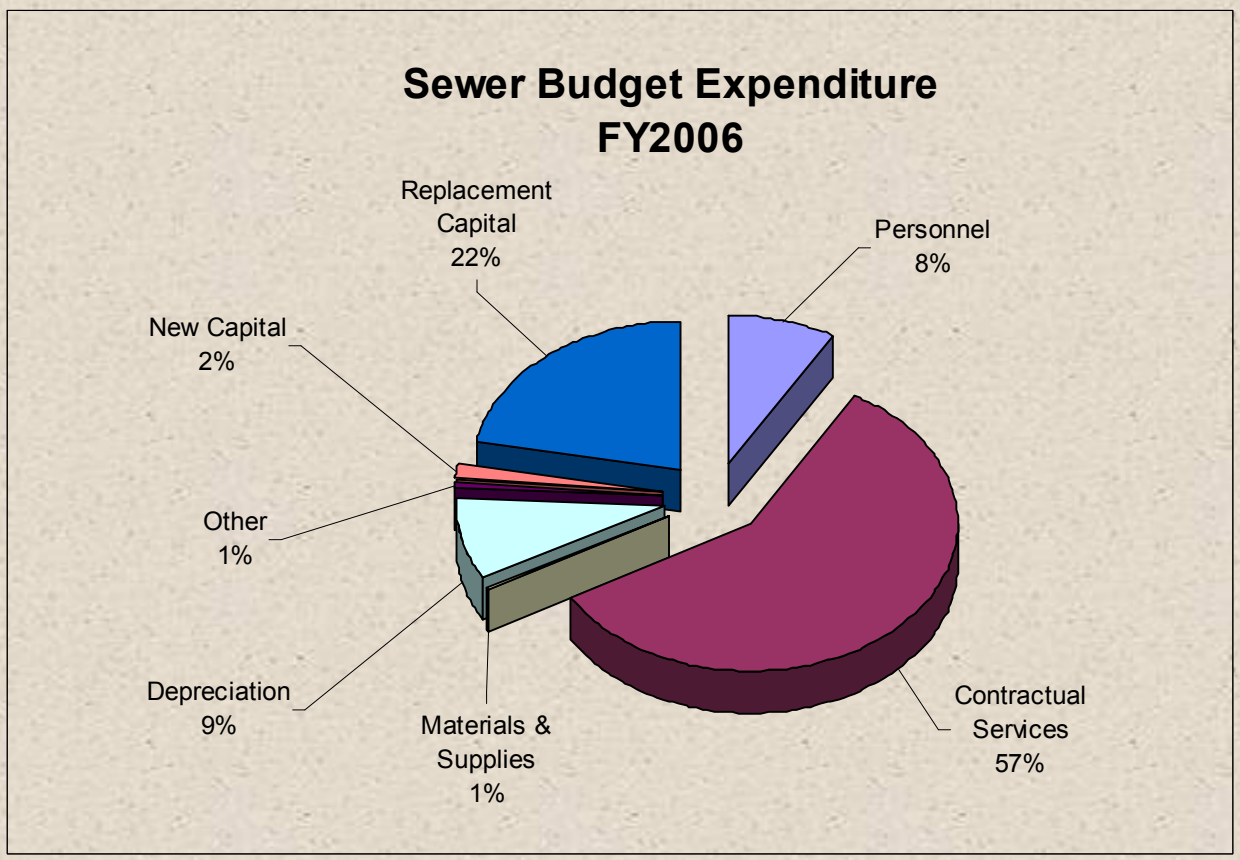
New Capital		
GIS Utility Layer	$	39,775
Oversizing Reimbursement		30,000
Total New Capital	$	69,775
Replacement Capital		
Computers	$	4,000
Vehicle Building Extension		53,478
Maintenance Building		84,212
Line Scanner Van		175,000
2 Pickups		20,250
Manhole & Main Replacements		500,000
Security Improvements		25,000
Sage Creek Lift Station		150,000
Total Replacement Capital	$	1,011,940

The projected reserves balance of this fund at June 30, 2005 is $2,534,582

Full Time Employees	FY05	FY06
Utility Supervisor	1	1
Utility Worker	6	6
TOTAL	**7**	**7**
Total Part-Time Employees	**$0**	**$0**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$372,955	$405,415	$387,790	$396,003
Contractual Services	2,380,881	2,538,234	2,494,662	2,671,995
Materials & Supplies	19,492	24,525	19,250	24,525
Depreciation	405,218	405,218	405,218	405,218
Other	25,090	25,000	25,000	25,000
New Capital	96,023	473,954	301,900	69,775
Replacement Capital	662,358	1,877,414	1,264,842	1,011,940
Total	$3,962,017	$5,749,760	$4,898,662	$4,604,456



City of Casper
SEWER FUND
FY 2006 Budget
(Budget Basis)

	FY 2004 ACTUAL	FY2005 ORIGINAL BUDGET	FY2005 REVISED BUDGET	FY2005 ESTIMATED	FY 2006 ADOPTED BUDGET
REVENUES					
CHARGES FOR SERVICES					
COMMERCIAL CHARGES	$ 550,371	$ 590,731	$ 590,731	$ 611,762	$ 696,568
RESIDENTIAL CHARGES	2,119,034	2,319,273	2,319,273	2,255,140	2,459,868
AMOCO	211,958	-	-	-	-
ADMINISTRATIVE FEES	220,820	226,791	226,791	226,791	229,852
ADMINISTRATIVE FEES	-	-	-	-	-
TOTAL CHARGES FOR SERVICES	**3,102,183**	**3,136,795**	**3,136,795**	**3,093,693**	**3,386,288**
MISCELLANEOUS REVENUE					
INTEREST	124,787	135,000	135,000	115,000	115,414
MISCELLANEOUS REVENUE	4,115	7,500	7,500	6,000	7,500
TOTAL MISCELLANEOUS	**128,902**	**142,500**	**142,500**	**121,000**	**122,914**
TOTAL OPERATING REVENUE	**3,231,084**	**3,279,295**	**3,279,295**	**3,214,693**	**3,509,202**
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 264,894	$ 274,857	$ 285,126	$ 274,913	$ 285,909
STANDBY PAY	8,966	9,924	9,924	8,200	10,492
OVERTIME	15,159	17,910	17,910	16,020	17,792
TOTAL SALARIES & WAGES	**289,019**	**302,691**	**312,960**	**299,133**	**314,193**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
OTHER PAY					
SUPPLEMENTAL PAY.	5,950	2,800	2,800	2,800	-
DISABILITY LEAVE BUY-BACK	2,565	2,668	2,668	1,922	2,668
TOTAL OTHER PAY	**8,515**	**5,468**	**5,468**	**4,722**	**2,668**
BENEFITS					
HEALTH INSURANCE	20,258	26,275	26,892	26,275	20,436
LIFE INSURANCE	792	856	856	725	889
DISABILITY INSURANCE	1,935	2,112	2,112	1,736	2,192
FICA/MEDICARE TAX	23,198	23,422	23,563	22,984	24,303
RETIREMENT	17,213	17,452	17,711	16,932	18,107
WORKERS COMPENSATION	12,026	15,340	15,853	15,283	13,215
TOTAL BENEFITS	**75,421**	**85,457**	**86,987**	**83,935**	**79,142**
TOTAL PERSONNEL	**372,955**	**393,616**	**405,415**	**387,790**	**396,003**
CONTRACTUAL SERVICES					
BASE RATE STUDY	304	-	-	-	-
INVESTMENT MANAGEMENT	6,936	7,500	7,500	8,200	7,500
SEWER	1,850,004	1,964,095	1,964,095	1,938,000	2,050,050
EQUIPMENT REPAIRS	5,128	6,500	6,500	4,500	6,500
INSURANCE & BONDS	29,288	26,860	26,860	26,860	27,666
TELECOMMUNICATIONS	1,300	13,190	13,190	2,500	13,190
TRAVEL	551	4,000	4,000	3,000	4,000
TRAINING	1,055	5,000	5,000	3,000	5,000
INTERDEPARTMENTAL SERVICES	386,004	405,224	405,224	405,224	448,709
ADMIN/MGMT FEES	91,865	91,865	91,865	91,865	95,380

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
OTHER CONTRACTUAL	2,762	4,350	4,350	3,400	4,350
ASSOCIATION DUES	-	900	900	650	900
LAUNDRY & TOWEL SERVICE	3,187	4,000	4,000	3,544	4,000
POSTAGE	-	1,500	1,500	1,000	1,500
ENERGY - ELECTRICITY	2,498	3,250	3,250	2,919	3,250
TOTAL CONTRACTUAL	**2,380,881**	**2,538,234**	**2,538,234**	**2,494,662**	**2,671,995**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	1,730	3,250	3,250	1,500	3,250
OTHER MATERIALS & SUPPLIES	4,004	6,500	6,500	5,200	6,500
SAFETY EQUIPMENT	913	3,000	3,000	2,350	3,000
WATER/SEWER LINE MATERIALS	4,360	3,375	3,375	3,100	3,375
ENGINEERING SUPPLIES	375	1,500	1,500	1,000	1,500
BOOSTER/LIFT STATION SUPPLIES	6,461	5,025	5,025	4,600	5,025
VEHICLE SUPPLIES	1,240	1,125	1,125	750	1,125
SMALL TOOLS & SUPPLIES	410	750	750	750	750
TOTAL MATERIALS & SUPPLIES	**19,492**	**24,525**	**24,525**	**19,250**	**24,525**
OTHER EXPENSES					
DEPRECIATION	405,218	405,218	405,218	405,218	405,218
BAD DEBT	17,704	15,000	15,000	15,000	15,000
CLAIMS	7,386	10,000	10,000	10,000	10,000
TOTAL OTHER EXPENSES	**430,308**	**430,218**	**430,218**	**430,218**	**430,218**
TOTAL OPERATING EXPENSES	**3,203,636**	**3,386,593**	**3,398,392**	**3,331,920**	**3,522,740**
OPERATING INCOME (LOSS)	**27,448**	**(107,298)**	**(119,097)**	**(117,227)**	**(13,538)**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CAPITAL REVENUE					
CHARGES FOR SERVICES					
SYSTEM DEVELOPMENT CHARGES	88,533	90,474	90,474	67,995	91,650
TOTAL CAPITAL REVENUE	**88,533**	**90,474**	**90,474**	**67,995**	**91,650**
CAPITAL EXPENDITURES					
CAPITAL - NEW					
IMPROVEMENTS OTHER THAN BUILDINGS	44,035	100,000	470,954	300,000	30,000
LIGHT EQUIPMENT	-	-	-	-	-
INTANGIBLES	47,875	44,775	-	-	39,775
TECHNOLOGIES	4,113	3,000	3,000	1,900	-
TOTAL CAPITAL - NEW	**96,023**	**147,775**	**473,954**	**301,900**	**69,775**
CAPITAL - REPLACEMENT					
BUILDINGS	-	137,690	22,465	-	137,690
IMPROVEMENTS OTHER THAN BUILDINGS	484,565	717,000	1,824,949	1,222,566	675,000
LIGHT EQUIPMENT	-	26,000	26,000	40,776	195,250
HEAVY EQUIPMENT	176,585	-	-	-	-
TECHNOLOGIES	1,208	4,000	4,000	1,500	4,000
TOTAL CAPITAL - REPLACEMENT	**662,358**	**884,690**	**1,877,414**	**1,264,842**	**1,011,940**
TOTAL CAPITAL EXPENDITURES	**758,381**	**1,032,465**	**2,351,368**	**1,566,742**	**1,081,715**
NET CAPITAL	**(669,849)**	**(941,991)**	**(2,260,894)**	**(1,498,747)**	**(990,065)**
NET FUND	**$ (642,400)**	**$ (1,049,289)**	**$ (2,379,991)**	**$ (1,615,974)**	**$ (1,003,603)**

Wastewater Treatment

WASTEWATER TREATMENT PLANT FUND
INCOME STATEMENT

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2005 ESTIMATE	FY 2006 BUDGET
OPERATING ACTIVITY				
REVENUES				
CHARGES FOR SERVICES	$ 2,280,333	$ 2,410,119	$ 2,418,712	$ 2,538,576
ADMINISTRATION/MANAGEMENT FEES	24,368	22,121	22,121	23,037
TOTAL	**2,304,701**	**2,432,240**	**2,440,833**	**2,561,613**
EXPENDITURES				
PERSONNEL SERVICES	836,103	960,001	920,547	1,007,323
CONTRACTUAL	742,572	784,588	744,936	801,894
MATERIALS & SUPPLIES	93,475	109,250	101,928	115,250
DEPRECIATION	145,094	716,000	716,000	716,000
TOTAL	**1,817,244**	**2,532,004**	**2,483,411**	**2,640,467**
OPERATING INCOME (LOSS)	**487,457**	**(137,599))**	**(42,578)**	**(78,854)**
NON-OPERATING ACTIVITY				
REVENUES				
INTEREST	307,095	322,260	287,792	328,905
TOTAL	**307,095**	**322,260**	**287,792**	**328,905**
NON-OPERATING INCOME (LOSS)	**307,095**	**322,260**	**287,792**	**328,905**
CAPITAL ACTIVITY				
SOURCES				
SYSTEM DEVELOPMENT FEES	180,775	211,094	169,500	211,094
TOTAL	**180,775**	**211,094**	**169,500**	**211,094**
USES				
NEW CAPITAL	130,625	1,177,710	1,083,298	2,500
REPLACEMENT CAPITAL	244,963	3,516,080	1,345,000	3,182,645
TOTAL	**375,588**	**4,693,790**	**2,428,298**	**3,185,145**
CAPITAL INCOME (LOSS)	**(194,813)**	**(4,482,696)**	**(2,258,798)**	**(2,974,051)**
NET FUND INCOME (LOSS)	**$ 599,739**	**$ (4,298,035)**	**$ (2,013,584)**	**$ (2,724,000)**

Public Services
Wastewater Treatment Plant

Mission: To enhance community livability by providing stewardship of the community environments by treating and disposing of the community's sewage.

Goals
1. Increase wastewater treatment plant reliability
2. Reduce residential customer subsidy of the industrial pretreatment program
3. Construction of treatment plant improvements

Objectives
1. Perform a complete redundancy/reliability study for major equipment by June 30, 2006
2. Implement an industrial pretreatment program cost recovery resolution for industrial users by June 30, 2006

Performance Measure
1. Completion date of redundancy/reliability study
2. Implementation date of industrial pretreatment cost recovery resolution

Highlights/Issues

Included in this budget is a contribution for part of the costs of improvements to the Sam H. Hobbs Regional Wastewater Treatment Facility. The project consists of improvements to the secondary treatment system, the disinfections system, bio-solid dewatering and disposal facilities, odor control, and miscellaneous items. Total funding and costs for these improvements will be accounted for through the City of Casper/Natrona County Joint Powers Board Number 2 (201 Joint Powers Board). The Wastewater Treatment Fund will be contributing $2.5 million of reserves to fund the project. The balance of the $11 million project is from a State loan. The project is expected to bid in the fall of 2005.

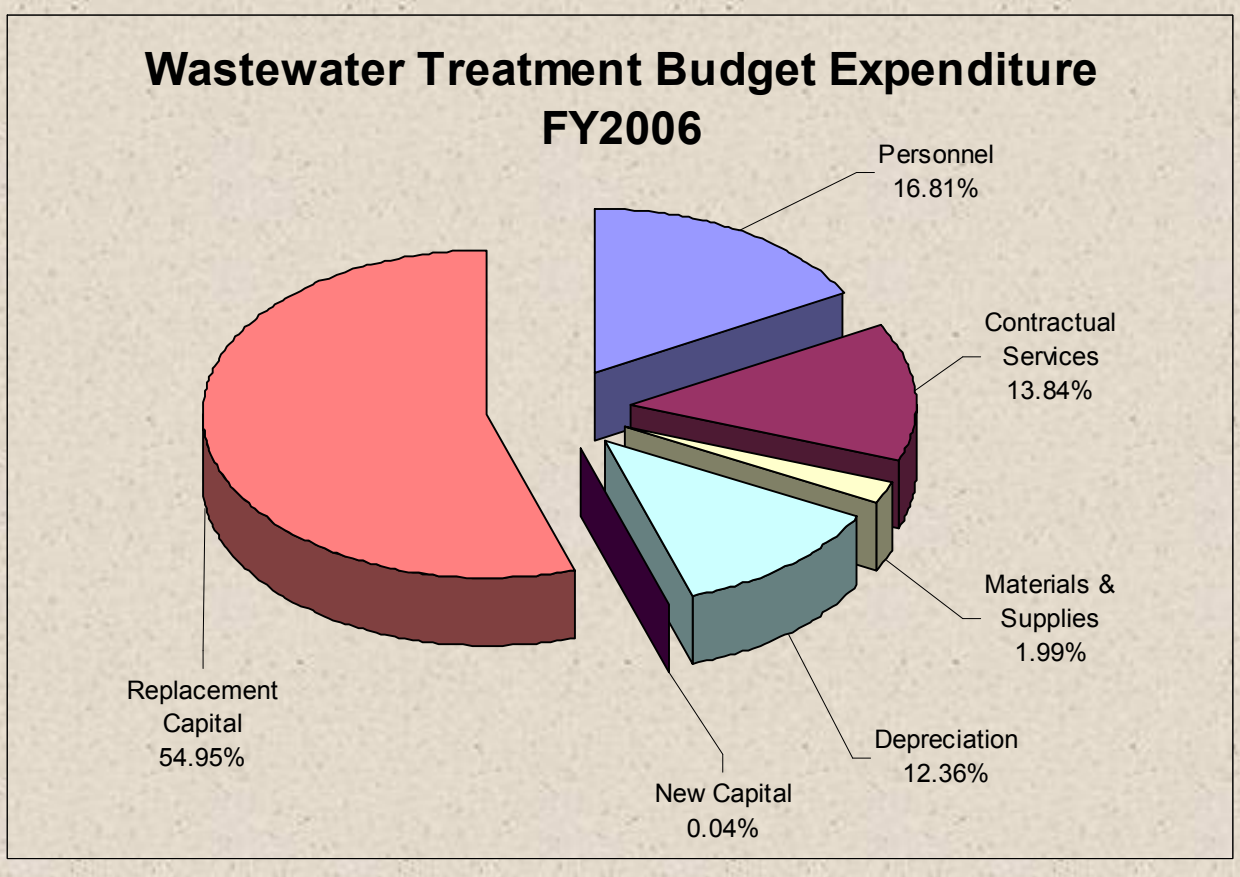
New Capital		
Shop Equipment	$	2,500
Total New Capital	$	2,500
Replacement Capital		
Computers	$	4,000
Sludge Grinder		7,200
Lab Equipment		2,500
Miscellaneous Equipment		50,000
Generator Gas Syst Upgrades		20,000
Bar Screen Control Upgrades		10,000
Sludge Line Replacement		12,000
Boiler Cleaning Machine		3,245
Air Compressor		10,000
Biofilter Soft Start		15,000
Furniture		2,000
Headworks Heating System		37,000
Plant Landscaping Imprv		2,500
Lighting		3,000
Plant Upgrade		3,000,000
DCB Grate		4,200
Total Replacement Capital	$	3,182,645

The projected reserves balance of this fund at June 30, 2005 is $7,385,742

Full Time Employees	FY05	FY06
Plant Manager	1	1
Plant Maintenance	1	1
Industrial Pretreatment Coordinator	1	1
Plant Operator	6	6
Plant Mechanic II	3	3
Lab Technician	1	1
Instrumentation Technician	1	1
Secretary II	1	1
TOTAL	**15**	**15**
Total Part-Time Employees	**$0**	**$0**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$836,103	$949,220	$920,547	$1,007,323
Contractual Services	742,572	757,534	744,936	801,894
Materials & Supplies	93,475	109,250	101,928	115,250
Depreciation	716,000	716,000	716,000	716,000
New Capital	130,625	1,138,409	1,083,298	2,500
Replacement Capital	555,010	2,800,367	1,345,000	3,182,645
Total	$3,073,785	$6,470,780	$4,911,709	$5,825,612



City of Casper
WASTEWATER TREATMENT PLANT FUND
FY 2006 Budget
(Budget Basis)

	FY 2004 ACTUAL	FY2005 ORIGINAL BUDGET	FY2005 REVISED BUDGET	FY2005 ESTIMATED	FY 2006 ADOPTED BUDGET
REVENUES					
CHARGES FOR SERVICES					
SEPTIC WASTE CHARGES	$ 56,375	$ 67,869	$ 67,869	$ 57,000	$ 63,146
COMMERCIAL SUMP WASTE CHARGES	71,411	65,832	65,832	72,294	76,632
ADMIN/MGMT FEES	24,368	22,121	22,121	22,121	23,037
ADMIN/MGMT FEES	-	-	-	-	-
INTERGOVERNMENTAL USER CHARGES	2,151,752	2,271,418	2,271,418	2,262,418	2,393,798
OTHER CHARGES	795	5,000	5,000	27,000	5,000
TOTAL CHARGES FOR SERVICES	**2,304,701**	**2,432,240**	**2,432,240**	**2,440,833**	**2,561,613**
MISCELLANEOUS REVENUE					
INTEREST	307,095	322,260	322,260	287,792	328,905
TOTAL MISCELLANEOUS	**307,095**	**322,260**	**322,260**	**287,792**	**328,905**
TOTAL OPERATING REVENUE	**2,611,796**	**2,754,500**	**2,754,500**	**2,728,625**	**2,890,518**
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 610,581	$ 678,885	$ 688,725	$ 652,066	$ 724,047
STANDBY PAY	2,295	2,507	606	4,238	3,120
OVERTIME	21,138	32,000	28,500	29,908	36,000
TOTAL SALARIES & WAGES	**634,015**	**713,392**	**717,831**	**686,212**	**763,167**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
OTHER PAY					
SUPPLEMENTAL PAY	12,750	6,000	6,000	6,000	-
DISABILITY LEAVE BUY-BACK	2,591	4,297	4,297	4,317	5,133
ACCRUED LEAVES	5,034	-	5,401	4,870	-
TOTAL OTHER PAY	**20,375**	**10,297**	**15,698**	**15,187**	**5,133**
BENEFITS					
HEALTH INSURANCE	68,153	86,524	86,620	85,408	98,472
LIFE INSURANCE	1,515	2,013	2,013	1,459	1,696
DISABILITY INSURANCE	4,105	4,960	4,960	4,222	4,790
FICA/MEDICARE TAX	47,668	55,015	55,321	53,553	59,074
RETIREMENT	36,391	40,990	41,287	39,848	44,016
WORKERS COMPENSATION	23,881	36,029	36,272	34,658	30,975
TOTAL BENEFITS	**181,713**	**225,531**	**226,472**	**219,148**	**239,023**
TOTAL PERSONNEL	**836,103**	**949,220**	**960,001**	**920,547**	**1,007,323**
CONTRACTUAL SERVICES					
INVESTMENT MANAGEMENT	17,070	14,000	14,000	20,500	16,000
LEGAL	150	-	-	-	-
OTHER PROFESSIONAL SERVICES	16,873	22,500	40,227	22,500	22,500
REFUSE COLLECTION	21,828	50,000	50,000	45,000	50,000
MAINTENANCE AGREEMENTS	2,690	10,300	10,300	12,300	7,100
INSURANCE & BONDS	31,791	29,156	29,156	29,156	30,003
TELECOMMUNICATIONS	20,073	17,300	17,300	18,039	19,400
PRINTING/REPRODUCTION	1,715	3,000	3,000	2,611	3,000
TRAVEL	5,588	5,000	5,000	5,000	6,500
TRAINING	9,911	10,000	10,000	9,515	10,000

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
INTERDEPARTMENTAL SERVICES	64,812	65,412	65,412	65,412	63,601
ADMIN/MGMT FEES	273,492	226,379	226,379	226,379	229,852
OTHER CONTRACTUAL	11,556	37,826	54,026	29,828	70,850
LAUNDRY & TOWEL SERVICE	9,399	9,203	9,203	9,140	9,203
POSTAGE	894	1,600	1,600	1,100	1,600
SAFETY EQUIPMENT/SUPPLIES	2,384	4,250	4,250	3,721	4,250
ENERGY - NATURAL GAS	60,050	54,735	54,735	54,735	54,735
ENERGY - ELECTRICITY	192,297	190,000	190,000	190,000	203,300
TOTAL CONTRACTUAL	**742,572**	**750,661**	**784,588**	**744,936**	**801,894**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	4,363	6,250	6,250	4,300	6,250
OPERATING SUPPLIES	16,441	13,000	25,000	26,000	16,000
OTHER MATERIALS & SUPPLIES	9,664	3,250	3,250	2,450	3,250
PUMPS & LUBRICATION SUPPLIES	7,587	10,500	10,500	6,874	10,500
INSTRUMENTATION	11,690	15,000	15,000	11,000	15,000
BOOSTER/LIFT STATION SUPPLIES	3,341	12,000	12,000	10,000	15,000
OTHER STRUCTURES	15,435	25,000	13,000	18,000	25,000
MACHINERY SUPPLIES	13,138	10,000	10,000	9,919	10,000
SMALL TOOLS & SUPPLIES	1,589	3,750	3,750	3,750	3,750
LAB SUPPLIES	10,229	10,500	10,500	9,635	10,500
TOTAL MATERIALS & SUPPLIES	**93,475**	**109,250**	**109,250**	**101,928**	**115,250**
OTHER EXPENSES					
DEPRECIATION	145,094	716,000	716,000	716,000	716,000
TOTAL OTHER EXPENSES	**145,094**	**716,000**	**716,000**	**716,000**	**716,000**
TOTAL OPERATING EXPENSES	**1,817,244**	**2,525,131**	**2,569,839**	**2,483,411**	**2,640,467**
OPERATING INCOME (LOSS)	**794,553**	**229,369**	**184,661**	**245,214**	**250,051**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CAPITAL					
CAPITAL REVENUE					
CHARGES FOR SERVICES					
SYSTEM DEVELOPMENT CHARGES	180,775	211,094	211,094	169,500	211,094
TOTAL CHARGES FOR SERVICES	**180,775**	**211,094**	**211,094**	**169,500**	**211,094**
TOTAL CAPITAL REVENUE	**180,775**	**211,094**	**211,094**	**169,500**	**211,094**
CAPITAL EXPENDITURES					
CAPITAL - NEW					
IMPROVEMENTS OTHER THAN BUILDINGS	130,354	656,000	1,169,210	1,077,903	-
LIGHT EQUIPMENT	271	2,500	8,500	5,395	2,500
TOTAL CAPITAL - NEW	**130,625**	**658,500**	**1,177,710**	**1,083,298**	**2,500**
CAPITAL - REPLACEMENT					
BUILDINGS	15,633	25,000	25,000	20,000	37,000
IMPROVEMENTS OTHER THAN BUILDINGS	129,696	2,631,500	2,723,600	901,500	3,009,700
LIGHT EQUIPMENT	73,377	131,800	131,800	98,800	131,945
HEAVY EQUIPMENT	21,510	-	629,680	320,000	-
TECHNOLOGIES	4,747	6,000	6,000	4,700	4,000
TOTAL CAPITAL - REPLACEMENT	**244,963**	**2,794,300**	**3,516,080**	**1,345,000**	**3,182,645**
TOTAL CAPITAL EXPENDITURES	**375,588**	**3,452,800**	**4,693,789**	**2,428,298**	**3,185,145**
NET CAPITAL	**(194,813)**	**(3,241,706)**	**(4,482,695)**	**(2,258,798)**	**(2,974,051)**
NET FUND	**$ 599,739**	**$ (3,012,337)**	**$ (4,298,034)**	**$ (2,013,584)**	**$ (2,724,000)**

Refuse Collection

REFUSE COLLECTION FUND
INCOME STATEMENT

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2005 ESTIMATE	FY 2006 BUDGET
OPERATING ACTIVITY				
REVENUES				
CHARGES FOR SERVICES	$ 2,606,561	$ 2,601,000	$ 2,771,592	$ 3,005,580
ADMINISTRATION/MANAGEMENT FEES	19,364	19,364	19,364	17,250
TOTAL	**2,625,925**	**2,620,364**	**2,790,956**	**3,022,830**
EXPENDITURES				
PERSONNEL SERVICES	758,663	833,358	762,968	879,614
CONTRACTUAL	1,548,308	1,594,133	1,710,791	1,798,169
MATERIALS & SUPPLIES	37,017	47,840	39,076	40,325
DEPRECIATION	120,671	272,876	272,876	356,960
TOTAL	**2,464,659**	**2,748,207**	**2,785,711**	**3,075,068**
OPERATING INCOME (LOSS)	**161,266**	**(127,843)**	**5,245**	**(52,238)**
NON-OPERATING ACTIVITY				
REVENUES				
INTEREST	49,127	50,000	50,230	41,000
MISCELLANEOUS	3,542	5,000	-	20,000
TOTAL	**52,669**	**55,000**	**50,230**	**61,000**
EXPENSES				
BAD DEBT	14,754	15,000	15,000	15,000
OTHER	16,812	25,000	37,500	37,000
TOTAL	**31,566**	**40,000**	**52,500**	**52,000**
NON-OPERATING INCOME (LOSS)	**21,103**	**15,000**	**(2,270)**	**9,000**
CAPITAL ACTIVITY				
USES				
NEW CAPITAL	129,407	66,608	66,608	290,000
REPLACEMENT CAPITAL	67,312	972,882	698,452	430,935
TOTAL	**196,719**	**1,039,490**	**765,060**	**720,935**
CAPITAL INCOME (LOSS)	**(196,719)**	**(1,039,490)**	**(765,060)**	**(720,935)**
NET FUND INCOME (LOSS)	**$ (14,350)**	**$ (1,152,333)**	**$ (762,085)**	**$ (764,173)**

Public Services
Refuse Collection

Mission: To enhance community livability by providing stewardship of the community environments through regular collection of solid waste.

Goals
1. Maintain effective and efficient service levels
2. Increase attention on infrastructure and environmental issues

Objectives
1. Implement new rate codes for residential customers.
2. Implement a safety incentive program
3. Decrease worker injuries by 3% (as compared to last FY)
4. Publish at least 3 news releases
5. Develop at least 4 public service announcements (PSA)
6. Publish/air PSA announcements at least 20 times (combined total)

Performance Measure
1. % of personnel that attended at least 1 training program/workshop
2. Implementation date of safety incentive program
3. % decrease in worker injuries from last FY
4. # of news releases published
5. # of PSAs developed
6. # of PSAs published/aired (combined total)

Highlights/Issues

No rate increase is included in this budget.

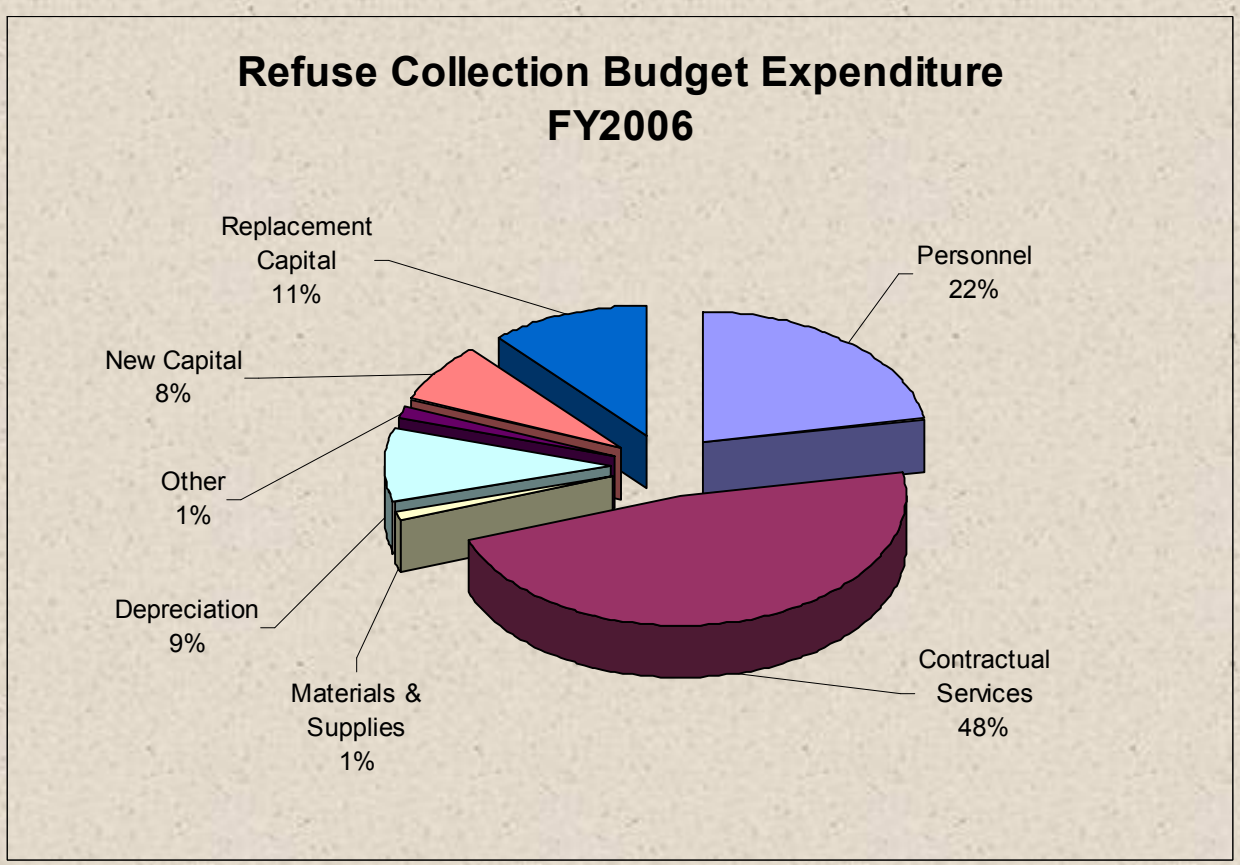
New Capital		
Storage Building	$	235,000
90 & 300 Gallon/New Customers		20,000
Bins/New Customers		15,000
Roll-Offs and Cardboard Bins		20,000
Total New Capital	$	290,000
Replacement Capital		
Computers		3,435
Recycling Truck		65,000
Natural Gas Power Washer		7,000
Pickup Snow Plow Blade		5,200
Pickup Ice Slicer Spreader		5,300
90 & 300 Gallon/Replacement		30,000
Side Loader		165,000
Rear Loader		150,000
Total Replacement Capital	$	430,935

The projected reserves balance of this fund at June 30, 2005 is $1,144,542

Full Time Employees	FY05	FY06
Collection Supervisor	1	1
Construction Maintenance Worker II	6	6
Equipment Operator II	5	5
Senior Sanitation Equipment Operator	1	1
Secretary II	1	1
TOTAL	**14**	**14**
Total Part-Time Employees	**$13,520**	**$19,656**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$758,663	$833,358	$762,698	$879,614
Contractual Services	1,548,308	1,594,133	1,710,791	1,798,169
Materials & Supplies	37,017	47,840	39,076	40,325
Depreciation	120,671	272,876	272,876	356,960
Other	31,566	40,000	52,500	52,000
New Capital	129,407	66,608	66,608	290,000
Replacement Capital	67,312	972,882	698,452	430,935
Total	$2,692,944	$3,827,697	$3,603,001	$3,848,003



City of Casper
REFUSE COLLECTION FUND
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
REVENUES					
CHARGES FOR SERVICES					
COMMERCIAL CHARGES	$ 673,502	$ 664,000	$ 664,000	$ 763,000	$ 858,000
RESIDENTIAL CHARGES	1,933,059	1,937,000	1,937,000	2,008,592	2,147,580
INTERDEPARTMENTAL SERVICES	-	-	-	-	-
ADMIN/MGMT FEES	19,364	19,364	19,364	19,364	17,250
TOTAL CHARGES FOR SERVICES	**2,625,925**	**2,620,364**	**2,620,364**	**2,790,956**	**3,022,830**
MISCELLANEOUS REVENUE					
INTEREST	49,127	50,000	50,000	50,230	41,000
CONTRIBUTIONS	3,542	5,000	5,000	-	20,000
TOTAL MISCELLANEOUS	**52,669**	**55,000**	**55,000**	**50,230**	**61,000**
TOTAL OPERATING REVENUE	**2,678,593**	**2,675,364**	**2,675,364**	**2,841,186**	**3,083,830**
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 504,925	$ 538,213	$ 550,797	$ 497,258	$ 587,140
PART TIME	13,268	18,720	13,520	12,000	19,656
OVERTIME	47,094	45,000	45,000	45,000	45,000
TOTAL SALARIES & WAGES	**565,287**	**601,933**	**609,317**	**554,258**	**651,796**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
OTHER PAY					
HOLIDAY PAY	1,706	-	-	-	-
DISABILITY LEAVE BUY-BACK	1,633	3,000	3,000	1,427	2,733
SUPPLEMENTAL PAY	11,475	6,400	6,400	5,600	-
TOTAL OTHER PAY	**14,815**	**9,400**	**9,400**	**7,027**	**2,733**
BENEFITS					
HEALTH INSURANCE	75,724	85,108	93,226	85,108	100,367
LIFE INSURANCE	1,357	1,549	1,562	496	1,763
DISABILITY INSURANCE	3,449	3,712	3,761	3,712	3,947
FICA/MEDICARE TAX	42,484	46,820	46,822	46,820	50,558
RETIREMENT	31,481	33,523	35,387	33,523	36,668
UNEMPLOYMENT REIMBURSEMENT	2,448	1,092	1,092	1,092	1,092
WORKERS COMPENSATION	21,617	30,662	32,789	30,662	26,452
ACCRUED LEAVE	-	-	-	-	4,238
TOTAL BENEFITS	**178,561**	**202,466**	**214,641**	**201,413**	**225,085**
TOTAL PERSONNEL	**758,663**	**813,799**	**833,358**	**762,698**	**879,614**
CONTRACTUAL SERVICES					
INVESTMENT MANAGEMENT	2,731	4,000	4,000	3,462	3,500
OFFICE MACHINE REPAIRS	836	600	600	600	600
INSURANCE & BONDS	17,195	15,769	15,769	15,769	16,241
TELECOMMUNICATIONS	2,769	3,200	3,200	2,292	3,200
RADIO	256	1,000	1,000	750	1,000
ADVERTISING	5,062	5,400	5,400	5,400	5,400
PRINTING/REPRODUCTION	-	3,000	3,000	3,000	3,000
TRAVEL	576	2,500	2,500	2,500	2,500

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
TRAINING	1,858	3,000	3,000	3,000	3,000
INTERDEPARTMENTAL SERVICES	366,096	396,292	396,292	396,292	430,016
ADMIN/MGMT FEES	160,446	164,246	164,246	164,246	164,246
BALEFILL	822,516	915,110	915,110	1,050,654	1,101,240
OTHER CONTRACTUAL	155,395	52,000	69,200	52,000	53,400
ASSOCIATION DUES	350	816	816	826	826
RECYCLING SERVICES	12,222	7,500	7,500	7,500	7,500
POSTAGE	-	2,500	2,500	2,500	2,500
TOTAL CONTRACTUAL	**1,548,308**	**1,576,933**	**1,594,133**	**1,710,791**	**1,798,169**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	3,276	3,640	3,640	3,640	3,640
OPERATING SUPPLIES	11,363	22,800	22,800	15,000	15,000
OTHER MATERIALS & SUPPLIES	6,315	3,000	3,000	3,000	3,000
UNIFORMS	4,034	4,400	4,400	4,400	4,400
SAFETY EQUIPMENT	2,636	5,000	5,000	5,000	6,285
INFECTIOUS WASTE DISPOSAL SUPPLIES	7,767	6,000	6,000	6,036	6,000
SMALL TOOLS & SUPPLIES	1,626	3,000	3,000	2,000	2,000
TOTAL MATERIALS & SUPPLIES	**37,017**	**47,840**	**47,840**	**39,076**	**40,325**
OTHER EXPENSES					
DEPRECIATION	120,671	272,876	272,876	272,876	356,960
BAD DEBT	14,754	15,000	15,000	15,000	15,000
KEEP CASPER BEAUTIFUL	16,812	37,000	25,000	37,500	37,000
TOTAL OTHER EXPENSES	**152,236**	**324,876**	**312,876**	**325,376**	**408,960**
TOTAL OPERATING EXPENSES	**2,496,224**	**2,763,448**	**2,788,207**	**2,837,941**	**3,127,068**
OPERATING INCOME (LOSS)	**182,369**	**(88,084)**	**(112,843)**	**3,245**	**(43,238)**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CAPITAL					
CAPITAL EXPENDITURES					
CAPITAL - NEW					
BUILDINGS	-	-	-	-	235,000
LIGHT EQUIPMENT	68,815	19,000	63,408	63,408	55,000
HEAVY EQUIPMENT	57,079	-	-	-	-
TECHNOLOGIES	3,512	3,200	3,200	3,200	-
TOTAL CAPITAL - NEW	**129,407**	**22,200**	**66,608**	**66,608**	**290,000**
CAPITAL - REPLACEMENT					
LIGHT EQUIPMENT	44,379	118,500	118,500	118,500	47,500
HEAVY EQUIPMENT	22,933	320,000	854,382	579,952	380,000
TECHNOLOGIES	-	-	-	-	3,435
TOTAL CAPITAL - REPLACEMENT	**67,312**	**438,500**	**972,882**	**698,452**	**430,935**
TOTAL CAPITAL EXPENDITURES	**196,719**	**460,700**	**1,039,490**	**765,060**	**720,935**
NET CAPITAL	**(196,719)**	**(460,700)**	**(1,039,490)**	**(765,060)**	**(720,935)**
NET FUND	**$ (14,350)**	**$ (548,784)**	**$ (1,152,333)**	**$ (762,085)**	**$ (764,173)**

Balefill

BALEFILL FUND
INCOME STATEMENT

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2005 ESTIMATE	FY 2006 BUDGET
OPERATING ACTIVITY				
REVENUES				
CHARGES FOR SERVICES	$ 2,631,709	$ 2,545,909	$ 2,821,154	$ 2,979,240
ADMINISTRATION/MANAGEMENT FEES	148,870	149,246	149,246	149,246
TOTAL	**2,780,580**	**2,695,155**	**2,970,400**	**3,128,486**
EXPENDITURES				
PERSONNEL SERVICES	426,795	527,956	488,271	573,018
CONTRACTUAL	830,574	1,603,459	1,347,502	1,157,445
MATERIALS & SUPPLIES	113,810	171,619	146,914	145,700
DEPRECIATION	290,000	326,057	326,057	359,160
CLOSURE/POST CLOSURE COSTS	95,000	105,000	105,000	105,000
TOTAL	**1,756,179**	**2,734,091**	**2,413,744**	**2,340,321**
OPERATING INCOME (LOSS)	**1,024,400**	**(38,936)**	**556,656**	**788,163**
NON-OPERATING ACTIVITY				
REVENUES				
INTEREST	197,233	207,000	200,843	200,000
TOTAL	**197,233**	**207,000**	**200,843**	**200,000**
EXPENSES				
BAD DEBT	-	10,000	10,000	-
TOTAL	-	10,000	10,000	-
NON-OPERATING INCOME (LOSS)	**197,233**	**197,000**	**190,843**	**200,000**
CAPITAL ACTIVITY				
USES				
NEW CAPITAL	292,911	3,445,439	2,086,164	2,172,000
REPLACEMENT CAPITAL	775,180	1,593,925	1,262,853	545,404
TOTAL	**1,068,091**	**5,039,364**	**3,349,017**	**2,717,404**
CAPITAL INCOME (LOSS)	**(1,068,091)**	**(5,039,364)**	**(3,349,017)**	**(2,717,404)**
NET FUND INCOME (LOSS)	**$ 153,542**	**$ (4,881,300)**	**$ (2,601,518)**	**$ (1,729,241)**

Public Services
Balefill

Mission: To enhance community livability by providing stewardship of the community environments by properly disposing of solid waste.

Goals
1. Maintain effective and efficient service levels
2. Increase attention on infrastructure and environmental issues
3. Develop a new landfill
4. Close existing landfill
5. Alleviate the contamination contained in the old landfill

Objectives
1. Eliminate double processing of billing by June 30, 2006
2. Implement a safety incentive program
3. Decrease worker injuries by 3% (as compared to last FY)
4. Publish at least 3 news releases
5. Develop at least 4 public service announcements (PSA)
6. Publish/air PSA announcements at least 20 times (combined total)

Performance Measure
1. Completion date of billing modification
2. Implementation date of safety incentive program
3. % decrease in worker injuries from last FY
4. # of news releases published
5. # of PSAs developed
6. # of PSAs published/aired (combined total)

Highlights/Issues
No rate increase is included in this budget.

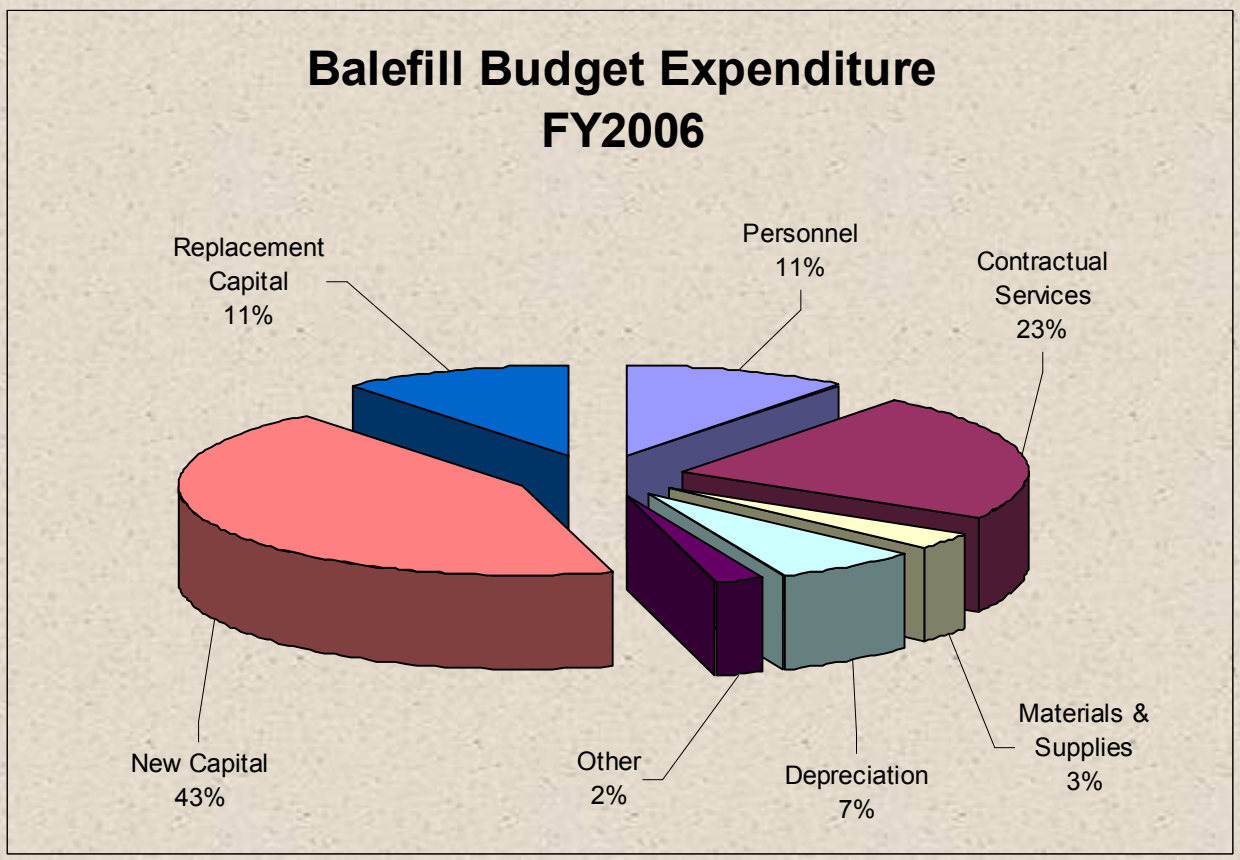
New Capital		
Storage Building	$	1,200,000
Closure - Phase I		80,000
NMOC Gas Sample Collection		60,000
Contamination Evaluation		75,000
Ground Water Monitoring System		75,000
Recycling Drop Off Area		332,500
Pumps for Ground Water Wells		30,000
Loader		112,000
Computer Equipment		1,500
Paving		200,000
Barrel Dumper		6,000
Total New Capital	**$**	2,172,000
Replacement Capital		
Computers	$	904
Baler Bldg Repairs		30,000
Storm Water Maintenance		25,000
Fencing		10,000
Automated Scale Software		15,000
Grapple Bucket		20,000
Pickup Snow Plow Blade		5,200
Pickup Ice Slicer Spreader		5,300
Scraper		350,000
Forklift		31,500
Baler		25,000
Copier		12,500
Gate		15,000
Total Replacement Capital	**$**	545,404

The projected reserves balance of this fund at June 30, 2005 is $4,100,534

Full Time Employees	FY05	FY06
Solid Waste Manager	1	1
Balefill Supervisor	1	1
Administrative Coordinator	0	1
Baler Operator	3	3
Equipment Operator II	4	4
Balefill Clerk	1	1
Special Waste Supervisor	1	1
Municipal Worker II	1	1
Environmental Safety Technician	1	1
TOTAL	**13**	**14**
Total Part-Time Employees	**$16,167**	**$40,444**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$426,795	$527,956	$488,271	$573,018
Contractual Services	830,574	1,603,459	1,347,502	1,157,445
Materials & Supplies	113,810	171,619	146,914	145,700
Depreciation	290,000	326,057	326,057	359,160
Other	95,000	115,000	115,000	105,000
New Capital	292,911	3,445,439	2,086,164	2,172,000
Replacement Capital	775,180	1,593,925	1,262,853	545,404
Total	$2,824,270	$7,783,455	$5,772,761	$5,057,727



City of Casper
BALEFILL FUND
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
REVENUES					
CHARGES FOR SERVICES					
COMMERCIAL CHARGES	$ 215,916	$ 218,835	$ 218,835	$ 241,065	$ 260,904
RESIDENTIAL CHARGES	707,854	725,010	725,010	770,000	846,336
PRIVATE COMMERCIAL CHARGES	1,620,866	1,585,064	1,585,064	1,739,089	1,826,300
CONTAMINATED SOIL	55,655	15,000	15,000	40,000	30,000
OTHER CHARGES	31,417	2,000	2,000	31,000	15,700
INTERDEPARTMENTAL SERVICES	148,870	149,246	149,246	-	-
ADMIN/MANAGEMENT FEES	-	-	-	149,246	149,246
TOTAL CHARGES FOR SERVICES	**2,780,580**	**2,695,155**	**2,695,155**	**2,970,400**	**3,128,486**
MISCELLANEOUS REVENUE					
INTEREST	197,233	207,000	207,000	200,843	200,000
HOUSEHOLD WASTE PROGRAM	-	-	-	-	-
TOTAL MISCELLANEOUS	**197,233**	**207,000**	**207,000**	**200,843**	**200,000**
TOTAL OPERATING REVENUE	**2,977,813**	**2,902,155**	**2,902,155**	**3,171,243**	**3,328,486**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 443,218	$ 529,566	$ 533,011	$ 471,692	$ 568,095
PART TIME	10,360	19,987	16,167	31,587	40,444
OVERTIME	28,297	26,060	31,560	31,060	27,590
TOTAL SALARIES & WAGES	**260,266**	**310,830**	**314,233**	**298,493**	**352,082**
OTHER PAY					
HOLIDAY PAY	387	-	-	-	-
SUPPLEMENTAL PAY	9,775	5,600	5,600	5,000	-
DISABILITY LEAVE BUY-BACK	2,364	2,500	2,500	2,646	2,500
ACCRUED LEAVE	560	5,436	5,436	4,455	-
CAR ALLOWANCES	2,400	2,400	2,400	2,400	2,400
TOTAL OTHER PAY	**15,487**	**15,936**	**15,936**	**14,501**	**4,900**
BENEFITS					
HEALTH INSURANCE	63,698	72,555	80,161	72,555	107,785
LIFE INSURANCE	1,198	1,288	1,288	1,288	1,625
DISABILITY INSURANCE	2,974	3,254	3,254	3,254	3,480
FICA/MEDICARE TAX	36,290	41,201	45,414	37,319	45,768
RETIREMENT	26,793	33,529	36,473	27,745	31,889
UNEMPLOYMENT REIMBURSEMENTS	985	-	408	612	600
WORKERS COMPENSATION	19,105	27,049	30,789	32,504	24,889
TOTAL BENEFITS	**151,042**	**178,876**	**197,787**	**175,277**	**216,036**
TOTAL PERSONNEL	**426,795**	**505,642**	**527,956**	**488,271**	**573,018**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
INVESTMENT MANAGEMENT	10,963	11,500	11,500	11,500	11,500
MEDICAL TESTING SERVICES	1,909	3,000	3,000	4,000	4,000
ENGINEERING SERVICES	67,180	195,000	708,196	481,576	200,000
OTHER TESTING	45,184	87,000	84,407	25,000	78,000
WATER	4,999	8,575	5,075	8,575	8,575
ALARM	912	960	960	1,500	960
EQUIPMENT RENTAL	3,660	61,750	55,750	61,750	61,750
INSURANCE & BONDS	14,280	13,096	13,096	13,096	13,489
STATE ASSURANCE PROGRAM	8,020	8,200	8,200	8,200	8,200
TELECOMMUNICATIONS	8,185	7,940	7,940	7,704	7,704
ADVERTISING	2,049	2,250	2,250	2,250	2,250
PRINTING/REPRODUCTION	2,749	3,000	3,000	3,000	3,000
TRAVEL	3,680	6,900	6,900	6,900	6,900
TRAINING	8,566	7,400	7,400	7,400	7,400
INTERDEPARTMENTAL SERVICES	433,932	459,571	459,571	459,571	489,386
ADMIN/MGMT FEES	19,364	19,364	19,364	19,364	17,250
OTHER CONTRACTUAL	125,123	149,088	134,030	149,088	159,200
ASSOCIATION DUES	611	1,070	1,070	1,078	1,131
POSTAGE	574	750	750	750	750
ENERGY - NATURAL GAS	31,192	36,000	36,000	36,000	37,000
ENERGY - ELECTRICITY	37,441	35,000	35,000	39,200	39,000
TOTAL CONTRACTUAL	**830,574**	**1,117,414**	**1,603,459**	**1,347,502**	**1,157,445**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	2,839	3,000	3,000	3,000	3,000
OPERATING SUPPLIES	80,347	61,600	109,748	83,748	83,000
OTHER MATERIALS & SUPPLIES	6,616	6,131	6,131	6,200	6,200
UNIFORMS	3,409	6,540	5,240	5,000	5,000
SAFETY EQUIPMENT	8,538	18,000	18,000	18,000	18,000
ROAD MATERIALS	3,050	20,000	20,000	20,520	20,000
BUILDING SUPPLIES	7,231	6,000	6,000	6,946	7,000
PAINT & SIGN SUPPLIES	74	1,000	1,000	1,000	1,000
SMALL TOOLS & SUPPLIES	1,706	2,500	2,500	2,500	2,500
TOTAL MATERIALS & SUPPLIES	**113,810**	**124,771**	**171,619**	**146,914**	**145,700**
OTHER EXPENSES					
DEPRECIATION	290,000	326,057	326,057	326,057	359,160
CLOSURE/POST CLOSURE COST	95,000	105,000	105,000	105,000	105,000
BAD DEBT	-	10,000	10,000	10,000	-
TOTAL OTHER EXPENSES	**385,000**	**441,057**	**441,057**	**441,057**	**464,160**
TOTAL OPERATING EXPENSES	**1,756,179**	**2,188,884**	**2,744,091**	**2,423,744**	**2,340,323**
OPERATING INCOME (LOSS)	**1,221,634**	**713,271**	**158,064**	**747,499**	**988,164**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CAPITAL					
CAPITAL EXPENDITURES					
CAPITAL - NEW					
BUILDINGS	1,846	207,500	102,097	207,500	80,000
IMPROVEMENTS OTHER THAN BUILDINGS	64,440	703,000	3,338,242	1,873,592	1,942,500
LIGHT EQUIPMENT	-	-	-	-	30,000
HEAVY EQUIPMENT	217,763	-	-	-	112,000
TECHNOLOGIES	8,862	5,100	5,100	5,072	7,500
TOTAL CAPITAL - NEW	**292,911**	**915,600**	**3,445,439**	**2,086,164**	**2,172,000**
CAPITAL - REPLACEMENT					
BUILDINGS	550,841	25,000	200,300	196,853	30,000
IMPROVEMENTS OTHER THAN BUILDINGS	50,813	552,000	861,297	552,000	65,000
LIGHT EQUIPMENT	4,060	44,000	77,328	59,000	30,500
HEAVY EQUIPMENT	169,466	455,000	455,000	455,000	406,500
TECHNOLOGIES	-	-	-	-	13,404
TOTAL CAPITAL - NEW	**775,180**	**1,076,000**	**1,593,925**	**1,262,853**	**545,404**
TOTAL CAPITAL EXPENDITURES	**1,068,090**	**1,991,600**	**5,039,364**	**3,349,017**	**2,717,404**
NET CAPITAL	**(1,068,090)**	**(1,991,600)**	**(5,039,364)**	**(3,349,017)**	**(2,717,404)**
NET FUND	**$ 153,544**	**$ (1,278,329)**	**$ (4,881,300)**	**$ (2,601,518)**	**$ (1,729,241)**

Aquatics

AQUATICS
INCOME STATEMENT

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2005 ESTIMATE	FY 2006 BUDGET
OPERATING ACTIVITY				
REVENUES				
CHARGES FOR SERVICES	$ 152,253	$ 150,000	$ 139,800	$ 767,000
CONCESSSION	18,530	20,000	17,000	27,000
TOTAL	**170,783**	**170,000**	**156,800**	**794,000**
EXPENDITURES				
PERSONNEL SERVICES	185,878	213,862	167,220	583,873
CONTRACTUAL	136,166	130,955	138,705	229,689
MATERIALS & SUPPLIES	34,370	38,140	36,050	75,700
OTHER	1,352	1,200	1,200	1,550
TOTAL	**357,766**	**384,157**	**343,175**	**890,812**
OPERATING INCOME (LOSS)	**(186,983)**	**(214,157)**	**(186,375)**	**(96,812)**
NON-OPERATING ACTIVITY				
REVENUES	-	-	-	-
OPERATING TRANSFERS IN	188,068	206,515	205,515	120,012
TOTAL	**188,068**	**206,515**	**205,515**	**120,012**
NON-OPERATING INCOME (LOSS)	**188,068**	**206,515**	**205,515**	**120,012**
CAPITAL ACTIVITY				
USES	-	-	-	-
NEW CAPITAL				3,200
REPLACEMENT CAPITAL	144	1,200	600	20,000
TOTAL	**144**	**1,200**	**600**	**23,200**
CAPITAL INCOME (LOSS)	**(144)**	**(1,200)**	**(600)**	**(23,200)**
NET FUND INCOME (LOSS)	**$ 941**	**$ (8,842)**	**$ (18,540)**	**$ -**

Leisure Services
Aquatics

Mission: To provide opportunities for swimming activities including swimming lessons, swimming for exercise, and recreational swimming in a safe, clean, and friendly environment.

Goals
1. Implement the operational plan for the new Aquatics Center

Objectives
1. Implement a comprehensive advertising campaign by July 30, 2005
2. Make at least 4 presentations to community groups by September 14, 2005
3. Hold grand opening by October 14, 2005
4. Have 100% of new Aquatics positions filled by August 30, 2005
5. Have new 100% of new Aquatics staff trained by September 30, 2005

Performance Measure
1. Implementation date of comprehensive advertising campaign
2. # of presentations given to community groups by September 14, 2005
3. Date of grand opening
4. % of new Aquatics staff filled by August 30, 2005
5. % of new Aquatics staff trained by September 30, 2005

Highlights/Issues

This budget reflects the opening of the new Aquatic Center.

Expenditures for part-time employees are decreasing in FY06 due to fewer returning employees and new employees being hired at starting pay steps.

Capital

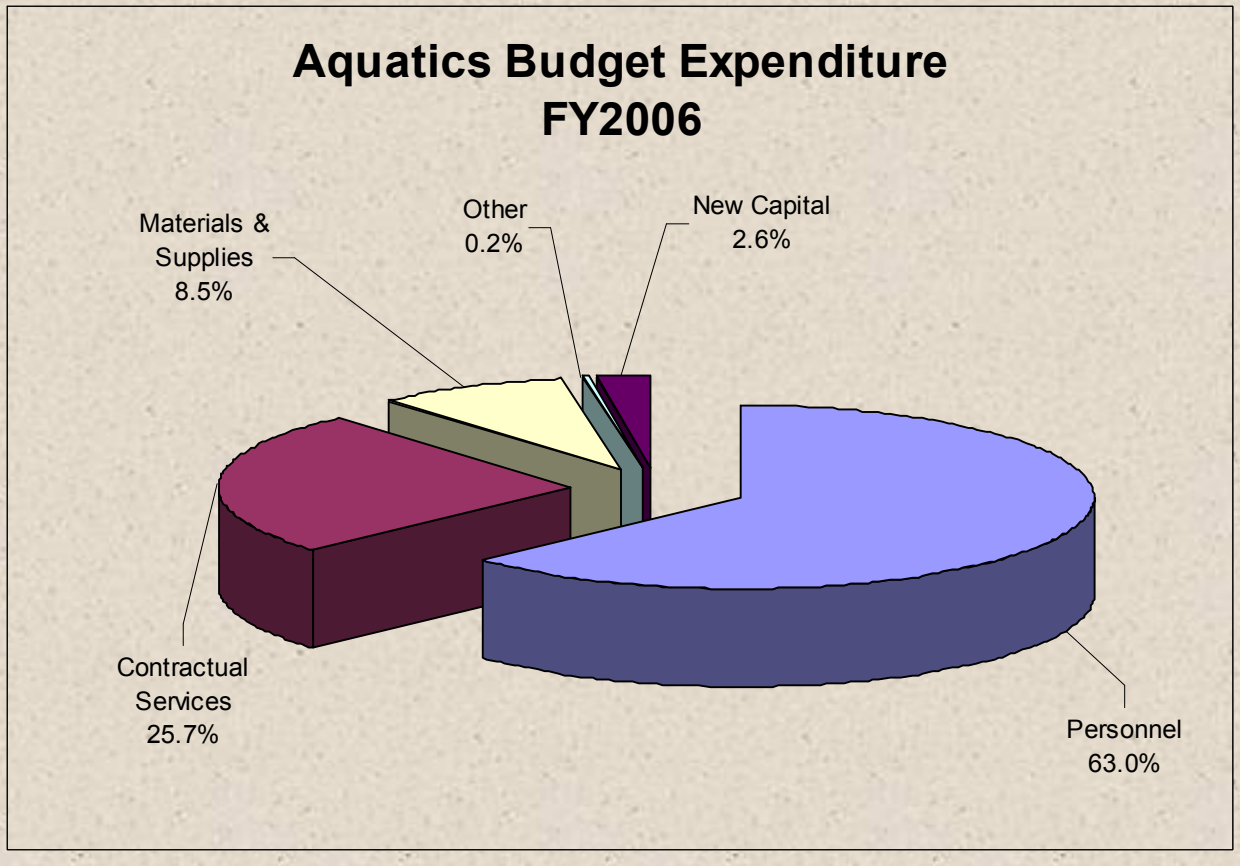
Computers	$	3,200
Pool Equipment		20,000
Total Capital	$	23,200

The projected reserves balance of this fund at June 30, 2005 is $140,476

Full Time Employees	**FY05**	**FY06**
Recreation Supervisor	0	1
Recreation Coordinator	0	1
Senior Custodial Maintenance Worker	0	1
TOTAL	**0**	**3**
Total Part-Time Employees	**$188,271**	**$385,121**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$185,878	$213,862	$167,220	$583,873
Contractual Services	136,166	130,955	138,705	229,689
Materials & Supplies	34,370	38,140	36,050	75,700
Other	1,352	1,200	1,200	1,550
New Capital	144	1,200	600	3,200
Replacement Capital	-	-	-	20,000
Total	$357,910	$385,357	$343,775	$914,012


Aquatics Budget Expenditure
FY2006
Materials & Supplies 8.5%
Other 0.2%
New Capital 2.6%
Contractual Services 25.7%
Personnel 63.0%

City of Casper
AQUATICS
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
GRANTS					
STATE GRANTS	$ -	$ -	$ -	$ -	$ 2,000
TOTAL	**-**	**-**	**-**	**-**	**2,000**
REVENUES					
CHARGES FOR SERVICES					
DAILY ADMISSIONS	46,477	50,000	50,000	40,000	215,000
WATERSLIDE ADMISSION	12,442	11,000	11,000	10,000	11,000
SPECIAL EVENTS-ADMISSION	-	-	-	-	2,000
LESSON FEES	64,937	58,000	58,000	61,000	127,500
SEASON PASSES - FAMILY	16,621	20,000	20,000	15,000	382,000
LOCKER RENTAL	658	700	700	600	1,700
POOL RENTALS	7,980	7,000	7,000	10,000	10,500
BUILDING RENT-PARTY	-	-	-	-	5,000
OTHER CHARGES	1	-	-	-	-
PRO SHOP SALES	3,136	3,300	3,300	3,200	7,300
TOTAL CHARGES FOR SERVICES	**152,253**	**150,000**	**150,000**	**139,800**	**762,000**
MISCELLANEOUS REVENUE					
CONCESSIONS	18,530	20,000	20,000	17,000	25,000
LEASE FEES	-	-	-	-	5,000
TOTAL MISCELLANEOUS	**18,530**	**20,000**	**20,000**	**17,000**	**30,000**

	FY 2004 ACTUAL	FY2005 ORIGINAL BUDGET	FY2005 REVISED BUDGET	FY2005 ESTIMATED	FY 2006 ADOPTED
OPERATING TRANSFERS IN					
OPERATING TRANSFERS IN	188,068	206,515	206,515	205,515	120,012
TOTAL OPERATING TRANSFERS IN	**188,068**	**206,515**	**206,515**	**205,515**	**120,012**
TOTAL OPERATING REVENUE	**358,850**	**376,515**	**376,515**	**362,315**	**914,012**
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ -	$ -	$ -	$ -	$ 104,968
PART TIME	165,920	182,259	188,271	147,751	385,121
OVERTIME	347	200	200	350	2,850
TOTAL SALARIES & WAGES	**166,267**	**182,459**	**188,471**	**148,101**	**492,939**
OTHER PAY					
SUPPLEMENTAL PAY	425	400	400	-	-
DISABILITY BUYBACK	-	-	-	-	700
TOTAL OTHER PAY	**425**	**400**	**400**	**-**	**700**
BENEFITS					
HEALTH INSURANCE	-	-	-	-	25,092
LIFE INSURANCE	-	-	-	-	291
DISABILITY INSURANCE	-	-	-	-	724
FICA/MEDICARE TAX	12,752	13,957	14,993	10,640	37,677
RETIREMENT CONTRIBUTIONS	-	-	-	-	5,962
WORKERS COMPENSATION	6,434	9,140	9,997	8,479	20,488
TOTAL BENEFITS	**19,186**	**23,097**	**24,991**	**19,119**	**90,234**
TOTAL PERSONNEL	**185,878**	**205,956**	**213,862**	**167,220**	**583,873**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
WATER	7,213	6,500	6,500	10,000	22,000
EQUIPMENT REPAIRS	-	1,000	1,000	300	2,000
INSURANCE & BONDS	4,988	4,575	4,575	4,575	10,711
TELECOMMUNICATIONS	1,732	1,600	1,600	1,800	5,300
ADVERTISING	1,056	2,000	2,000	1,500	10,550
TRAINING	1,935	2,000	2,000	2,000	5,500
INTERDEPARTMENTAL SERVICES - FIXED	33,108	28,839	28,839	28,839	38,428
ADMIN/MGMT FEES	31,708	32,491	32,491	32,491	-
OTHER CONTRACTUAL	674	950	950	1,200	15,200
POSTAGE/SHIPPING	-	-	-	-	1,000
ENERGY - NATURAL GAS	45,174	42,000	42,000	47,000	94,000
ENERGY - ELECTRICITY	8,578	9,000	9,000	9,000	25,000
TOTAL CONTRACTUAL	**136,166**	**130,955**	**130,955**	**138,705**	**229,689**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	691	1,000	1,000	700	2,750
OPERATING SUPPLIES	18,325	18,000	18,000	18,500	40,800
OTHER MATERIALS & SUPPLIES	507	500	500	500	2,200
UNIFORMS	2,620	2,800	2,800	2,800	4,300
BOOKS, PERIODICALS, MAPS	791	800	800	800	1,300
CUSTODIAL SUPPLIES	656	750	750	750	6,750
PHOTO SUPPLIES	270	1,500	1,500	300	2,000
SAFETY EQUIPMENT	1,361	750	1,690	2,000	2,500
RESALE SUPPLIES	391	1,100	1,100	900	3,100
CONCESSION SUPPLIES	8,760	10,000	10,000	8,800	10,000
TOTAL MATERIALS & SUPPLIES	**34,370**	**37,200**	**38,140**	**36,050**	**75,700**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
OTHER EXPENSES					
SALES TAX	1,352	1,200	1,200	1,200	1,550
TOTAL OTHER EXPENSES	**1,352**	**1,200**	**1,200**	**1,200**	**1,550**
TOTAL OPERATING EXPENSES	**357,766**	**375,311**	**384,156**	**343,175**	**890,812**
OPERATING INCOME (LOSS)	**1,084**	**1,204**	**(7,641)**	**19,140**	**23,200**
CAPITAL -NEW					
TECHNOLOGIES	144	1,200	1,200	600	3,200
TOTAL CAPITAL - NEW	**144**	**1,200**	**1,200**	**600**	**3,200**
CAPITAL - REPLACEMENT					
LIGHT EQUIPMENT	-	-	-	-	20,000
TOTAL CAPITAL - REPLACEMENT	**-**	**-**	**-**	**-**	**20,000**
TOTAL CAPITAL EXPENDITURES	**144**	**1,200**	**1,200**	**600**	**23,200**
NET FUND	**$ 941**	**$ 4**	**$ (8,842)**	**$ 18,540**	**$ -**

Golf Course

GOLF COURSE
INCOME STATEMENT

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2005 ESTIMATE	FY 2006 BUDGET
OPERATING ACTIVITY				
REVENUES				
CHARGES FOR SERVICES	$ 810,892	$ 792,000	$ 805,525	$ 800,000
MISCELLANEOUS	10,218	2,400	6,000	6,500
TOTAL	**821,110**	**794,400**	**811,525**	**806,500**
EXPENDITURES				
PERSONNEL SERVICES	239,147	271,808	79,093	265,896
CONTRACTUAL	307,373	299,710	313,250	324,380
MATERIALS & SUPPLIES	78,071	80,600	72,858	78,200
DEPRECIATION	138,000	138,000	138,000	138,000
DEBT SERVICE & INTEREST	24,175	26,006	26,006	26,006
TOTAL	**786,766**	**816,124**	**629,207**	**832,482**
OPERATING INCOME (LOSS)	**34,344**	**(21,724)**	**182,318**	**(25,982)**
NON-OPERATING ACTIVITY				
REVENUES				
INTEREST	23,423	19,000	25,000	25,000
TOTAL	**23,423**	**19,000**	**25,000**	**25,000**
NON-OPERATING INCOME (LOSS)	**23,423**	**19,000**	**25,000**	**25,000**
CAPITAL ACTIVITY				
USES				
NEW CAPITAL	16,319	8,415	8,000	-
REPLACEMENT CAPITAL	76,759	588,656	59,000	188,000
TOTAL	**93,078**	**597,071**	**67,000**	**188,000**
CAPITAL INCOME (LOSS)	**(93,078)**	**(597,071)**	**(67,000)**	**(188,000)**
NET FUND INCOME (LOSS)	**$ (35,311)**	**$ (599,795)**	**$ (140,318)**	**$ (188,982)**

Leisure Services
Golf Course

Mission: To provide an affordable, challenging, enjoyable, pleasant, and safe golf course with appropriate amenities for residents and visitors to Casper.

Goals
1. Develop a new maintenance facility to improve employee safety, equipment care, and golf course maintenance

Objectives
1. Obtain architectural concept and design by November 30, 2005
2. Begin construction by the June 30, 2006

Performance Measure
1. Date architectural concept and design was obtained
2. Date of first construction

Highlights/Issues

No significant changes have been made in this cost center.

Expenditures for part-time employees are decreasing in FY06 due to fewer returning employees and new employees being hired at starting pay steps.

Replacement Capital

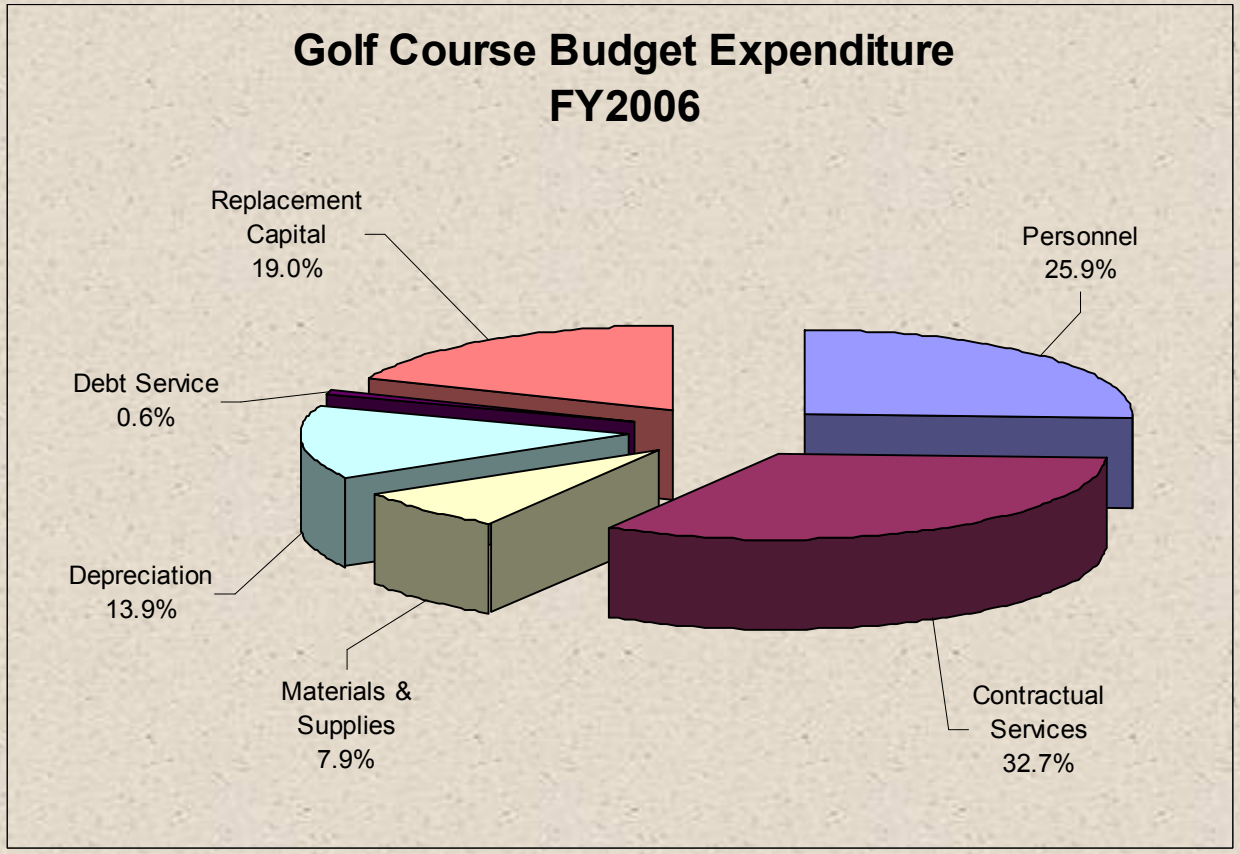
Cart Path Improvements	$	30,000
Carts		120,000
Irrigation Software Upgrade		12,000
Utility Vehicles		22,000
2 Walking Mowers		4,000
Total Replacement Capital	$	188,000

The projected reserves balance of this fund at June 30, 2005 is $954,005

Full Time Employees	FY05	FY06
Golf Course Supervisor	1	1
Golf Course Mechanic	1	1
Golf Course Technician	1	1
TOTAL	**3**	**3**
Total Part-Time Employees	**$84,468**	**$66,560**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$239,147	$271,808	$79,093	$265,896
Contractual Services	307,373	299,710	313,250	324,380
Materials & Supplies	78,071	80,600	72,858	78,200
Depreciation	138,000	138,000	138,000	138,000
Debt Service	24,175	26,006	26,006	26,006
New Capital	16,319	8,415	8,000	-
Replacement Capital	76,759	588,656	59,000	188,000
Total	$879,844	$1,413,195	$696,207	$1,020,482



City of Casper
GOLF COURSE
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	**ORIGINAL BUDGET**	**REVISED BUDGET**	**ESTIMATED**	**ADOPTED BUDGET**
REVENUES					
CHARGES FOR SERVICES					
DAILY ADMISSION	$ -	$ -	$ -	$ -	$ -
SEASON PASSES	301,361	275,000	275,000	293,465	290,000
GREEN FEES	294,006	305,000	305,000	298,000	295,000
GOLF CART RENTAL	215,524	212,000	212,000	214,060	215,000
TOTAL CHARGES FOR SERVICES	**810,892**	**792,000**	**792,000**	**805,525**	**800,000**
MISCELLANEOUS REVENUE					
CONCESSIONS	10,218	-	-	-	-
GIFT CERTIFICATES	-	2,400	2,400	6,000	6,500
INTEREST	23,423	19,000	19,000	25,000	25,000
TOTAL MISCELLANEOUS	**33,641**	**21,400**	**21,400**	**31,000**	**31,500**
	-	-	-	-	-
TOTAL OPERATING REVENUE	**844,532**	**813,400**	**813,400**	**836,525**	**831,500**

	FY 2004 ACTUAL	FY2005 ORIGINAL BUDGET	FY2005 REVISED BUDGET	FY2005 ESTIMATED	FY 2006 ADOPTED
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 97,690	$ 114,450	$ 111,852	$ -	$ 131,050
PART TIME	79,158	84,468	84,468	10,602	66,560
OVERTIME	11,464	15,000	15,000	15,000	15,000
TOTAL SALARIES & WAGES	**188,313**	**213,918**	**211,320**	**25,602**	**212,610**
OTHER PAY					
HOLIDAY PAY	961	575	575	600	624
SUPPLEMENTAL PAY	3,400	-	-	-	-
DISABILITY LEAVE BUY-BACK	1,482	1,670	1,670	1,200	1,200
ACCRUED LEAVES PAYOFF	-	-	-	409	-
TOTAL OTHER PAY	**5,843**	**2,245**	**2,245**	**2,209**	**1,824**
BENEFITS					
HEALTH INSURANCE	8,619	10,776	19,116	18,382	14,832
LIFE INSURANCE	265	264	287	300	384
DISABILITY INSURANCE	584	758	758	800	870
FICA/MEDICARE TAX	15,199	15,744	15,744	15,500	16,455
RETIREMENT	5,952	6,253	6,847	6,000	7,975
UNEMPLOYMENT REIMBURSEMENTS	6,610	2,000	5,200	1,500	2,000
WORKERS COMPENSATION	7,761	10,291	10,291	8,800	8,946
TOTAL BENEFITS	**44,991**	**46,086**	**58,242**	**51,282**	**51,462**
TOTAL PERSONNEL	**239,147**	**262,249**	**271,808**	**79,093**	**265,896**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
INVESTMENT MANAGEMENT	1,302	850	850	1,550	1,550
OTHER PROFESSIONAL SERVICES	102,542	105,000	105,000	105,000	105,000
WATER	60,371	45,000	45,000	60,000	65,000
INSURANCE & BONDS	3,607	3,279	3,279	3,279	3,377
TELECOMMUNICATIONS	3,025	2,300	2,300	2,200	2,300
ADVERTISING	941	1,000	1,000	1,100	1,200
TRAVEL	3,464	3,000	2,400	3,000	3,000
TRAINING	1,136	1,500	1,500	1,500	1,500
INTERDEPARTMENTAL SERVICES	38,868	44,760	44,760	40,000	43,906
ADMIN/MGMT FEES	45,603	47,871	47,871	47,871	49,797
OTHER CONTRACTUAL	8,727	6,000	6,000	9,000	9,000
ASSOCIATION DUES	720	750	750	750	750
ENERGY - NATURAL GAS	2,234	4,000	4,000	3,000	3,000
ENERGY - ELECTRICITY	34,832	35,000	35,000	35,000	35,000
TOTAL CONTRACTUAL	**307,373**	**300,310**	**299,710**	**313,250**	**324,380**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	720	400	400	400	400
OPERATING SUPPLIES	2,661	3,000	3,000	2,658	3,000
UNIFORMS	148	300	300	300	300
SAFETY EQUIPMENT/SUPPLIES	491	500	500	500	500
GOLF COURSE SUPPLIES	4,848	5,000	5,000	5,000	5,000
LANDSCAPE MAINTENANCE SUPPLIES	39,918	50,000	39,400	40,000	45,000
IRRIGATION SUPPLIES	16,484	10,000	18,000	10,000	10,000
SMALL TOOLS & SUPPLIES	1,065	1,000	1,000	1,000	1,000
BULK FUEL	11,736	13,000	13,000	13,000	13,000
TOTAL MATERIALS & SUPPLIES	**78,071**	**83,200**	**80,600**	**72,858**	**78,200**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
OTHER EXPENSES					
DEPRECIATION	138,000	138,000	138,000	138,000	138,000
DEBT SERVICE	5,208	5,417	5,417	5,417	5,634
INTEREST	18,967	20,589	20,589	20,589	20,372
TOTAL OTHER EXPENSES	**162,175**	**164,006**	**164,006**	**164,006**	**164,006**
TOTAL OPERATING EXPENSES	**786,766**	**809,765**	**816,124**	**629,207**	**832,482**
OPERATING INCOME (LOSS)	**57,767**	**3,635**	**(2,724)**	**207,318**	**(982)**
CAPITAL					
CAPITAL - NEW					
IMPROVEMENTS OTHER THAN BUILDINGS	16,319	-	-	-	-
LIGHT EQUIPMENT	-	8,000	8,415	8,000	-
TOTAL CAPITAL - NEW	**16,319**	**8,000**	**8,415**	**8,000**	**-**
CAPITAL - REPLACEMENT					
BUILDINGS	15,429	55,000	65,771	45,000	30,000
BUILDING IMPROVEMENTS	-	500,000	500,000	-	-
LIGHT EQUIPMENT	8,184	-	-	-	-
HEAVY EQUIPMENT	51,404	20,000	22,885	14,000	146,000
TECHNOLOGIES	1,742	-	-	-	12,000
TOTAL CAPITAL - REPLACEMENT	**76,759**	**575,000**	**588,656**	**59,000**	**188,000**
TOTAL CAPITAL EXPENDITURES	**93,078**	**583,000**	**597,071**	**67,000**	**188,000**
NET FUND	**$ (35,311)**	**$ (579,365)**	**$ (599,795)**	**$ 140,318**	**$ (188,982)**

Ice Arena

ICE ARENA
INCOME STATEMENT

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2005 ESTIMATE	FY 2006 BUDGET
OPERATING ACTIVITY				
REVENUES				
CHARGES FOR SERVICES	$ 203,391	$ 206,700	$ 204,500	$ 209,700
CONCESSSION	55,675	55,000	57,000	57,000
PRO SHOP SALES	1,790	2,500	2,000	2,500
TOTAL	**260,856**	**264,200**	**263,500**	**269,200**
EXPENDITURES				
PERSONNEL SERVICES	224,827	250,896	208,491	257,935
CONTRACTUAL	110,779	107,485	112,390	109,619
MATERIALS & SUPPLIES	26,163	32,492	29,458	30,050
OTHER	2,773	2,700	2,700	2,850
TOTAL	**364,542**	**393,573**	**353,039**	**400,454**
OPERATING INCOME (LOSS)	**(103,686)**	**(129,373)**	**(89,539)**	**(131,254)**
NON-OPERATING ACTIVITY				
REVENUES				
OPERATING TRANSFERS IN	108,091	123,753	108,891	123,744
TOTAL	**108,091**	**123,753**	**108,891**	**123,744**
NON-OPERATING INCOME (LOSS)	**108,091**	**123,753**	**108,891**	**123,744**
CAPITAL ACTIVITY				
USES				
REPLACEMENT CAPITAL	2,013	1,500	1,500	1,500
TOTAL	**2,013**	**1,500**	**1,500**	**1,500**
CAPITAL INCOME (LOSS)	**(2,013)**	**(1,500)**	**(1,500)**	**(1,500)**
NET FUND INCOME (LOSS)	**$ 2,392**	**$ (7,120)**	**$ 17,852**	**$ (9,010)**

Leisure Services
Ice Arena

Mission: To provide indoor ice skating opportunities for user groups and the general public in a safe, clean, and friendly environment.

Goals
1. Improve the traffic flow and increase parking with the goal of improving public safety and and customer convenience

Objectives
1. Conduct traffic and parking lot study of recreation complex by November 30, 2005
2. Develop design specifications for improvements by February 27, 2006

Performance Measure
1. Completion date of traffic and parking lot study of recreation complex
2. Completion date of design specifications

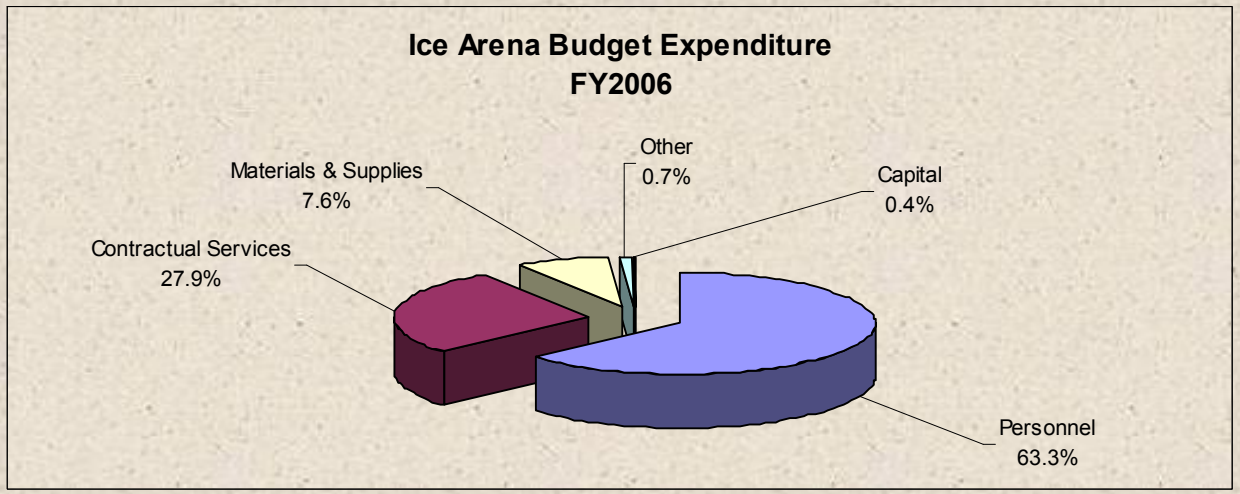
Highlights/Issues
No significant changes have been made in this cost center.

The projected reserves balance of this fund at June 30, 2005 is $41,752

Full Time Employees	FY05	FY06
Senior Custodial Maintenance Worker	1	1
Recreation Supervisor	1	1
Recreation Coordinator	1	1
TOTAL	**3**	**3**
Total Part-Time Employees	**$88,550**	**$92,783**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$224,827	$250,896	$208,491	$257,935
Contractual Services	110,779	107,485	112,390	109,619
Materials & Supplies	26,163	32,492	29,458	30,050
Other	2,773	2,700	2,700	2,850
Capital	2,013	1,500	1,500	1,500
Total	$366,555	$395,073	$354,539	$401,954



City of Casper
ICE ARENA
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
REVENUES					
CHARGES FOR SERVICES					
DAILY ADMISSIONS	$ 10,102	$ 14,000	$ 14,000	$ 10,500	$ 10,500
SPECIAL EVENTS ADMISSIONS	1,518	2,500	2,500	2,800	2,800
GROUP USER FEES	128,465	122,500	122,500	131,000	131,500
SCHOOL GROUP INSTRUCTIONS	1,743	3,500	3,500	4,000	4,200
SEASON PASSES - JUNIOR	6,625	8,000	8,000	5,000	5,000
SKATING CLASSES	27,391	25,000	25,000	26,500	26,500
LOCKER RENTAL	1,039	1,400	1,400	1,500	1,500
PARTY RENTALS	15,941	18,500	18,500	12,500	14,000
SKATE RENTALS	4,326	4,500	4,500	4,000	4,000
EQUIPMENT FEES	599	800	800	700	700
SERVICE FEES	4,171	4,500	4,500	4,500	5,000
GIFT CERTIFICATES	-	-	-	-	-
OTHER CHARGES	1,472	1,500	1,500	1,500	4,000
TOTAL CHARGES FOR SERVICES	**203,391**	**206,700**	**206,700**	**204,500**	**209,700**
MISCELLANEOUS REVENUE					
CONCESSIONS	55,675	55,000	55,000	57,000	57,000
PRO SHOP SALES	1,790	2,500	2,500	2,000	2,500
TOTAL MISCELLANEOUS	**57,465**	**57,500**	**57,500**	**59,000**	**59,500**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
OPERATING TRANSFERS IN					
OPERATING TRANSFERS IN	108,091	123,753	123,753	108,891	123,744
TOTAL OPERATING TRANSFERS	**108,091**	**123,753**	**123,753**	**108,891**	**123,744**
TOTAL OPERATING REVENUE	**368,947**	**387,953**	**387,953**	**372,391**	**392,944**
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 96,273	$ 104,810	$ 107,196	$ 79,702	$ 109,819
PART TIME	81,896	88,410	88,550	75,718	92,782
OVERTIME	2,207	2,500	2,500	3,000	3,000
TOTAL SALARIES & WAGES	**180,376**	**195,720**	**198,245**	**158,420**	**205,601**
OTHER PAY					
SUPPLEMENTAL PAY	4,250	-	-	-	-
DISABILITY LEAVE BUY-BACK	-	-	233	233	250
ACCRUED LEAVES PAYOFF	-	-	1,788	1,788	-
TOTAL OTHER PAY	**4,250**	**-**	**2,021**	**2,021**	**250**
BENEFITS					
HEALTH INSURANCE	12,481	18,444	18,800	18,444	20,436
LIFE INSURANCE	279	305	305	305	326
DISABILITY INSURANCE	658	721	721	721	757
FICA/MEDICARE TAX	13,841	14,979	14,979	13,673	15,758
RETIREMENT	5,539	5,952	6,014	5,952	6,238
UNEMPLOYMENT COMPENSATION	277	-	-	-	-
WORKERS COMPENSATION	7,127	9,810	9,810	8,955	8,569
TOTAL BENEFITS	**40,201**	**50,211**	**50,629**	**48,050**	**52,084**
TOTAL PERSONNEL	**224,827**	**245,931**	**250,896**	**208,491**	**257,935**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
WATER	8,880	8,000	8,000	9,000	10,000
EQUIPMENT REPAIRS	1,892	2,000	2,000	3,300	2,500
INSURANCE & BONDS	4,556	4,178	4,178	4,178	4,303
TELECOMMUNICATIONS	1,397	1,400	1,400	1,400	1,400
ADVERTISING	5,127	5,000	5,000	5,604	5,000
PROMOTIONAL SERVICES	1,224	1,500	1,500	1,500	1,500
TRAINING/TRAVEL	2,681	2,500	2,267	1,500	2,500
INTERDEPARTMENTAL SERVICES - FIXED	28,128	28,665	28,665	28,665	25,166
OTHER CONTRACTUAL	2,018	1,750	1,750	2,000	2,000
ASSOCIATION DUES	585	725	725	743	750
ENERGY - NATURAL GAS	10,694	9,000	9,000	11,000	11,000
ENERGY - ELECTRICITY	43,598	43,000	43,000	43,500	43,500
TOTAL CONTRACTUAL	**110,779**	**107,718**	**107,485**	**112,390**	**109,619**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	1,338	1,500	1,500	1,500	1,500
OPERATING SUPPLIES	3,912	6,500	8,892	6,500	6,000
OTHER MATERIALS & SUPPLIES	887	1,500	1,500	1,708	1,700
UNIFORMS	500	750	750	650	750
CUSTODIAL SUPPLIES	3,302	3,500	3,500	3,500	3,500
PHOTO SUPPLIES	328	400	400	-	300
SAFEY EQUIPMENT & SUPPLIES	392	400	400	218	400
CONCESSION SUPPLIES	14,959	15,000	15,000	15,000	15,500
SMALL TOOLS & SUPPLIES	500	300	300	332	300
BULK FUEL	45	250	250	50	100
TOTAL MATERIALS & SUPPLIES	**26,163**	**30,100**	**32,492**	**29,458**	**30,050**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
OTHER EXPENSES					
SALES TAX	2,773	2,700	2,700	2,700	2,850
TOTAL OTHER EXPENSES	**2,773**	**2,700**	**2,700**	**2,700**	**2,850**
TOTAL OPERATING EXPENSES	**364,543**	**386,449**	**393,573**	**353,039**	**400,454**
OPERATING INCOME (LOSS)	**4,405**	**1,504**	**(5,620)**	**19,352**	**(7,510)**
CAPITAL - REPLACEMENT					
TECHNOLOGIES	2,013	1,500	1,500	1,500	1,500
TOTAL CAPITAL - NEW	**2,013**	**1,500**	**1,500**	**1,500**	**1,500**
NET FUND	**$ 2,392**	**$ 4**	**$ (7,120)**	**$ 17,852**	**$ (9,010)**

THIS PAGE LEFT INTENTIONALLY BLANK

Casper Recreation Center

CASPER RECREATION CENTER
INCOME STATEMENT

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2005 ESTIMATE	FY 2006 BUDGET
OPERATING ACTIVITY				
REVENUES				
CHARGES FOR SERVICES	$ -	$ -	$ -	$ 413,950
TOTAL	-	-	-	**413,950**
EXPENDITURES				
PERSONNEL SERVICES	-	-	-	743,994
CONTRACTUAL	-	-	-	184,383
MATERIALS & SUPPLIES	-	-	-	53,450
TOTAL	-	-	-	**981,827**
OPERATING INCOME (LOSS)	-	-	-	**(567,877)**
NON-OPERATING ACTIVITY				
REVENUES				
OPERATING TRANSFERS	-	-	-	569,627
TOTAL	-	-	-	**569,627**
NON-OPERATING INCOME (LOSS)	-	-	-	**569,627**
CAPITAL ACTIVITY				
USES				
CAPITAL	-	-	-	1,750
TOTAL	-	-	-	**1,750**
CAPITAL INCOME (LOSS)	-	-	-	**(1,750)**
NET FUND INCOME (LOSS)	**$ -**	**$ -**	**$ -**	**$ -**

Leisure Services

Recreation

Mission: To provide services that enhance the quality of life for Casper area residents and visitors that promote positive recreational opportunities, skill development, and good health in friendly and well-maintained environments.

Goals

1. Implement the business plan for the new Aquatics Center
2. Identify current traffic-flow pattern concerns and safety applications
3. Implement parking design plan by June 30, 2006

Objectives

1. Implement comprehensive advertising campaign by June 30, 2005
2. Conduct traffic study of current parking facilities by November 30, 2005
3. Develop parking design specifications by February 28, 2006
4. Develop parking cost estimates by March 15, 2006

Performance Measure

1. Implementation date of comprehensive advertising campaign
2. Completion date of traffic study
3. Completion date of parking design specifications
4. Completion date of parking cost estimates development

Highlights/Issues

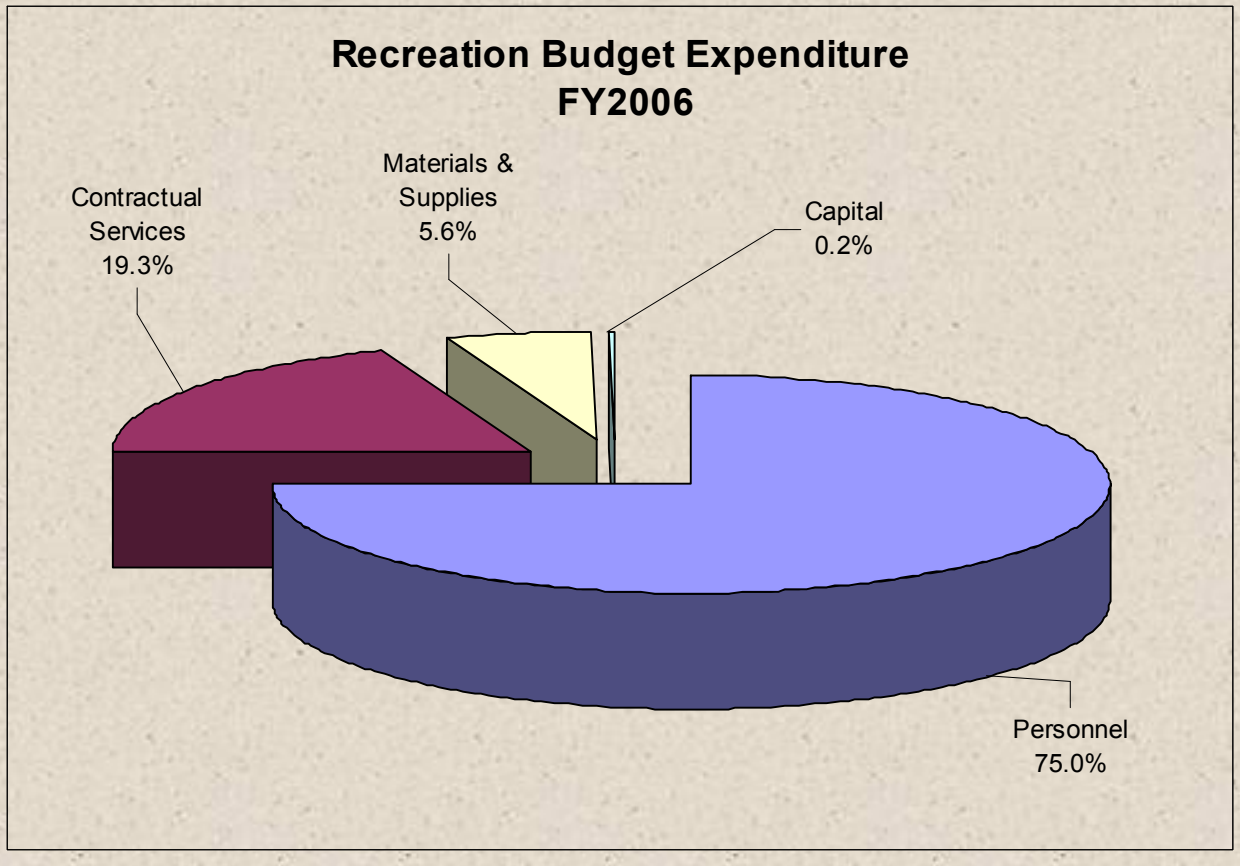
With the opening of the Aquatics Center, the costs of aquatics staff who have been budgeted in this budget have been transferred to the Aquatics Fund.

The amount budgeted for part-time employees has increased by $22,436 due to the participation level of summer adventure camps. These costs are offset by increased revenues from user fees.

Full Time Employees	FY05	FY06
Recreation Superintendent	1	1
Recreation Coordinator	2	2
Recreation Supervisors	3	2
Secretary II	1	1
Senior Custodial Maintenance	1	1
Custodial Maintenance Worker	2	2
TOTAL	**10**	**9**
Total Part-Time Employees	**$213,785**	**$245,670**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$-	$-	$-	$743,994
Contractual Services	-	-	-	184,383
Materials & Supplies	-	-	-	53,450
Capital	-	-	-	1,750
Total	$-	$-	$-	$983,577


Recreation Budget Expenditure
FY2006
Contractual Services 19.3%
Materials & Supplies 5.6%
Capital 0.2%
Personnel 75.0%

City of Casper
RECREATION
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
REVENUES					
CHARGES FOR SERVICES					
CRC - REC. PASSES	$ -	$ -	$ -	$ -	$ 73,500
CRC - COURTS	-	-	-	-	4,200
CRC - CLASSES	-	-	-	-	225,000
CRC- LOCKERS	-	-	-	-	3,900
CRC - ROOM RENTAL	-	-	-	-	20,000
CRC - TOWEL RENTAL	-	-	-	-	350
CRC - EQUIP. FEES	-	-	-	-	1,000
CRC - LEAGUE USER FEES	-	-	-	-	28,000
CRC - PRO SHOP SALES	-	-	-	-	5,000
CRC - FOUNDATION CONTRIBUTION	-	-	-	-	11,000
CRC - CONCESSION	-	-	-	-	6,000
CRC - ADMISSIONS	-	-	-	-	-
CRC - ADMISSIONS	-	-	-	-	33,000
CRC - GIFT CERTIFICATES	-	-	-	-	3,000
TOTAL CHARGES FOR SERVICES	-	-	-	-	**413,950**
MISCELLANEOUS					
OTHER CHARGES	-	-	-	-	-
TOTAL MISCELLANEOUS	-	-	-	-	-
OPERATING TRANSFERS					
OPERATING TRANSFERS IN	-	-	-	-	569,627
TOTAL OPERATING TRANSFERS	-	-	-	-	**569,627**
TOTAL REVENUE	-	-	-	-	**983,577**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ -	$ -	$ -	$ -	$ 347,239
PART TIME	-	-	-	-	245,671
OVERTIME	-	-	-	-	3,400
TOTAL SALARIES & WAGES	**-**	**-**	**-**	**-**	**596,310**
OTHER PAY					
SUPPLEMENTAL PAY	-	-	-	-	-
DISABILITY LEAVE BUY-BACK	-	-	-	-	6,200
TOTAL OTHER PAY	**-**	**-**	**-**	**-**	**6,200**
BENEFITS					
HEALTH INSURANCE	-	-	-	-	48,288
LIFE INSURANCE	-	-	-	-	917
DISABILITY INSURANCE	-	-	-	-	2,141
RETIREMENT	-	-	-	-	20,087
FICA/MEDICARE TAX	-	-	-	-	46,122
UNEMPLOYMENT COMPENSATION	-	-	-	-	-
WORKERS COMPENSATION	-	-	-	-	23,929
TOTAL BENEFITS	**-**	**-**	**-**	**-**	**141,484**
TOTAL PERSONNEL	**-**	**-**	**-**	**-**	**743,994**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
WATER	-	-	-	-	9,000
OFFICE MACHINE REPAIR	-	-	-	-	500
MAINTENANCE AGREEMENTS	-	-	-	-	22,800
INSURANCE & BONDS	-	-	-	-	9,783
TELECOMMUNICATIONS	-	-	-	-	9,500
ADVERTISING	-	-	-	-	4,000
PRINTING/REPRODUCTION	-	-	-	-	20,750
TRAVEL	-	-	-	-	6,800
INTERDEPARTMENTAL SERVICES - FIXED	-	-	-	-	41,100
OTHER CONTRACTUAL	-	-	-	-	5,000
ASSOCIATION DUES	-	-	-	-	1,150
POSTAGE	-	-	-	-	6,000
ENERGY - NATURAL GAS	-	-	-	-	11,000
ENERGY - ELECTRICITY	-	-	-	-	37,000
TOTAL CONTRACTUAL	**-**	**-**	**-**	**-**	**184,383**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	-	-	-	-	5,000
OPERATING SUPPLIES	-	-	-	-	24,000
OTHER MATERIALS & SUPPLIES	-	-	-	-	2,000
UNIFORMS	-	-	-	-	2,500
CUSTODIAL SUPPLIES	-	-	-	-	12,000
PHOTO SUPPLIES	-	-	-	-	1,200
SAFETY EQUIPMENT/SUPPLIES	-	-	-	-	400
RESALE SUPPLIES	-	-	-	-	4,600

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
PROMOTIONAL SUPPLIES	-	-	-	-	1,000
SMALL TOOLS & SUPPLIES	-	-	-	-	750
TOTAL MATERIALS & SUPPLIES	-	-	-	-	**53,450**
TOTAL OPERATING EXPENSES	-	-	-	-	**981,827**
OPERATING INCOME (LOSS)	-	-	-	-	**1,750**
CAPITAL					
TECHNOLOGIES	-	-	-	-	1,750
TOTAL CAPITAL	-	-	-	-	**1,750**
NET FUND	$ -	$ -	$ -	$ -	$ -

Hogadon

HOGADON
INCOME STATEMENT

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2005 ESTIMATE	FY 2006 BUDGET
OPERATING ACTIVITY				
REVENUES				
CHARGES FOR SERVICES	$ 372,497	$ 378,600	$ 361,700	$ 378,000
TOTAL	**372,497**	**378,600**	**361,700**	**378,000**
EXPENDITURES				
PERSONNEL SERVICES	277,596	297,384	283,369	299,744
CONTRACTUAL	211,425	220,003	209,928	237,074
MATERIALS & SUPPLIES	37,387	42,450	39,950	39,850
DEPRECIATION	75,000	75,000	75,000	75,000
OTHER	-	-	-	-
TOTAL	**601,408**	**634,837**	**608,247**	**651,668**
OPERATING INCOME (LOSS)	**(228,911)**	**(256,237)**	**(246,547)**	**(273,668)**
NON-OPERATING ACTIVITY				
REVENUES				
INTEREST	12,230	10,000	5,000	5,000
BUILDING RENT	1,735	1,000	500	1,500
OPERATING TRANSFERS IN	219,480	353,414	353,414	267,168
TOTAL	**233,445**	**364,414**	**358,914**	**273,668**
NON-OPERATING INCOME (LOSS)	**233,445**	**364,414**	**358,914**	**273,668**
CAPITAL ACTIVITY				
USES				
NEW CAPITAL	-	-	-	3,000
REPLACEMENT CAPITAL	27,484	221,963	220,103	28,050
TOTAL	**27,484**	**221,963**	**220,103**	**31,050**
CAPITAL INCOME (LOSS)	**(27,484)**	**(221,963)**	**(220,103)**	**(31,050)**
NET FUND INCOME (LOSS)	**$ (22,950)**	**$ (113,786)**	**$ (107,736)**	**$ (31,050)**

Leisure Services
Hogadon

Mission: To provide a ski area for user groups and the general public that is conducive to the safety and recreational needs of beginning to intermediate, advanced, racing skiers, and snow boarders at a reasonable cost.

Goals
1. Complete 1% #12 Tax project of replacing Hogadon water line for snow-making system in order to lower the costs of repair and maintenance, improve system efficiency, and increase water conservation

Objectives
1. After Council award, complete at least 40% of pipeline installation before snowfall stops the project project
2. Complete remaining 60% of pipeline installation by the end of June 30, 2006

Performance Measure
1. % of pipeline installed before snowfall
2. % of pipeline installed by June 30, 2006

Highlights/Issues
No significant changes have been made in this cost center. Operating loss will be covered by using depreciation reserves to pay for the capital expenses

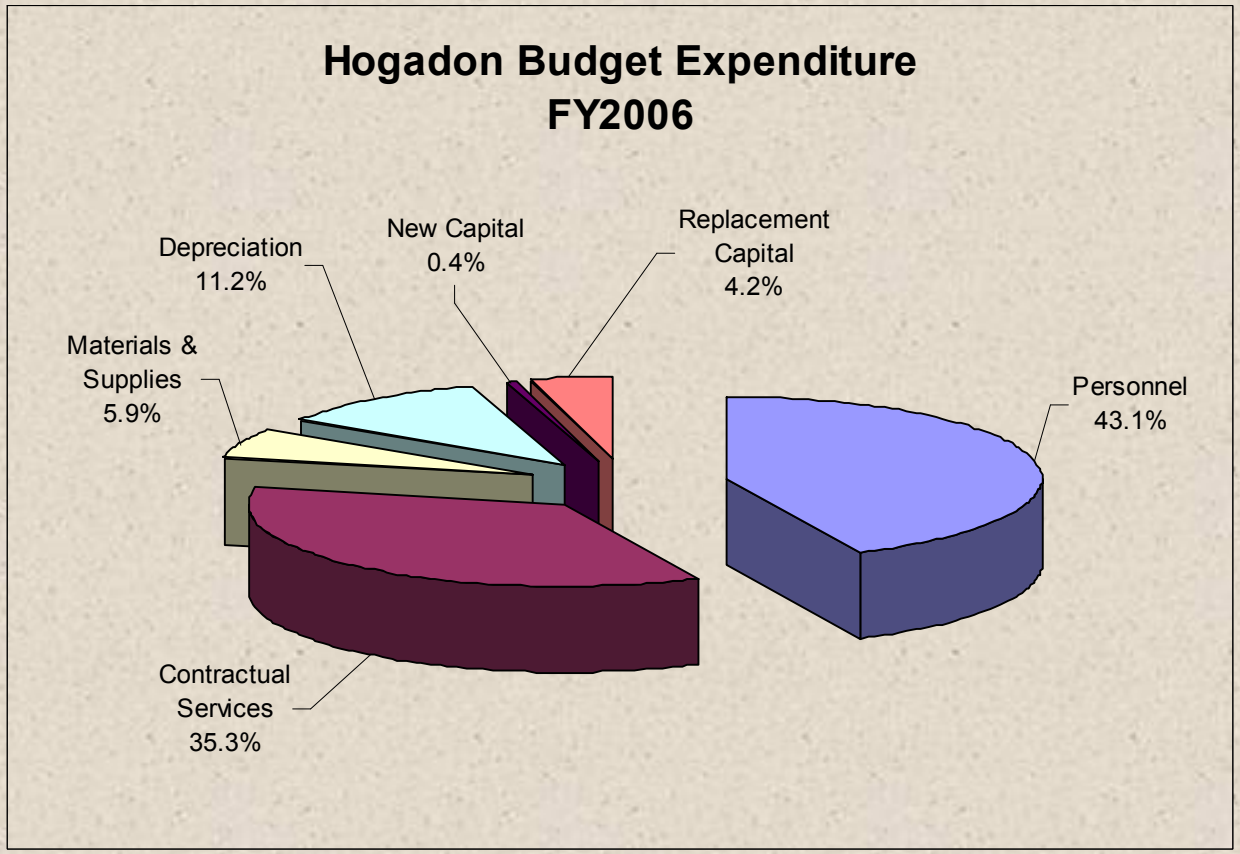
New Capital		
Lift Tower Pads		3,000
Total New Capital	$	3,000
Replacement Capital		
Computers	$	3,000
Monitor/Camera		1,000
Utility Trailer		2,000
Pump Repair		4,000
Snow Mobile		4,800
ATV Replacement		4,000
Fireplace		2,000
Chairs & Tables		500
Copier Replacement		2,500
Radios		1,200
Snow Fence Repair		3,050
Total Replacement Capital	$	28,050

The projected reserves balance of this fund at June 30, 2005 is $168,704

Full Time Employees	FY05	FY06
Administrative Supervisor	1	1
Operations Supervisor	1	1
Mechanic	1	1
TOTAL	**3**	**3**
Total Part-Time Employees	**$95,605**	**$95,992**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$277,596	$297,384	$283,369	$299,744
Contractual Services	211,425	220,003	209,928	237,074
Materials & Supplies	37,387	42,450	39,950	39,850
Depreciation	75,000	75,000	75,000	75,000
New Capital	-	-	-	3,000
Replacement Capital	27,484	221,963	220,103	28,050
Total	$628,892	$856,800	$828,350	$682,718



City of Casper
HOGADON
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
REVENUES					
CHARGES FOR SERVICES					
LIFT TICKETS - HALF DAY	$ 27,236	$ 28,000	$ 28,000	$ 29,000	$ 28,000
LIFT TICKETS - ADULT DAY	38,346	36,000	36,000	32,000	34,000
LIFT TICKETS - STUDENT DAY	17,615	17,000	17,000	19,000	19,000
LIFT TICKETS - CHILD	10,763	12,000	12,000	11,000	12,000
LIFT TICKETS - POMA	2,280	2,300	2,300	3,000	3,000
GROUP USER FEES	11,735	15,000	15,000	10,000	15,000
SKI SCHOOL	2,663	2,500	2,500	3,500	3,000
SEASON PASSES	247,266	248,000	248,000	235,000	245,000
JUNIOR SEASON PASSES	-	-	-	-	-
SKI RENTALS	12,799	12,500	12,500	12,000	12,000
GIFT CERTIFICATES	-	2,300	2,300	5,200	5,000
OTHER CHARGES	1,793	3,000	3,000	2,000	2,000
TOTAL CHARGES FOR SERVICES	**372,497**	**378,600**	**378,600**	**361,700**	**378,000**
MISCELLANEOUS REVENUE					
BUILDING RENT	1,735	1,000	1,000	500	1,500
CONCESSIONS	-	-	-	-	-
INTEREST	12,230	10,000	10,000	5,000	5,000
TOTAL MISCELLANEOUS	**13,965**	**11,000**	**11,000**	**5,500**	**6,500**

	FY 2004 ACTUAL	FY2005 ORIGINAL BUDGET	FY2005 REVISED BUDGET	FY2005 ESTIMATED	FY 2006 ADOPTED
OPERATING TRANSFERS IN					
OPERATING TRANSFERS IN	219,480	353,414	353,414	353,414	267,168
TOTAL OPERATING TRANSFERS IN	**219,480**	**353,414**	**353,414**	**353,414**	**267,168**
TOTAL OPERATING REVENUE	**605,942**	**743,014**	**743,014**	**720,614**	**651,668**
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 118,743	$ 125,654	$ 129,695	$ 125,645	$ 131,288
PART TIME	91,402	93,851	95,605	93,319	95,992
OVERTIME	8,212	9,500	9,500	13,661	12,000
TOTAL SALARIES & WAGES	**218,357**	**229,005**	**234,801**	**232,625**	**239,280**
OTHER PAY					
HOLIDAY PAY	901	791	893	900	832
SUPPLEMENTAL PAY	3,825	-	-	-	-
DISABILITY LEAVE BUY-BACK	1,526	1,211	2,311	2,311	2,200
TOTAL OTHER PAY	**6,252**	**2,002**	**3,204**	**3,211**	**3,032**
BENEFITS					
HEALTH INSURANCE	11,694	10,700	10,899	10,700	12,072
LIFE INSURANCE	316	343	343	310	339
DISABILITY INSURANCE	806	1,056	1,056	930	869
FICA/MEDICARE TAX	16,946	17,673	19,335	13,191	18,581
RETIREMENT	7,072	7,389	7,923	7,281	7,966
UNEMPLOYMENT COMPENSATION	7,552	6,240	7,836	5,404	7,500

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
WORKERS COMPENSATION	8,600	11,575	11,988	9,717	10,105
TOTAL BENEFITS	**52,986**	**54,976**	**59,379**	**47,533**	**57,432**
TOTAL PERSONNEL	**277,596**	**285,983**	**297,384**	**283,369**	**299,744**
CONTRACTUAL SERVICES					
INVESTMENT MANAGEMENT	680	550	550	550	550
OTHER PROFESSIONAL SERVICES	947	1,200	1,200	1,800	1,350
REFUSE COLLECTION	1,685	1,700	1,700	1,700	1,700
EQUIPMENT REPAIRS	14,109	10,000	6,035	10,000	10,000
WATER SYSTEM REPAIRS	-	1,000	1,000	500	1,000
INSURANCE & BONDS	15,000	18,000	19,365	18,000	24,991
TELECOMMUNICATIONS	4,463	4,000	4,000	4,000	4,000
ADVERTISING	20,934	18,500	18,900	18,000	21,000
PRINTING/REPRODUCTION	1,885	2,250	2,250	2,000	2,000
TRAVEL	1,561	3,100	3,100	3,000	3,000
TRAINING	2,285	2,000	2,000	2,000	2,000
INTERDEPARTMENTAL SERVICES - FIXED	44,868	47,007	47,007	47,007	56,186
ADMIN/MGMT FEES	45,603	47,871	47,871	47,871	49,797
OTHER CONTRACTUAL	6,252	6,000	6,525	7,500	6,000
ENERGY - NATURAL GAS	8,372	8,500	8,500	6,000	8,500
ENERGY - ELECTRICITY	42,782	50,000	50,000	40,000	45,000
TOTAL CONTRACTUAL	**211,425**	**221,678**	**220,003**	**209,928**	**237,074**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	3,353	3,000	3,000	3,000	2,800
OPERATING SUPPLIES	5,131	5,300	7,100	5,300	5,300
OTHER MATERIALS & SUPPLIES	3,966	3,000	3,800	3,000	3,000
UNIFORMS	608	1,300	1,300	1,000	1,000
CUSTODIAL SUPPLIES	-	250	250	300	250
SAFETY EQUIPMENT & SUPPLIES	942	1,000	1,000	1,100	1,000
CONCESSION SUPPLIES	-	-	-	-	-
LANDSCAPE MAINTENANCE SUPPLIES	2,691	1,500	1,500	1,250	1,000
SNOWMAKING SUPPLIES	5,086	8,000	8,000	8,000	8,000
SMALL TOOLS & SUPPLIES	2,258	2,500	2,500	2,500	2,500
BULK FUEL	13,353	14,000	14,000	14,500	15,000
TOTAL MATERIALS & SUPPLIES	**37,387**	**39,850**	**42,450**	**39,950**	**39,850**
OTHER EXPENSES					
DEPRECIATION	75,000	75,000	75,000	75,000	75,000
SALES TAX	-	-	-	-	-
TOTAL OTHER EXPENSES	**75,000**	**75,000**	**75,000**	**75,000**	**75,000**
TOTAL OPERATING EXPENSES	**601,408**	**622,511**	**634,837**	**608,247**	**651,668**
OPERATING INCOME (LOSS)	**4,533**	**120,503**	**108,177**	**112,367**	**-**
CAPITAL					
CAPITAL - NEW					
LIGHT EQUIPMENT	-	-	-	-	3,000
TOTAL CAPITAL - NEW	**-**	**-**	**-**	**-**	**3,000**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CAPITAL - REPLACEMENT					
IMPROVEMENTS OTHER THAN BUILDINGS	18,937	8,500	5,800	3,800	8,000
HEAVY EQUIPMENT	-	200,000	197,975	198,729	-
BUILDINGS	-	-	-	-	-
LIGHT EQUIPMENT	8,227	12,000	16,700	16,700	20,050
TECHNOLOGIES	319	-	1,488	874	-
TOTAL CAPITAL - REPLACEMENT	**27,484**	**220,500**	**221,963**	**220,103**	**28,050**
TOTAL CAPITAL EXPENDITURES	**27,484**	**220,500**	**221,963**	**220,103**	**31,050**
NET FUND	**$ (22,950)**	**$ (99,997)**	**$ (113,786)**	**$ (107,736)**	**$ (31,050)**

THIS PAGE LEFT INTENTIONALLY BLANK

Casper Events Center

CASPER EVENTS CENTER
INCOME STATEMENT

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2005 ESTIMATE	FY 2006 BUDGET
OPERATING ACTIVITY				
REVENUES				
CHARGES FOR SERVICES	$ 1,006,411	$ 832,546	$ 555,349	$ 1,091,300
ADMINISTRATION/MANAGEMENT FEES	89,873	95,742	95,742	99,593
TOTAL	**1,096,284**	**928,288**	**651,091**	**1,190,893**
EXPENDITURES				
PERSONNEL SERVICES	1,208,025	1,242,393	1,199,743	1,348,570
CONTRACTUAL	492,450	542,312	486,554	560,307
MATERIALS & SUPPLIES	54,488	57,300	52,700	55,800
TOTAL	**1,754,963**	**1,842,005**	**1,738,997**	**1,964,677**
OPERATING INCOME (LOSS)	**(658,679)**	**(913,717)**	**(1,087,906)**	**(773,784)**
NON-OPERATING ACTIVITY				
REVENUES				
INTEREST	3,154	2,500	2,689	3,000
MISCELLANEOUS	5,141	4,000	6,688	6,000
OPERATING TRANSFERS	634,596	761,882	726,327	807,537
TOTAL	**642,891**	**768,382**	**735,704**	**816,537**
NON-OPERATING INCOME (LOSS)	**642,891**	**768,382**	**735,704**	**816,537**
CAPITAL ACTIVITY				
USES				
CAPITAL	40,868	36,602	33,736	42,753
TOTAL	**40,868**	**36,602**	**33,736**	**42,753**
CAPITAL INCOME (LOSS)	**(40,868)**	**(36,602)**	**(33,736)**	**(42,753)**
NET FUND INCOME (LOSS)	**$ (56,656)**	**$ (181,937)**	**$ (385,938)**	**$ -**

Leisure Services
Casper Events Center

Mission: To be a community resource which provides a variety of entertainment and events for the citizens of Natrona County and the State of Wyoming while generating positive economic impact for the community.

Goals
1. Improve the ticket purchasing experience to meet customer expectations
2. Continue to develop a marketing plan which will: 1.) increase the level of usage of the CEC by national and regional promoters and 2.) generate community and statewide awareness and excitement for events at the CEC
3. Continue the capital improvements and repairs to keep the CEC: 1.) competitive with other venues in the region and 2.) safe, efficient, productive, and attractive

Objectives
1. Research other venues' ticketing system and procedures by June 30, 2006
2. Research developments in ticketing services by June 30, 2006
3. Create a promoter database and direct mail list by June 30, 2006
4. Implement a direct mail and advertising campaign by September 30, 2005
5. Implement a direct mail and advertising campaign with an expense under $5,000
7. Repair Administration entrance by June 30, 2006
8. Replace 2nd floor windows in the CEC by June 30, 2006
9. Install post and cable on the west side of lots one and two by June 30, 2006

Performance Measure
1. Completion date of venue ticketing system and procedures research
2. Completion date of ticketing services research
3. Completion date of promoter database and direct mailing list
4. Implementation date of direct mail and advertising campaign
5. Direct mail and advertising campaign actual cost
6. Administration entrance repaired completed
7. 2nd floor CEC windows replacement completed
8. Post and Cable installation completed for west side lots one and two

Highlights/Issues
No significant changes have been made in this cost center.

Capital

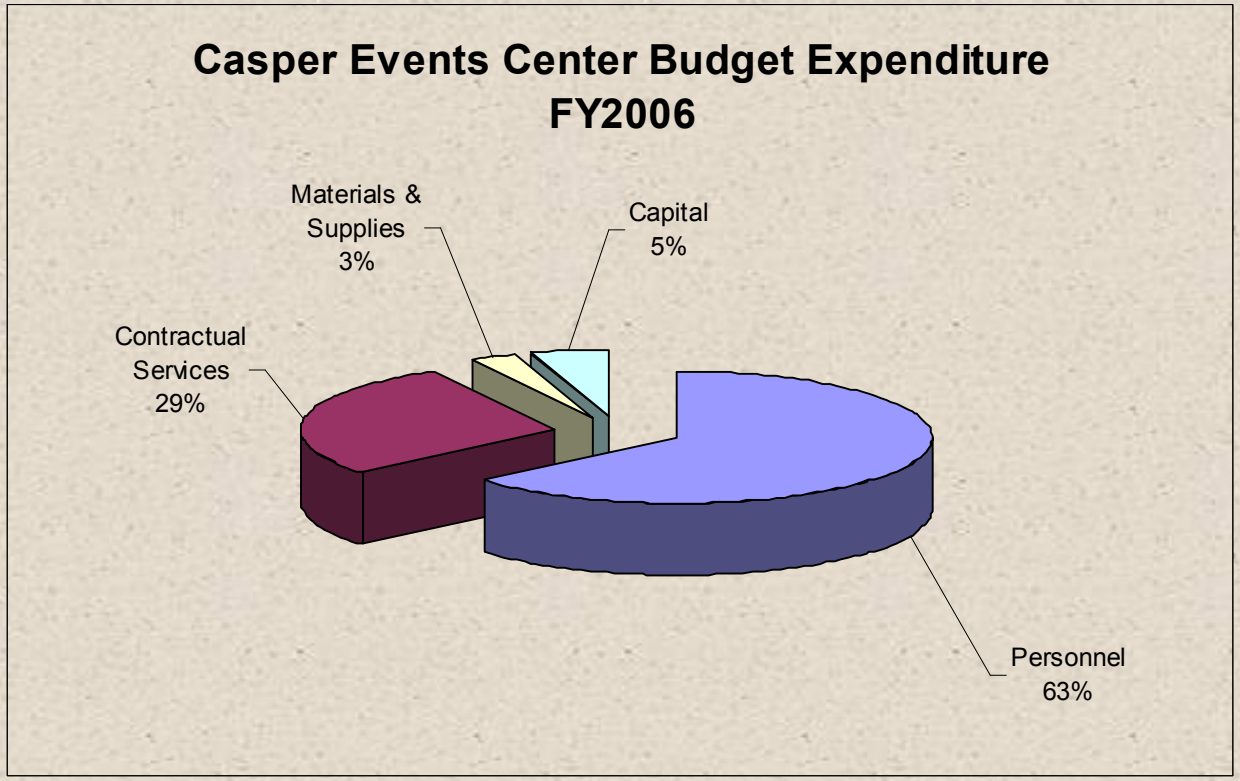
Computers	$	6,553
Crowd Control Ropes and Stations		2,000
Dasherboards		30,000
Diaper Stations		4,200
Total Capital	$	42,753

The projected reserves balance of this fund at June 30, 2005 is $49,204

Full Time Employees	FY05	FY06
Leisure Services Director	1	1
Box Office Manager	1	1
Assistant Box Office Manager	0	1
A/V Technician	1	1
Marketing/Promotions Manager	1	1
Operations Manager	1	1
Events Coordinator	1	1
Maintenance/Technical Supervisor	1	1
Special Facilities	1	1
Administrative Secretary	1	1
Marketing Assistant	1	1
Accounting Technician	1	1
Custodial Maintenance Worker	1	1
TOTAL	**12**	**13**
Total Part-Time Employees	**$485,215**	**$520,000**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Personnel	$1,208,025	$1,242,939	$1,199,743	$1,348,570
Contractual Services	492,450	542,312	486,554	560,307
Materials & Supplies	54,488	57,300	52,700	55,800
Capital	40,868	36,602	33,736	42,753
Total	$1,795,831	$1,879,153	$1,772,733	$2,007,430



City of Casper
CASPER EVENTS CENTER
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
REVENUES					
CHARGES FOR SERVICES					
ATM FEES	$ 1,260	$ 5,000	$ 5,000	$ -	$ 2,600
CATERING	12,533	10,000	10,000	-	13,500
BUILDING RENTAL	200,288	180,000	180,000	-	226,800
EQUIPMENT FEES	39,926	33,000	33,000	43,066	39,600
CONCESSIONS	187,003	118,000	118,000	-	198,000
RETAIL LICENSES	19,733	28,000	28,000	-	22,000
PARKING INCOME	53,996	60,000	60,000	49,389	71,000
EXHIBITOR SERVICES	30,623	28,000	28,000	28,000	25,000
SERVICE FEES	87,788	82,000	82,000	70,894	98,200
REIMBURSABLE WAGES	352,914	257,000	259,000	344,000	356,800
LEASE FEES	20,346	29,546	29,546	20,000	37,800
ADMINISTRATIVE FEES	89,873	95,742	95,742	95,742	99,593
TOTAL CHARGES FOR SERVICES	**1,096,284**	**926,288**	**928,288**	**651,091**	**1,190,893**
MISCELLANEOUS					
INTEREST	3,154	2,500	2,500	2,689	3,000
INTEREST ON CHECKING	-	2,000	-	-	-
UNCLASSIFIED MISCELLANEOUS	5,141	4,000	4,000	6,688	6,000
TOTAL MISCELLANEOUS	**8,295**	**8,500**	**6,500**	**9,377**	**9,000**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
OPERATING TRANSFERS					
OPERATING TRANSFERS IN	595,240	761,882	761,882	726,327	807,537
COLA TRANSFERS	39,356	-	-	-	-
TOTAL OPERATING TRANSFERS	**634,596**	**761,882**	**761,882**	**726,327**	**807,537**
TOTAL REVENUE	**1,739,175**	**1,696,670**	**1,696,670**	**1,386,795**	**2,007,430**
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 495,102	$ 482,456	$ 498,826	$ 496,318	$ 542,838
PART TIME	448,934	419,755	485,215	448,360	520,000
OVERTIME	24,992	8,100	23,263	19,600	12,000
HOLIDAY PAY	83	-	1,000	450	520
TOTAL SALARIES & WAGES	**969,111**	**910,311**	**1,008,304**	**964,728**	**1,075,358**
OTHER PAY					
SUPPLEMENTAL PAY	17,425	-	-	-	-
DISABILITY LEAVE BUY-BACK	6,577	7,456	7,456	6,339	9,578
ACCRUED LEAVE	-	-	-	-	5,787
CAR ALLOWANCE	6,000	6,000	6,000	6,000	6,000
TOTAL OTHER PAY	**30,002**	**13,456**	**13,456**	**12,339**	**21,365**
BENEFITS					
HEALTH INSURANCE	60,965	60,929	61,048	60,929	77,088
LIFE INSURANCE	1,312	1,537	1,537	1,400	1,595
DISABILITY INSURANCE	3,427	3,380	3,380	3,085	3,492
FICA/MEDICARE TAX	74,831	70,817	73,727	74,550	86,914
RETIREMENT	32,346	32,179	32,881	34,598	36,506

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
UNEMPLOYMENT COMPENSATION	4,397	1,500	6,629	6,510	6,510
WORKERS COMPENSATION	31,635	37,301	41,432	41,604	39,742
TOTAL BENEFITS	**208,912**	**207,643**	**220,633**	**222,676**	**251,847**
TOTAL PERSONNEL	**1,208,025**	**1,131,410**	**1,242,393**	**1,199,743**	**1,348,570**
CONTRACTUAL SERVICES					
MEDICAL TESTING SERVICES	-	100	100	-	100
WATER	24,844	18,500	18,500	-	25,000
EQUIPMENT REPAIRS	2,241	2,200	2,200	1,374	2,500
MAINTENANCE AGREEMENTS	61,013	70,353	70,353	72,069	72,870
INSURANCE & BONDS	30,813	28,259	28,259	28,259	29,106
TELECOMMUNICATIONS	34,314	31,000	31,000	33,203	34,300
ADVERTISING	7,479	12,000	12,000	12,000	12,000
PROMOTIONAL EXPENSES	257	500	800	632	800
PRINTING/REPRODUCTION	5,736	4,800	4,800	5,340	5,800
TRAVEL	1,136	5,300	4,400	918	3,600
TRAINING	986	2,000	2,900	2,297	1,600
INTERDEPARTMENTAL SERVICES - FIXED	17,712	17,269	17,269	17,269	18,105
ADMINISTRATIVE FEES/MGMT	-	25,884	25,884	25,884	23,926
OTHER CONTRACTUAL	40,398	24,000	50,331	38,000	42,000
ASSOCIATION DUES	510	800	800	210	600
CREDIT CARD SERVICE CHARGES	44,024	34,000	34,000	31,981	44,100
PRODUCTION EXPENSES	9,256	30,000	25,016	7,434	30,000
POSTAGE	6,110	6,800	6,800	4,063	6,200
ENERGY - NATURAL GAS	57,779	49,500	57,500	57,779	58,400
ENERGY - ELECTRICITY	147,842	119,500	149,400	147,842	149,300
TOTAL CONTRACTUAL	**492,450**	**482,765**	**542,312**	**486,554**	**560,307**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	14,608	12,300	13,800	13,235	14,700
UNIFORMS	626	1,200	4,300	1,625	1,700
SAFETY EQUIPMENT & SUPPLIES	1,585	1,200	1,200	1,200	1,700
BUILDING SUPPLIES	37,669	38,000	38,000	36,640	37,700
TOTAL MATERIALS & SUPPLIES	**54,488**	**52,700**	**57,300**	**52,700**	**55,800**
CAPITAL					
IMPROVEMENTS TO BUILDINGS	26,120	18,000	18,000	18,000	36,253
TECHNOLOGIES	14,747	9,290	18,602	15,736	6,500
TOTAL CAPITAL	**40,868**	**27,290**	**36,602**	**33,736**	**42,753**
TOTAL EXPENSES	**1,795,830**	**1,694,165**	**1,878,607**	**1,772,733**	**2,007,430**
NET FUND	$ **(56,655)**	$ **2,505**	$ **(181,937)**	$ **(385,938)**	$ **-**

Parking Lots

PARKING
INCOME STATEMENT

	FY 2004 ACTUAL	FY 2005 BUDGET	FY 2005 ESTIMATE	FY 2006 BUDGET
OPERATING ACTIVITY				
REVENUES				
CHARGES FOR SERVICES	$ 1,901	$ 3,500	$ 2,800	$ 3,000
RENT	18,763	18,000	18,000	18,000
TOTAL	**20,664**	**21,500**	**20,800**	**21,000**
EXPENDITURES				
CONTRACTUAL	13,198	13,703	12,171	13,985
MATERIALS & SUPPLIES	1,483	1,400	1,780	1,800
DEPRECIATION	18,000	18,000	18,000	18,000
TOTAL	**32,681**	**33,103**	**31,951**	**33,785**
OPERATING INCOME (LOSS)	**(12,017)**	**(11,603)**	**(11,151)**	**(12,785)**
NON-OPERATING ACTIVITY				
REVENUES				
INTEREST	14,717	15,000	16,171	17,000
TOTAL	**14,717**	**15,000**	**16,171**	**17,000**
NON-OPERATING INCOME (LOSS)	**14,717**	**15,000**	**16,171**	**17,000**
CAPITAL ACTIVITY				
USES				
REPLACEMENT CAPITAL	9,772	21,500	20,310	65,000
TOTAL	**9,772**	**21,500**	**20,310**	**65,000**
CAPITAL INCOME (LOSS)	**(9,772)**	**(21,500)**	**(20,310)**	**(65,000)**
NET FUND INCOME (LOSS)	**$ (7,072)**	**$ (18,103)**	**$ (15,290)**	**$ (60,785)**

Parking Lots

Parking Lots

Highlights/Issues

The capital expenditures are repairs to the concrete joint and seals in the parking structure. The repairs were identified in the building assessment that was recently completed.

The net loss for this budget will be funded by reserves.

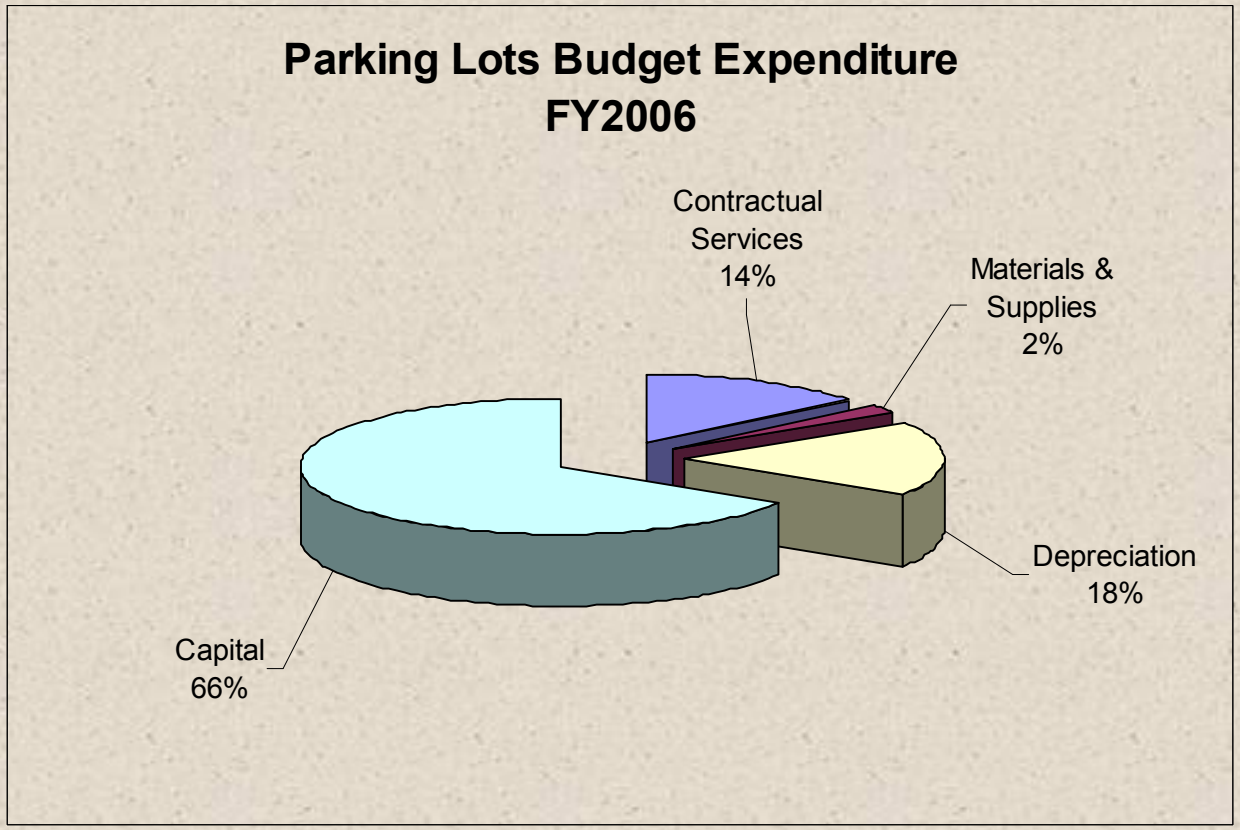
The projected reserves balance of this fund at June 30, 2005 is $475,063

Full Time Employees

None

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Contractual Services	$13,198	$13,703	$12,171	$13,985
Materials & Supplies	1,484	1,400	1,780	1,800
Depreciation	18,000	18,000	18,000	18,000
Capital	9,772	21,500	20,310	65,000
Total	$42,454	$54,603	$52,261	$98,785



City of Casper
PARKING
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
REVENUES					
CHARGES FOR SERVICES					
PARKING PERMITS	$ 1,901	$ 3,500	$ 3,500	$ 2,800	$ 3,000
TOTAL CHARGES FOR SERVICES	**1,901**	**3,500**	**3,500**	**2,800**	**3,000**
MISCELLANEOUS REVENUE					
RENT - CHAMBER OF COMMERCE	18,763	18,000	18,000	18,000	18,000
INTEREST INCOME	14,717	15,000	15,000	16,171	17,000
TOTAL MISCELLANEOUS	**33,481**	**33,000**	**33,000**	**34,171**	**35,000**
TOTAL REVENUE	**35,382**	**36,500**	**36,500**	**36,971**	**38,000**
EXPENDITURES					
CONTRACTUAL SERVICES					
INVESTMENT FEES	$ 818	$ 800	$ 800	$ 800	$ 800
INSURANCE & BONDS	10,253	9,403	9,403	9,403	9,685
INTERDEPARTMENTAL SERVICES	504	500	500	500	500
OTHER CONTRACTUAL	1,623	3,000	3,000	1,468	3,000
TOTAL CONTRACTUAL	**13,198**	**13,703**	**13,703**	**12,171**	**13,985**
MATERIALS & SUPPLIES					
ENERGY - ELECTRICITY	1,483	1,400	1,400	1,780	1,800
TOTAL MATERIALS & SUPPLIES	**1,483**	**1,400**	**1,400**	**1,780**	**1,800**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
OTHER EXPENSES					
DEPRECIATION	18,000	18,000	18,000	18,000	18,000
TOTAL OTHER EXPENSES	**18,000**	**18,000**	**18,000**	**18,000**	**18,000**
TOTAL OPERATING EXPENSES	**32,681**	**33,103**	**33,103**	**31,951**	**33,785**
OPERATING INCOME (LOSS)	**2,700**	**3,397**	**3,397**	**5,020**	**4,215**
CAPITAL - REPLACEMENT					
IMPROVEMENTS OTHER THAN BUILDINGS	9,772	10,000	21,500	20,310	65,000
TOTAL CAPITAL - REPLACEMENT	**9,772**	**10,000**	**21,500**	**20,310**	**65,000**
TOTAL CAPITAL EXPENDITURES	**9,772**	**10,000**	**21,500**	**20,310**	**65,000**
NET FUND	**$ (7,072)**	**$ (6,603)**	**$ (18,103)**	**$ (15,290)**	**$ (60,785)**

THIS PAGE LEFT INTENTIONALLY BLANK

Special Revenue Funds

Weed & Pest Control
Redevelopment Fund
Transit Services
Community Development Block Grant (CDBG)
HOPE
Police Grants
Special Fire Assistance

THIS PAGE LEFT INTENTIONALLY BLANK

Weed & Pest Control

Public Services
Weed and Pest

Mission: To enhance community livability by providing noxious weed control, pest control, and mosquito abatement.

Goals
1. Maintain effective and efficient service levels
2. Increase the protection and enhancement of the urban environment
3. Increase attention on infrastructure and environmental issues

Objectives
1. Require 100% of personnel to attend at least 1 job-related seminar/workshop
2. Increasing weed/pest spraying by 10% (as compared to last FY)
3. Publish at least 2 news releases on noxious weed and mosquito control

Performance Measure
1. % of personnel that attended at least 1 training program/workshop
2. % increase over last year in weed/pest spraying
3. # of news releases published

Highlights/Issues
The Weed and Pest program is established under the auspices of Wyoming State Statutes, which provides for the establishment of a separate weed and pest control district, with any city or town with a population of five thousand (5,000) or more allowed to establish and administer a program for the control of weeds and pests within the jurisdictional limits of the city. Funding for the City's weed & pest control programs is from a one mill property tax applied to all property in the district, with eighty five percent (85%) of the funds attributed to the property within the corporate limits of the city transferred to the city and fifteen percent (15%) of the funds retained by the district for administration.

Funding received by the city from the district may be used in any phase of weed and pest control as determined by the City Council. The control program shall include work on designated weeds and pests as determined by the district board.

This budget has increased due to two additional part-time crews dedicated to weed/pest abatement and increased funding for the County/City Health Department for mosquito control. The funding for mosquito control has increased $20,000, to $50,000, for FY06.

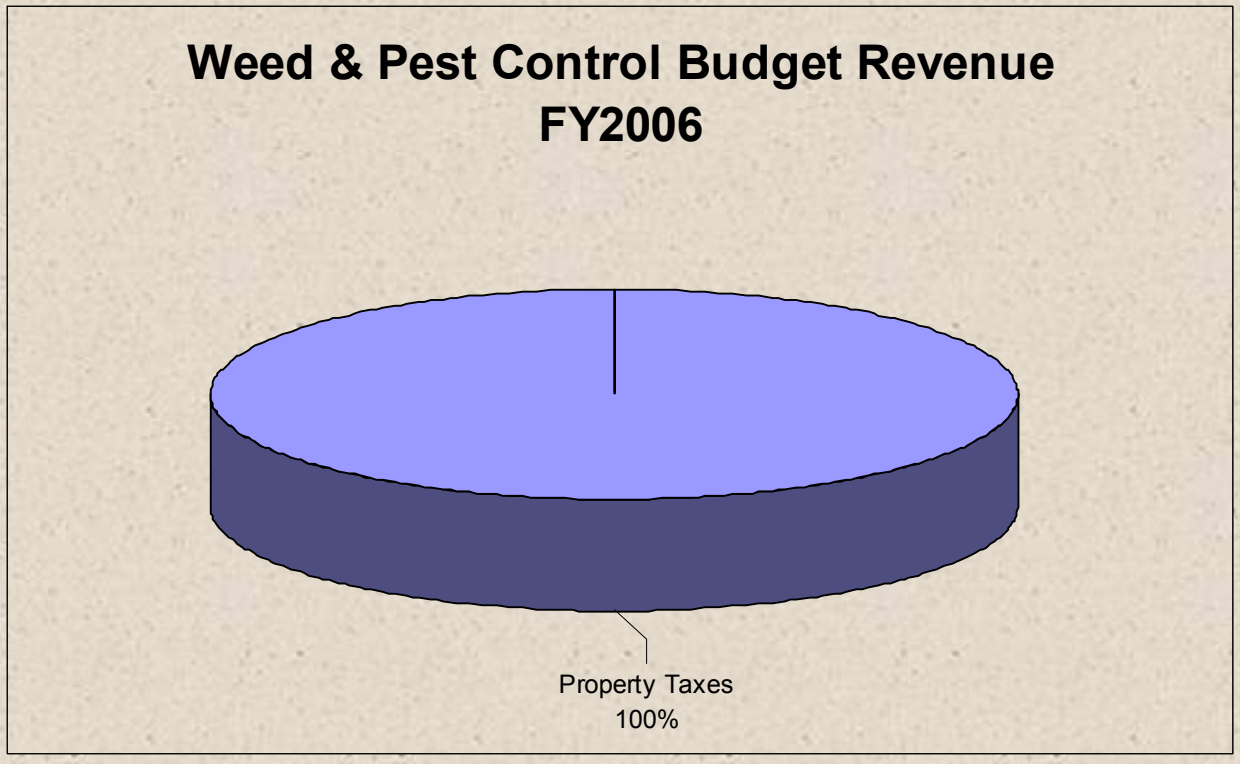
The net loss for this budget will be funded by reserves.

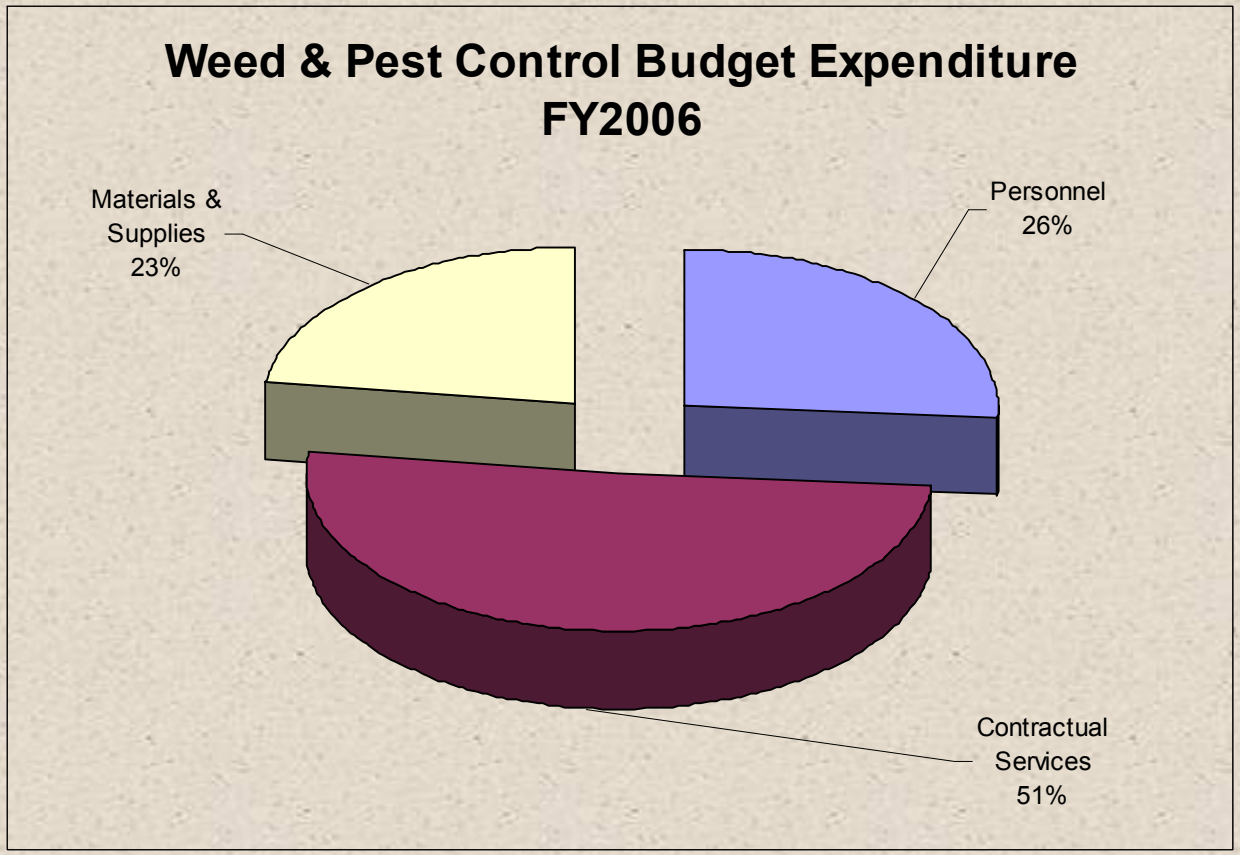
The projected reserves balance of this fund at June 30, 2005 is $211,786

Full Time Employees	FY05	FY06
Municipal Service Worker II	1	1
TOTAL	**1**	**1**
Total Part-Time Employees	**$26,406**	**$47,790**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Revenues				
Property Taxes	$278,369	$272,800	$272,800	$299,000
Total	$278,369	$272,800	$272,800	$299,000
Expenditures				
Personnel	$56,684	$82,550	$78,866	$105,970
Contractual Services	165,768	208,957	186,926	201,159
Materials & Supplies	71,141	88,000	88,000	89,000
Capital	26,654	33,000	33,000	-
Total	$320,247	$412,507	$386,792	$396,129


Weed & Pest Control Budget Revenue
FY2006
Property Taxes
100%


Weed & Pest Control Budget Expenditure
FY2006
Materials & Supplies 23%
Personnel 26%
Contractual Services 51%

City of Casper
WEED & PEST
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
REVENUES					
TAXES					
PROPERTY TAXES	$ 278,369	$ 272,800	$ 272,800	$ 272,800	$ 299,000
TOTAL TAXES	**278,369**	**272,800**	**272,800**	**272,800**	**299,000**
TOTAL REVENUE	**278,369**	**272,800**	**272,800**	**272,800**	**299,000**
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 27,925	$ 30,544	$ 31,582	$ 30,544	$ 33,357
PART TIME	13,056	24,960	26,406	24,960	47,790
OVERTIME	1,475	5,000	5,000	5,000	2,500
TOTAL SALARIES & WAGES	**42,457**	**60,504**	**62,988**	**60,504**	**83,647**
OTHER PAY					
SUPPLEMENTAL PAY	850	600	600	600	-
DISABILITY LEAVE BUY-BACK	-	1,200	1,200	-	1,200
TOTAL OTHER PAY	**850**	**1,800**	**1,800**	**600**	**1,200**
BENEFITS					
HEALTH INSURANCE	6,614	7,441	7,441	7,441	8,364
LIFE INSURANCE	91	124	124	124	116
DISABILITY INSURANCE	191	255	255	255	233
FICA/MEDICARE TAX	3,127	4,739	4,739	4,739	6,686
RETIREMENT	1,655	2,100	2,100	2,100	2,131

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
WORKERS COMPENSATION	1,700	3,103	3,103	3,103	3,592
TOTAL BENEFITS	**13,378**	**17,762**	**17,762**	**17,762**	**21,122**
TOTAL PERSONNEL	**56,684**	**80,066**	**82,550**	**78,866**	**105,969**
CONTRACTUAL SERVICES					
INSURANCE & BONDS	1,467	1,345	1,345	1,345	1,385
TRAVEL	989	1,000	1,000	1,019	2,000
TRAINING	980	1,000	1,000	1,000	1,000
INTERDEPARTMENTAL SERVICES	34,620	40,512	40,512	40,512	36,774
ADMIN/MGMT FEES	57,000	60,000	60,000	60,000	60,000
OTHER CONTRACTUAL	70,711	54,000	105,100	83,050	100,000
TOTAL CONTRACTUAL	**165,768**	**157,857**	**208,957**	**186,926**	**201,159**
MATERIALS & SUPPLIES					
OPERATING SUPPLIES	64,433	75,000	75,000	75,000	75,000
OTHER MATERIALS & SUPPLIES	3,895	10,000	10,000	10,000	10,000
SAFETY EQUIPMENT	154	-	-	-	1,000
SMALL TOOLS & SUPPLIES	2,659	3,000	3,000	3,000	3,000
TOTAL MATERIALS & SUPPLIES	**71,141**	**88,000**	**88,000**	**88,000**	**89,000**
CAPITAL					
TECHNOLOGIES	-	-	10,000	10,000	-
TOTAL CAPITAL	**-**	**-**	**10,000**	**10,000**	**-**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CAPITAL REPLACMENT					
LIGHT EQUIPMENT	26,654	33,000	23,000	23,000	-
TOTAL CAPITAL REPLACEMENT	**26,654**	**33,000**	**23,000**	**23,000**	**-**
TOTAL EXPENSES	**320,247**	**358,923**	**412,507**	**386,792**	**396,129**
NET FUND	**$ (41,878)**	**$ (86,123)**	**$ (139,707)**	**$ (113,992)**	**$ (97,129)**

THIS PAGE LEFT INTENTIONALLY BLANK

Redevelopment Fund

Redevelopment Fund

Redevelopment Fund

Highlights/Issues

This budget reflects the debt service payments received by the City from the property developer and paid to the federal Housing and Urban Development (HUD) agency related to the old firehouse project.

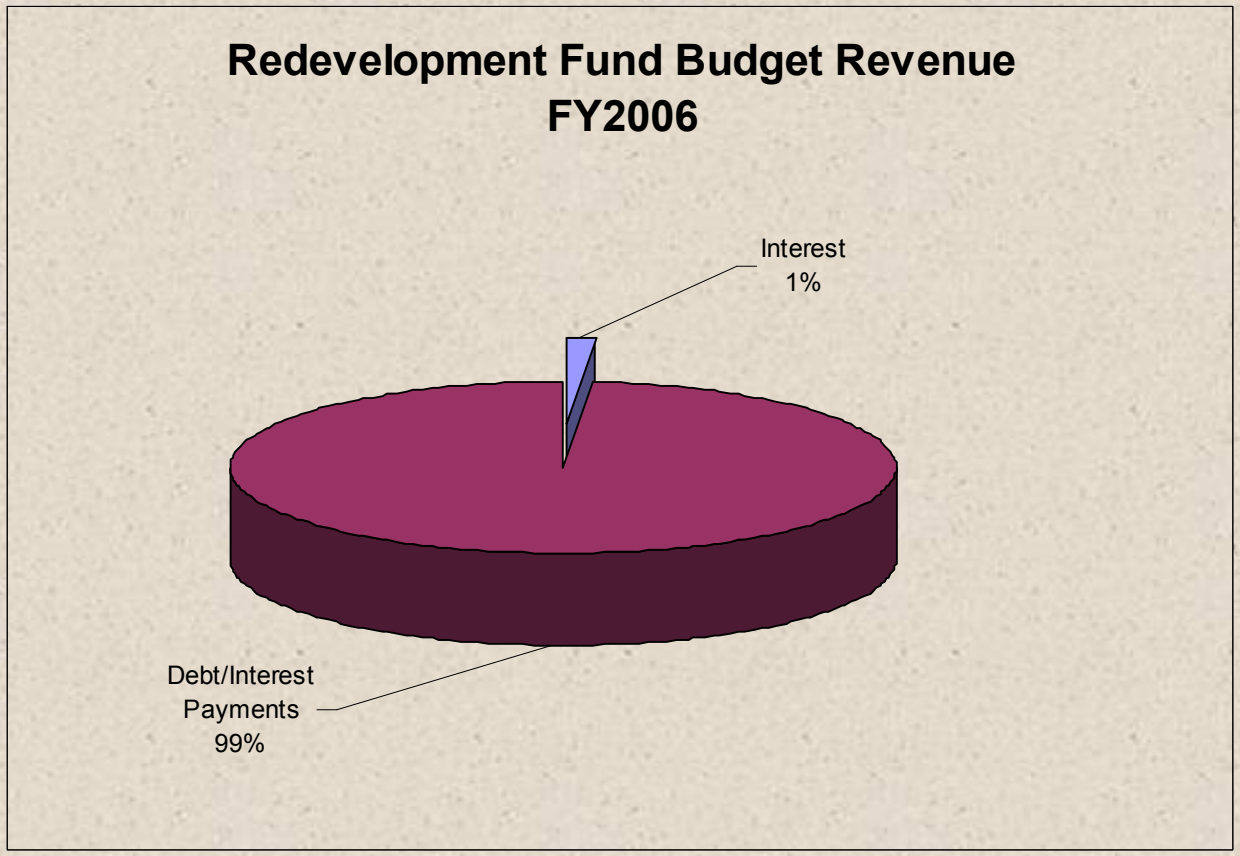
The projected reserves balance of this fund at June 30, 2005 is $3,310

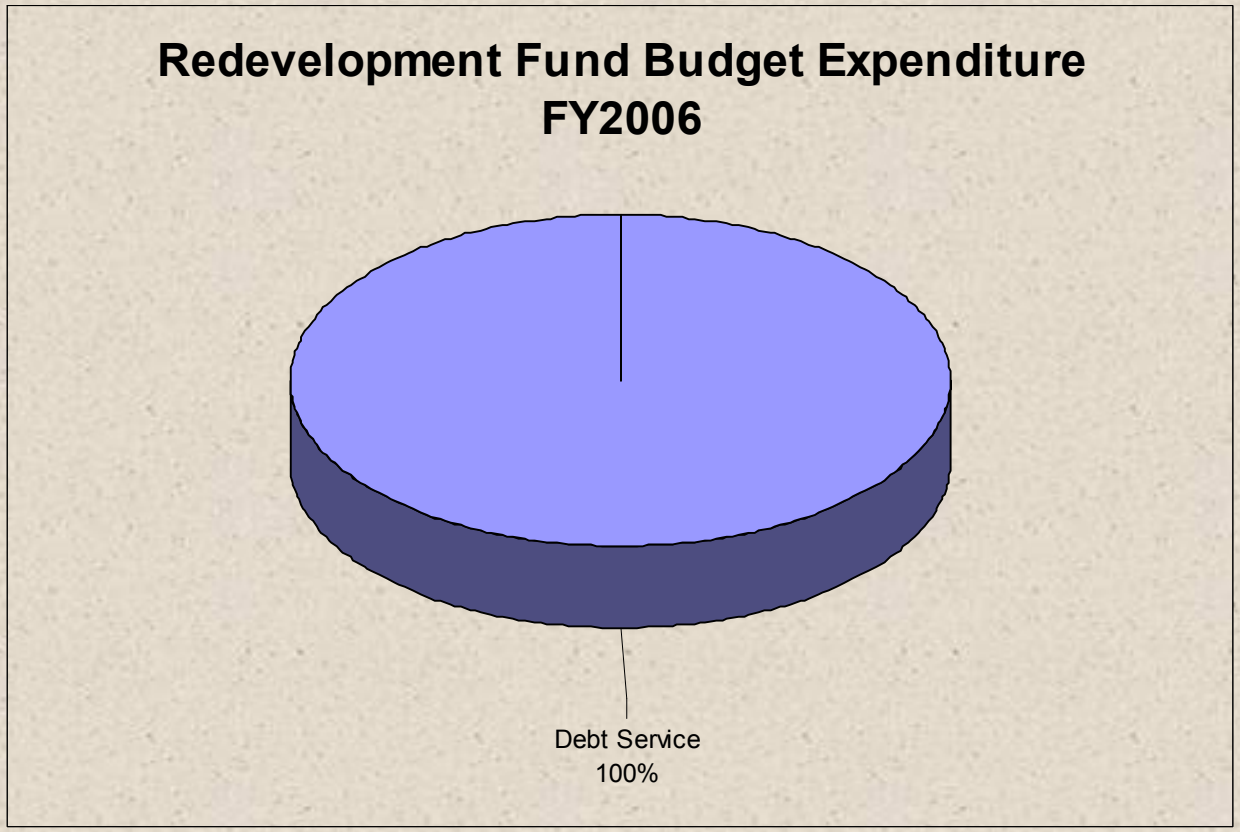
Full Time Employees

None

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Revenues				
Loan Proceeds	$-	$634,000	$-	$-
Interest	10	-	17,734	500
Debt/Interest Payments	-	-	-	35,468
Total	$10	$634,000	$17,734	$35,968
Expenditures				
Debt Service	$-	$20,788	$20,788	$35,468
Loan Disbursements	-	-	-	-
Total	$-	$20,788	$20,788	$35,468


Redevelopment Fund Budget Revenue
FY2006
Interest
1%
Debt/Interest
Payments
99%


Redevelopment Fund Budget Expenditure
FY2006
Debt Service
100%

City of Casper
REDEVELOPMENT LOAN FUND
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
REVENUES					
MISCELLANEOUS REVENUE					
LOAN PAYMENTS	$ -	$ -	$ 634,000	$ -	$ -
INTEREST ON INVESTMENTS	10	-	-	17,734	500
DEBT/INTEREST PAYMENT	-	-	-	-	35,468
TOTAL MISCELLANEOUS	**10**	**-**	**634,000**	**17,734**	**35,968**
TOTAL REVENUE	**10**	**-**	**634,000**	**17,734**	**35,968**
EXPENDITURES					
LOAN EXPENSES					
PRINCIPLE PAYMENTS	$ -	$ -	$ 20,788	$ -	$ -
INTEREST EXPENSE	-	-	-	20,788	35,468
TOTAL LOAN EXPENSES	**-**	**-**	**20,788**	**20,788**	**35,468**
TOTAL EXPENSES	**-**	**-**	**20,788**	**20,788**	**35,468**
NET FUND	**$ 10**	**$ -**	**$ 613,212**	**$ (3,054)**	**$ 500**

Transit Services

Planning and Community Development
Transit Services

Mission: To serve the transportation needs of the elderly, disabled, low income and individuals who lack personal transportation. Transit Services is a contracted agency that provides ground transportation services on the City's behalf.

Goals
1. Insure that the transit program is operated within the guidelines set forth by the Federal Transit Authority (FTA)
2. Explore new sources of funding for the fixed-route system
3. Survey riders on their destination, the purpose for their trip and their satisfaction with the service

Objectives
1. Insure that Transit Services has no more than 3 violations in regards to the FTA guidelines
2. Secure at least $25,000 of new funding dedicated to the fixed-route system
3. Identify at least 2 new sources of funding for the fixed-route system
4. Distribute at least 300 surveys to fixed-route passengers
5. Analyze 100% of completed surveys returned by fixed-route passengers

Performance Measure
1. # of FTA guidelines violations
2. Amount of new funding secured for fixed-route system
3. # of new funding sources identified
4. # of surveys distributed
5. % of surveys analyzed

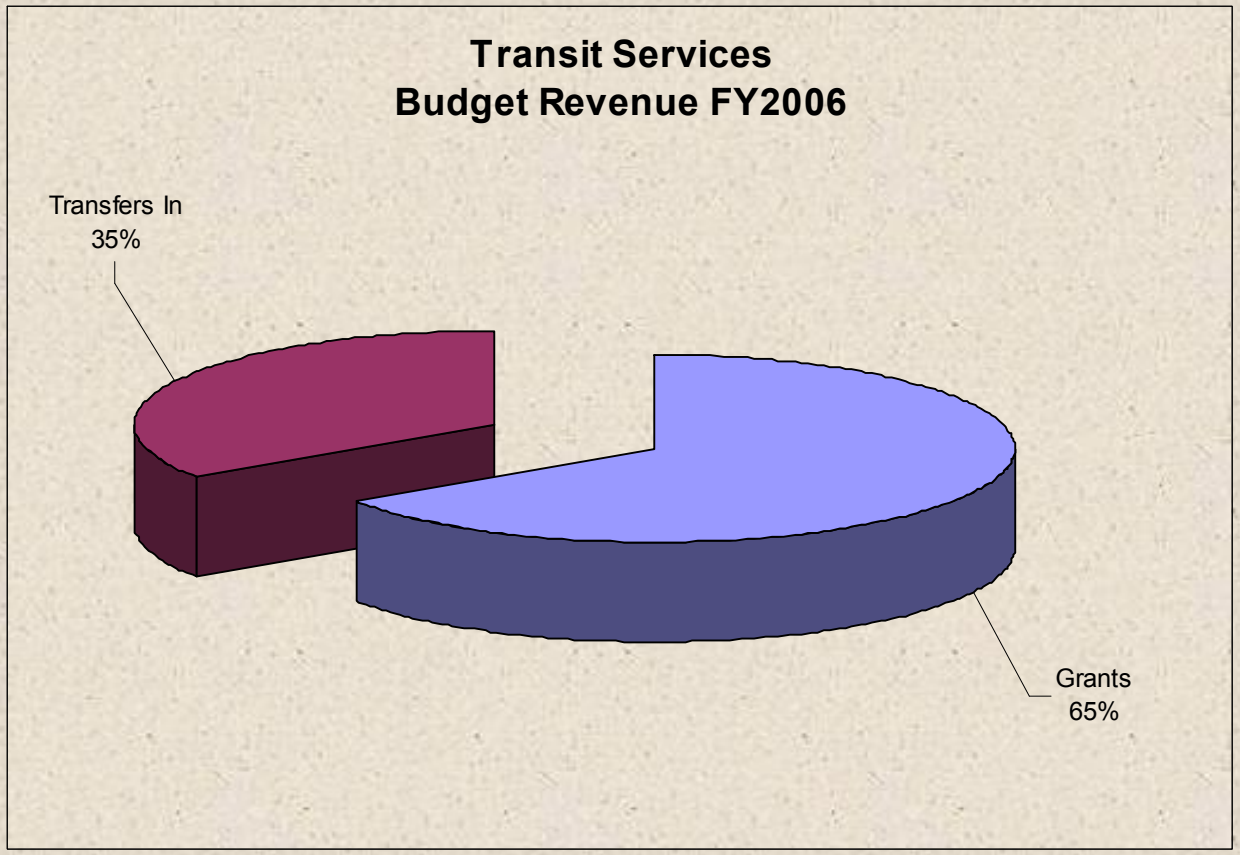
Highlights/Issues
This budget reflects the first full year of operating the fixed-route bus system

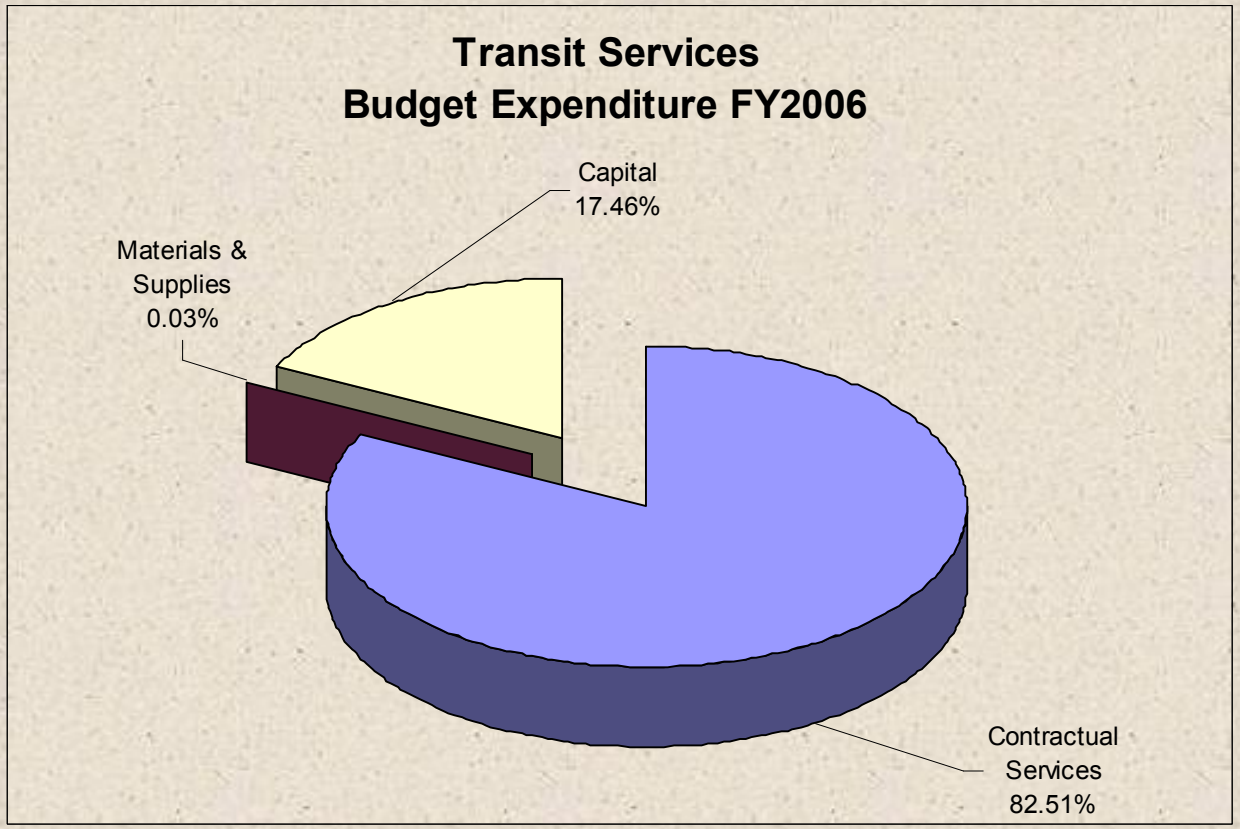
The projected reserves balance of this fund at June 30, 2005 is $(71,625)

Full Time Employees
None

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Revenues				
Grants	$613,426	$723,917	$628,711	$844,629
Miscellaneous	-	13,100	8,929	-
Transfers In	224,983	357,872	163,277	398,035
Total	$838,409	$1,094,889	$800,917	$1,242,664
Expenditures				
Contractual Services	$664,126	$967,631	$405,811	$1,025,314
Materials & Supplies	193	375	250	350
Capital	246,058	168,500	147,645	217,000
Total	$910,377	$1,136,506	$553,706	$1,242,664


Transit Services
Budget Revenue FY2006
Transfers In
35%
Grants
65%


Transit Services
Budget Expenditure FY2006
Capital
17.46%
Materials &
Supplies
0.03%
Contractual
Services
82.51%

Transit Services

FY 2006 Budget
(Budget Basis)

	FY 2004 ACTUAL	FY2005 ORIGINAL BUDGET	FY2005 REVISED BUDGET	FY2005 ESTIMATED	FY 2006 ADOPTED BUDGET
REVENUES					
INTERGOVERNMENTAL					
FEDERAL GRANTS	$ 613,426	$ 723,917	$ 723,917	$ 628,711	$ 844,629
TOTAL INTERGOVERNMENTAL	**613,426**	**723,917**	**723,917**	**628,711**	**844,629**
MISCELLANEOUS					
UNCLASSIFIED MISCELLANEOUS	-	13,100	13,100	-	-
TOTAL MISCELLANEOUS	**-**	**13,100**	**13,100**	**-**	**-**
OPERATING TRANSFERS IN					
OPERATING TRANSFERS	224,983	357,872	357,872	163,277	398,035
TOTAL OPERATING TRANSFERS	**224,983**	**357,872**	**357,872**	**163,277**	**398,035**
TOTAL REVENUES	**838,409**	**1,094,889**	**1,094,889**	**791,988**	**1,242,664**
EXPENDITURES					
CONTRACTUAL SERVICES					
TELECOMMUNICATIONS	$ 369	$ 400	$ 400	$ 102	$ 400
ADVERTISING	984	1,000	1,000	832	1,000
PRINTING/REPRODUCTION	280	350	350	78	300
TRAVEL	-	1,000	1,000	30	1,000
TRAINING	215	1,000	1,000	-	1,000

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
INTERDEPARTMENTAL SERVICES - FIXED	2,592	2,313	2,313	718	2,503
ADMIN/MANAGEMENT FEES	13,701	13,000	13,000	4,029	13,000
BAGS	-	-	-	-	-
ASSOCIATION DUES	65	100	100	-	76
POSTAGE & SHIPPING	49	200	200	34	175
PROGRAM & PROJECTS	645,871	906,561	948,268	399,988	1,005,860
TOTAL CONTRACTUAL	**664,126**	**925,924**	**967,631**	**405,811**	**1,025,314**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	193	275	275	200	275
BOOKS, PERIODICALS, MAPS	-	100	100	50	75
TOTAL MATERIALS & SUPPLIES	**193**	**375**	**375**	**250**	**350**
CAPITAL REPLACEMENT					
LIGHT EQUIPMENT	246,058	168,500	168,500	147,645	217,000
TOTAL CAPITAL REPLACEMENT	**246,058**	**168,500**	**168,500**	**147,645**	**217,000**
TOTAL EXPENDITURES	**910,377**	**1,094,799**	**1,136,506**	**553,706**	**1,242,664**
NET FUND	**$ (71,968)**	**$ 90**	**$ (41,617)**	**$ 238,282**	**$ -**

THIS PAGE LEFT INTENTIONALLY BLANK

Community Development Block Grant (CDBG)

Planning and Community Development

Community Development Block Grant (CDBG)

Mission: To enhance the Casper area housing stock, improve low to moderate income neighborhoods, assist with neighborhood redevelopment and job creation, and provide capital funding to area human service agencies.

Goals

1. Promote and support community based programs that directly assist special needs populations and children
2. Work cooperatively with Habitat for Humanity, YouthBuild, and World Changers on the construction and redevelopment of affordable housing
3. Promote and support affordable housing endeavors in the community
4. Work with the City Council to assist with and/or leverage funding for economic development projects utilizing the Section108 Loan Guarantee Program

Objectives

1. Develop an "Urban Renewal Tool Box" to outline funding programs that are available within low income or urban renewal areas by June 30, 2006
2. Maintain an inventory of 5 residential lots that can be used for new home construction
3. Assist in the repair of at least 45 homes per year through the World Changers, general repair, weatherization, and emergency repair programs
4. Provide at least $15,000 of funding to low and moderate income households for weatherization

Performance Measure

1. Completion date of "Urban Renewal Toolbox"
2. # of residential lots maintained for new home construction
3. # of homes assisted with repairs
4. Amount of funding provided for weatherization

Highlights/Issues

The proposed use of the FY06 Community Development Block Grant funds follows:

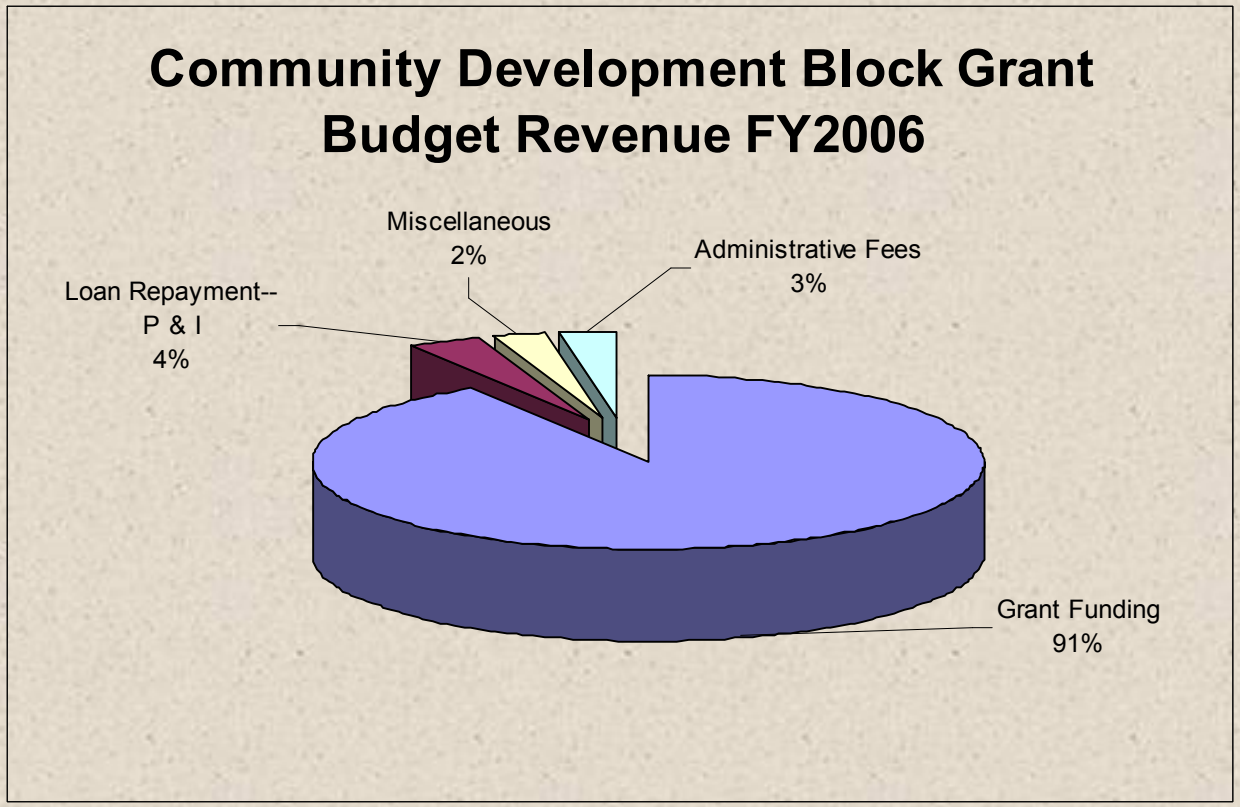
Mathew Campfield Park	$	234,564
CATC Tickets		70,817
Central Wyo Senior Center		10,000
Clearance and Demolition		75,000
Technology Project		15,000
Owner Occupied-Emergency		100,000
Owner Occupied-General		125,000
Seton House		55,000
Interfaith		15,000
Self Help Center		20,000
Contingency		10,000
Administration		112,785
Total	$	843,166

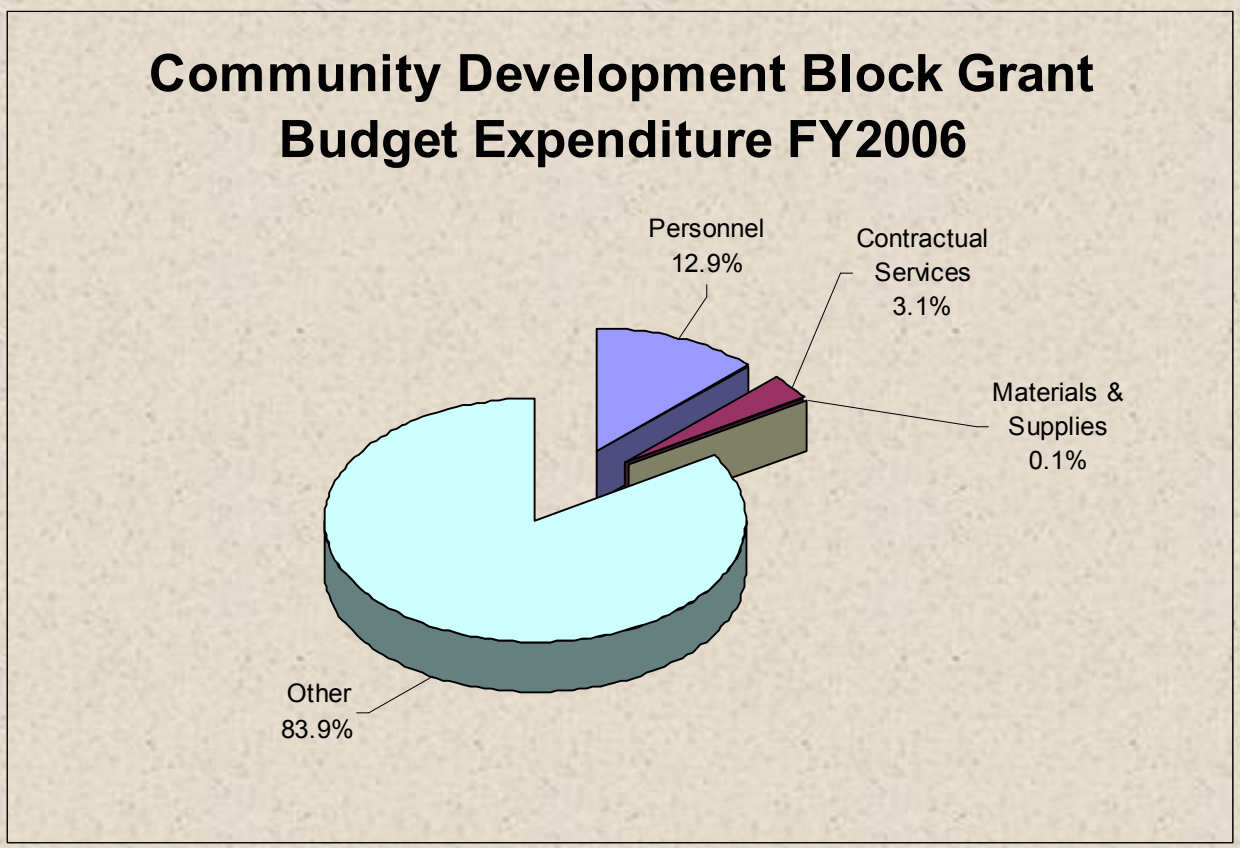
The projected reserves balance of this fund at June 30, 2005 is $157,679

Full Time Employees	FY05	FY06
CDBG Coordinator	1	1
Secretary II	1	1
TOTAL	**2**	**2**
Total Part-Time Employees	**$17,407**	**$-**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Revenues				
Grant Funding	$373,433	$887,900	$527,196	$769,166
Loan Repayment--P & I	48,656	54,000	94,796	30,000
Miscellaneous	33,074	20,000	34,616	20,000
Administrative Fees	19,522	24,000	24,000	24,000
Total	$474,685	$985,900	$680,608	$843,166
Expenditures				
Personnel	$97,934	$123,072	$112,112	$112,788
Contractual Services	28,762	30,734	28,516	26,227
Materials & Supplies	1,149	1,000	1,000	1,000
Other	336,428	1,372,795	422,125	703,151
Operating Transfers Out	-	13,100	-	-
Total	$464,273	$1,540,701	$563,753	$843,166


Community Development Block Grant
Budget Revenue FY2006
Miscellaneous
2%
Administrative Fees
3%
Loan Repayment--
P & I
4%
Grant Funding
91%


Community Development Block Grant
Budget Expenditure FY2006
Personnel
12.9%
Contractual
Services
3.1%
Materials &
Supplies
0.1%
Other
83.9%

City of Casper

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

FY 2006 Budget

(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
REVENUES					
INTERGOVERNMENTAL REVENUE					
LOAN PRINCIPLE					
FEDERAL GRANTS	$ 373,433	$ 887,900	$ 887,900	$ 527,196	$ 769,166
TOTAL INTERGOVERNMENTAL	**373,433**	**887,900**	**887,900**	**527,196**	**769,166**
INTERDEPARTMENTAL FEES					
INTERDEPARTMENTAL SERVICES	19,522	-	-	-	-
ADMINISTRATIVE FEES	-	24,000	24,000	24,000	24,000
TOTAL MISCELLANEOUS	**19,522**	**24,000**	**24,000**	**24,000**	**24,000**
MISCELLANEOUS					
INTEREST	432	-	-	-	-
INTEREST ON REHAB LOANS	8,224	12,000	12,000	11,676	10,000
PRINCIPAL PAYMENTS-LOANS	40,432	42,000	42,000	83,120	20,000
MISCELLANEOUS	32,642	20,000	20,000	34,616	20,000
TOTAL MISCELLANEOUS	**81,730**	**74,000**	**74,000**	**129,412**	**50,000**
TOTAL REVENUE	**474,685**	**985,900**	**985,900**	**680,608**	**843,166**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 77,313	$ 82,825	$ 82,825	$ 82,825	$ 88,971
PART-TIME	-	11,562	17,407	5,647	-
TOTAL SALARIES & WAGES	**77,313**	**94,387**	**100,232**	**88,472**	**88,971**
OTHER PAY					
SUPPLEMENTAL PAY	1,700	-	-	800	-
TOTAL OTHER PAY	**1,700**	**-**	**-**	**800**	**-**
BENEFITS					
HEALTH INSURANCE	5,868	6,748	6,748	6,748	7,416
LIFE INSURANCE	208	219	219	219	224
DISABILITY INSURANCE	519	572	572	572	613
FICA/MEDICARE TAX	5,916	7,219	7,219	7,219	6,807
RETIREMENT	4,391	4,704	4,704	4,704	5,053
WORKERS COMPENSATION	2,020	3,378	3,378	3,378	3,701
TOTAL BENEFITS	**18,921**	**22,840**	**22,840**	**22,840**	**23,814**
TOTAL PERSONNEL	**97,934**	**117,227**	**123,072**	**112,112**	**112,785**
CONTRACTUAL SERVICES					
BUILDING RENT	-	1,000	1,000	1,000	1,000
INSURANCE & BONDS	942	864	864	864	889
TELECOMMUNICATIONS	2,161	2,600	2,600	2,320	2,320
ADVERTISING	1,494	950	950	733	600
PRINTING/REPRODUCTION	764	1,500	1,500	728	624

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
TRAVEL	3,427	3,930	3,930	2,981	1,000
TRAINING	1,564	1,275	1,275	1,275	1,500
INTERDEPARTMENTAL SERVICES	6,588	6,765	6,765	6,765	6,444
ADMIN/MGMT FEES	9,725	9,725	9,725	9,725	9,725
ASSOCIATION DUES	894	975	975	975	975
POSTAGE	1,204	1,150	1,150	1,150	1,150
TOTAL CONTRACTUAL	**28,762**	**30,734**	**30,734**	**28,516**	**26,227**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	1,149	1,000	1,000	1,000	1,000
TOTAL MATERIALS & SUPPLIES	**1,149**	**1,000**	**1,000**	**1,000**	**1,000**
OTHER					
PROGRAMS & PROJECTS	33,989	5,461	9,946	9,929	5,603
CDBG PROJECTS	302,439	831,477	1,362,850	412,196	697,548
TOTAL OTHER	**336,428**	**836,938**	**1,372,795**	**422,125**	**703,151**
TRANSFER OUT					
OPERATING TRANSFERS OUT	-	13,100	13,100	-	-
TOTAL OPERATING TRANSFERS OUT	**-**	**13,100**	**13,100**	**-**	**-**
TOTAL EXPENSES	**464,273**	**998,999**	**1,540,701**	**563,753**	**843,166**
NET FUND	**$ 10,412**	**$ (13,099)**	**$ (554,801)**	**$ 116,855**	**$ -**

THIS PAGE LEFT INTENTIONALLY BLANK

HOPE

Planning and Community Development
HOPE

Mission: To acquire and rehabilitate housing and make it available to low- and moderate- income individuals.

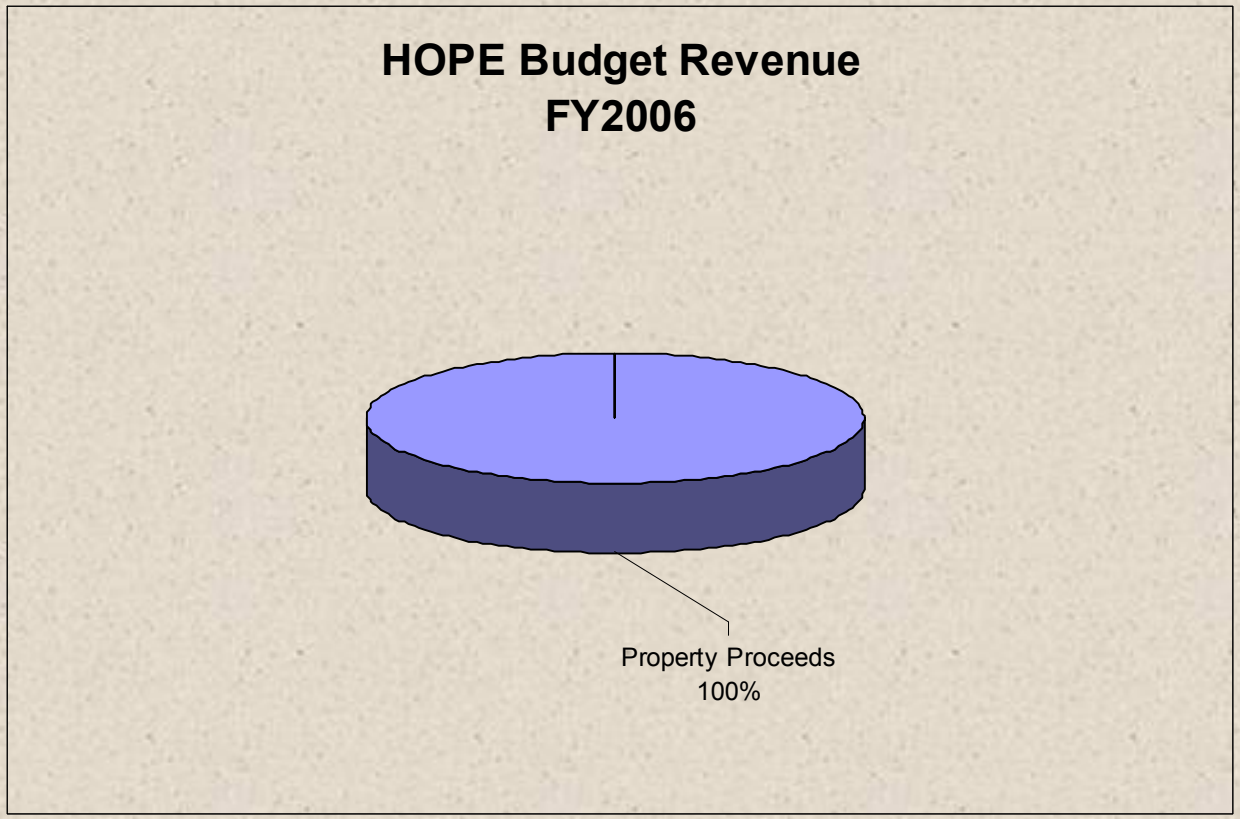
Highlights/Issues
No significant changes are planned for this cost center.

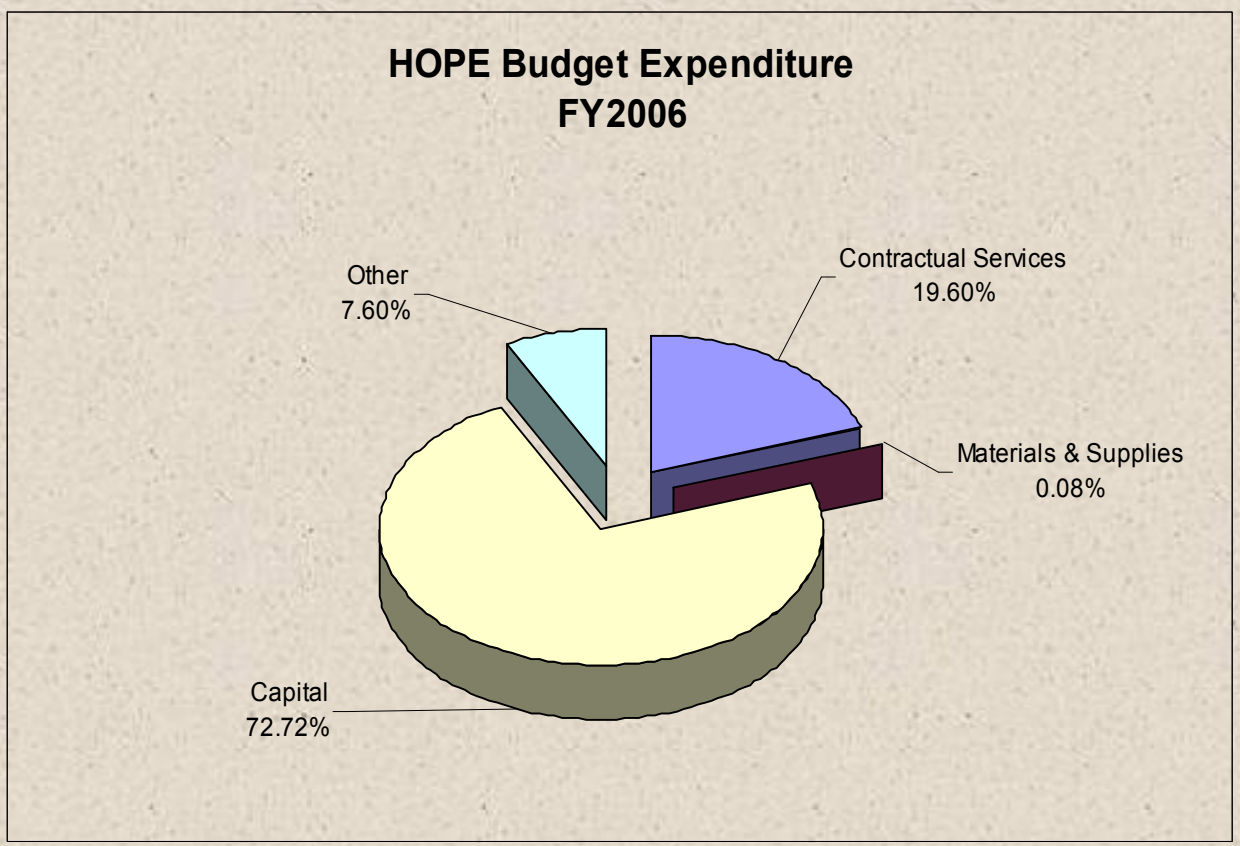
The projected reserves balance of this fund at June 30, 2005 is $51,064

Full Time Employees
None

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Revenues				
Property Proceeds	$1,976	$200,000	$2,000	$125,000
Total	$1,976	$200,000	$2,000	$125,000
Expenditures				
Contractual Services	$23,608	$26,000	$24,655	$24,500
Materials & Supplies	-	100	100	100
Capital	31,283	146,000	82,000	90,900
Other	2,890	27,900	7,902	9,500
Total	$57,781	$200,000	$114,657	$125,000


HOPE Budget Revenue
FY2006
Property Proceeds
100%


HOPE Budget Expenditure
FY2006
Other
7.60%
Contractual Services
19.60%
Materials & Supplies
0.08%
Capital
72.72%

City of Casper
HOPE III
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
REVENUES					
MISCELLANEOUS					
PROPERTY PROCEEDS	$ 1,976	$ 200,000	$ 200,000	$ 2,000	$ 125,000
TOTAL MISCELLANEOUS	**1,976**	**200,000**	**200,000**	**2,000**	**125,000**
TOTAL REVENUE	1,976	200,000	200,000	2,000	125,000
EXPENDITURES					
CONTRACTUAL SERVICES					
PROPERTY MANAGEMENT	$ -	$ 500	$ 500	$ 155	$ -
ADVERTISING	-	1,000	1,000	-	-
INTERDEPARTMENTAL SERVICES	-	500	500	500	500
ADMIN/MGMT FEES	23,608	24,000	24,000	24,000	24,000
TOTAL CONTRACTUAL	**23,608**	**26,000**	**26,000**	**24,655**	**24,500**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	-	100	100	100	100
TOTAL MATERIALS & SUPPLIES	**-**	**100**	**100**	**100**	**100**
CAPITAL					
LAND	31,283	76,000	76,000	12,000	30,900
PROPERTY REDEV/REHABILITATION	-	70,000	70,000	70,000	60,000
TOTAL CAPITAL	**31,283**	**146,000**	**146,000**	**82,000**	**90,900**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
OTHER					
PROGRAMS & PROJECTS	2,890	7,902	7,902	7,902	-
CLOSING COSTS	-	19,998	19,998	-	9,500
TOTAL OTHER	**2,890**	**27,900**	**27,900**	**7,902**	**9,500**
TOTAL EXPENSES	**57,781**	**200,000**	**200,000**	**114,657**	**125,000**
NET FUND	**$ (55,805)**	**$ -**	**$ -**	**$ (112,657)**	**$ -**

THIS PAGE LEFT INTENTIONALLY BLANK

Police Grants

Police Department
Police Grants

Mission: To acquire and rehabilitate housing and make it available to low- and moderate- income individuals.

This cost center has been established to account for grants that are received for the benefit of the Police Department. When the City receives a Police related grant, certain Federal accounting guidelines, including the provision for local matching funds, need to be followed. In order to comply with these guidelines, this cost center has been established and will be used to account for these types of grants. Funds received form Federal and State Forfeiture/Seizure actions are also deposited in this account.

Highlights/Issues
The deficit of this budget is funded by asset seizure reserves.

For FY06, the following law enforcement grants are anticipated:

Juvenile Accountability Grant
Underage Drinking
HUD Anti-Drug Program
Homeland Security
Speed Enforcement
Tobacco Enforcement

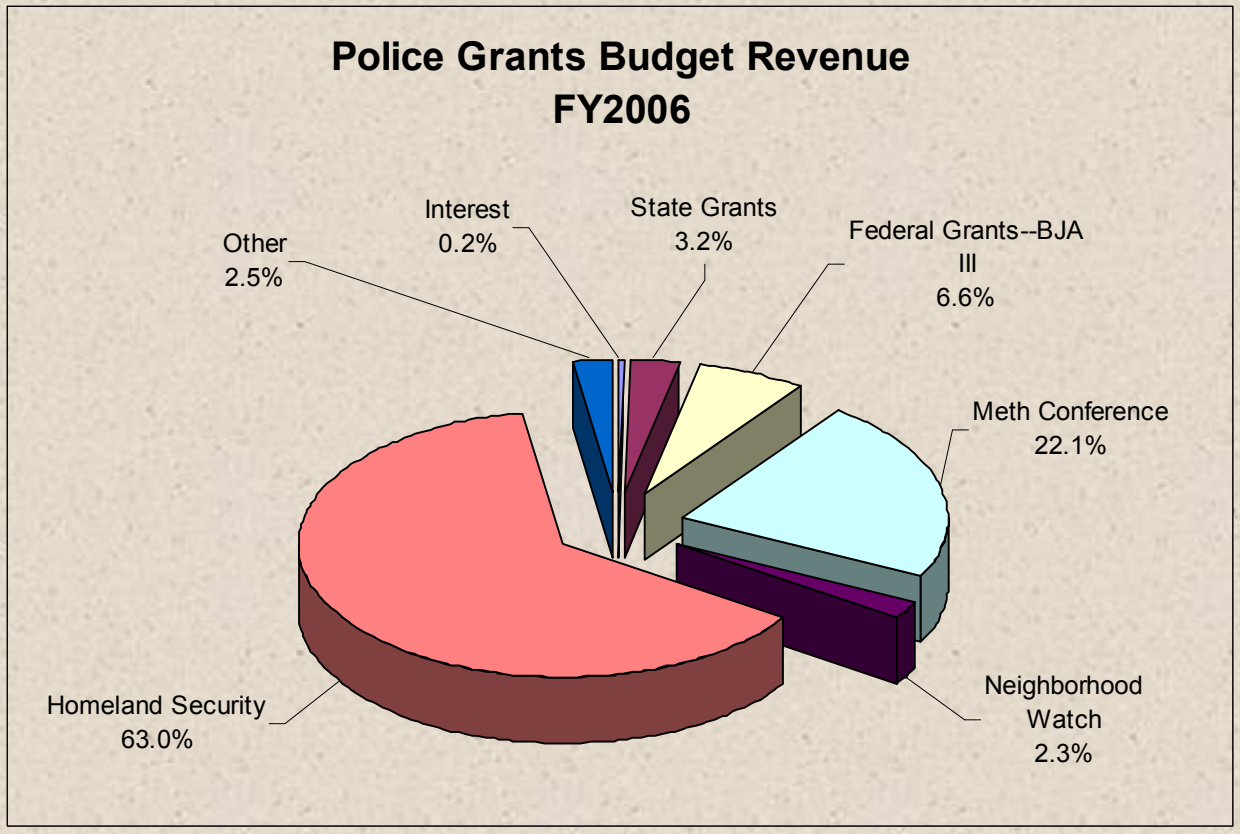
Also budgeted are expenditures of Federal and State seizure funds, Neighborhood Watch, ordered by the Municipal Court, and funding for the Methamphetamine Conference.

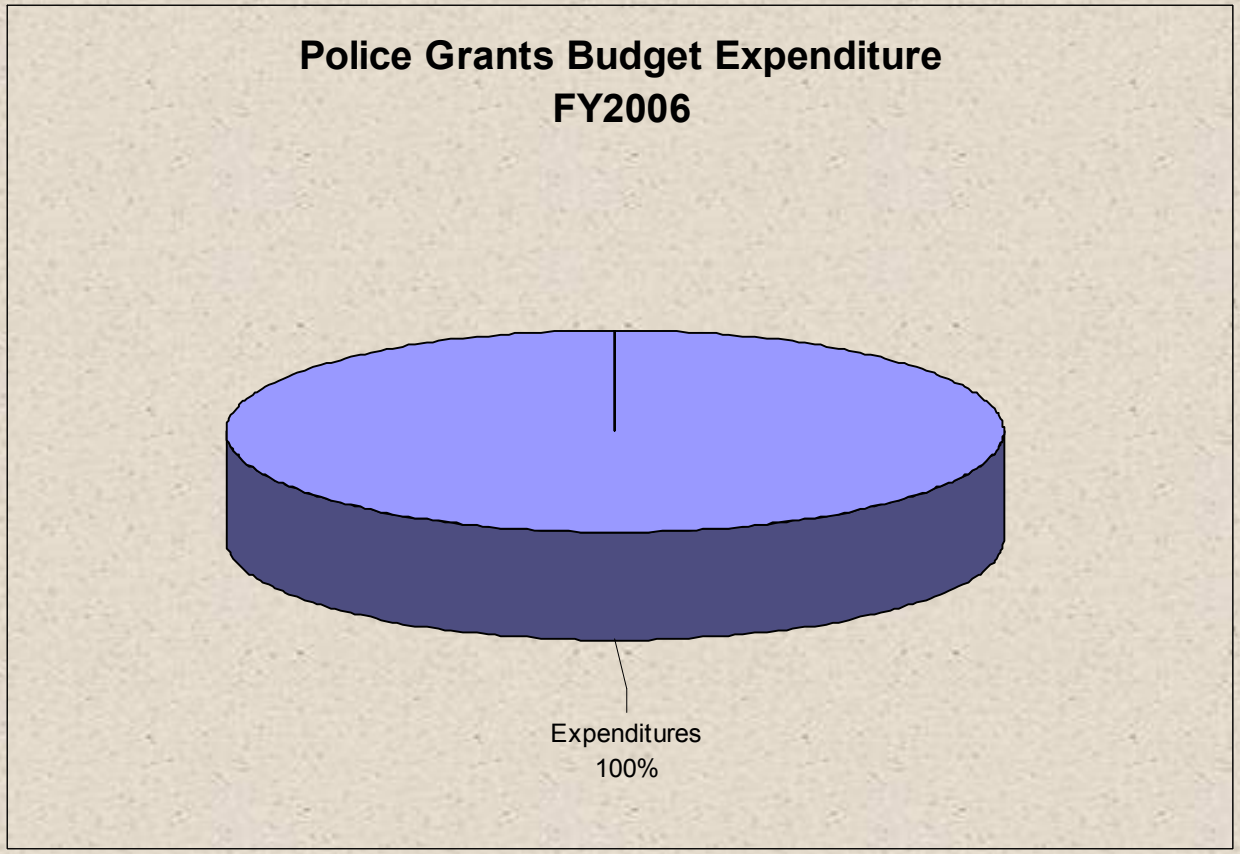
The projected reserves balance of this fund at June 30, 2005 is $161,432

Full Time Employees
None

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Revenues				
Interest	$222	$400	$248	$500
Forfeiture	25,879	-	16,317	-
State Grants	111,042	93,595	93,600	6,500
Federal Grants--BJA III	46,430	15,000	34,798	13,500
HUD--Anti-Drug	12,714	5,000	5,000	-
Meth Conference	36,891	25,000	24,392	45,000
Neighborhood Watch	12,074	2,500	7,069	4,650
Homeland Security	-	10,000	93,879	128,100
HIDTA	-	10,000	-	-
Other	17,731	3,755	7,548	69,500
Total	$262,983	$165,250	$282,851	$267,750
Expenditures	$249,312	$545,218	$279,181	$264,150
Total	$249,312	$545,218	$279,181	$264,150


Police Grants Budget Revenue
FY2006
Interest
0.2%
State Grants
3.2%
Other
2.5%
Federal Grants--BJA
III
6.6%
Meth Conference
22.1%
Homeland Security
63.0%
Neighborhood
Watch
2.3%


Police Grants Budget Expenditure
FY2006
Expenditures
100%

City of Casper
POLICE GRANTS
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
REVENUES					
INTERGOVERNEMENTAL REVENUE					
STATE GRANTS	$ 111,042	$ 93,600	$ 93,595	$ 93,600	$ 6,500
FEDERAL GRANTS	46,430	15,000	15,000	34,798	130,500
BYRNE GRANT	11,655	-	-	-	-
FEDERAL SEIZURES	-	-	-	-	-
TOTAL INTERGOVEMRNMENTAL	**169,127**	**108,600**	**108,595**	**128,398**	**137,000**
MISCELLANEOUS					
INTEREST INCOME	215	-	-	248	500
INTEREST ON CHECKING	7	400	400	400	-
MISC REVENUE	93,635	56,250	56,255	153,805	130,250
TOTAL MISCELLANEOUS	**93,856**	**56,650**	**56,655**	**154,453**	**130,750**
TOTAL REVENUES	**262,983**	**165,250**	**165,250**	**282,851**	**267,750**
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
OVERTIME	$ 42,285	$ 59,900	$ 101,410	$ 81,149	$ 10,150
TOTAL SALARIES & WAGES	**42,285**	**59,900**	**101,410**	**81,149**	**10,150**
TOTAL PERSONNEL	**42,285**	**59,900**	**101,410**	**81,149**	**10,150**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
OTHER CONTRACTUAL	110,985	64,000	120,550	64,000	-
TOTAL CONTRACTUAL	**110,985**	**64,000**	**120,550**	**64,000**	**-**
MATERIALS & SUPPLIES					
OPERATING SUPPLIES	67,123	109,700	148,011	121,906	111,500
TOTAL MATERIALS & SUPPLIES	**67,123**	**109,700**	**148,011**	**121,906**	**111,500**
CAPITAL					
LIGHT EQUIPMENT	28,919	4,900	152,189	20,286	114,000
TECHNOLOGIES	-	-	23,058	(8,160)	28,500
TOTAL CAPITAL	**28,919**	**4,900**	**175,247**	**12,126**	**142,500**
TOTAL EXPENDITURES	**249,312**	**238,500**	**545,218**	**279,181**	**264,150**
NET FUND	**$ 13,671**	**$ (73,250)**	**$ (379,968)**	**$ 3,670**	**$ 3,600**

THIS PAGE LEFT INTENTIONALLY BLANK

Special Fire Assistance

Fire Department
Special Fire Assistance

Mission: This cost center was established to account for special reimbursements the City occasionally receives and fire related grants. This cost center is used to track the monies and demonstrate that reimbursements for the services provided in assisting other agencies covers the costs of those services.

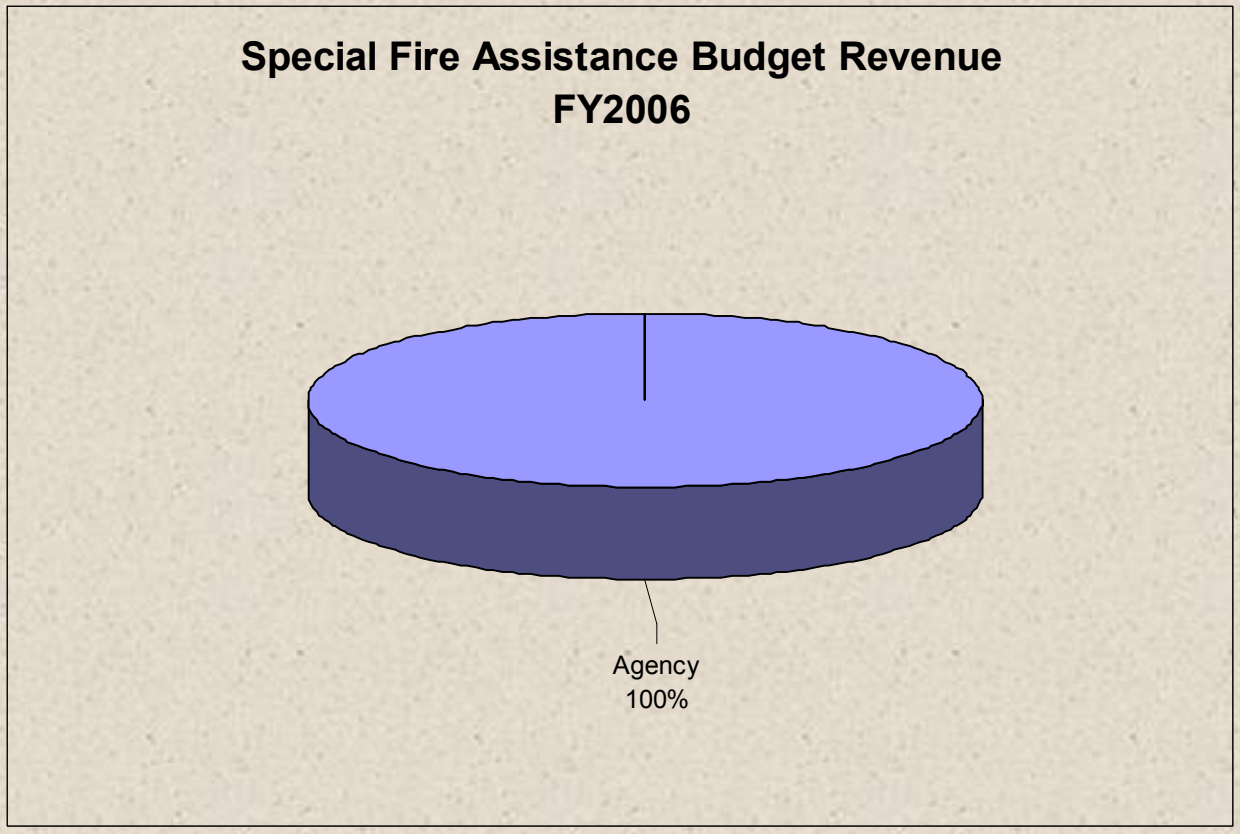
Highlights/Issues
This fund reflects the receipt of several significant grants obtained by the Fire Department used for equipment and training.

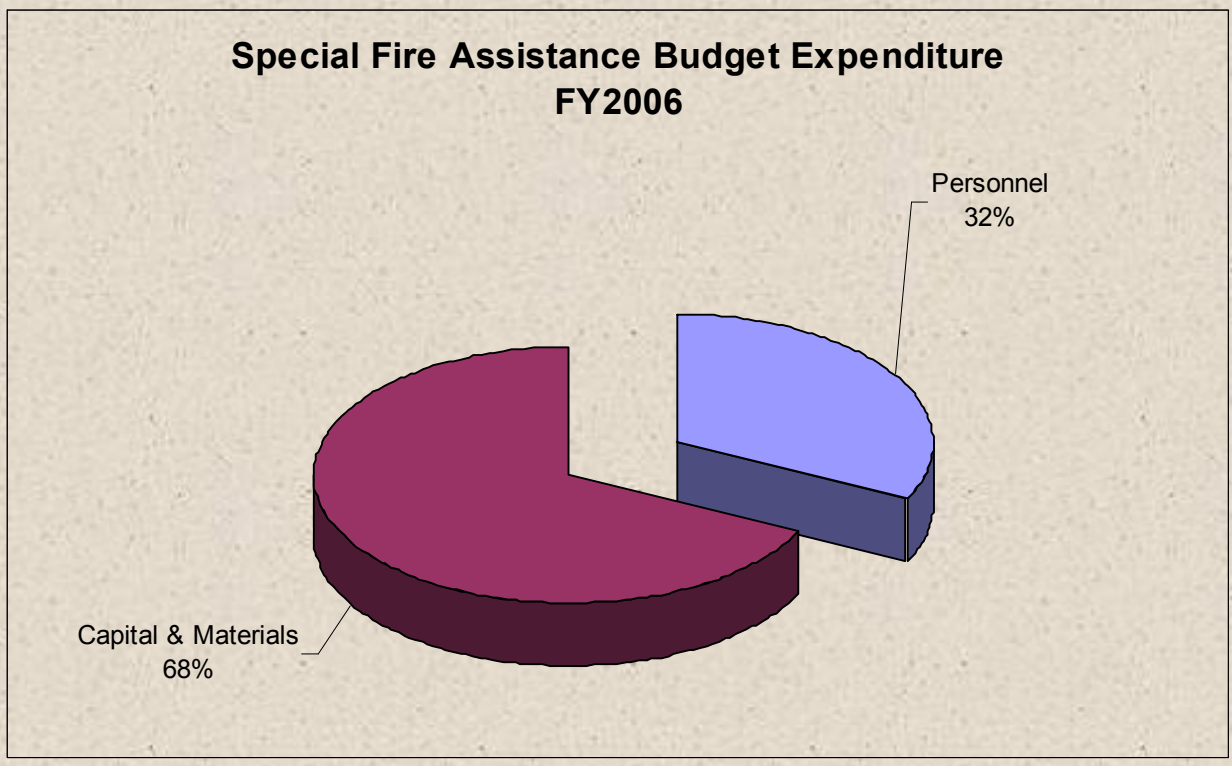
The projected reserves balance of this fund at June 30, 2005 is $24,101
.

Full Time Employees
None

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Revenues				
Federal Grants	$-	$-	$-	$-
Agency	2,362	50,000	155,000	155,000
Total	$2,362	$50,000	$155,000	$155,000
Expenditures				
Contractual	$-	$67,744	$50,000	$50,000
Capital & Materials	-	395,255	105,000	105,000
Operating Transfers	-	-	-	-
Total	$-	$462,999	$155,000	$155,000


Special Fire Assistance Budget Revenue
FY2006
Agency
100%


Special Fire Assistance Budget Expenditure
FY2006
Personnel
32%
Capital & Materials
68%

City of Casper
SPECIAL ASSISTANCE
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
REVENUES					
INTERGOVERNMENTAL					
FEDERAL GRANT	$ -	$ -	$ -	$ -	$ -
REIMBURSEMENTS - FIRE SERVICES	2,362	50,000	50,000	155,000	155,000
TOTAL INTERGOVERNMENTAL	**2,362**	**50,000**	**50,000**	**155,000**	**155,000**
EXPENDITURES					
CONTRACTUAL SERVICES					
FIRE SERVICES	$ -	$ 45,000	$ 45,000	$ 50,000	$ 50,000
OTHER CONTRACTUAL	-	-	16,714	-	-
OPERATIONAL SUPPLIES	-	-	6,030	-	-
TOTAL CONTRACTUAL	**-**	**45,000**	**67,744**	**50,000**	**50,000**
CAPITAL					
LIGHT EQUIPMENT - FIRE	-	5,000	395,255	105,000	105,000
TOTAL CAPITAL	**-**	**5,000**	**395,255**	**105,000**	**105,000**
OPERATING TRANSFER OUT (TO:)					
GENERAL FUND	-	-	-	-	-
TOTAL OPERATING TRANSFERS	**-**	**-**	**-**	**-**	**-**
TOTAL EXPENDITURES	**-**	**50,000**	**462,999**	**155,000**	**155,000**
NET FUND	**$ 2,362**	**$ -**	**$ (412,999)**	**$ -**	**$ -**

Debt Service Funds

Special Assessments

THIS PAGE LEFT INTENTIONALLY BLANK

Special Assessments

Special Assessments

Special Assessments

Mission: This cost center accounts for outstanding special assessments owed to the City.

When the City Council decides that a portion of the cost of a construction project should be assessed to the adjoining property owners, this fund pays the construction costs on behalf of the property owners. After the construction work is completed, the property owners have the right to either pay for their respective share of the cost immediately, without incurring any interest, or they may make partial payments over an extended time period, with interest. When the property owners make payments, the money is placed in this fund and is used for future projects.

Highlights/Issues

This budget reflects an operating transfer to the Capital Projects Fund in anticipation of new street construction. The construction costs will be accounted for in the Capital Projects Fund. The amount transferred will be repaid to this fund through an assessment levied against each property involved in a Local Assessment District.

The estimated expenditures for FY06 consists of contractual services for investment management and $1,000,000 for a possible project. No specific project has been identified at this time.

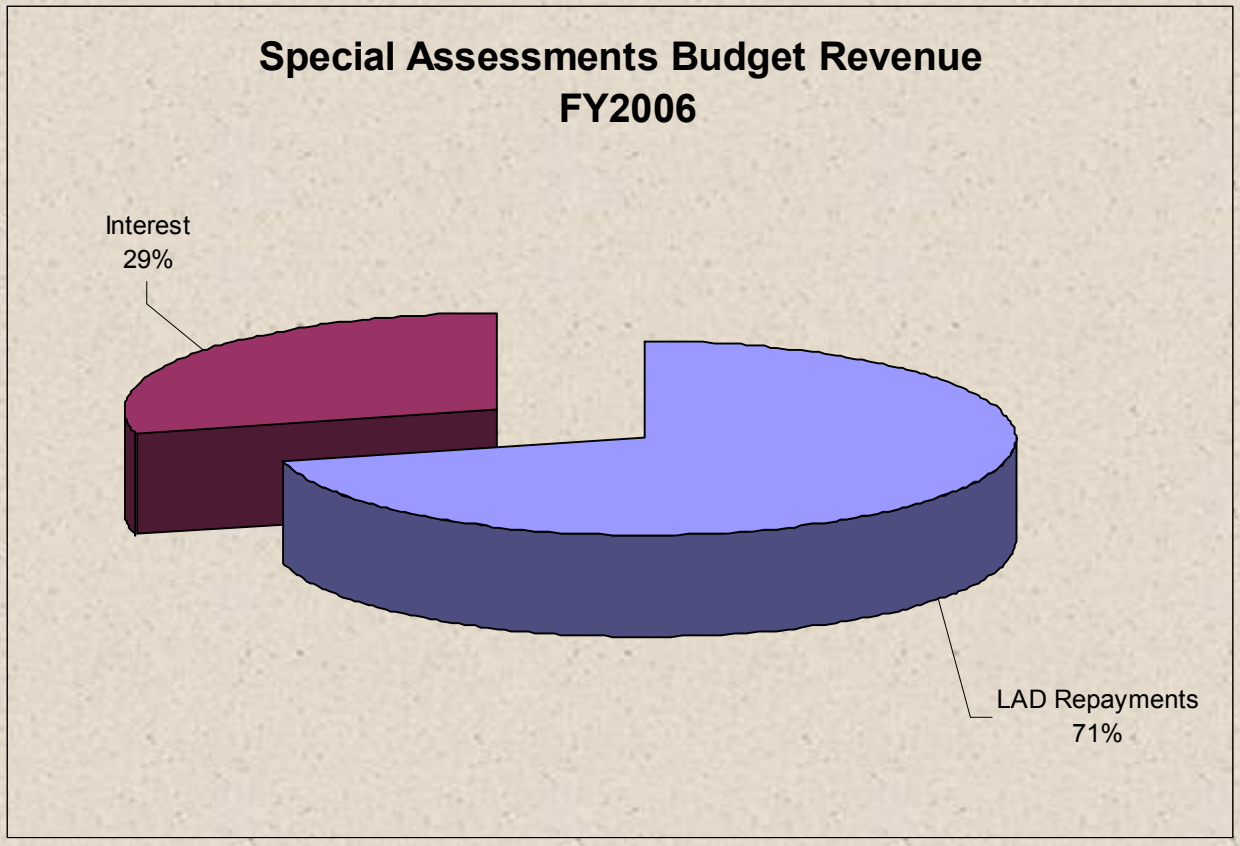
The projected reserves balance of this fund at June 30, 2005 is $1,684,625

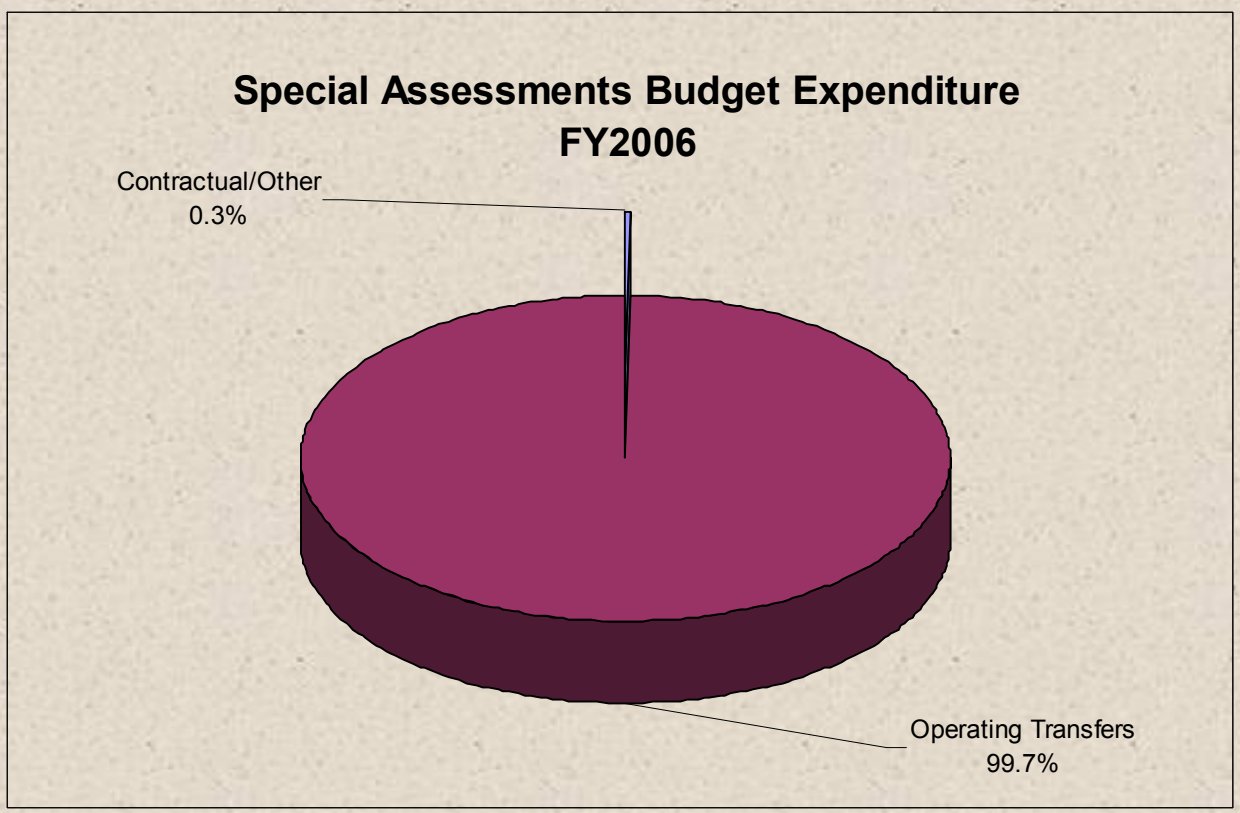
Full Time Employees

None

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Revenues				
LAD Repayments	$115,319	$85,000	$14,423	$94,000
Interest	46,851	38,000	17,146	38,000
Total	$162,170	$123,000	$31,569	$132,000
Expenditures				
Contractual/Other	$183,840	$4,300	$3,043	$3,000
Operating Transfers	-	1,000,000	1,000,000	1,000,000
Total	$183,840	$1,004,300	$1,003,043	$1,003,000


Special Assessments Budget Revenue
FY2006
Interest
29%
LAD Repayments
71%


Special Assessments Budget Expenditure
FY2006
Contractual/Other
0.3%
Operating Transfers
99.7%

City of Casper
SPECIAL ASSESSMENTS
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
REVENUES					
LAD ASSESSMENT PRINCIPAL	$ 86,753	$ 65,000	$ 65,000	$ 13,971	$ 60,000
LAD ASSESSMENT INTEREST	23,955	17,000	17,000	2,169	17,000
LAD ASSESSMENT PENALTIES	4,611	3,000	3,000	(1,717)	17,000
INTEREST	46,851	38,000	38,000	17,146	38,000
TOTAL REVENUES	**162,170**	**123,000**	**123,000**	**31,569**	**132,000**
EXPENDITURES					
CONTRACTUAL SERVICES					
INVESTMENT FEES	$ 2,787	$ 4,300	$ 4,300	$ 3,043	$ 3,000
TOTAL CONTRACTUAL SERVICES	**2,787**	**4,300**	**4,300**	**3,043**	**3,000**
OTHER					
BAD DEBT EXPENSE	181,053	-	-	-	-
TOTAL OTHER	**181,053**	**-**	**-**	**-**	**-**
OPERATING TRANSFER OUT					
TRANSFERS OUT	-	1,000,000	1,000,000	1,000,000	1,000,000
TOTAL OPERATING TRANSFERS	**-**	**1,000,000**	**1,000,000**	**1,000,000**	**1,000,000**
TOTAL EXPENDITURES	**183,840**	**1,004,300**	**1,004,300**	**1,003,043**	**1,003,000**
NET FUND	$ **(21,670)**	$ **(881,300)**	$ **(881,300)**	$ **(971,474)**	$ **(871,000)**

Internal Services Funds

Garage
City Hall
Information Technology (IT)
Buildings & Grounds
Geographic Information Systems (GIS)
Property & Liability Insurance Fund

THIS PAGE LEFT INTENTIONALLY BLANK

Garage

Public Services
Garage

Mission: To enhance community livability by providing stewardship of vehicles and equipment used for maintaining the public infrastructure, maintaining community safety, providing community recreation, and administering city operations.

Goals
1. Maintain a fully functional fleet
2. Increase the protection and enhancement of the urban environment

Objectives
1. Provide preventive maintenance to 80% of the City's fleet
2. Provide routine service work to 80% of the City's fleet
3. Provide emergency vehicle & equipment repair to 95% of the City's fleet
4. Reduce fuel usage by 5% as compared to last FY
5. Identify at least 3 fuel conservation methods
6. Train at least 50% of garage employees in regards to fuel conservation methods

Performance Measure
1. % of fleet receiving preventive maintenance
2. % of fleet receiving routing service
3. % of emergency vehicle and equipment repair provided to fleet
4. % of fuel use reduction compared to last FY
5. # of new fuel conservation methods identified
6. % of garage employees trained in fuel conservation methods

Highlights/Issues
No significant changes have been made in this cost center.

Capital

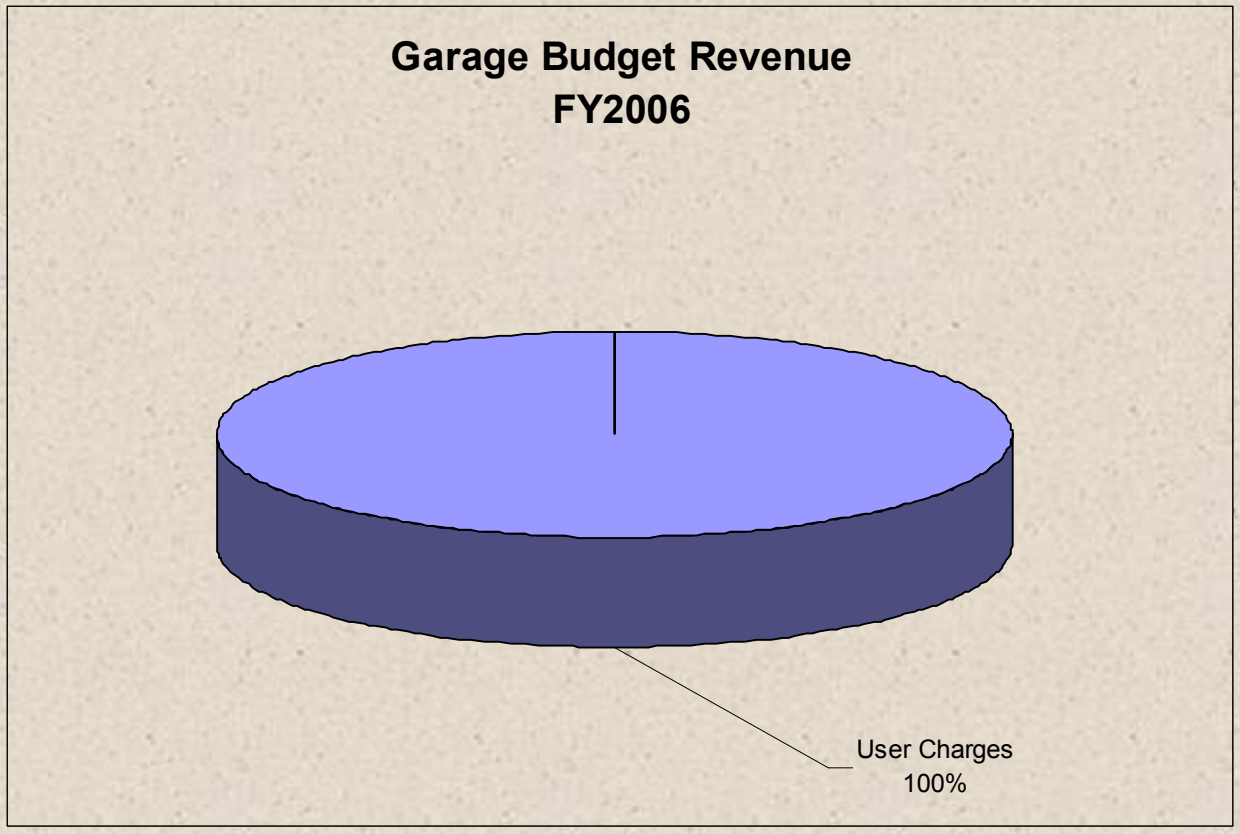
Hoist Repair	$	10,000
Data Updating		3,000
Roof Design & Repair		30,013
Total Capital	$	43,013

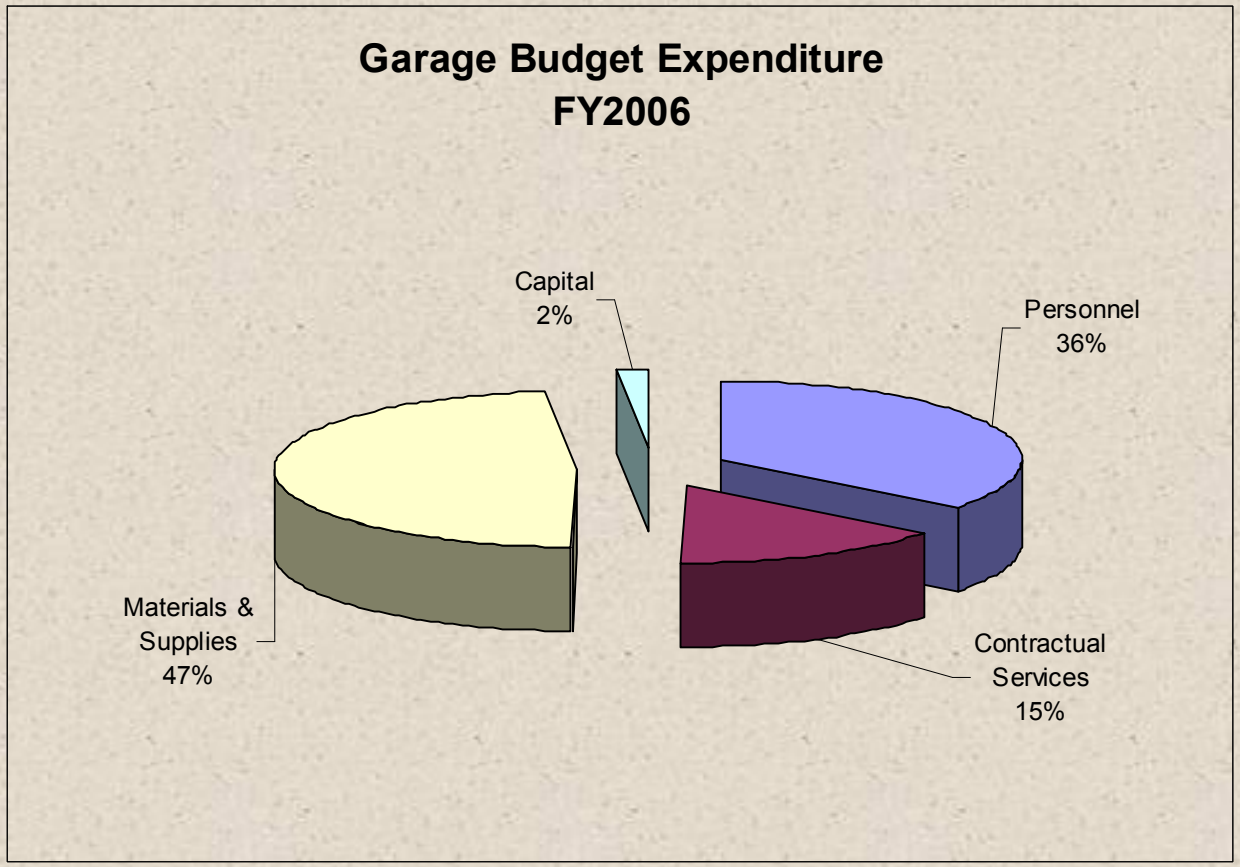
The projected reserves balance of this fund at June 30, 2005 is $214,963

Full Time Employees	FY05	FY06
Fleet Maintenance & Streets Supervisor	1	1
Equipment Mechanic Supervisor	1	1
Equipment Mechanic	9	9
Equipment Service Worker	1	1
Equipment Tire Service Worker	1	1
Warehouse Technician	1	1
Secretary II	1	1
Warehouse Clerk I	1	1
TOTAL	**16**	**16**
Total Part-Time Employees	**$14,480**	**$13,936**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Revenues				
User Charges	$2,191,286	$2,336,647	$2,346,647	$2,493,300
Interest	12,644	10,000	1,000	-
Other Charges	20,474	19,809	-	-
Transfers In	15,996	28,294	21,222	28,621
Total	$2,240,400	$2,394,750	$2,368,869	$2,521,921
Expenditures				
Personnel	$839,107	$905,086	$851,834	$916,146
Contractual Services	392,176	354,440	358,944	363,762
Materials & Supplies	1,110,741	1,225,139	1,084,000	1,199,000
Capital	35,523	26,500	13,863	43,013
Total	$2,377,547	$2,511,165	$2,308,641	$2,521,921


Garage Budget Revenue
FY2006
User Charges
100%


Garage Budget Expenditure
FY2006
Capital
2%
Personnel
36%
Materials &
Supplies
47%
Contractual
Services
15%

City of Casper
CENTRAL GARAGE
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
REVENUES					
CHARGES FOR SERVICES					
INTERGOVERNMENTAL SERVICES	$ 2,190,875	$ 2,336,647	$ 2,336,647	$ 2,336,647	$ 2,305,680
WYOMING MEDICAL CENTER	411	-	-	10,000	10,000
OTHER AGENCIES - CATC	-	-	-	-	177,620
TOTAL CHARGES FOR SERVICES	**2,191,286**	**2,336,647**	**2,336,647**	**2,346,647**	**2,493,300**
MISCELLANEOUS REVENUE					
INTEREST	12,644	10,000	10,000	1,000	-
MISCELLANEOUS REVENUE	20,474	19,809	19,809	-	-
TOTAL MISCELLANEOUS	**33,119**	**29,809**	**29,809**	**1,000**	**-**
OPERATING TRANSFERS					
TRANSFERS IN	15,996	28,294	28,294	21,222	28,621
TOTAL OPERATING TRANSFERS	**15,996**	**28,294**	**28,294**	**21,222**	**28,621**
TOTAL REVENUE	**2,240,400**	**2,394,750**	**2,394,750**	**2,368,869**	**2,521,921**
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 569,182	$ 596,045	$ 617,891	$ 594,646	$ 619,867
PART TIME	13,151	13,936	14,480	13,500	13,936
STANDBY PAY	2,153	3,120	3,120	3,000	3,245
OVERTIME	40,884	47,000	47,000	20,000	47,000
TOTAL SALARIES & WAGES	**625,370**	**660,101**	**682,491**	**631,146**	**683,448**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
OTHER PAY					
SUPPLEMENTAL PAY	14,025	-	-	-	-
DISABILITY LEAVE BUY-BACK	4,156	3,300	3,300	4,096	4,100
TOTAL OTHER PAY	**18,181**	**3,300**	**3,300**	**4,096**	**4,100**
BENEFITS					
HEALTH INSURANCE	83,739	93,948	93,948	93,948	105,888
LIFE INSURANCE	1,690	1,719	1,719	1,719	1,740
DISABILITY INSURANCE	3,944	4,182	4,182	4,182	4,187
FICA/MEDICARE TAX	47,475	50,902	50,902	50,902	52,798
RETIREMENT	34,913	33,855	36,558	33,855	38,412
WORKERS COMPENSATION	23,794	31,986	31,986	31,986	25,574
TOTAL BENEFITS	**195,555**	**216,592**	**219,295**	**216,592**	**228,599**
TOTAL PERSONNEL	**839,107**	**879,993**	**905,086**	**851,834**	**916,146**
CONTRACTUAL SERVICES					
INVESTMENT MANAGEMENT	703	1,000	1,000	300	1,000
OTHER TESTING	2,390	2,500	2,500	2,500	2,500
WATER	7,613	15,000	15,000	-	9,000
EQUIPMENT REPAIRS	7,514	8,500	16,000	16,000	8,500
INSURANCE & BONDS	16,464	15,099	15,099	15,149	15,552
TELECOMMUNICATIONS	5,888	5,000	5,000	5,000	5,000
PRINTING/REPRODUCTION	2,892	3,000	3,000	3,000	3,000
TRAVEL	1,277	1,500	1,500	1,500	1,500
TRAINING	2,494	3,000	3,000	3,000	3,000
INTERDEPARTMENTAL SERVICES - FIXED	111,216	111,055	111,055	111,055	111,080
OTHER CONTRACTUAL	2,031	10,000	10,000	10,000	10,000

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
LAUNDRY & TOWEL SERVICE	6,750	9,100	9,100	9,100	9,100
OUTSIDE SERVICES	149,790	83,000	83,186	100,000	100,000
ENERGY - NATURAL GAS	40,319	44,000	44,000	47,500	47,080
ENERGY - ELECTRICITY	34,834	35,000	35,000	34,840	37,450
TOTAL CONTRACTUAL	**392,176**	**346,754**	**354,440**	**358,944**	**363,762**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	1,799	2,000	2,000	2,000	2,000
OPERATING SUPPLIES	14,938	7,000	7,000	7,000	7,000
BUILDING SUPPLIES	13,018	13,000	13,000	13,000	13,000
VEHICLE SUPPLIES	679,764	650,000	691,139	600,000	650,000
SMALL TOOLS & SUPPLIES	11,587	12,000	12,000	12,000	12,000
BULK FUEL	389,637	450,000	500,000	450,000	515,000
TOTAL MATERIALS & SUPPLIES	**1,110,741**	**1,134,000**	**1,225,139**	**1,084,000**	**1,199,000**
CAPITAL					
LIGHT EQUIPMENT	32,873	20,000	12,500	10,863	12,000
TECHNOLOGIES	2,650	3,000	3,000	3,000	3,000
BUILDINGS	-	11,000	11,000	-	28,013
TOTAL CAPITAL	**35,523**	**34,000**	**26,500**	**13,863**	**43,013**
TOTAL EXPENDITURES	**2,377,547**	**2,394,747**	**2,511,165**	**2,308,641**	**2,521,921**
NET FUND	**$ (137,146)**	**$ 3**	**$ (116,415)**	**$ 60,228**	**$ -**

THIS PAGE LEFT INTENTIONALLY BLANK

City Hall

Administrative Services
City Hall

Mission: The City Hall cost center accounts for the cost of maintaining City Hall. The Perpetual Care Fund provides all the revenue for this cost center.

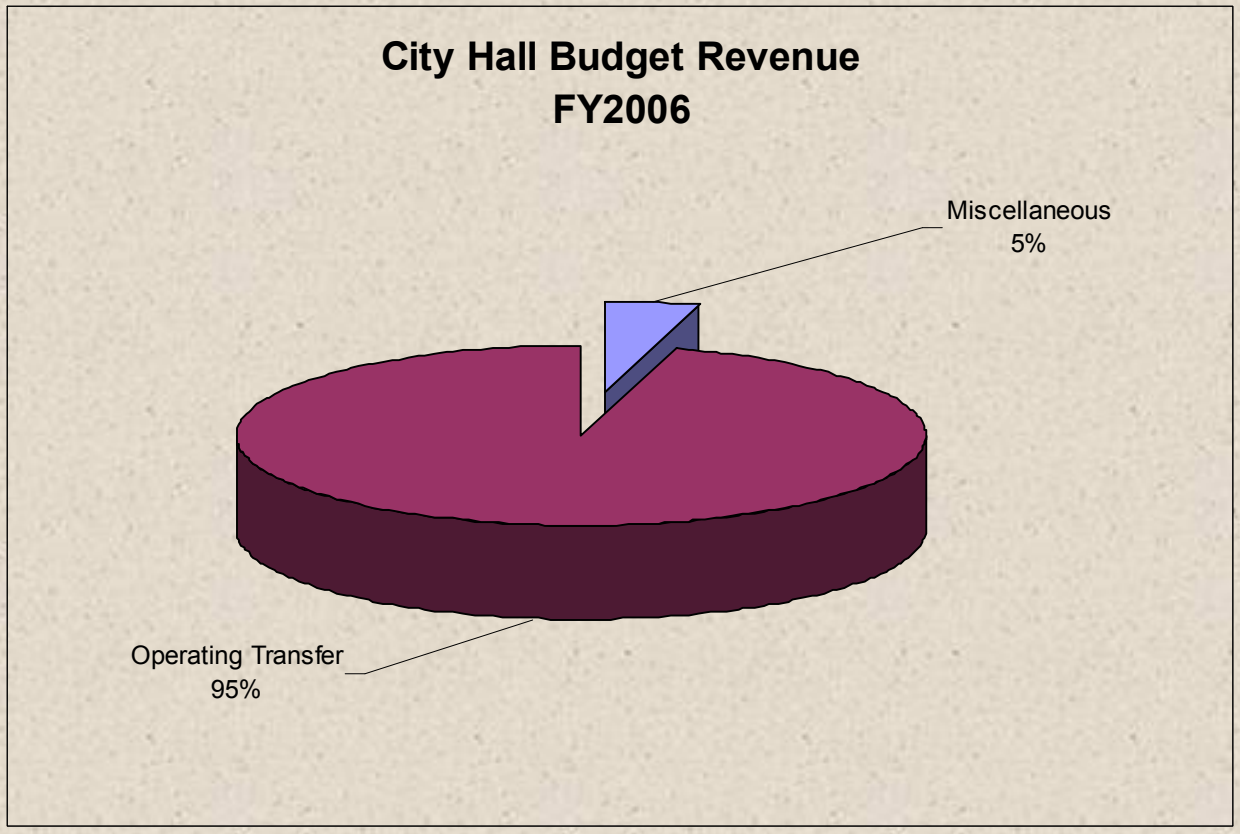
Highlights/Issues
Increases in the operating expenditures of this budget are due to higher Building and Grounds charges for services assessed to the City Hall, increased utility costs, and the addition of the operating costs of the annex building.

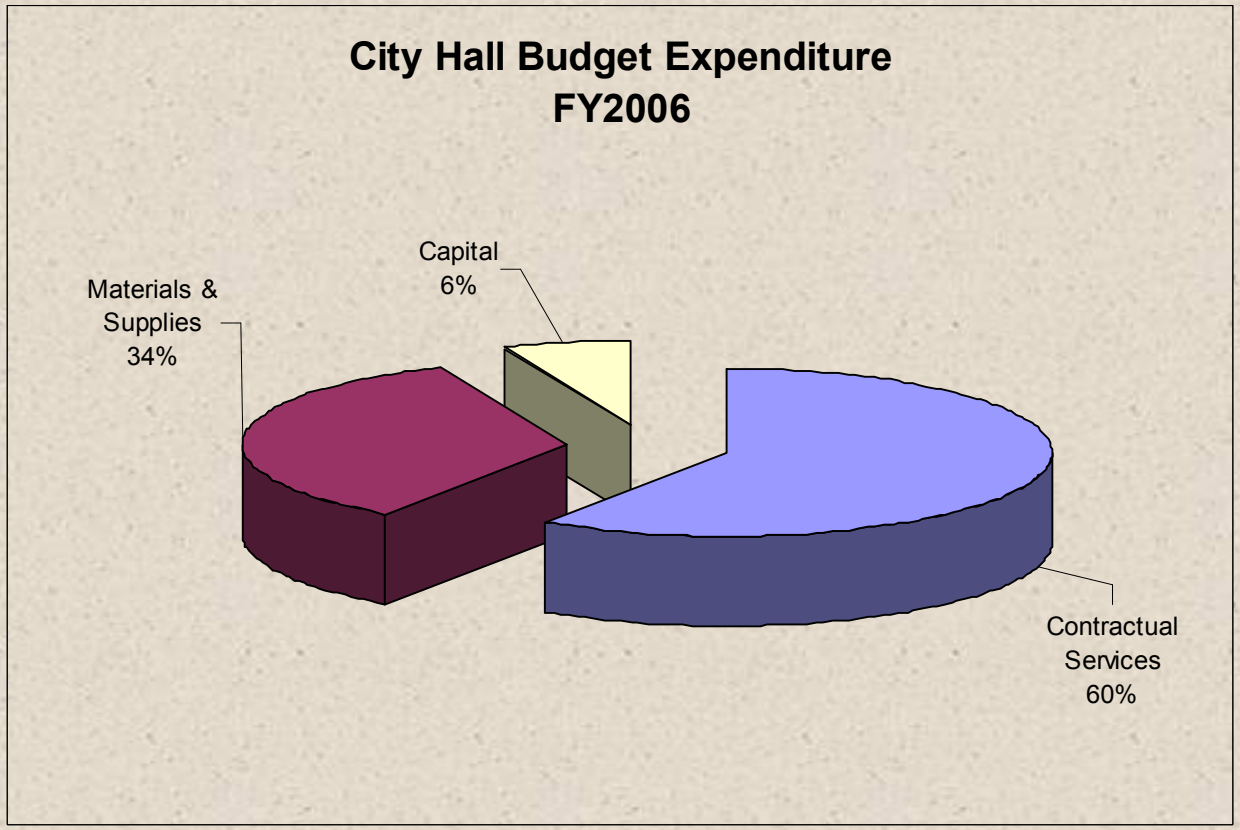
The projected reserves balance of this fund at June 30, 2005 is $8,114

Full Time Employees
None

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Revenues				
Miscellaneous	$-	$-	$4,000	$12,000
Operating Transfer	199,039	214,225	214,000	251,004
Total	$199,039	$214,225	$218,000	$263,004
Expenditures				
Contractual Services	$146,494	$152,324	$150,948	$156,004
Materials & Supplies	66,506	81,816	69,204	90,000
Capital	7,290	9,087	8,900	17,000
Total	$220,290	$243,227	$243,837	$263,004


City Hall Budget Revenue
FY2006
Miscellaneous
5%
Operating Transfer
95%


City Hall Budget Expenditure
FY2006
Capital
6%
Materials &
Supplies
34%
Contractual
Services
60%

City of Casper
CITY HALL
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
REVENUES					
CHARGES FOR SERVICES					
BUILDING RENTAL	$ -	$ -	$ -	$ 4,000	$ 12,000
TOTAL	**-**	**-**	**-**	**4,000**	**12,000**
OPERATING TRANSFERS IN					
TRANSFERS IN	199,039	214,225	214,225	214,000	251,004
TOTAL OPERATING TRANSFERS IN	**199,039**	**214,225**	**214,225**	**214,000**	**251,004**
TOTAL REVENUE	**199,039**	**214,225**	**214,225**	**218,000**	**263,004**
EXPENDITURES					
CONTRACTUAL SERVICES					
WATER	$ 7,611	$ 6,100	$ 8,704	$ 9,800	$ 9,800
MAINTENANCE AGREEMENTS	-	500	500	500	500
ALARM	301	500	500	400	750
INSURANCE & BONDS	9,878	9,059	9,059	9,100	9,331
TELECOMMUNICATIONS	8,268	8,468	8,468	7,500	9,000
INTERDEPARTMENTAL SERVICES	119,052	122,348	122,352	122,348	125,123
OTHER CONTRACTUAL	1,384	1,000	2,741	1,300	1,500
TOTAL CONTRACTUAL	**146,494**	**147,975**	**152,324**	**150,948**	**156,004**
MATERIALS & SUPPLIES					
OTHER MATERIALS & SUPPLIES	-	-	712	(140)	-
SMALL TOOLS & SUPPLIES	102	250	1,185	1,200	1,000
ENERGY - NATURAL GAS	21,793	23,000	29,819	16,993	35,000
ENERGY - ELECTRICITY	44,610	43,000	50,100	51,151	54,000
TOTAL MATERIALS & SUPPLIES	**66,506**	**66,250**	**81,816**	**69,204**	**90,000**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
TOTAL OPERATING EXPENSES	**213,000**	**214,225**	**234,140**	**220,152**	**246,004**
OPERATING INCOME (LOSS)	**(13,961)**	**-**	**(19,915)**	**(2,152)**	**17,000**
CAPITAL					
IMPROVEMENTS OTHER THAN BUILDINGS	-	-	5,397	5,400	-
LIGHT EQUIPMENT	7,290	-	3,690	3,500	-
TOTAL CAPITAL	**7,290**	**-**	**9,087**	**8,900**	**17,000**
NET FUND	**$ (21,251)**	**$ -**	**$ (29,002)**	**$ (11,052)**	**$ -**

THIS PAGE LEFT INTENTIONALLY BLANK

Information Technology (IT)

City Manager
Information Technology

Mission: To provide an efficient and economical state-of-the-art computing capability of City Departments under a networking system which allows interaction between work stations located at various sites throughout the community.

Goals
1. Determine feasibility of Voice over Internet Protocol technology use within the City of Casper
2. Determine feasibility of e-government application(s) within the City of Casper
3. Provide project management, technical upgrade assistance, training, and on-going support for the CAD upgrade effort

Objectives
1. Complete a pilot installation and assessment by March of 2006
2. Realization of a 50% savings of deployed VoIP hookups over traditional land lines
3. Installation of City web server by July, 2005
4. Deployment of CRM to public by January 1, 2006
5. Web Server Uptime of 99%
6. Provide at least 4 professionally taught classes to the entire Patrol Division
7. Provide at least 4 tests to assure knowledge retention (for Patrol Division participants attending classes conducted by IT)

Performance Measure
1. Completion date of pilot installation and assessment
2. VoIP % savings
3. Installation date of City web server
4. Deployment date of CRM to public
5. Web Server Uptime %
6. # classes taught to Patrol Division
7. # of tests given to Patrol Division (to assure knowledge retention)

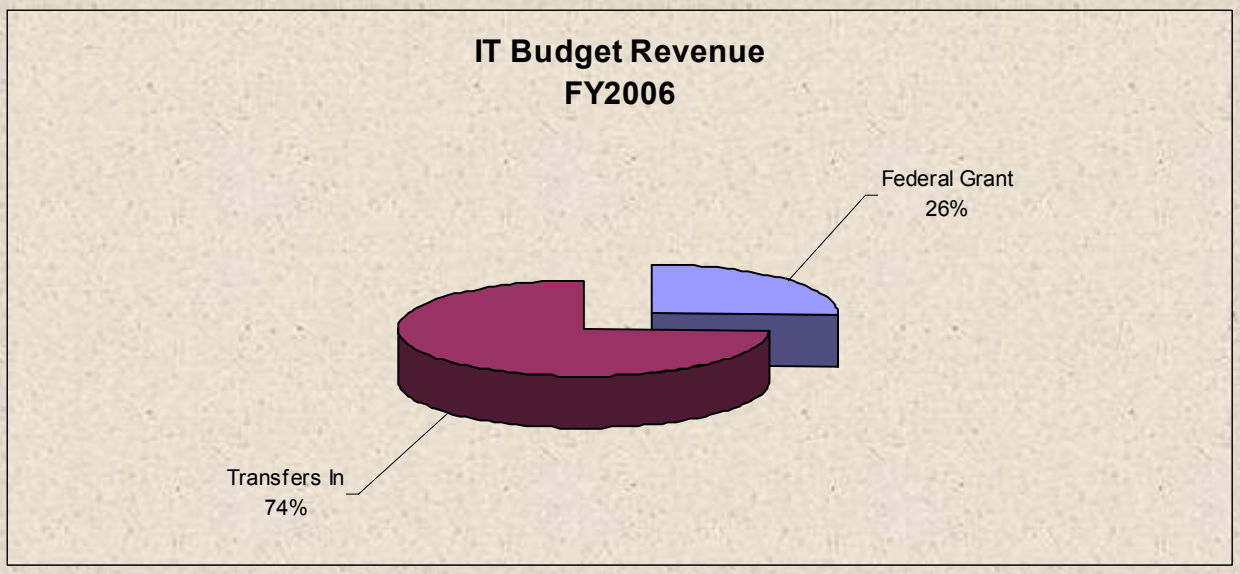
Highlights/Issues
No significant changes have been made to this cost center.

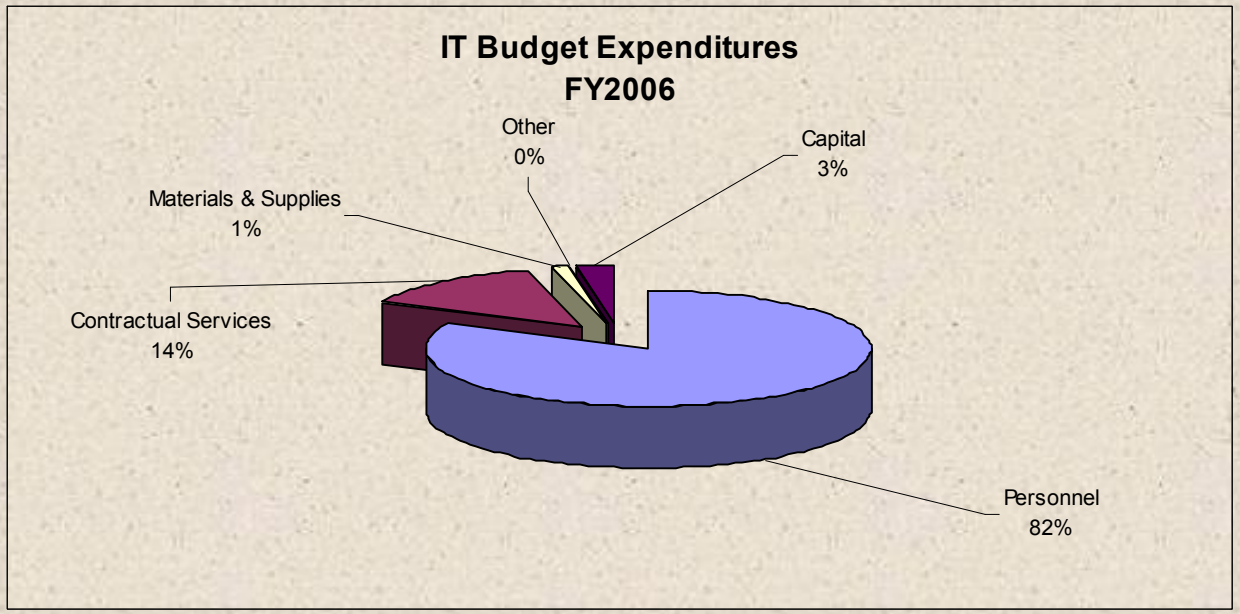
The projected reserves balance of this fund at June 30, 2005 is $1,893

Full Time Employees	FY05	FY06
Information Technology Manager	1	1
System Administrator	1	1
User Tech Support	3	3
Network System Analyst	1	1
Web Developer	1	1
Network Administrator	1	1
TOTAL	**8**	**8**
Total Part-Time Employees	**$12,480**	**$15,600**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Revenues				
User Charges	$92,767	$129,601	$129,601	$136,080
Operating Transfer	294,066	365,069	152,094	449,953
Total	$386,833	$494,670	$281,695	$586,033
Expenditures				
Personnel	$402,485	$428,918	$362,205	$493,340
Contractual Services	31,410	54,096	71,246	72,993
Materials & Supplies	3,089	5,360	5,010	4,700
Capital	12,944	15,000	25,000	15,000
Other	5,000	41,149	-	-
Total	$454,928	$530,708	$463,461	$586,033





City of Casper
INFORMATION TECHNOLOGY
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
REVENUES					
CHARGES FOR SERVICES					
INTERGOVERNMENTAL SERVICES	$ 92,767	$ 129,601	$ 129,601	$ 129,601	$ 136,080
TOTAL CHARGES FOR SERVICES	**92,767**	**129,601**	**129,601**	**129,601**	**136,080**
OPERATING TRANSFERS IN (FROM)					
GENERAL FUND	294,066	365,069	365,069	365,069	449,953
TOTAL OPERATING TRANSFERS	**294,066**	**365,069**	**365,069**	**365,069**	**449,953**
TOTAL REVENUE	**386,833**	**494,670**	**494,670**	**494,670**	**586,033**
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 300,196	$ 312,634	$ 319,788	$ 312,634	$ 363,534
PART TIME	10,685	12,480	12,480	12,480	15,600
OVERTIME	1,112	1,869	1,869	1,869	2,000
TOTAL SALARIES & WAGES	**311,993**	**326,983**	**334,137**	**326,983**	**381,134**
OTHER PAY					
SUPPLEMENTAL PAY	6,375	-	-	-	-
DISABILITY LEAVE BUY-BACK	1,368	2,228	2,228	2,228	2,200
ACCRUED LEAVE	414	-	-	-	-
TOTAL OTHER PAY	**8,158**	**2,228**	**2,228**	**2,228**	**2,200**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
BENEFITS					
HEALTH INSURANCE	28,228	29,764	29,764	29,764	50,186
LIFE INSURANCE	832	1,080	1,080	1,080	1,025
DISABILITY INSURANCE	1,997	2,150	2,150	2,150	2,025
FICA/MEDICARE TAX	23,849	24,813	25,029	-	26,176
RETIREMENT	17,115	17,714	18,279	-	18,549
WORKERS COMPENSATION	10,314	16,251	16,251	-	12,045
TOTAL BENEFITS	**82,334**	**91,772**	**92,553**	**32,994**	**110,006**
TOTAL PERSONNEL	**402,485**	**420,983**	**428,918**	**362,205**	**493,340**
CONTRACTUAL SERVICES					
CONSULTING FEES	3,530	25,000	1,750	19,000	20,000
MAINTENANCE AGREEMENTS	7,763	15,826	15,826	15,826	17,408
INSURANCE & BONDS	9,648	9,648	9,648	9,648	9,113
TELECOMMUNICATIONS	6,122	5,422	5,422	5,422	6,122
PRINTING/REPRODUCTION	243	450	550	450	450
TRAVEL	3,705	5,000	5,000	5,000	5,000
TRAINING	4,764	7,000	7,000	7,000	7,000
INTERDEPARTMENTAL SERVICES	900	900	900	900	900
OTHER CONTRACTUAL	(5,266)	10,000	8,000	8,000	7,000
TOTAL CONTRACTUAL	**31,410**	**79,246**	**54,096**	**71,246**	**72,993**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	1,858	1,500	4,000	3,700	3,500
POSTAGE	189	200	360	310	200
BOOKS, PERIODICALS, MAPS	1,042	2,000	1,000	1,000	1,000
TOTAL MATERIALS & SUPPLIES	**3,089**	**3,700**	**5,360**	**5,010**	**4,700**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CAPITAL					
TECHNOLOGIES	12,944	15,000	41,149	25,000	15,000
TOTAL CAPITAL	**12,944**	**15,000**	**42,334**	**25,000**	**15,000**
OTHER					
PROGRAMS AND PROJECTS	5,000	-	-	-	-
TOTAL OTHER	**5,000**	**-**	**-**	**-**	**-**
TOTAL OPERATING EXPENSES	**454,928**	**518,929**	**530,708**	**463,461**	**586,033**
OPERATING INCOME (LOSS)	**(68,096)**	**(24,259)**	**(36,038)**	**31,209**	**-**
NET FUND	**$ (68,096)**	**$ (24,259)**	**$ (36,038)**	**$ 31,209**	**$ -**

Buildings & Grounds

Public Services
Buildings and Grounds

Mission: To enhance community livability by providing stewardship of the city-owned buildings including energy use management, preventative maintenance, repair and renovation, grounds maintenance and landscaping.

The Buildings and Grounds Cost Center provides building and grounds care for all of the different City facilities. Each cost center is charged for maintenance services that it receives from the Building & Grounds staff.

Goals
1. Maintain effective and efficient service levels
2. Increase the protection and enhancement of the urban environment
3. Increase the efficiency of the distribution of the optional 1% sales tax to maintain the existing parks infrastructure

Objectives
1. Require 100% of personnel to attend at least 1 job-related seminar/workshop
2. Develop a maintenance cost program by June 30, 2006
3. Develop a records database by June 30, 2006
4. Allocate $250,000 for upgrades and replacement of park infrastructure

Performance Measure
1. % of personnel that attended at least 1 training program/workshop
2. Completion date of maintenance cost program
3. Completion date of records database
4. Amount allocated for upgrades and replacements

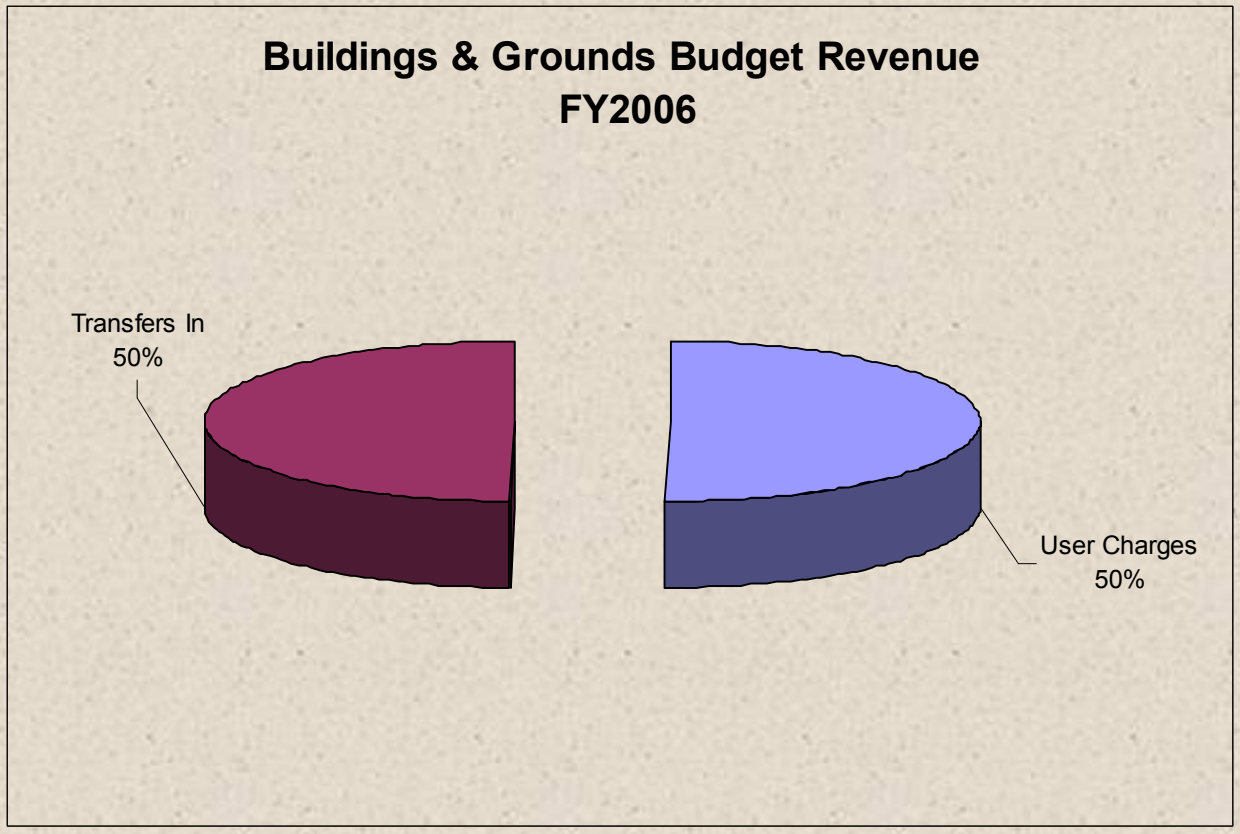
Highlights/Issues
This budget is increasing due primarily to higher contractual services for specialized building maintenance services such as HVAC and electrical maintenance, and higher costs of building maintenance and construction materials.

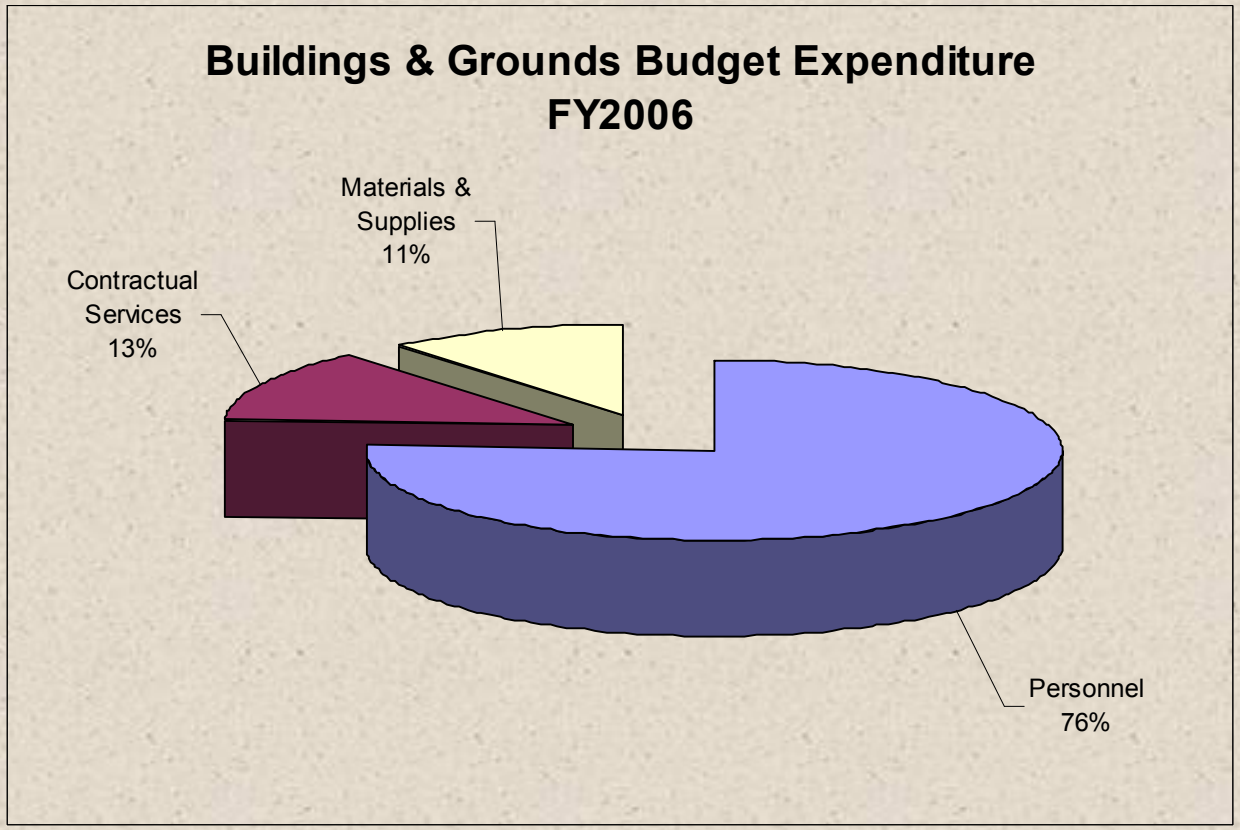
The projected reserves balance of this fund at June 30, 2005 is $50,711

Full Time Employees	FY05	FY06
Buildings and Grounds Superintendent	1	1
Buildings and Grounds Supervisor	1	1
Construction Maintenance Worker II	5	5
Senior Custodial Maintenance	1	1
Custodial Maintenance Worker I	4	4
TOTAL	**12**	**12**
Total Part-Time Employees	**$43,082**	**$38,689**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Revenues				
User Charges	$433,212	$432,064	$432,064	$443,296
Transfers In	297,865	436,235	436,235	463,364
Total	$731,077	$868,299	$868,299	$906,660
Expenditures				
Personnel	$620,129	$683,920	$661,370	$692,657
Contractual Services	116,834	116,227	116,427	117,221
Materials & Supplies	89,347	90,701	90,701	96,782
Total	$826,310	$890,848	$868,498	$906,660


Buildings & Grounds Budget Revenue
FY2006
Transfers In
50%
User Charges
50%


Buildings & Grounds Budget Expenditure
FY2006
Materials &
Supplies
11%
Contractual
Services
13%
Personnel
76%

City of Casper
BUILDINGS & GROUNDS
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
REVENUES					
CHARGES FOR SERVICES					
INTERGOVERNMENTAL SERVICES	$ 433,212	$ 432,064	$ 432,064	$ 432,064	$ 443,296
TOTAL CHARGES FOR SERVICES	**433,212**	**432,064**	**432,064**	**432,064**	**443,296**
OPERATING TRANSFERS IN (FROM)					
PERPETUAL CARE	297,865	436,235	436,235	436,235	463,364
COLA TRANSFER	-	-	-	-	-
TOTAL OPERATING TRANSFERS	**297,865**	**436,235**	**436,235**	**436,235**	**463,364**
TOTAL REVENUE	**731,077**	**868,299**	**868,299**	**868,299**	**906,660**
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 430,730	$ 449,846	$ 465,411	$ 449,845	$ 471,396
PART TIME	23,467	37,230	43,082	37,230	38,689
OVERTIME	3,629	5,000	5,000	5,000	5,000
TOTAL SALARIES & WAGES	**457,826**	**492,076**	**513,492**	**492,075**	**515,085**
OTHER PAY					
SUPPLEMENTAL PAY	10,200	-	-	-	-
DISABILITY LEAVE BUY-BACK	6,559	6,694	6,694	6,694	6,694
ACCRUED LEAVE PAYOFF	1,891	-	-	-	-
TOTAL OTHER PAY	**18,650**	**6,694**	**6,694**	**6,694**	**6,694**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
BENEFITS					
HEALTH INSURANCE	60,784	68,369	68,369	68,369	77,088
LIFE INSURANCE	1,141	1,271	1,271	1,271	1,211
DISABILITY INSURANCE	2,903	3,182	3,182	3,182	2,998
FICA/MEDICARE TAX	34,162	38,148	38,148	38,148	39,948
RETIREMENT	24,266	26,205	26,765	26,205	27,463
UNEMPLOYMENT COMPENSATION	2,278	445	445	445	445
WORKERS COMPENSATION	18,118	24,981	25,554	24,981	21,725
TOTAL BENEFITS	**143,653**	**162,601**	**163,734**	**162,601**	**170,878**
TOTAL PERSONNEL	**620,129**	**661,371**	**683,920**	**661,370**	**692,657**
CONTRACTUAL SERVICES					
WATER	860	900	900	900	900
BUILDING MAINTENANCE	19,496	25,000	25,000	25,000	25,000
MAINTENANCE AGREEMENTS	29,047	15,400	15,400	15,400	15,400
BUILDING RENT	2,000	-	-	-	-
INSURANCE & BONDS	6,216	5,701	5,701	5,701	5,871
TELECOMMUNICATIONS	2,511	2,000	2,000	2,200	2,511
TRAVEL	437	1,100	1,100	1,100	1,100
TRAINING	285	660	660	660	660
INTERDEPARTMENTAL SERVICES	46,896	47,966	47,966	47,966	46,579
OTHER CONTRACTUAL	2,077	4,100	4,100	4,100	5,800
ELECTRICAL REPAIRS	4,240	10,000	10,000	10,000	10,000
ENERGY - NATURAL GAS	1,926	2,400	2,400	2,400	2,400
ENERGY - ELECTRICITY	843	1,000	1,000	1,000	1,000
TOTAL CONTRACTUAL	**116,834**	**116,227**	**116,227**	**116,427**	**117,221**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	387	600	600	600	600
OTHER MATERIALS & SUPPLIES	500	600	600	600	600
UNIFORMS	1,341	1,351	1,351	1,351	1,351
CUSTODIAL SUPPLIES	13,364	16,000	16,000	16,000	16,000
SAFETY SUPPLIES	1,436	1,800	1,800	1,800	1,800
BUILDING SUPPLIES	50,077	45,000	45,000	45,000	51,081
VEHICLE SUPPLIES	312	550	550	550	550
LANDSCAPING SUPPLIES	1,763	2,800	2,800	2,800	2,800
ELECTRICAL SUPPLIES	5,380	5,500	5,500	5,500	5,500
PAINT & SIGN SUPPLIES	10,091	12,000	12,000	12,000	12,000
SMALL TOOLS & SUPPLIES	4,696	4,500	4,500	4,500	4,500
TOTAL MATERIALS & SUPPLIES	**89,347**	**90,701**	**90,701**	**90,701**	**96,782**
TOTAL EXPENDITURES	**826,310**	**868,299**	**890,848**	**868,498**	**906,660**
NET FUND	**$ (95,232)**	**$ -**	**$ (22,549)**	**$ (199)**	**$ -**

THIS PAGE LEFT INTENTIONALLY BLANK

Geographic Information Systems (GIS)

City Manager
Geographic Information System

Mission: To provide services and data analysis in a timely and accurate manner for the City of Casper departments, City Council, other government agencies, and the public.

Goals
1. Convert GIS coverages to Geodatabase format
2. Continue to verify and update City utility information
3. Provide training for other City departments
4. Provide GIS staff with knowledge and skills to provide services for customers
5. Provide GIS mapping on the internet

Objectives
1. Have 100% GIS data converted to Geodatabase format (complete with metadata) by October, 2005
2. Completer verification and updating of 100% of the water system by June 30 ,2006
3. Complete verification and updating of the storm water system by June 30, 2006
4. Have 100% of GIS staff complete at least one skills training program within FY06
5. Provide Arc 9 software training to 100% of applicable City personnel by March, 2006
6. Convert user projects to new format by March, 2006
7. Provide at least one new mapping application for the internet

Performance Measure
1. % of GIS data converted to Geodatabase by October, 2005
2. Completion date of water system verification and update
3. Completion date of storm water system verification and update
4. % of GIS staff completing at least one skills training session
5. % of applicable City staff who received Arc 9 training by March, 2006
6. # of new internet mapping applications provided

Highlights/Issues
This budget is lower than in previous years due to there being no new large projects anticipated.

The new projects for FY 06 are:

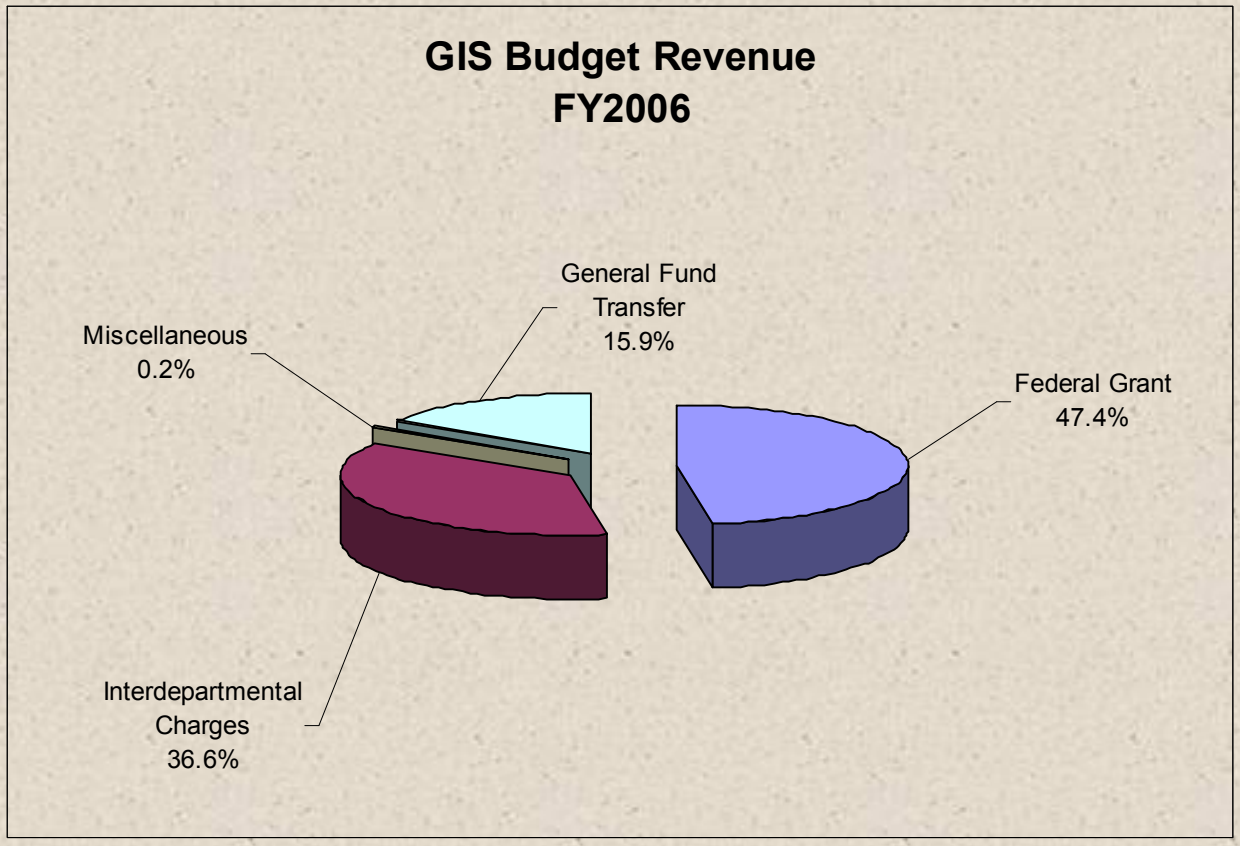
Regional Water System Mapping		17,500
Total	$	17,500

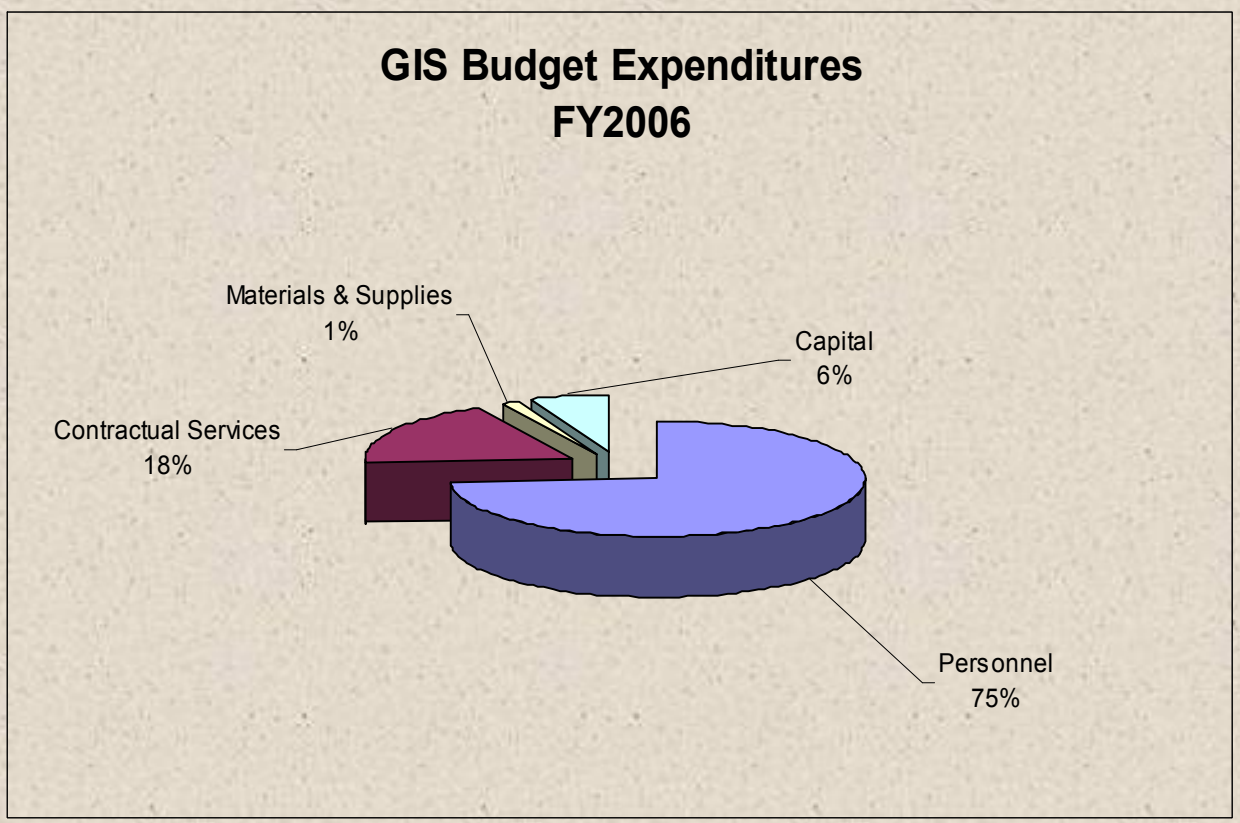
The projected reserves balance of this fund at June 30, 2005 is $0

Full Time Employees	FY05	FY06
Geographic Information Systems Coordinator	1	1
Senior Geographic Information Systems Technician	1	1
Geographic Information Systems Technician	2	2
TOTAL	**4**	**4**
Total Part-Time Employees	**$-**	**$-**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Revenues				
Federal Grant	$105,547	$238,361	$238,361	$135,000
Interdepartmental Charges	131,702	52,113	52,113	104,146
Miscellaneous	545	5,164	5,164	1,500
General Fund Transfer	16,117	14,215	14,215	52,095
Total	$253,911	$309,853	$309,853	$292,741
Expenditures				
Personnel	$195,565	$102,808	$102,808	$218,235
Contractual Services	67,640	602,323	602,323	53,056
Materials & Supplies	6,896	2,927	2,927	3,950
Capital	5,984	3,007	3,007	17,500
Total	$276,085	$711,064	$711,064	$292,741


GIS Budget Revenue
FY2006
General Fund Transfer 15.9%
Miscellaneous 0.2%
Federal Grant 47.4%
Interdepartmental Charges 36.6%


GIS Budget Expenditures
FY2006
Materials & Supplies 1%
Capital 6%
Contractual Services 18%
Personnel 75%

City of Casper
GEOGRAPHICAL INFORMATION SERVICES
FY 2006 Budget
(Budget Basis)

	FY 2004 ACTUAL	FY2005 ORIGINAL BUDGET	FY2005 REVISED BUDGET	FY2005 ESTIMATED	FY 2006 ADOPTED BUDGET
REVENUES					
CHARGES FOR SERVICES					
FEDERAL GRANTS	$ 105,547	$ 374,923	$ 238,361	$ 238,361	$ 135,000
INTERDEPARTMENTAL SERVICES	131,702	118,396	52,113	52,113	104,146
TOTAL CHARGES	**237,249**	**493,319**	**290,474**	**290,474**	**239,146**
MISCELLANEOUS REVENUE					
MISCELLANEOUS REVENUE	545	12,258	5,164	5,164	1,500
TOTAL MISCELLANEOUS	**545**	**12,258**	**5,164**	**5,164**	**1,500**
OPERATING TRANSFERS					
TRANSFERS IN	16,117	34,108	14,215	14,215	52,095
TOTAL OPERATING TRANSFERS	**16,117**	**34,108**	**14,215**	**14,215**	**52,095**
TOTAL REVENUE	**253,911**	**539,685**	**309,853**	**309,853**	**292,741**
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 155,702	$ 166,111	$ 83,196	$ 83,196	$ 176,499
OVERTIME	347	424	424	424	400
TOTAL SALARIES & WAGES	**156,049**	**166,535**	**88,670**	**88,670**	**176,899**
OTHER PAY					
SUPPLEMENTAL PAY	3,400	-	-	-	-
DISABILITY LEAVE BUY-BACK	962	1,628	1,329	1,329	1,928
TOTAL OTHER PAY	**4,362**	**1,628**	**1,329**	**1,329**	**1,928**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
BENEFITS					
HEALTH INSURANCE	9,547	10,979	4,581	4,581	12,072
LIFE INSURANCE	421	447	243	243	438
DISABILITY INSURANCE	1,071	1,147	611	611	1,188
FICA/MEDICARE TAX	12,007	12,871	6,215	6,215	13,162
RETIREMENT	8,863	9,459	4,726	4,726	9,771
WORKERS COMPENSATION	3,244	5,131	2,513	2,513	2,777
TOTAL BENEFITS	**35,154**	**40,034**	**18,889**	**18,889**	**39,408**
TOTAL PERSONNEL	**195,565**	**208,197**	**102,808**	**102,808**	**218,235**
CONTRACTUAL SERVICES					
MAINTENANCE AGREEMENTS	12,200	13,000	14,181	14,181	17,188
INSURANCE & BONDS	1,050	1,012	-	-	1,041
TELECOMMUNICATIONS	2,059	1,500	846	846	1,200
ADVERTISING	56	-	-	-	-
PRINTING/REPRODUCTION	595	250	17	17	350
TRAVEL	4,548	2,000	1,156	1,156	3,000
TRAINING	2,088	3,000	1,819	1,819	3,000
INTERDEPARTMENTAL SERVICES	1,836	1,899	793	793	900
ADMIN/MANAGEMENT FEES	-	-	-	-	-
ASSOCIATION DUES	145	227	227	227	227
POSTAGE/SHIPPING	162	150	98	98	150
PROGRAMS & PROJECTS	42,900	298,500	583,185	583,185	26,000
TOTAL CONTRACTUAL	**67,640**	**321,538**	**602,323**	**602,323**	**53,056**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	6,559	4,600	2,699	2,699	3,600
BOOKS, PERIODICALS, MAPS	138	150	78	78	150
SAFETY EQUIPMENT	200	200	150	150	200
TOTAL MATERIALS & SUPPLIES	**6,896**	**4,950**	**2,927**	**2,927**	**3,950**
CAPITAL					
TECHNOLOGIES	5,984	5,000	3,007	3,007	17,500
TOTAL CAPITAL	**5,984**	**5,000**	**3,007**	**3,007**	**17,500**
TOTAL EXPENDITURES	**276,085**	**539,685**	**711,064**	**711,064**	**292,741**
NET FUND	**$ (22,174)**	**$ -**	**$ (401,211)**	**$ (401,211)**	**$ -**

THIS PAGE LEFT INTENTIONALLY BLANK

Property & Liability Insurance Fund

Human Resources

Property and Liability Insurance Fund

Mission: To provide financing relating to the City's and property insurance including premiums, deductibles, and repairs/replacement to property less than the current deductibles.

Goals

1. Maintain an appropriate amount of financing to pay for premiums
2. Maintain an appropriate amount of financing to pay for property damage less than current deductibles
3. Determine true risk for each department based on past experience taking to foster greater accountability and responsibility Citywide

Objectives

1. Provide 100% of all property, liability, and injury incident reports to department heads on a monthly basis by the 10th of the month proceeding the end of the reporting month
2. Provide 100% of all cost reports relating to property, liability, and injuries to department heads on a quarterly basis by the 10th of the month proceeding the end of reporting quarters
3. Develop an actual departmental loss history/allocation process by the end of FY06

Performance Measure

1. % of property, liability, and injury reports submitted to department heads
2. % of property, liability, and injuries costs reports submitted to department heads
3. Departmental loss history/allocation process developed

Highlights/Issues

The deficit budgeted for FY06 is due to higher premium costs and will be funded by reserves.

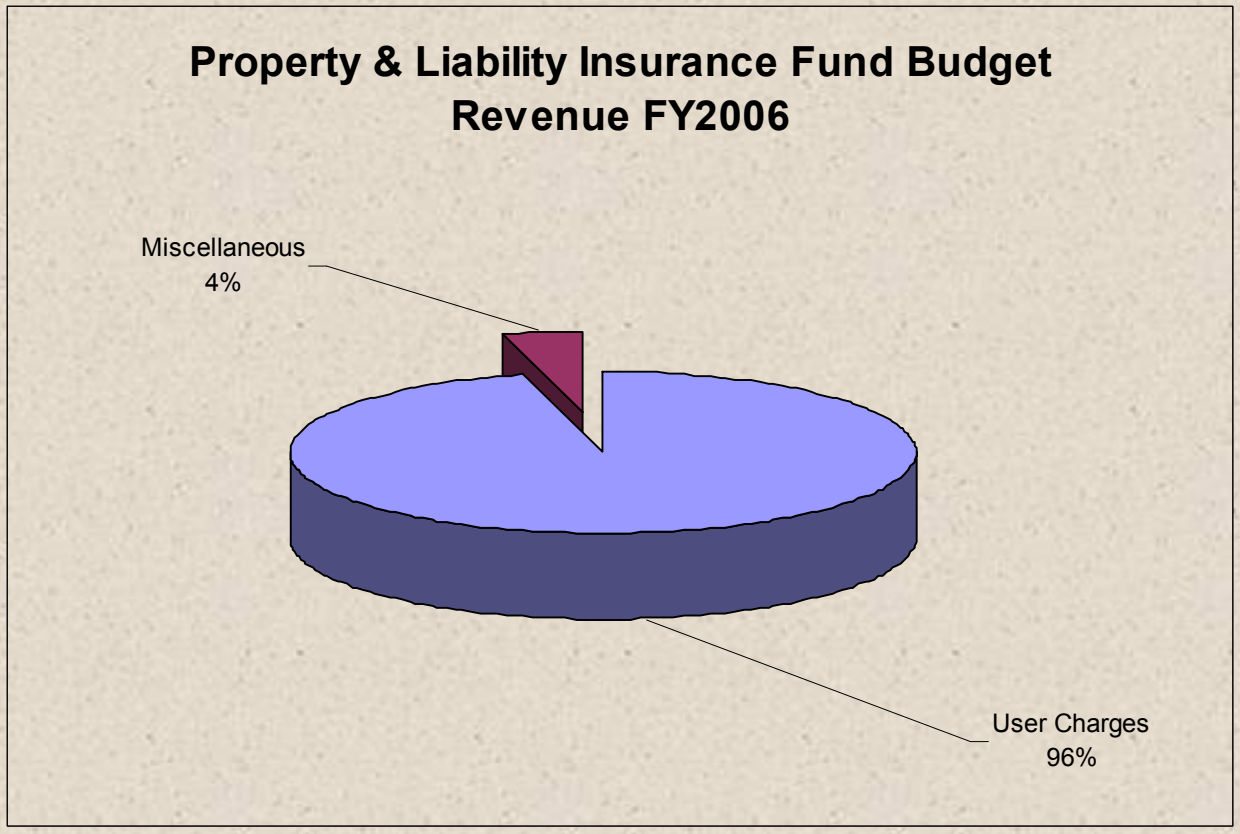
The projected reserves balance of this fund at June 30, 2005 is $283,768

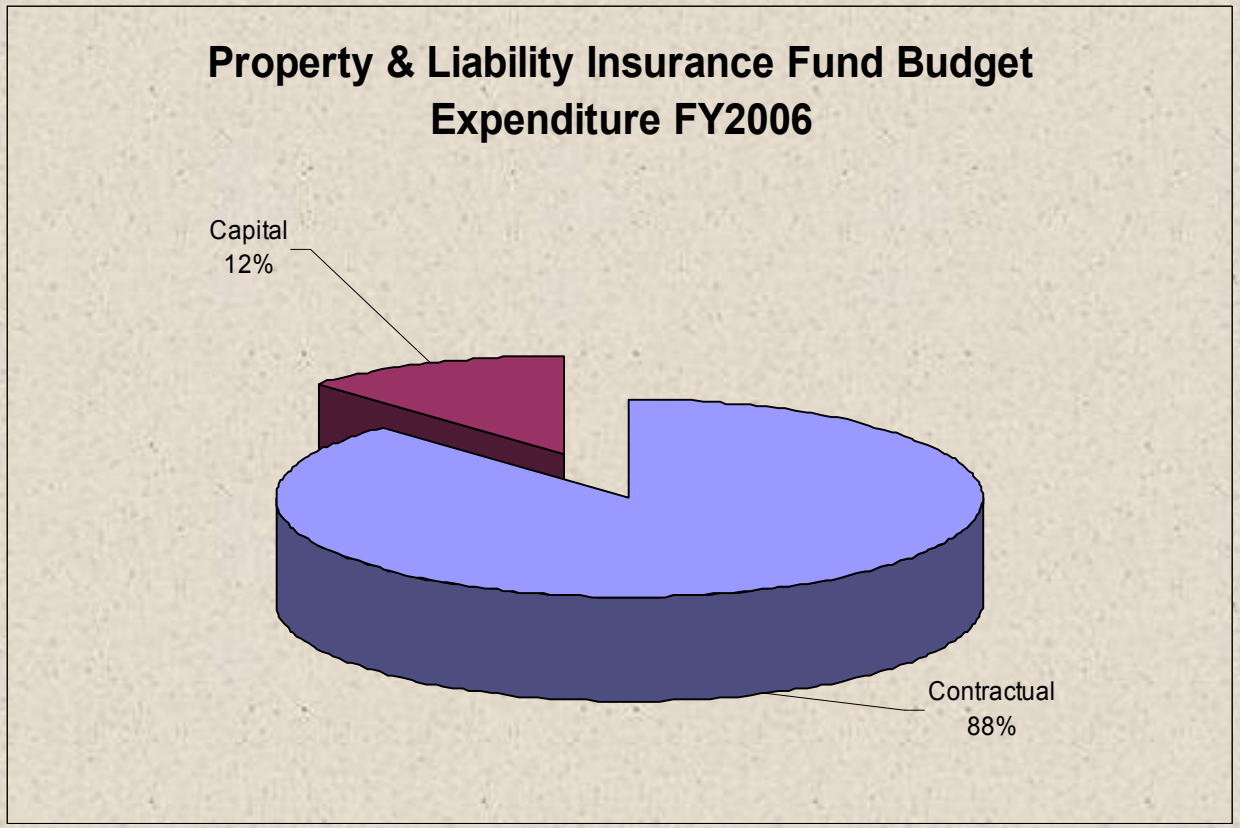
Full Time Employees

None

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Revenues				
User Charges	$593,552	$546,963	$541,351	$586,535
Miscellaneous	27,938	86,037	21,243	25,000
Total	$621,490	$633,000	$562,594	$611,535
Expenditures				
Contractual	$470,012	$540,000	$416,896	$654,500
Capital	40,784	136,100	62,457	90,000
Total	$510,796	$676,100	$479,353	$744,500


Property & Liability Insurance Fund Budget
Revenue FY2006
Miscellaneous
4%
User Charges
96%


Property & Liability Insurance Fund Budget
Expenditure FY2006
Capital
12%
Contractual
88%

City of Casper

PROPERTY AND LIABILITY INSURANCE

FY 2006 Budget

(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	**ORIGINAL BUDGET**	**REVISED BUDGET**	**ESTIMATED**	**ADOPTED BUDGET**
REVENUES					
INTERDEPARTMENTAL CHARGES	$ 593,552	$ 546,963	$ 546,963	$ 541,351	$ 586,535
INTEREST ON INVESTMENTS	-	-	-	-	-
INSURANCE REIMBURSEMENTS	27,938	86,037	86,037	21,243	25,000
TOTAL REVENUES	**621,490**	**633,000**	**633,000**	**562,594**	**611,535**
EXPENDITURES					
CONTRACTUAL SERVICES					
INVESTMENT FEES	$ -	$ -	$ -	$ (226)	$ -
INSURANCE	470,012	540,000	540,000	417,122	654,500
TOTAL CONTRACTUAL SERVICES	**470,012**	**540,000**	**540,000**	**416,896**	**654,500**
CAPITAL					
BUILDINGS	16,857	34,000	50,559	35,403	35,000
LIGHT EQUIPMENT	23,927	39,000	39,000	27,054	40,000
HEAVY EQUIPMENT	-	20,000	46,541	-	15,000
TOTAL CAPITAL	**40,784**	**93,000**	**136,100**	**62,457**	**90,000**
TOTAL EXPENDITURES	**510,796**	**633,000**	**676,100**	**479,353**	**744,500**
NET FUND	**$ 110,694**	**$ -**	**$ (43,100)**	**$ 83,241**	**$ (132,965)**

Trust & Agency Fund

Perpetual Care
Metro Animal Control (MAC)
Public Safety Communications Center (PSCC)
Health Insurance Fund

THIS PAGE LEFT INTENTIONALLY BLANK

Perpetual Care

Perpetual Care
Perpetual Care

Mission:
The Perpetual Care Fund was established to account for funds set aside to support certain City facilities and operations. The principal dollars originally set aside are not to be expended, only the interest earnings are to be used. There are four special accounts in this fund. They are the North Platte Park Trust, Building Trust, Operations Trust and the Urban Forestry Trust.

Building Trust - The interest earnings from this account are used for repairs of buildings and replacement of furnishings in all City facilities constructed or improved with Optional One Percent Sales Tax funds. On June 30, 2005, there will be $3,781,781 of principal in this account. The budget includes the following expenditures for facilities repairs and improvements:

Fire Stations	$	22,000
Swimming Pools		55,000
Recreation Center		40,000
Events Center		34,000
Hall of Justice		67,500
Interdepartmental Fees		1,700
City Hall		25,000
Ice Arena		70,000
Nicolaysen		50,000
Program & Projects		100,000
Investment Fees		11,000
Total	$	476,200

North Platte Park Trust - The interest earnings from this account are used for improvements in the original North Platte Park area. This area includes the exterior of the Casper Events Center, Crossroads Park, Casper Speedway, Skeet Range, Casper Air Modelers' Facility, and other vacant lands to the north and east of the Casper Events Center. On June 30, 2005, there will be approximately $1,213,233 of principal in this account. Expenditures for FY06 are to be $40,000.

Operations Trust - The interest earnings from this account are used for the operation and maintenance of facilities originally constructed or improved with Optional 1% Sales Tax funds. On June 30, 2005, there will be $18,876,935 of principal in this account. The budget includes the following operating expenditures and support for the listed operations:

Events Center	$	761,882
Ice Arena		123,744
City Hall		251,004
Buildings & Grounds		286,791
Senior Center		1,700
Recreation Center		34,500
Investment Fees		36,000
Total	$	1,495,621

Urban Forestry Trust – $75,000 was donated to the City in 1998, by the William McNamara estate for use in the parks. The interest earnings from this donation are used for the planting and maintenance of City-owned trees. Expenditures for FY06 are to be $4,425.

Highlights/Issues

During previous years of higher interest earnings, excess balances of spendable interest were accumulated. These accumulated interest balances helped provide the needed funding during the last few years when low interest rates did not generate the required amount of interest. The accumulated interest balance of the Operations Trust is projected to be depleted in FY06. A transfer from the General Fund of $320,172 is budgeted to supplement the projected shortfall.

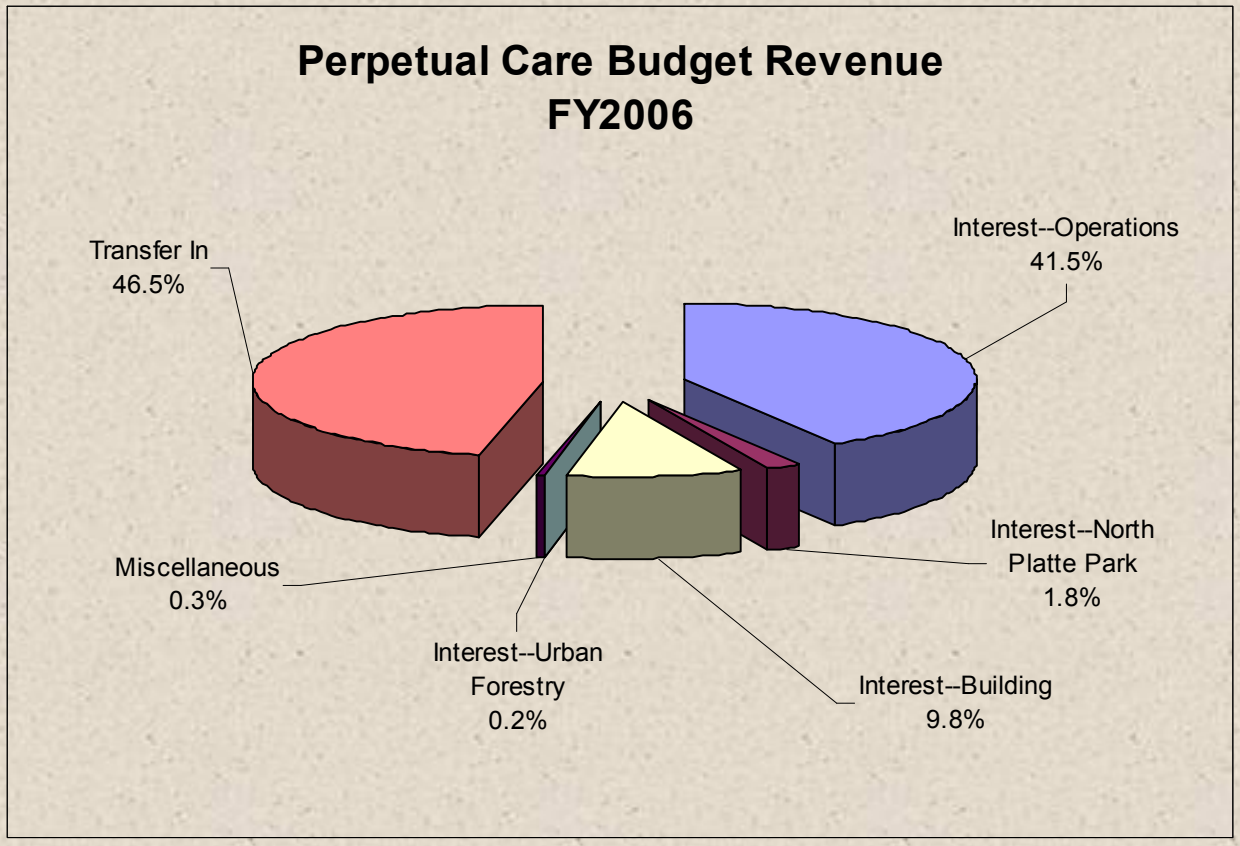
During the four years of loss Optional One Cent #12, there will be a total of $2,943,000 of sales tax revenue allocated to the principal balances of the Buildings and Operations Trusts. Of that amount, $655,700 will be added to the Building Trust and $2,287,300 will be added to the Operations Trust.

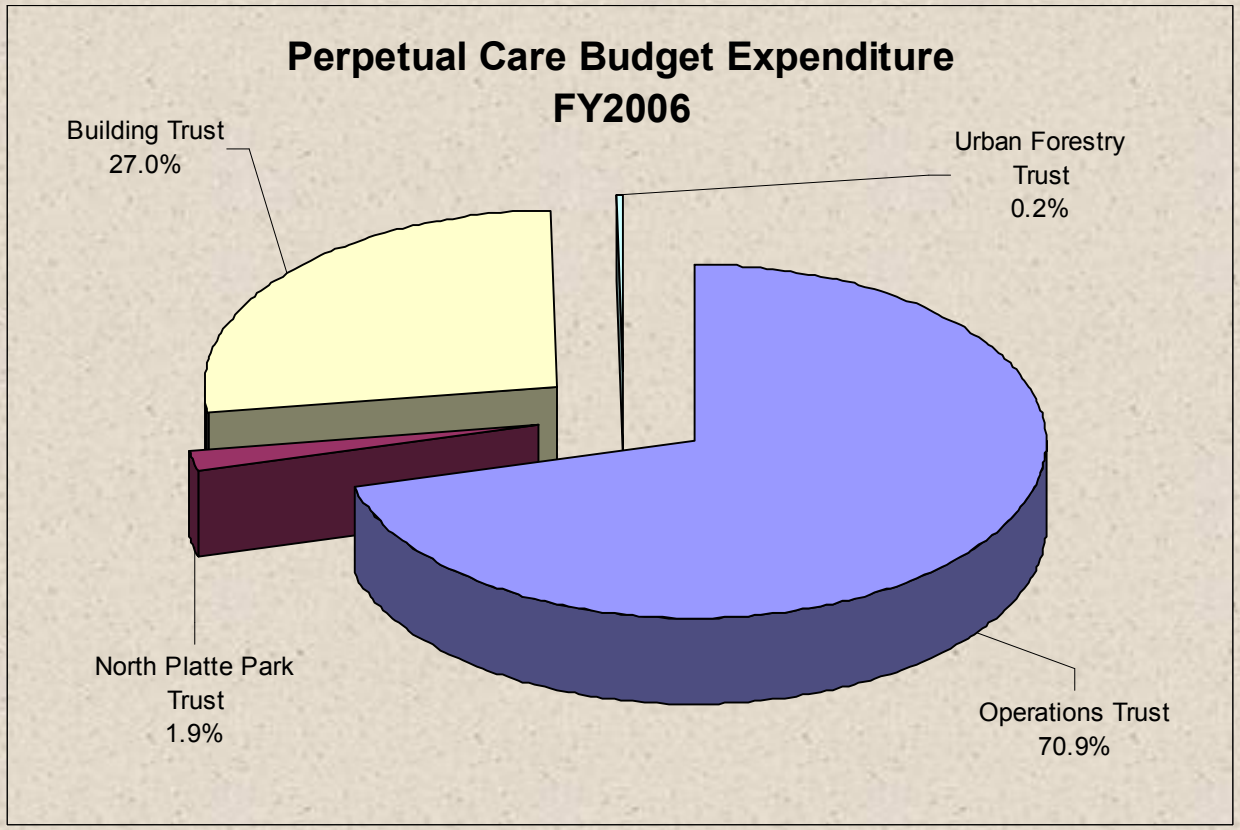
Full Time Employees

None

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Revenues				
Interest--Operations	$752,060	$825,608	$750,000	$943,476
Interest--North Platte Park	36,816	35,000	35,000	40,000
Interest--Building	280,121	186,012	203,852	222,293
Interest--Urban Forestry	4,768	4,456	2,640	3,750
Land Sales	86,500	-	-	-
Miscellaneous	7,200	22,200	22,200	7,200
Transfer In	735,750	735,750	735,750	-
	$1,903,215	$1,809,026	$1,749,442	$2,343,205
Expenditures				
Operations Trust	$1,113,890	$1,895,006	$1,116,731	$1,564,485
N. Platte Park Trust	18,520	78,577	57,634	42,000
Building Trust	126,374	660,582	294,657	476,200
Urban Forestry Trust	13	4,400	4,411	4,425
Total	$1,258,798	$2,638,565	$1,473,433	$2,085,110


Perpetual Care Budget Revenue
FY2006
Transfer In
46.5%
Interest--Operations
41.5%
Interest--North
Platte Park
1.8%
Miscellaneous
0.3%
Interest--Urban
Forestry
0.2%
Interest--Building
9.8%


Perpetual Care Budget Expenditure
FY2006
Building Trust
27.0%
Urban Forestry
Trust
0.2%
North Platte Park
Trust
1.9%
Operations Trust
70.9%

City of Casper
PERPETUAL CARE
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	**ORIGINAL BUDGET**	**REVISED BUDGET**	**ESTIMATED**	**ADOPTED BUDGET**
REVENUES					
PROPERTY PROCEEDS	$ 86,500	$ -	$ -	$ -	$ -
TOTAL PROPERTY PROCEEDS	**86,500**	**-**	**-**	**-**	**-**
MISCELLANEOUS REVENUE					
INTEREST INCOME - NORTH PLATTE ACCOUNT	752,060	825,608	825,608	750,000	943,476
INTEREST INCOME - BUILDING ACCOUNT	36,816	35,000	35,000	35,000	40,000
INTEREST INCOME - URBAN FOREST ACCOUNT	280,121	186,012	186,012	203,852	222,293
INTEREST INCOME - OPERATIONS ACCOUNT	4,768	4,456	4,456	2,640	3,750
BUILDING RENT - SENIOR CITIZEN'S	7,200	7,200	7,200	7,200	7,200
DEBT REPAYMENT - INTERFUND ADVNC	-	15,000	15,000	15,000	-
TOTAL MISCELLANEOUS REVENUE	**1,080,965**	**1,073,276**	**1,073,276**	**1,013,692**	**1,216,719**
OPERATING TRANSFERS					
OPERATING TRANSFERS	735,750	735,750	735,750	735,750	1,126,486
TOTAL OPERATING TRANSFERS	**735,750**	**735,750**	**735,750**	**735,750**	**1,126,486**
TOTAL REVENUE	**1,903,215**	**1,809,026**	**1,809,026**	**1,749,442**	**2,343,205**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
EXPENDITURES					
NORTH PLATTE ACCOUNT					
INVESTMENT FEES	$ 2,760	$ 3,300	$ 3,300	$ 2,378	$ 2,000
PROGRAMS AND PROJECTS	15,760	44,552	75,277	55,256	38,000
TOTAL NORTH PLATTE ACCOUNT	**18,520**	**47,852**	**78,577**	**57,634**	**40,000**
BUILDING ACCOUNT					
INVESTMENT FEES	11,882	14,000	14,000	9,500	11,000
INTERDEPARMENTAL SERVICES - FIXED	1,704	1,700	1,700	1,746	1,700
BUILDINGS - ALL	97,391	398,300	494,882	281,911	363,500
PROGRAMS AND PROJECTS	15,397	150,000	150,000	1,500	100,000
TOTAL BUILDING ACCOUNT	**126,374**	**564,000**	**660,582**	**294,657**	**476,200**
URBAN FOREST ACCOUNT					
INVESTMENT FEES	13	-	-	11	25
OPERATING SUPPLIES	-	4,400	4,400	4,400	4,400
TOTAL URBAN FOREST ACCOUNT	**13**	**4,400**	**4,400**	**4,411**	**4,425**
OPERATION ACCOUNT					
INVESTMENT FEES	31,945	50,000	50,000	32,378	36,000
OPERATING TRANSFERS OUT - ALL FUNDS	1,081,946	1,740,006	1,845,006	1,084,353	1,528,485
TOTAL OPERATIONS ACCOUNT	**1,113,890**	**1,790,006**	**1,895,006**	**1,116,731**	**1,564,485**
TOTAL EXPENDITURES	**1,258,798**	**2,406,258**	**2,638,565**	**1,473,433**	**2,085,110**
NET FUND	**$ 644,417**	**$ (597,232)**	**$ (829,539)**	**$ 276,009**	**$ 258,095**

Metropolitan Animal Control

Police Department
Metro Animal Control

Mission: To provide animal control services in a clean environment that includes: housing stray animals; abuse investigations, catching strays, dealing with complaints, owner returns, adoptions, and euthanasia.

Goals
1. Maintain NACA I & II level training for all personnel
2. Maintain euthanasia certification for all personnel
3. Increased public education efforts
4. Continue shelter improvement
5. Decrease Euth #5
6. Increase adoptions and rescues
7. Improve data collection

Objectives
1. Attain livestock abuse certification for one additional officer
2. Provide at least one weekly PSAs/week (260/year)
3. Attain owner return # of 1,500
4. Attain a Euth # of 1,100
5. Attain an adoption # of 1,100
6. Utilize rescue groups for 500 animals

Performance Measure
1. Officers receiving livestock abuse certification
2. # of owner returns
3. # of Euthanized animals
4. # of adopted animals
5. # of rescue groups utilized
6. % of adopted animals neutered
7. # of PSA aired in FY

Highlights/Issues
Capital Expenditures for this fund consist of the purchase of one pickup with accessories for the truck, funded by the Optional One Cent #12 Sales Tax and the upgrade of the computers and printers located at the Shelter.

The net loss for this budget will be funded by reserves.

Replacement capital includes the following:

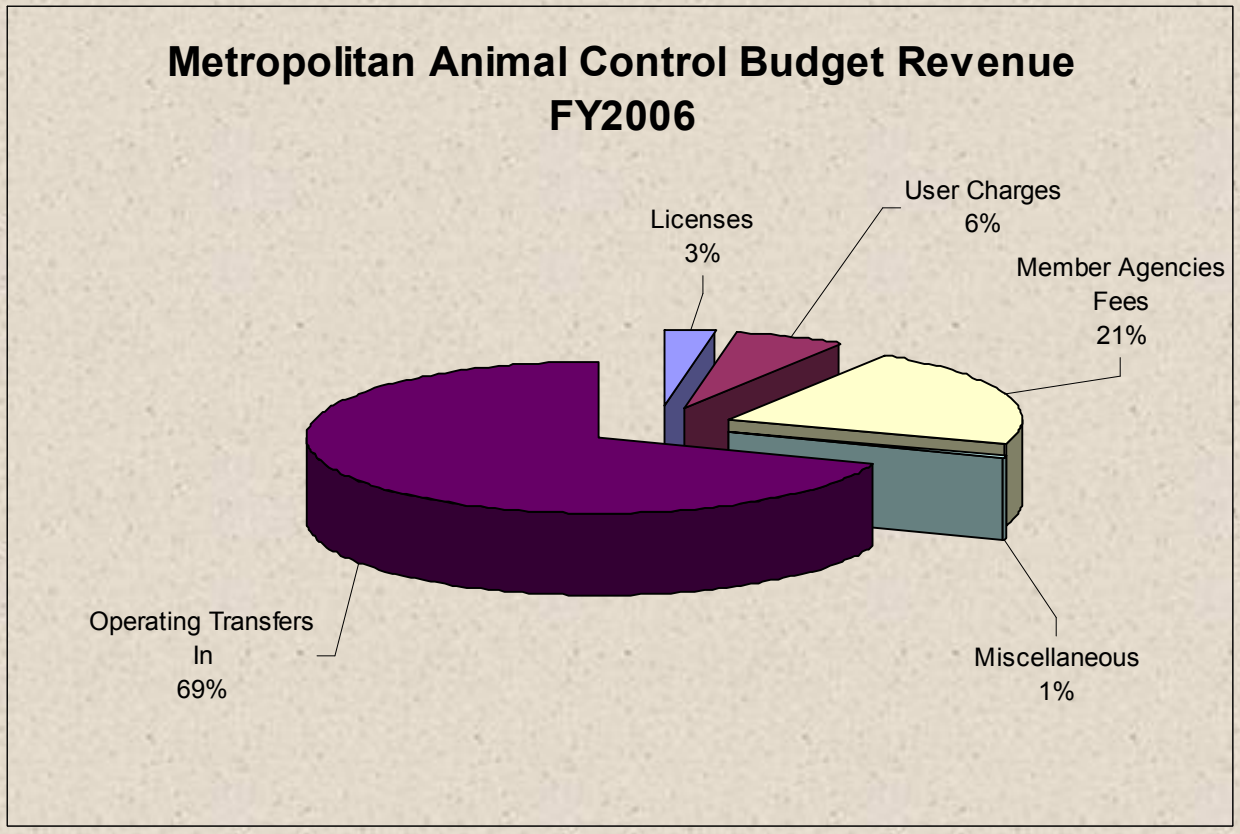
Pickup and Accessories	$	31,535
Miscellaneous Furniture		5,000
TOTAL	$	36,535

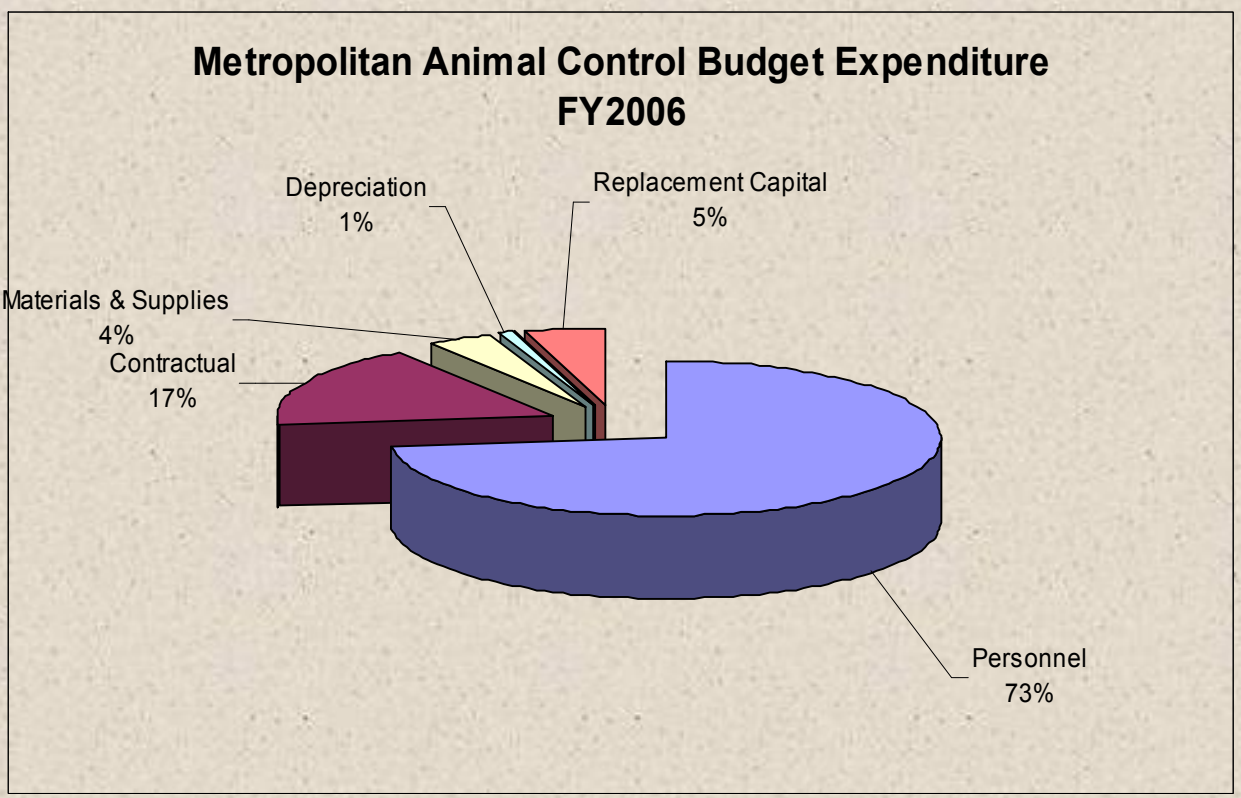
The projected reserves balance of this fund at June 30, 2005 is $188,225

Full Time Employees	FY05	FY06
Director	1	1
Lead Officer	1	1
Shelter Supervisor	1	1
Animal Protection Officer	5	5
Kennel Technician	3	3
TOTAL	**11**	**11**
Total Part-Time Employees	**$-**	**$-**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Revenues				
Licenses	$18,834	$22,000	$18,000	$20,000
User Charges	41,914	48,000	44,000	46,000
Member Agencies Fees	147,686	154,782	154,782	157,559
Miscellaneous	8,057	7,305	6,000	5,000
Operating Transfers In	394,921	512,088	512,088	530,517
Total	$611,412	$744,175	$734,870	$759,076
Expenditures				
Personnel	$431,031	$568,659	$487,023	$574,423
Contractual	143,547	124,318	122,518	128,800
Materials & Supplies	36,062	32,100	31,723	30,400
Depreciation	5,400	5,400	5,400	5,400
New Capital	10,215	-	-	-
Replacement Capital	109,484	37,559	32,535	36,535
Total	$735,739	$768,036	$679,199	$775,558


Metropolitan Animal Control Budget Revenue
FY2006
Licenses
3%
User Charges
6%
Member Agencies
Fees
21%
Operating Transfers
In
69%
Miscellaneous
1%


Metropolitan Animal Control Budget Expenditure
FY2006
Depreciation
1%
Replacement Capital
5%
Materials & Supplies
4%
Contractual
17%
Personnel
73%

City of Casper
METRO ANIMAL CONTROL
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED BUDGET
REVENUES					
LICENSES					
PET LICENSES	$ 18,834	$ 22,000	$ 22,000	$ 18,000	$ 20,000
TOTAL LICENSES	**18,834**	**22,000**	**22,000**	**18,000**	**20,000**
GRANTS					
STATE GRANTS	-	-	-	-	-
TOTAL	**-**	**-**	**-**	**-**	**-**
CHARGES FOR SERVICES					
OTHER CHARGES	12	-	-	-	-
BOARDING FEES	5,102	10,000	10,000	6,000	8,000
ADOPTION FEES	36,800	38,000	38,000	38,000	38,000
INTERGOVERNMENTAL SERVICES	-	-	-	-	-
INTERGOVERNMENTAL USER CHARGES	147,686	154,782	154,782	154,782	157,559
TOTAL CHARGES FOR SERVICES	**189,600**	**202,782**	**202,782**	**198,782**	**203,559**
MISCELLANEOUS REVENUE					
INTEREST	-	-	-	-	-
MISCELLANEOUS REVENUE	8,057	7,300	7,305	6,000	5,000
TOTAL MISCELLANEOUS	**8,057**	**7,300**	**7,305**	**4,591**	**5,000**
OPERATING TRANSFERS					
TRANSFERS IN	394,921	512,088	512,088	512,088	530,517
TOTAL OPERATING TRANSFERS	**394,921**	**512,088**	**512,088**	**512,088**	**530,517**
TOTAL REVENUE	**611,412**	**744,170**	**744,175**	**734,870**	**759,076**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 308,422	$ 401,380	$ 417,299	$ 336,000	$ 401,957
OVERTIME	12,281	12,174	12,174	12,000	12,174
TOTAL SALARIES & WAGES	**320,702**	**413,554**	**429,473**	**348,000**	**414,131**
OTHER PAY					
EDUCATION PAY	30	-	-	-	-
SUPPLEMENTAL PAY	8,500	-	-	-	-
DISABILITY BUY-BACK	1,153	1,161	1,161	3,712	4,000
ACCRUED LEAVE	2,406	1,065	1,065	1,065	1,065
CAR ALLOWANCE	-	-	1,200	1,200	-
TOTAL OTHER PAY	**12,090**	**2,226**	**3,426**	**5,977**	**5,065**
BENEFITS					
HEALTH INSURANCE	39,999	57,671	57,671	57,671	78,036
LIFE INSURANCE	929	1,158	1,158	1,100	1,150
DISABILITY INSURANCE	1,950	2,812	2,812	2,775	2,602
FICA/MEDICARE TAX	23,831	27,268	27,455	27,000	32,122
RETIREMENT	18,616	24,998	25,339	24,500	23,849
WORKERS COMPENSATION	12,915	20,130	21,324	20,000	17,468
TOTAL BENEFITS	**98,239**	**134,037**	**135,759**	**133,046**	**155,227**
TOTAL PERSONNEL	**431,031**	**549,817**	**568,659**	**487,023**	**574,423**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
INVESTMENT FEES	-	-	-	100	-
MEDICAL TESTING SERVICES	1,620	1,500	1,500	2,000	1,500
OTHER PROFESSIONAL SERVICES	13,382	10,000	10,000	12,000	10,000
WATER	4,955	4,500	4,500	5,000	5,000
EQUIPMENT REPAIRS	896	1,200	1,200	1,000	1,200
MAINTENANCE AGREEMENTS	3,840	4,800	4,800	4,800	4,800
INSURANCE & BONDS	5,695	5,223	5,223	5,223	5,379
TELECOMMUNICATIONS	10,468	8,490	8,490	8,490	8,490
RADIO	2,505	4,300	4,300	4,000	4,300
PRINTING/REPRODUCTION	4,306	4,000	4,000	4,000	4,000
TRAVEL	1,220	3,250	3,250	500	3,250
TRAINING	2,010	4,000	4,000	200	4,000
INTERDEPARTMENTAL SERVICES	50,878	43,155	43,155	43,155	25,115
DISPATCH SERVICES	-	-	-	-	15,366
OTHER CONTRACTUAL	12,806	5,000	5,000	6,000	5,000
ASSOCIATION DUES	400	400	400	400	400
POSTAGE	696	2,500	2,500	1,650	2,000
ENERGY - NATURAL GAS	14,546	11,000	11,000	11,000	12,500
ENERGY - ELECTRICITY	7,733	6,000	6,000	8,000	8,500
PROGRAMS & PROJECTS	5,590	5,000	5,000	5,000	8,000
TOTAL CONTRACTUAL	**143,547**	**124,318**	**124,318**	**122,518**	**128,800**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	8,372	7,000	7,000	7,000	7,000
OPERATING SUPPLIES	18,531	13,000	13,000	14,000	14,000
OTHER MATERIALS & SUPPLIES	5,210	4,000	4,000	5,000	4,300
UNIFORMS	1,335	2,500	2,500	2,000	2,500
BOOKS, PERIODICALS, MAPS	544	600	600	423	600
SAFETY EQUIPMENT	475	1,000	1,000	300	1,000
SPAY & NEUTER SUPPLIES	355	1,000	1,000	1,000	1,000
SMALL TOOLS & SUPPLIES	1,240	3,000	3,000	2,000	-
TOTAL MATERIALS & SUPPLIES	**36,062**	**32,100**	**32,100**	**31,723**	**30,400**
OTHER EXPENSES					
DEPRECIATION	5,400	5,400	5,400	5,400	5,400
TOTAL OTHER	**5,400**	**5,400**	**5,400**	**5,400**	**5,400**
CAPITAL-NEW					
TECHNOLOGIES	10,215	-	-	-	-
TOTAL CAPITAL-NEW	**10,215**	**-**	**-**	**-**	**-**
CAPITAL - REPLACEMENT					
BUILDINGS	89,061	-	-	-	-
LIGHT EQUIPMENT	20,423	31,535	36,559	31,535	31,535
TECHNOLOGIES	-	1,000	1,000	1,000	5,000
TOTAL CAPITAL-REPLACEMENT	**109,484**	**32,535**	**37,559**	**32,535**	**36,535**
TOTAL EXPENDITURES	**735,739**	**744,170**	**768,036**	**679,199**	**775,558**
NET FUND	**$ (124,327)**	**$ -**	**$ (23,861)**	**$ 55,671**	**$ (16,482)**

Public Safety Communications Center (PSCC)

Police Department

Public Safety Communications Center (PSCC)

Mission: To provide communication services to all user agencies and the public within Natrona County as well as providing E911 services.

Goals

1. CAD/RMS updated
2. CAD Policy and Procedures written and in place
3. Policy and Procedures Manual for PSCC updated
4. E911 Phase 1 and 2 in place
5. Provide performance guidelines for staff
6. Set benchmark for law enforcement response time to emergency calls

Objectives

1. NCIC certification from 100% of officers
2. New work schedule in place by June 30, 2006
3. PSCC FTP rewritten by June 30, 2006
4. Training of personnel meets State requirements
5. Reduce number of complaints by 20%
6. Maintain a 99.5% error rate for NCIC audit
7. Maintain a benchmark time for fire dispatch of 30 seconds

Performance Measure

1. % of officers with NCIC certification
2. # of complaints/contacts received
3. # of hours training received
4. Average daily calls/call taker-range
5. NCIC audit error rate
6. # of reports filed within 48 hours
7. # of counter requests completed within 5 minutes
8. % of fire dispatch calls meeting 30 second benchmark

Highlights/Issues

The net loss for this budget will be funded by the reserves.

New Capital

• Chairs, Wrist rests	$	3,000
• Cabinets and Phones		1,300
Total New Capital	$	4,300

Replacement Capital

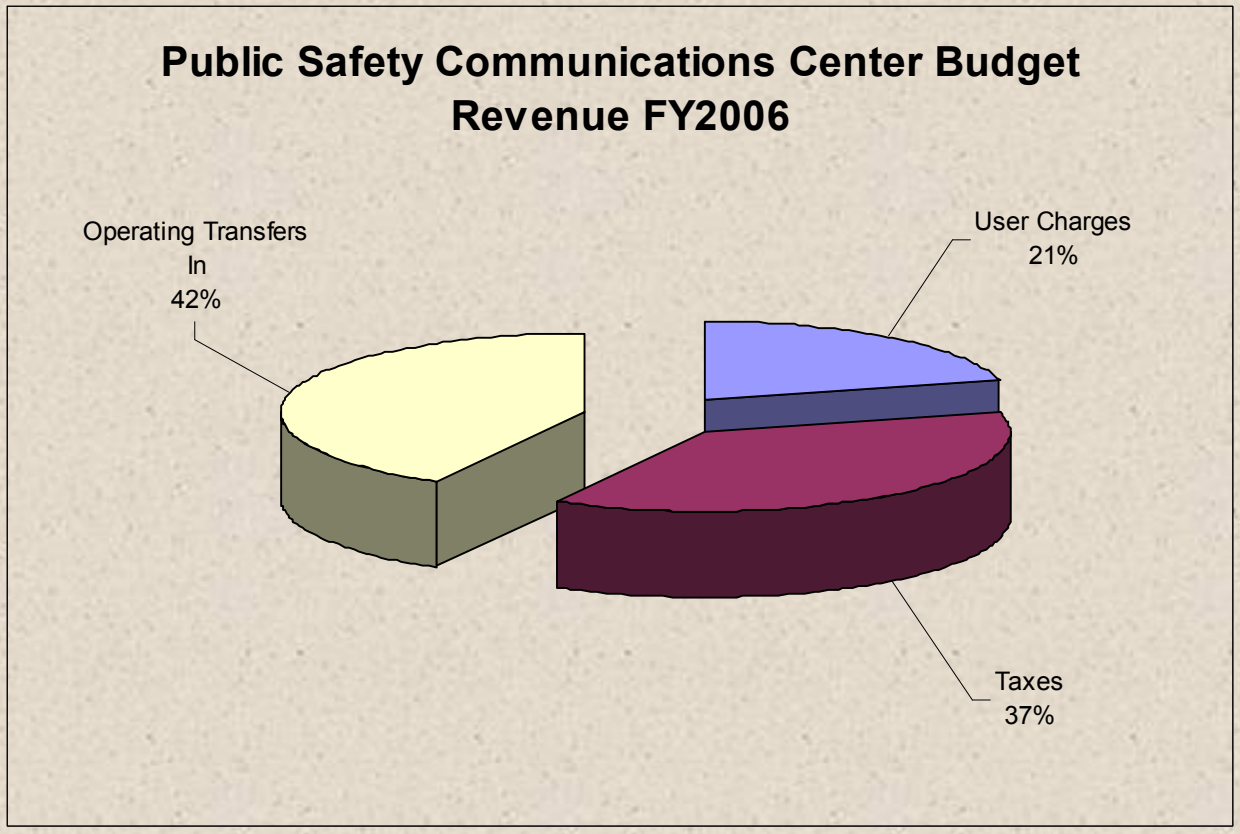
• Cabinets and Phones	$	5,000
• Computers and Printers		12,000
Total Replacement Capital	$	17,000

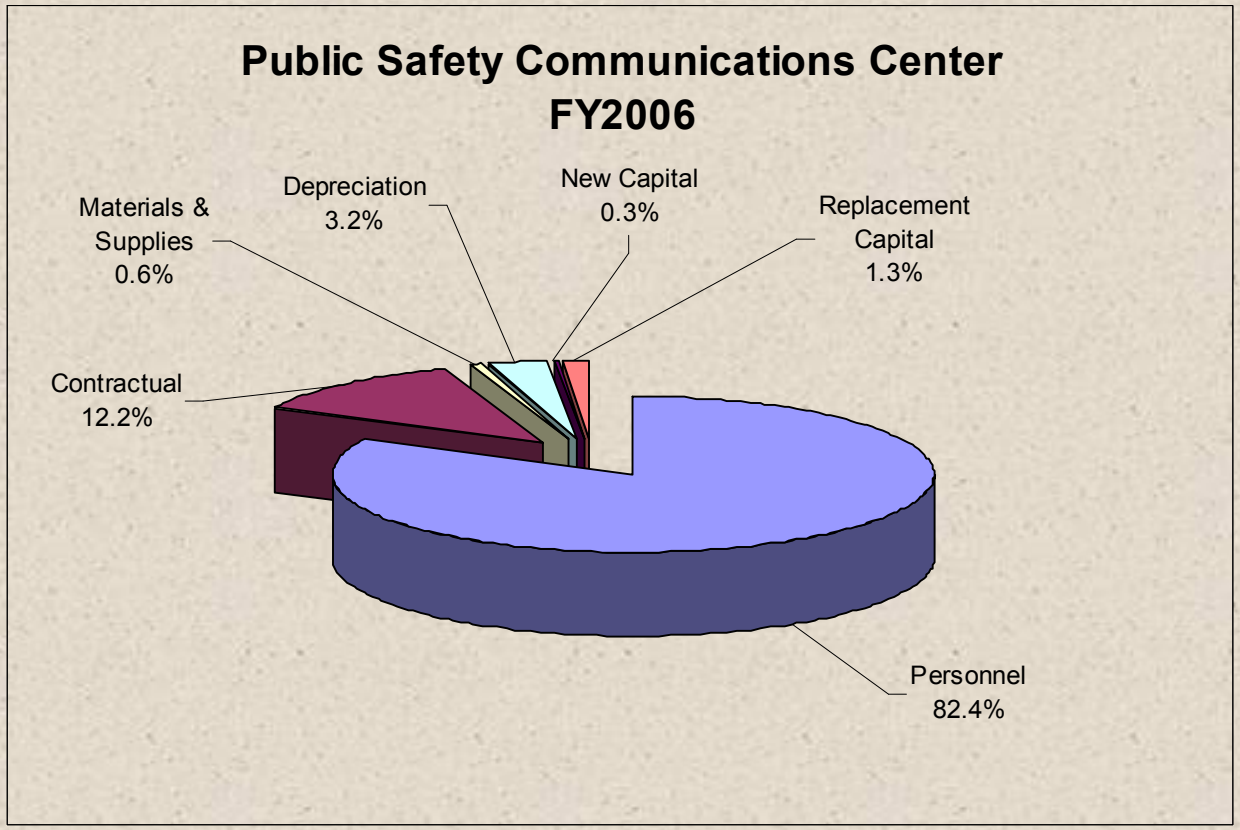
The projected reserves balance of this fund at June 30, 2005 is $406,088

Full Time Employees	FY05	FY06
CAD Systems Technician	1	1
Police Technical Coordinator	1	1
Communication Supervisor	1	1
Communications Lead Technician	4	4
Communications Technician	13	13
TOTAL	**20**	**20**
Total Part-Time Employees	**$45,725**	**$37,855**

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Revenues				
User Charges	$382,248	$186,415	$282,161	$282,892
Taxes	304,568	500,000	500,000	500,000
Miscellaneous	7,131	-	(6,134)	8,250
Operating Transfers In	919,410	646,502	646,502	603,060
Total	$1,613,358	$1,332,919	$1,442,559	$1,394,202
Expenditures				
Personnel	$974,081	$1,130,587	$1,097,472	$1,155,744
Contractual	140,389	171,241	157,542	165,122
Materials & Supplies	9,020	7,690	8,446	8,690
Depreciation	43,346	43,346	32,508	43,346
New Capital	1,455	4,300	3,141	4,300
Replacement Capital	7,048	17,000	14,021	17,000
Total	$1,175,339	$1,374,164	$1,313,130	$1,394,202


Public Safety Communications Center Budget
Revenue FY2006
Operating Transfers In 42%
User Charges 21%
Taxes 37%


Public Safety Communications Center
FY2006
Materials & Supplies 0.6%
Depreciation 3.2%
New Capital 0.3%
Replacement Capital 1.3%
Contractual 12.2%
Personnel 82.4%

City of Casper

PUBLIC SAFETY COMMUNICATION CENTER

FY 2006 Budget

(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
REVENUES					
CHARGES FOR SERVICES					
INTERDEPARTMENTAL SERVICES	$ 41,319	$ 17,998	$ 17,998	$ 17,998	$ 18,729
INTERGOVERNMENTAL USER CHARGE	-	95,744	95,744	191,488	191,488
WYOMING MEDICAL CENTER	48,388	72,675	72,675	72,675	72,675
ADMIN FEES	-	-	-	-	-
INTERGOVERNMENTAL USER CHARGE	292,541	-	-	-	-
TOTAL CHARGES FOR SERVICES	**382,248**	**186,417**	**186,417**	**282,161**	**282,892**
MISCELLANEOUS REVENUE					
TELEPHONE SERVICE CHARGE	304,568	500,000	500,000	500,000	500,000
INTEREST ON INVESTMENTS	-	-	-	(6,354)	8,000
MISCELLANEOUS REVENUE	7,131	-	-	250	250
TOTAL MISCELLANEOUS	**311,700**	**500,000**	**500,000**	**493,896**	**508,250**
OPERATING TRANSFERS					
TRANSFERS IN	919,410	646,502	646,502	646,502	603,060
TOTAL OPERATING TRANSFERS	**919,410**	**646,502**	**646,502**	**646,502**	**603,060**
TOTAL REVENUE	**1,613,358**	**1,332,919**	**1,332,919**	**1,422,559**	**1,394,202**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
EXPENDITURES					
PERSONNEL					
SALARIES & WAGES					
FULL TIME	$ 588,598	$ 745,987	$ 738,597	$ 721,317	$ 760,559
PART TIME	37,750	36,399	45,725	36,191	37,855
OVERTIME	101,066	35,000	35,000	40,000	40,000
TOTAL SALARIES & WAGES	**727,414**	**817,386**	**819,322**	**797,508**	**838,414**
OTHER PAY					
HOLIDAY PAY	17,644	16,498	18,381	18,000	18,720
SUPPLEMENTAL PAY	14,875	-	-	-	-
DISABILITY LEAVE BUY-BACK	1,853	1,583	1,681	1,681	1,700
ACCRUED LEAVES PAYOFF	7,493	5,000	5,000	1,418	3,000
PHONE ALLOWANCE	-	-	-	-	-
TOTAL OTHER PAY	**41,865**	**23,081**	**25,062**	**21,099**	**23,420**
BENEFITS					
HEALTH INSURANCE	75,363	106,421	138,710	132,242	147,708
LIFE INSURANCE	1,940	2,123	2,123	2,123	2,361
DISABILITY INSURANCE	3,628	4,793	4,793	4,793	5,101
FICA/MEDICARE TAX	56,857	59,833	60,249	59,833	62,400
RETIREMENT	57,465	63,543	63,715	63,543	65,322
UNEMPLOYMENT REIMBURSEMENTS	242	-	-	-	-
WORKERS COMPENSATION	9,307	16,331	16,613	16,331	11,018
TOTAL BENEFITS	**204,802**	**253,044**	**286,203**	**278,865**	**293,910**
TOTAL PERSONNEL	**974,081**	**1,093,511**	**1,130,587**	**1,097,472**	**1,155,744**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CONTRACTUAL SERVICES					
INVESTMENT FEES	-	-	-	(259)	550
MAINTENANCE AGREEMENTS	44,560	66,136	70,305	66,136	66,136
BUILDING RENT	7,580	9,000	9,000	9,000	9,000
INSURANCE & BONDS	6,585	6,039	6,039	6,039	6,039
TELECOMMUNICATIONS	64,667	59,200	59,200	55,000	59,200
RADIO	1,209	6,000	6,000	8,000	6,000
PRINTING/REPRODUCTION	356	1,000	1,000	500	1,000
TRAVEL	973	3,000	3,000	1,000	2,500
TRAINING	6,599	10,000	10,000	5,429	8,000
INTERDEPARTMENTAL SERVICES	3,192	3,197	3,197	3,197	3,197
OTHER CONTRACTUAL	4,669	3,500	3,500	3,500	3,500
TOTAL CONTRACTUAL	**140,389**	**167,072**	**171,241**	**157,542**	**165,122**
MATERIALS & SUPPLIES					
OFFICE SUPPLIES	2,498	2,000	2,000	3,000	3,000
OPERATING SUPPLIES	2,460	800	800	800	800
OTHER MATERIALS & SUPPLIES	1,334	890	890	890	890
UNIFORMS	3,122	3,000	3,000	2,885	3,000
BOOKS, PERIODICALS, MAPS	262	500	500	371	500
SAFETY EQUIPMENT	(655)	500	500	500	500
TOTAL MATERIALS & SUPPLIES	**9,020**	**7,690**	**7,690**	**8,446**	**8,690**

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
OTHER EXPENSES					
DEPRECIATION	43,346	43,346	43,346	32,508	43,346
TOTAL OTHER	**43,346**	**43,346**	**43,346**	**32,508**	**43,346**
CAPITAL					
LIGHT EQUIPMENT	655	3,000	3,000	2,641	3,000
TECHNOLOGIES	800	1,300	1,300	500	1,300
TOTAL CAPITAL	**1,455**	**4,300**	**4,300**	**3,141**	**4,300**
CAPITAL REPLACEMENT					
LIGHT EQUIPMENT	1,056	5,000	5,000	5,000	5,000
TECHNOLOGIES	5,992	12,000	12,000	9,021	12,000
TOTAL CAPITAL REPLACEMENT	**7,048**	**17,000**	**17,000**	**14,021**	**17,000**
TOTAL EXPENDITURES	**1,175,339**	**1,332,919**	**1,374,163**	**1,313,130**	**1,394,202**
NET FUND	**$ 438,019**	**$ -**	**$ (41,245)**	**$ 129,429**	**$ -**

Health Insurance Fund

Human Resources
Health Insurance Fund

Mission: To provide a quality medical and dental benefits plan to employees, retirees, and their families through a fiscally responsible self-funded program.

Goals
1. Maintain an appropriate level of premium to eliminate the need for additional monetary resources from the General Fund
2. Create a health conscious workforce to ensure the financial stability of the plan
3. Explore implementing a health Savings Account for employees
4. Explore implementing other Health Savings Account alternatives

Objectives
1. Budget for annual premium increase to, or greater than medical inflation
2. Develop an employee wellness program designed to target lifestyle awareness by the end of FY06
3. Develop at least 3 lifestyle incentives directly related to employee premiums
4. Implement an individualized prescription drug usage review process by November 1, 2005

Performance Measure
1. Budgeted for annual premium increase
2. Developed an employee wellness program
3. # of lifestyle incentives developed
4. Individualized prescription drug usage review process developed by November 1, 2005

Highlights/Issues

Due to rising medical costs and employee utilization, additional revenue is needed in this cost center. A 10% premium increase is recommended for the plan to match the current level of inflation for medical services.

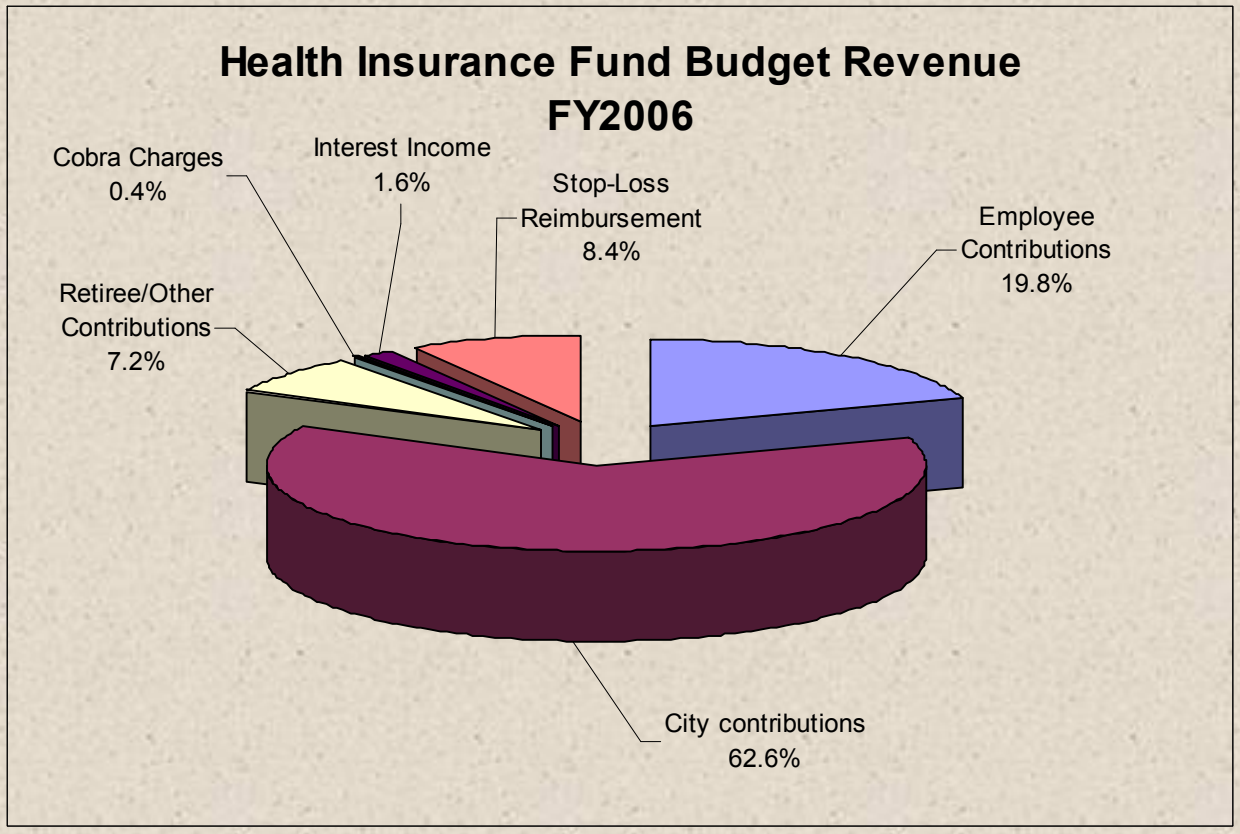
The proposed monthly insurance premiums reflecting the 10% increase are:

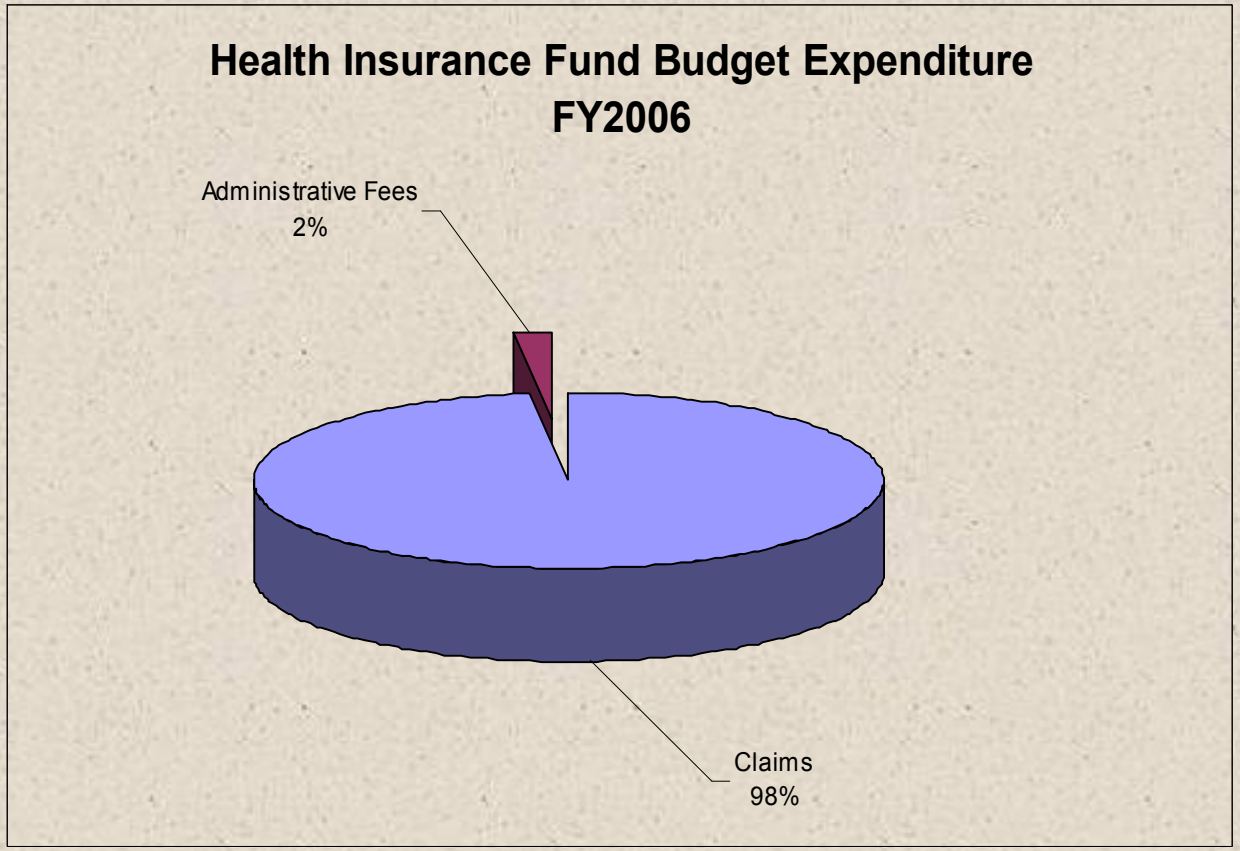
	FY05	FY06
Family		
Employee Contribution	$ 192.96	$ 212.26
City Contribution	633.81	697.19
Total Cost	$ 826.77	$ 909.45
Single		
Employee Contribution	$ 80.70	$ 88.77
City Contribution	281.14	309.25
Total Cost	$ 361.84	$ 398.02

Full Time Employees
None

Total Cost Center Expenditure Summary

	FY04 Actual	FY05 Budget	FY05 Estimate	FY06 Adopted Budget
Revenues				
Employee Contributions	$710,456	$894,711	$1,013,474	$1,013,474
City Contributions	2,262,576	2,684,133	3,207,526	3,207,526
Retiree/Other Contributions	366,131	379,050	379,000	370,000
Cobra Charges	13,168	20,000	20,000	20,000
Interest Income	86,158	70,000	80,000	80,000
Stop-Loss Reimbursement	614,267	335,000	430,000	430,000
Transfers In	-	350,000	-	-
Total	$4,052,756	$4,732,894	$5,130,000	$5,121,000
Expenditures				
Claims	$4,573,832	$4,287,894	$5,017,000	$5,017,000
Administrative Fees	20,806	95,000	103,806	104,000
Total	$4,594,638	$4,382,894	$5,120,806	$5,121,000


Health Insurance Fund Budget Revenue
FY2006
Cobra Charges
0.4%
Interest Income
1.6%
Stop-Loss
Reimbursement
8.4%
Employee
Contributions
19.8%
Retiree/Other
Contributions
7.2%
City contributions
62.6%


Health Insurance Fund Budget Expenditure
FY2006
Administrative Fees
2%
Claims
98%

City of Casper
HEALTH INSURANCE
FY 2006 Budget
(Budget Basis)

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
REVENUES					
INTEREST ON INVESTMENTS	$ 86,158	$ 70,000	$ 70,000	$ 80,000	$ 80,000
TOTAL	**86,158**	**70,000**	**70,000**	**80,000**	**80,000**
MISCELLANEOUS					
INSURANCE REIMBURSEMENTS	614,267	335,000	335,000	430,000	430,000
GAIN/LOSS ON SALE OF ASSETS	-	-	-	-	-
MISCELLANEOUS REVENUE	366,131	379,050	379,050	379,000	370,000
EMPLOYEE CONTRIBUTIONS	710,456	894,711	894,711	1,013,474	1,013,474
EMPLOYER CONTRIBUTIONS	2,262,576	2,684,133	2,684,133	3,207,526	3,207,526
COBRA CONTRIBUTIONS	13,168	20,000	20,000	20,000	20,000
TOTAL MISCELLANEOUS	**3,966,598**	**4,312,894**	**4,312,894**	**5,050,000**	**5,041,000**
OPERATING TRANSFERS IN					
OPERATING TRANSFERS	-	350,000	350,000	-	-
TOTAL REVENUE	**4,052,756**	**4,732,894**	**4,732,894**	**5,130,000**	**5,121,000**
EXPENDITURES					
PLAN ADMINISTRATION FEES	16,242	91,000	91,000	100,000	100,000
INVESTMENT FEES	4,564	4,000	4,000	3,806	4,000
MEDICAL STOP-LOSS	298,607	410,000	410,000	450,000	450,000
DENTAL INSURANCE	228,917	228,000	228,000	235,000	235,000
WELLNESS/EMPLOYEE ASSIST PROGRAM	29,844	31,350	31,350	32,000	32,000
PRESCRIPTIONS	637,482	602,544	602,544	800,000	800,000

	FY 2004	FY2005			FY 2006
	ACTUAL	ORIGINAL BUDGET	REVISED BUDGET	ESTIMATED	ADOPTED
CLAIM COSTS	3,360,127	3,016,000	3,016,000	3,500,000	3,500,000
FLEX SPENDING	18,855	-	-	-	-
TOTAL CONTRACTUAL SERVICES	**4,594,638**	**4,382,894**	**4,382,894**	**5,120,806**	**5,121,000**
NET FUND	**$ (541,882)**	**$ 350,000**	**$ 350,000**	**$ 9,194**	**$ -**

Appendix A

Staffing Information

THIS PAGE LEFT INTENTIONALLY BLANK

Staffing Information

A number of requests for new staffing were submitted by the respective departments during the FY06 budget development process. A listing of those requests and a short explanation of the need is included for your review.

Recommended for Funding

Police Department

- 2 - Detectives

These two detective positions are needed to assist with the increasing number of cases referred to investigators. While the number of cases filed is increasing, the clearance rates are decreasing. It is felt that methamphetamine is the major cause of the increasing number of cases being filed. By authorizing these two positions, another step will be taken to address the ever increasing drug problem in our community.

A grant application has been submitted to the State of Wyoming to pay for the salaries, benefits and equipment for these two positions. It is anticipated that the grant will be awarded for one year. While the cost will be borne by grant funds in the first year, funding for the following years will have to be provided by the city.

Building Inspection

- 1- Building Inspector

As mentioned in the budget introduction, building activity continues to increase throughout the community. Housing starts are up by 32% already this year and were up by 36% in 2004. The existing staff simply cannot keep up with the increasing building activity. Another option to address this problem instead of adding an additional staff person is to no longer provide inspection services for Bar Nunn and Evansville. If this position is added, the city should seek additional funding for the inspection services provided to those communities.

Planning

- 1- Administrative Secretary

As is the case in building inspection, the same situation exists in Planning. Work load has increased significantly and assistance is needed. This position was included in this cost center budget until three years ago. At that time, a person retired and the duties of two positions were combined into one. This worked well until building activity began increasing. Now it is found that there is a need to reinstitute this position to meet the demand of the development that is occurring.

May 4, 2005

MEMO TO: Thomas O. Forslund, City Manager

FROM: Thomas J. Pagel, Chief of Police

SUBJECT: Two Additional Investigators

Recommendation:

That the City Manager and Council authorize funding in the FY 2006 budget for the two (2) new Police Officers (investigators) positions listed below.

Summary:

The Police Department requests authorization for two (2) new full-time positions. These estimated costs include salaries, benefits, vehicles, and operational costs. It is anticipated that these costs will be covered by a State Grant from HB-308. The City Council would be responsible for estimated costs starting in FY 2007 of approximately $118,000.

Position	Cost		Benefit/Results
Two (2) Police Officers (Investigators)	Salary & Benefits	$114,028	Methamphetamine continues to impact crime activity in Casper. The number of cases referred to investigations continues to increase while clearance rates are decreasing. The two (2) additional positions would improve the quality of investigations and increase the clearance rates.
	Officer Equipment	12,800	
	(2) Unmarked Vehicles	50,000	
	Overtime	11,642	
	TOTAL	$188.500	

May 9, 2005

MEMO TO: Thomas O. Forslund, City Manager

FROM: David Hough, Community Development Director

SUBJECT: Additional Community Development Department Personnel

Recommendation:

That Council authorize funding in FY 2006 budget for four new full-time and one promotion position within the Community Development Department.

Summary:

The Community Development Department requests funding in the FY 2006 budget for four full-time positions and one promotion position. These positions are needed to manage the Planning and Building Inspections case load and to provide dedicated staff support for the Casper Urban Renewal Agency (CURA). The estimated costs for these new positions, including salary, benefits, vehicles, work stations, and computers are listed in the following table.

Position	Cost	Benefits/Results
Building Inspector II	$62,246 in salary & benefits Grade 33, Step 5. Vehicle cost, computer, workstation and training $24,229, total cost $86,475	The increased activity in the construction business has maximized our ability to deliver the services and we need to add a plumbing/ mechanical inspector
Accounting Technician	$48,921 in salary & benefits Grade 23, Step 5.	We plan to move one of our existing staff into this position, so their time can be primarily spent on building inspection and contractor licensing. This change is to keep abreast of the increasing activity in the construction business.
Administrative Secretary	$44,628 in salary & benefits	The Administrative Secretary position in the Planning Department has

May 23, 2005

MEMO TO: Thomas O. Forslund, City Manager

FROM: Philip R. Stuckert, P.E., Public Services Director

SUBJECT: Additional Public Services Department Personnel Request for FY06 Budget

Recommendation:

That the City Manager recommend and the City Council authorize funding in the FY 2006 Budget for the new positions listed below.

Summary:

The Public Services Department request funding in the FY 2006 Budget for the following positions. The table indicates the priority and status. The salaries listed in the table include benefits.

New Employee Request

Priority	Employee Name	Current Title	Proposed Title	Current Grade/Step	Proposed Grade/Step	Current Salary* w/ Benefits	Proposed Salary w/Benefits	Increase In First Year	Remarks on Benefits
1	New Employee		Keep Casper Beautiful Administrative Coordinator for Solid Waste		27/1		$46,331 plus vehicle at an estimated cost of $25,000	$46,331	New Position-Job Description attached-will be assigned to Balefill for community cleanup projects. This position replaces request for full time litter crew. PT litter Crew to remain.
2	Part Time Conversion to Full Time	PT Balefill Clerk	Balefill Clerk/Secretary for Solid Waste		15/1		$39,551	$39,551	Currently Part Time position that is requested to be changed to full time status.
3	New Employee		Cross Connection Control Technician for Water Distribution		29/1		$48,251 Plus vehicle at an estimated cost of $25,000	$48,251	New Position-due to pending changes in WDEQ water rules, city will be faced with more residential backflow prevention program
4	New Employee		Park Forrester for Parks		27/1		$46,331 plus vehicle at an estimated costs of $25,000	$46,331	New Position-Originally requested thru Keep Casper Beautiful Plan presented to Council

KEEP CASPER BEAUTIFUL ADMINISTRATIVE COORDINATOR

DEFINITION

To perform a variety of responsible and complex administrative and oversight duties for the Keep Casper Beautiful Program of the Public Services Department to manage and track volunteer programs and events; to handle the Keep Casper Beautiful and Keep America Beautiful reporting process; to provide information and assistance to the public.

SUPERVISION

Receives direction from the Public Services Administrative Analyst or the Solid Waste Division Manager.

EXAMPLES OF IMPORTANT RESPONSIBILITIES AND DUTIES

Responsibilities and duties may include, but are not limited to, the following:

ESSENTIAL

Provide administrative Keep Casper Beautiful support to the PSD Administrative Analyst, Solid Waste Division Manager, Parks Division Manager, and the clerical staff as needed.

Act as a primary contact for Keep Casper Beautiful (KCB). Direct calls, visitors and mail. Respond to requests for information and assistance, volunteer opportunity options, and educational outreach.

Serve as secretary to the Keep Casper Beautiful Advisory Council; prepare and compile the agenda and assemble background materials; prepare and distribute agenda packets; transcribe minutes of the meetings and perform related support services.

Manage the Keep Casper Beautiful volunteer program including tracking and assisting in recruitment, program development, training and recognition.

Provide training to city staff in matters of KCB procedures for dealing with volunteers and tracking appropriate data.

Coordinate volunteer assignments, provide supportive supervision for events, and coordinate volunteer recognition and recognition events.

Provide appropriate training for volunteers and City staff for events.

Work with City staff to assist and support KCB programs and events.

Fiscal record keeping practices and procedures.

Basic procedures of budget coordination.

Principles and procedures of business letter writing and report preparation.

Principles of graphic design.

Principles and procedures of record keeping and reporting.

English usage, spelling, grammar and punctuation.

Principles and procedures of filing.

Rules, regulations, policies and procedures of the City.

Modern office procedures, methods and computer equipment.

Ability to:

Establish and maintain effective working relationships with those contacted in the course of work including City and other government officials, community and volunteer groups, and the general public.

Work cooperatively with other departments, City officials and outside agencies.

Organize, track and prepare reports for KCB events.

Meet deadlines and follow procedures for the programs, events and publications of the KCB.

Perform responsible and difficult secretarial and administrative work involving the use of independent judgment and personal initiative.

Analyze situations carefully and adopt effective courses of action.

Work independently in the absence of supervision. Respond to and resolve volunteer and citizen questions and concerns.

Communicate clearly and concisely, both orally and in writing.

Understand the organization and operation of the City and of outside agencies as necessary to assume assigned responsibilities.

May 4, 2005

MEMO TO: Thomas O. Forlsund, City Manager

FROM: Linda Witko, Assistant City Manager

SUBJECT: Additional Information Technology Division Personnel

Recommendation

That the City Manager and Council authorize funding in the FY 2006 budget for the new Information Technology Division position listed below.

Summary:

The Information Technology Division requests funding in the FY 2006 budget for two new full-time positions. These estimated costs include salary and benefits, but do not cover costs such as work stations or computers.

Position	Cost	Benefit/Results
Web Analyst	$47,413 in salary & benefits at Grade 28 Step 1	The Web Analyst would manage, update, and program the City's web server. Initially it was hoped that this position could be postponed for a year. However, given the fact that staff would like to deploy the City's web server, grow the City's e-government presence, and proactively prepare for the onslaught of web front end applications, this request is submitted for the upcoming fiscal year. This type of position would allow high end web management in a secure environment, with a greater layer of service to City of Casper customers.

May 23, 2005

MEMO TO: Thomas O. Forslund, City Manager

FROM; Max L. Torbert, Director
Casper Events Center

SUBJECT: Assistant Box Office Manager Position

Recommendation:

That the City Manager and Council authorize funding in the FY 2006 budget for a new full-time position to serve in the Casper Events Center Box Office.

Summary:

The Casper Events Center requests funding for one (1) new full time position. The position will report directly to the Box Office Manager. It is anticipated that the funding for the position will come from the additional revenue generated by the All American Professional Basketball League. Conservative estimates indicate the basketball team will generate approximately $220,000 per year in additional revenue for the Casper Events Center.

POSITION	COST	BENEFIT/RESULTS
One (1) Assistant Box Office Manager	Salary $37,145 to $39,110 Benefits $13,838 $50,983 to $52,948 (Grade 27 Step 1 to Grade 27 Step 5)	The number of ticketed events has increased over the past 5 years with the addition of 7 home games for the Wyoming Cavalry, 7 event days for the College National Finals Rodeo and 4 to 5 Broadway shows per year. In addition for 2006, the Events Center will be adding 31 ticketed dates for the All American Professional Basketball League home games. The addition of the position would improve customer service in the Box Office and offer assistance to the Box Office Manager in supervision of part-time staff and other management and clerical duties. It will also help us train a person to eventually move into the Box Office Manager position.

THIS PAGE LEFT INTENTIONALLY BLANK

Appendix B

Other Budget Items For Consideration

THIS PAGE LEFT INTENTIONALLY BLANK

Additional Budget Items Recommended for Funding

Public Safety **$403,500**

- Video Cameras for Police Cars – In-car camera systems provide several positive options for a police department. They encourage professional behavior from officers, and the tapes provide unique training opportunities and important evidence for prosecuting attorneys. The estimated cost for equipping the Casper Police Department is $200,000.

- Redundant Server for Dispatch– The dispatch function of public safety was identified as the most critical area in the Business Continuity (BC) Risk Assessment. Currently, we have the capacity to relocate the radio function for dispatch to Fire Station No. 5, if the dispatch center in the Hall of Justice becomes inoperable. However, the computer system that supports dispatch cannot be relocated at this time. The BC strategy recommends that a redundant server with CAD software and database capability be purchased at an estimated cost of $50,000 and located at Fire Station No. 5 to assure a seamless recovery in a matter of a few hours.

- Fire View Software – At an estimated cost of $30,000, this software will provide analytical capability to the Fire Department to conduct station location studies, mapping of fire response, managing emergency incidents, accessing water flow data for particular hydrants, tracking calls for service and other operational issues.

- Municipal Court Recording Equipment – The Court's recording system is several years old and has become difficult to service. The current tape system does not lend itself to making copies, and the requests for copies of court sessions must be sent out to a service company which creates the risk of losing original court records. This request is for a new digital recording system that uses compact disks as the recording medium, at an estimated cost of $7,000.

- Miscellaneous Equipment for Police Department – The Police Department has identified equipment needs that exceed current budget capabilities. These items are not essential to operation of the department, but would contribute to the continued efforts of the administration to make sure their personnel have access to state-of-the-art crime fighting systems. An allocation of $50,000 to the Police Department will fund the following: Varda alarm systems; body wires, computer write blocker, microfiche printer/scanner, Commission on Accreditation of Law Enforcement Agencies registration fees, modular storage shed, new carpeting and a computer work station.

- Engineering – The existing engineering plotter needs to be replaced in order to address the demand for GIS maps for projects. In addition, the Engineering Division copy machine is requiring more maintenance and the resulting downtime has created problems for completing project paperwork in a timely manner. The estimated cost of these two machines is $17,000.

- Construct Islands on East Second Street – The City Council has discussed the addition of landscaped islands to the portion of East Second Street from Beverly to Wyoming Boulevard in order to finish the new construction in a similar manner as the portion which was completed to the west of Beverly Street. WYDOT has installed the necessary waterlines and power connections to the center of the street to permit the addition of the islands at a later date. The estimated cost of the islands which includes curb and gutter and plantings is $500,000.

Buildings/Structures **$1,063,738**

- Casper Events Center Upgrades – A total of $250,000 is requested in this round of one-time projects to replace windows, upgrade the plumbing in the public bathrooms and replace the portable stage set-up. The building is 25 years old and in need of continued upgrades to meet industry standards and to support the needs of today's venues.

- Casper Recreation Center Fire Protection System – All new commercial and public buildings are required to meet the standard for fire safety with automatic sprinkler systems. The new Aquatic Center was designed as an addition to the Casper Recreation Center and will include a fire sprinkler system. The Fire Department has asked that the city proceed to install sprinklers in the older part of the facility within two years at a cost of $150,000.

- Casper Recreation Center Overflow Parking – With the fall opening of the new Aquatic Center, there will be a need to provide some additional overflow parking at the site of the Casper Recreation Center and Casper Ice Arena. The area proposed to be surfaced with asphalt rotomill material is the unpaved section adjacent to the building used by Casper Area Transportation Coalition, Inc. At a cost of $40,000, an additional 200 parking spaces can be provided.

- Hogadon Roof Replacements – There are several buildings on the Hogadon property, all of which are in need of roof replacements at an estimated cost of $84,000.

- Nicolaysen (NIC) Art Museum Floor Replacement – The wood flooring in the entry and first floor of the NIC has been slowly wearing down and is in need of replacement. The potential failure of this floor will create ongoing maintenance problems for the building. The estimated cost of replacement is $50,000.

- Disc Golf Course - $10,000 has been requested to relocate the Disc Golf Course from Nancy English Park to the North Casper Park.

- Skateboard Park Safety Improvements – Staff has estimated that it will cost $25,000 for materials and labor to make needed safety improvements to the Skateboard Park located adjacent to the YMCA. This work would be considered a temporary fix to allow continued use of the Skateboard Park until additional capital funds can be identified to rebuild the structures.

- New Skateboard Park Planning – A staff committee has been looking at alternatives for the future of the Skateboard Park. They have requested an allocation of $15,000 to assist in the planning and design of the new park structures for future capital funds request.

Other **$134,400**

- GIS Database Conversion – Recent upgrades to the GIS software have provided an opportunity to interface this system with other databases in the organization. In order to fully implement this package, the GIS database will need to be converted. The base map will be converted as part of the current flight update under contract to Merrick and Associates. Conversion of the remainder of the layers of data would take approximately one year utilizing in-house staff. By contracting with the vendor to convert the entire database at an estimated cost of $40,000, we will be able to allocate staff time to implement other projects that will make the system more user friendly.

- "Be Well" Program – The Human Resources Department has suggested that the city consider participating in the local program identified as "Be Well" that is offered to employers as part of the employee wellness program. The annual subscription fee is $94,400 which covers the provision of wellness guides for all employees, and individual assessments and counseling, if needed, to address unhealthy lifestyle choices.

Additional Projects Not Recommended for Funding At This Time

- Fire Station #2 Addition – $140,000
- Remodel Annex Building for Use by a City Department - $150,000
- Purchase Microsoft Upgrade to all of the City Computers to Office Standard - $71,700
- Construct the Extension of David Street from Midwest to 5th Street - $750,000
- Additional Improvements to the Garden Creek Stormwater System - $45,690
- Improved Security at City Hall and Municipal Court - $7,600
- Comprehensive Personnel Compensation Study - $35,000
- Polyplanner Unit for the Traffic Division - $20,000
- Retroreflectometers - $12,000

THIS PAGE LEFT INTENTIONALLY BLANK

Appendix C

Outside Agency Requests

THIS PAGE LEFT INTENTIONALLY BLANK

THREE 3 CROWNS GOLF CLUB

Salt Creek Heights
Business Center

AMOCO REUSE AGREEMENT
JOINT POWERS BOARD
2435 King Blvd., Suite 300
Casper, WY 82604
(307) 472-5591
FAX (307) 472-5592

March 15, 2005

Mayor Guy Padgett, III
City of Casper
200 North David
Casper, WY 82601

Chairman Drew Perkins
Natrona County Comm.
200 North Center
Casper, WY 82601

RE: ARAJPB FY05-06 Funding

Dear Mayor Padgett and Chairman Perkins:

Since the cessation of operational monies that were provided by BP Amoco to the Joint Powers Board in association with the September 1998 Reuse Agreement, the City and County have provided funding for the operations of the Amoco Reuse Agreement Joint Powers Board.

In August of 2002, the Joint Powers Board received from BP Amoco the first installment of ten payments for the various funds that were set forth in the Reuse Agreement. The initial payment included funding for Building/Facilities and Economic Development projects. The Reuse Agreement states that these funds shall be used exclusively for buildings/construction projects located on the properties and to promote economic development in the Casper area. Any interest generated on funds paid by BP Amoco shall be utilized only for the purpose authorized in the Agreement for the principal payment, which generates such interest.

Since January of 2002, the Joint Powers Board's administrative office and operations have been jointly funded by the City of Casper and Natrona County. This joint funding has allowed the Joint Powers Board to continue to pursue the objectives of the Reuse Agreement and will allow it to do so into the future. Operations and maintenance funding will begin to be received, but it is the Joint Power Board's preference to allow these funds to grow, as the funds will only be received for ten years. We would like to accumulate these funds to an amount that would endow operations and maintenance for the ten-year growth period. Therefore, moderate support from the City and County is much appreciated.

Wyoming Senior Citizens Inc.

P.O. Box BD - 106 West Adams
Riverton, Wyoming 82501
Tel: 307.856.6880 or 800.856.4398
Fax: 307.856.4466

Family Caregiver Respite Program
Long-Term Care Ombudsman Program
Senior Community Service Employment Program
Senior Companion Program
Senior Patrol Medicare/Medicaid Project
WIA Job Training Program
Wyoming State Health Insurance Information Program

March 3, 2005

The Honorable Mayor Guy Padgett
Distinguished City Council Members
200 North David
Casper, Wyoming 82601

Dear City Leaders:

Enclosed is a proposal for a funding request for supplemental support of the Wyoming Senior Companion Program which serves the citizens of your community. The general mission of the Senior Companion Program is to allow people to age in place by providing one-on-one support to help those individuals remain independent.

In the last few years we have experienced, like so many organizations, rising costs but no increase in state or federal funding. We are desperate to continue to provide the same quality service to our clients. However, we are faced with the reality that without increases in our budget revenues we may not be able to accomplish that goal.

We have decided to approach the civic leaders of the communities we serve for a minimal level of support to help us in our quest to care for Wyoming's elderly. I ask you to give the enclosed proposal serious consideration as you begin the daunting task of budget negotiations for the coming fiscal year. We are asking for an annual donation of $200.00 per Senior Companion serving in your community. For your city that would be a commitment of $ 2,000.00.

If you have any questions, please do not hesitate to contact me at 1-800-856-4398 or 1-307-856-6880. Please allow me to thank you, in advance, for your consideration of our proposal.

Sincere regards,

Melissa H. Duncan, C.T.R.S.
Wyoming Senior Companion State Program Manager
Wyoming Senior Citizens Incorporated

1 Werner Court, Suite 295
asper, Wyoming 82601
Tel: 307.235.5959
Fax: 307.235.5960

413 West 18th Street
Cheyenne, Wyoming 82001
Tel: 307.634.0010
Fax: 307.634.0903

P.O. Box 94
Wheatland, Wyoming 82201
Tel: 307.322.5553
Fax: 307.322.3283

WHY IS THE WYOMING SENIOR COMPANION PROGRAM SO IMPORTANT TO YOUR COMMUNITY AND ITS' CITIZENS!

1. The clients presently being served have become dependent on the service to assure one's ability to remain in one's own home environment.
2. If an individual must take up residency in a long-term care facility verses staying in one's own home, there is a definitive increase of risk loss to self-dignity and the expense can be prohibitive.
3. The individuals serving as Senior Companions have come to rely heavily on the financial assistance the program is able to provide. The average Senior Companion across the state lives on less than $800.00 a month. Income that is not spent frivolously but rather on essentials like housing and medicine and food.
4. It will bring dollars into your community. The average Senior Companion is paid approximately $3500.00 annually in a stipend benefits package. These are dollars these Companions spend in the community in which they live. This stated amount does not include the potential other monies spent by the program or our agency in your community.
5. It serves as a very positive public relations tool for the community especially when trying to attract new retirees into your community.
6. The sponsoring agency for the Senior Companion Program, Wyoming Senior Citizens, Inc. also has several other senior programs we provide assistance with in your community.
7. Besides fulfilling the basic needs of its' clients it helps them retain their dignity by allowing them to avoid institutionalization (or at least delaying it) for as long as possible.
8. By working in conjunction with other health agencies such as hospice and home health care we can provide comprehensive service to at-risk of institutionalization clients.
9. Because our services are free, financial hardship never becomes an issue for the clients.
10. It is a WIN-WIN-WIN proposal with a catch. The clients win, the Companions win, the Community wins...the catch is we need your support to make it a reality.

WHAT ARE THE INTRINSIC REWARDS TO THE PROGRAM?

1. Our clients are desperate to stay in their home environments and avoid long term care institutionalization. This program either independently or in conjunction with other in-home services avails the client the opportunity to do just that.
2. Also, we cannot ignore the importance this program has for the Senior Companion volunteers themselves. They feel more vital and important. There is an increased level of self-worth experienced by the volunteer. Many have reported, if it were not for this program, they would have no reason to get up in the morning. It is that important to them.

In the simplest of terms, the Wyoming Senior Companion Program preserves *"Quality of Life"* and that is exactly what this program is truly all about.

We serve your community. We are looking for support of this program to help defer the costs of providing this vital service to the persons in your hometown most in need.

We are looking for local community support to help with Volunteer Expenses, especially in the area of mileage and meals for the volunteering Senior Companions. We hope you, as community leaders, will join in the effort to care for our senior citizens with a minimal level of financial support. In your community we are presently serving 48 clients through the efforts of ten Senior Companions. We are asking your community to consider an annual donation of $200.00 for each Senior Companion who serves in your community, which would equate to $2.000.00 for the city of Casper.

PROPOSED DONATION $2,000.00
or any amount you deem appropriate

Please keep in mind the dollars donated by your city council would go directly into deferring Volunteer Expenses. Just in stipends, meals and transportation reimbursement we expend approximately $3,300.00 a month in the city of Casper each month. Your support will help guarantee we are able to adequately support your local Senior Companion throughout the next fiscal year.

community Action PARTNERSHIP

Helping People. Changing Lives.

Community Action Partnership of Natrona County

Aspen Creek Office Building
300 Werner Court, Suite 201
Casper, Wyoming 82601
PHONE: 307-232-0124
FAX: 307-232-0145
E-Mail: cap@natronacounty-wy.gov
http://www.capnc.org

Covering Kids and Families: 307-232-9018

Health Care for the Homeless Clinic
1514 East 12th Street, Suite 201
Casper Wyoming 82601
PHONE: 307-235-6116
FAX: 307-235-0249
E-Mail: hch@natronacounty-wy.gov
http://www.capnc.org\services\Clinic.html

TO: Tom Forslund, City Manager, City of Casper

FROM: Dennis L. Royal, Director, Community Action Partnership of Natrona County

DATE: April 21, 2005

SUBJECT: FY 2006 Budget Request

Enclosed is the Community Action Partnership of Natrona County's budget request to the City for FY 2006. We are requesting an increase from $54,743 to $62,025 for operations. This increase reflects a 4% salary increase and increases in contractual services and office supplies. We are also requesting and an increase in agency funding from $89,162 to $102,367 ($62,500 in 1% funding and $39,867- general fund). We are requesting the same amount of funding from the Natrona County Commissioners.

Thank you for your consideration of this request.

cc: V.H. McDonald, Finance Director

BUDGET DETAIL

I. General Fund Budget

Line Item	FY 05 Budget	FY 06 Budget Request
Salaries - 1 Director @ $ 56,287 * 50% 1 Administrative Assistant @ $24,960 * 50%	$ 39,061	$ 40,623
Wyoming Retirement - 2 Employees @ 11.25% * 50%	$ 4,395	$ 4,570
Social Security Match and Medicare @ .0765% * 50%	$ 2,988	$ 3,108
Employee Medical Insurance 2 employees @ $355 month * 50%	$ 4,260	$ 4,260
Unemployment Insurance @ .0129 *16,400 * 2 * 50%	$ 184	$ 212
Worker's Comp @ 2.83% * 50%	$ 1,143	$ 1,150
Contractual Services –Accounting	$ 0	$ 3,686
Maintenance Contracts - Copier lease @ $217/mo	$ 1,427	$ 2,641
Office Supplies	$ 1,285	$ 2,989
Agency Funding	$ 26,662	$ 39,867
TOTAL REQUEST	**$ 81,405**	**$ 101,892***

II. 1% BUDGET

Line Item	FY 05 Budget	FY 06 Budget Request
Agency Funding	$ 62,500	$ 62,500

* County Request is for same amount.

CITY OF CASPER – NATRONA COUNTY

DISEASE PREVENTION | PUBLIC HEALTH NURSING | ENVIRONMENTAL HEALTH

HEALTH DEPARTMENT

475 S. Spruce • (307) 235-9340 • Fax (307) 237-2036 • Casper, Wyoming 82601-1759

April 11, 2005

Mr. Tom Forslund
Casper City Manager
Casper City Hall
200 North David Street
Casper, WY 82601

Mr. Drew Perkins
Chair, Natrona County Commission
Natrona County Courthouse
200 North Center Street
Casper, WY 82601

PERSONAL AND CONFIDENTIAL

Gentlemen: Mr. Forslund

As we begin our preliminary Budget Planning for FY 2006, we may be facing a serious shortfall. You may recall that we have used our Reserve Funds to balance our Budget, and we have simultaneously increased Grant Revenues and Generated Revenues.

However, if the City of Casper and Natrona County allocate the same funds as in the past three years we will have a deficit too large to cover with those Reserves, and we will be forced to reduce personnel costs, which will inevitably reduce programs and services.

We have prepared a preliminary budget with a modest salary increase, in order to remain competitive in the professional marketplace. Overall, total expenditures have been reduced. Still, assuming no significant increases in other Revenues, we will need a total of $1.2 Million from the combined allocation of City and County. This would mark the first increase in local government funding for our General Operations in three years. (See attached Graphs).

We know that the Legislature has provided increased funding to local governments, and we are also well aware that both City and County plan to use those increased funds for projects that have been previously deferred.

However, if we cannot increase the share of our costs borne by local government, we will inexorably lose a substantial portion of the programs that we have all worked so hard to improve over the past several years; and along with those lost programs, we will inevitably lose the staff in whom we have invested.

Please contact me at your earliest convenience to discuss this serious situation, so that we do not come down to the last moment of Budget Hearings.
Thank you for your consideration.

Sincerely,

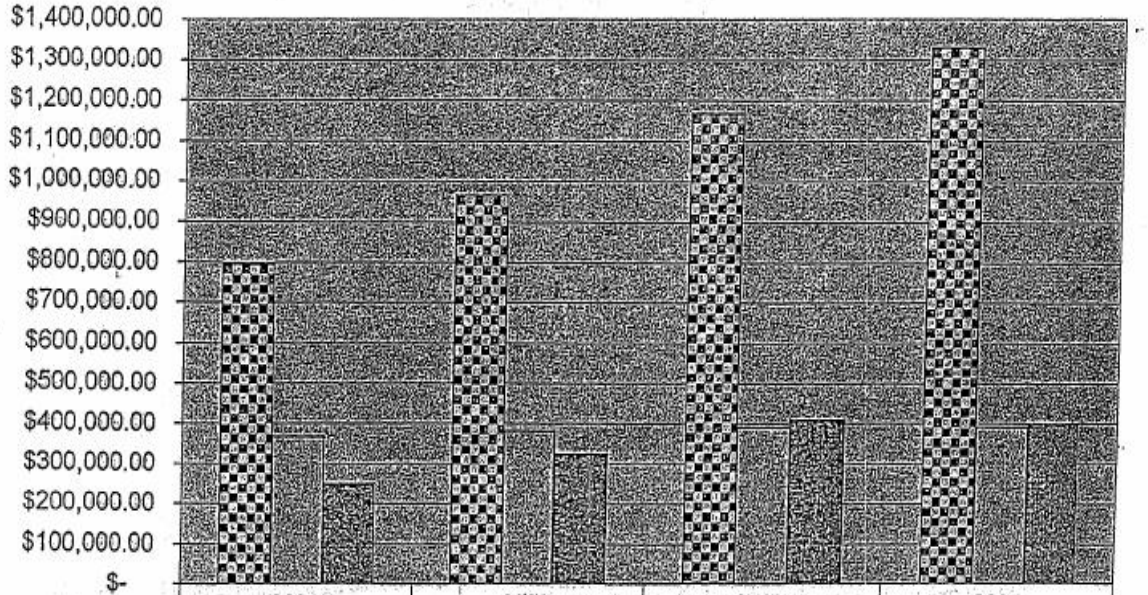
Robert E. Harrington

Robert E. Harrington, MS, RS, DAAS

Cc: K. Killmer, Chair, Board of Health.

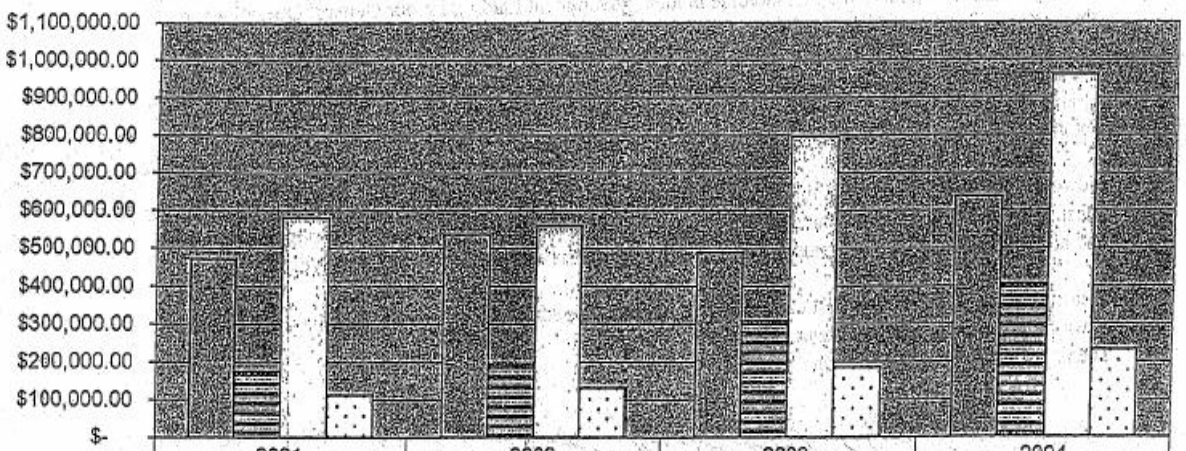
CITY OF CASPER-NATRONA COUNTY HEALTH DEPARTMENT FY 2001-04 ANALYSIS

REVENUES



	2001	2002	2003	2004
GRANT/GENERATED	$795,201.00	$964,963.00	$1,168,604.00	$1,329,371.00
CITY	$366,317.00	$381,317.00	$391,000.00	$391,617.00
COUNTY	$250,000.00	$325,000.00	$408,497.00	$400,000.00

EXPENDITURES



	2001	2002	2003	2004
GRANT*	$472,058.00	$536,321.00	$488,768.00	$637,078.00
OPERATION	$176,196.00	$193,056.00	$309,049.00	$406,999.00
PERSONNEL**	$582,040.00	$560,200.00	$796,165.00	$961,386.00
BENEFITS	$113,851.00	$132,138.00	$185,424.00	$232,038.00

April 14, 2005

Mr. David Hough
Planning Department
City of Casper
200 North David, Room 205
Casper, Wyoming 82602

Dear. Mr. Hough:

The Casper Area Chamber of Commerce requests funding from the City of Casper commencing July 1, 2005 and terminating June 2006 in the sum of Twenty-Five Thousand Dollars ($25,000.00). Payment in the form of quarterly installments of Six Thousand Two Hundred Fifty Dollars ($6,250.00) following receipt from the Chamber of an itemized invoice of services rendered in conformance with our annual contract.

The Chamber agrees to provide the following services for the City;

- Maintain a Chamber of Commerce Office within the corporate limits of the City.
- Answer all general inquiries from all persons from various states and countries.
- Answer any business requesting information that is of a general nature.
- Maintain a tourist information center and distribute tourist brochures and community material to promote the City and the surrounding area as a place to live, a place to vacation, and to generally promote the City's attributes.
- Promote Casper as a retail trade center and a center for medical services, distribution, and education.
- Provide the Casper Events Center with full corporate membership in the Chamber.
- Provide and maintain a Home Page on the Internet and local access resource database.

Thank you for your consideration. The Casper Area Chamber of Commerce greatly appreciates the City of Casper's financial assistance.

Sincerely,

Lori Becker

Lori Becker
Executive Director

cc: Tom Forslund, City Manager

ACCREDITED CHAMBER OF COMMERCE
CHAMBER OF COMMERCE OF THE UNITED STATES

500 NORTH CENTER ST. • CASPER, WYOMING 82602
'HONE: 307-234-5311 • FAX: 307-265-2643 1-866-234-5311 • WWW.CASPERWYOMING.ORG

The Science Zone
400 E. Collins, Third Floor
Casper, Wy 82601

April 22, 2005

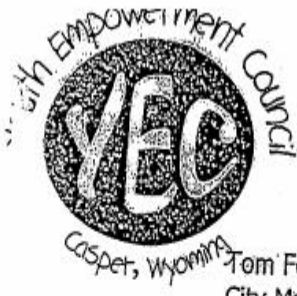
Casper City Council
City Hall
Casper, WY 82601

To the Mayor and the City Council of Casper, Wyoming:

Please accept this letter as a formal request of your consideration of the following proposal:

That the City Council of Casper Wyoming include $11,000 (eleven thousand dollars) in the next budget so The Science Zone can remain located in the third floor of the Nicolaysen Art Museum building for the remainder of the 2005 calendar year.

As many of you are aware, The Science Zone is the former Wyoming Science Adventure Center (WySAC). The Science Zone is a 501(c)(3) organization and has a dedicated volunteer board and two full-time staff people. The Science Zone board is committed to building a non-profit organization with a strong and broad base of support and we are beginning to receive grant awards and develop membership and corporate sponsorship programs. We are planning to move out of the Nicolaysen Building by January, 2006. We would very much appreciate your commitment to our organization and to our mission, which is to provide a facility for families and individuals to learn science and math in a fun and engaging environment.



March 4, 2005

Tom Forslund
City Manager
City Hall
200 N David
Casper, Wyoming 82601

Youth
Empowerment
Council

c/o Wyoming Medical
Center Foundation
1 3 E. Second Street
Casper, Wy. 82601

T: 1) 577-2134
F: (307) 577-2996

RE: Release of funds to the Youth Empowerment Council

Dear Mr. Forslund & the Casper City Council:

The Youth Empowerment Council (YEC) would like to thank you for the City's continued support. The support of your staff and the City Council is crucial to the success of YEC. It is our hope that the $5,000.00 the City Council is holding for us be released so that YEC may continue its mission. At this time we'd also like to ask you to consider increasing the YEC budget to $10,000 for the 2006/07 year.

The budget increase is an effort to obtain sustainability and longevity. Last year I was able to obtain the following:

NCSD #	$10,000	McMurry	$12, 000
City of Casper	$5,000	WMCF	$5,000
			$4,000 *in kind

At this time I am requesting:

NCSD #1	$10,000	City of Casper	$5,000
WMCF	$15,000		

This does not include small fundraising for specific activities, or the additional possibilities for granting opportunities

I'd like to highlight a few of the amazing things we have done in the past year and a half. (For a complete list of YEC activities, please see attached.) Last year we put on a youth volunteer fair and concert. We had over 20 non-profit, community service agencies participating, including the WMC auxiliary. From beginning to end all the details, ideas, and decision making was conducted by YEC members.

During this past school year, we have been very busy changing Wyoming law and working on teen suicide prevention. Governor Freudenthal recently signed into law HB 145 allowing for 16 and 17 year olds to work as election judges. Without YEC, Wyoming would not have been the 32nd state in the Union to allow the involvement of young people in the civic process. YEC members are ecstatic and feeling very empowered by having their voices heard. We have been asked to participate at the Wyoming

YOUTH CRISIS CENTER INC.

915 So. McKinley
Casper, WY 82601
(307) 577-5718
FAX: (307) 577-5716

March 23, 2005

Mr. Tom Forslund, City Manager
City of Casper
200 North David
Casper, WY 82601

Dear Mr. Forslund:

The purpose of this letter is to respectfully request that $10,000.00 be included in your 2005-2006 budget for professional services for the Youth Crisis Center, Inc.

Since 1982 we have provided emergency care for this community's abused, abandoned, and neglected children. Through the City of Casper's Council we were able to start this service and to date we have received 6,116 placements. In 2003-2004 we received 206 placements from the city of Casper's Police Department.

Any help you can off in regard to this request would greatly be appreciated.

If you have any questions or concerns please contact me at your convenience.

Sincerely,

Dick Dresang
Executive Director

Cc: Tom Pagel, Chief of Police
City of Casper

PROVIDING RESIDENTIAL SERVICES TO YOUTH AND THEIR FAMILIES THROUGH
Youth Crisis Center + Hemry Home + R.L. Mills Home.

THIS PAGE LEFT INTENTIONALLY BLANK

Appendix D

Long Term Loans and Notes Payable

THIS PAGE LEFT INTENTIONALLY BLANK

City of Casper

Long Term Loans and Notes Payable

FY 2006

	Original Loan Amount	Outstanding	Balance Available	Annual Installment
Water Fund				
Wyoming Water Development Commission	$ 330,000	$ 256,494	$ -	$ 24,282
Wyoming State Land and Investment Loan	1,500,000	1,441,279	-	96,220
Wyoming State Land and Investment Loan	1,500,000	145,596	1,354,404	Not Determined
Wyoming State Land and Investment Loan	1,500,000	1,190,463	309,537	Not Determined
Total	$ 4,830,000	$ 3,033,832	$ 1,663,941	$ 120,502
Wastewater Treatment Plant				
Wyoming State Land and Investment Loan	$ 8,500,000	$ 256,494	$ 8,243,506	$ Not Determined
Golf Course				
Wyoming Water Development Commission	$ 800,000	$ 514,723	$ -	$ 26,005
Total	$ 14,130,000	$ 3,805,049	$ 9,907,447	

THIS PAGE LEFT INTENTIONALLY BLANK

Glossary

Glossary

Accrual Basis: A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

Activity: Departmental efforts which contribute to the achievement of a specific set of program objectives; the smallest unit of the program budget.

Ad Valorem Taxes: Commonly referred to as property taxes, are levied on both real and personal property according to the property's valuation and the tax rate.

Appropriation: A legal authorization to incur obligations and to make expenditures for specific purposes.

Assessed Valuation: The valuation set upon real estate and certain personal property by the Assessor as a basis for levying property taxes.

Asset: Resources owned or held by a government which have monetary value.

Authorized Positions: Employee positions, which are authorized in the adopted budget, to be filled during the year.

Available (Undesignated) Fund Balance: This refers to the funds remaining from the prior year which are available for appropriation and expenditure in the current year.

Bond: A long-term I.O.U. or promise to pay. It is a promise to repay a specified amount of money (the face amount of the bond) on a particular date (the maturity date). Bonds are primarily used to finance capital projects.

General Obligation (G.O.) Bond: This type of bond is backed by the full faith, credit, and taxing power of the government.

Revenue Bond: This type of bond is backed only by the revenues from a specific enterprise or project, such as a hospital or toll road.

Bond Refinancing: The payoff and re-issuance of bonds to obtain better interest rates and/or bond conditions.

Budget: A plan of financial activity for a specified period of time indicating all planned revenues and expenses for the budget period.

Budgetary Basis: This refers to the basis of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: GAAP, cash, or modified accrual.

Budget Calendar: The schedule of key dates which a government follows in the preparation and adoption of the budget.

Budgetary Control: The control or management of a government in accordance with the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and resources.

Capital Assets: Assets of significant value and having a useful life of several years. Capital assets are also call fixed assets.

Capital Budget: The appropriation of bonds or operating revenue for improvements to facilities and other infrastructure.

Capital Improvements: Expenditures related to the acquisition, expansion or rehabilitation of an element of the government's physical plant; sometimes referred to as infrastructure.

Capital Improvements Program (CIP): A plan for capital outlay to be incurred each year over a fixed number of years to meet capital needs arising from the government's long-term needs.

Capital Outlay: Fixed assets which have a value of $500 or more and have a useful economic lifetime of more than one year; or, assets of any value if the nature of the item is such that it must be controlled for custody purposes as a fixed asset.

Capital Project: Major construction, acquisition, or renovation activities which add value to a government's physical assets or significantly increase their useful life. Also called capital improvements.

Contingency: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Glossary

Contractual Services: Services rendered to a government by private firms, individuals, or other governmental agencies. Examples include utilities, rent, maintenance agreements, and professional consulting services.

Debt Service: The cost of paying principal and interest on borrowed money according to a predetermined payment schedule.

Department: The organizational unit of government which is functionally unique in its delivery of services.

Development-related Fees: Those fees and charges generated by building, development and growth in a community. Included are building and street permits, development review fees, and zoning, platting and subdivision fees.

Disbursement: The expenditures of monies from an account.

Employee (or Fringe) Benefits: Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included are the government's share of costs for Social Security and the various pension, medical, and life insurance plans.

Encumbrance: The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit.

Expenditure: The payment of cash on the transfer of property or services for the purpose of acquiring an asset, service, or settling a loss.

Expense: Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest or other charges.

Fiscal Policy: A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investments. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

Fiscal Year: A twelve-month period designated as the operating year for accounting and budgeting purposed in an organization. The City of Casper's fiscal year begins July 1, and end June 30.

Fixed Assets: Assets of long-term character that are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.

Full-time Equivalent Position (FTE): A part-time position converted to the decimal equivalent of a full-time position based on 2080 hours per year. For example, a part-time typist working 20 hours per week would be the equivalent to a .5 of a full-time position.

Fund: A fiscal entity with revenues and expenses which are segregated for the purpose of carrying out a specific purpose or activity.

Fund Balance: The excess of the assets of a fund over its liabilities, reserves, and carryover.

GAAP: Generally Accepted Accounting Principles. Uniform minimum standards for financial and recording, encompassing the conventions, rules, procedures that define accepted accounting principles.

General Accounting Standards Board (GASB): The authoritative accounting and financial reporting standard-setting body for government entities.

Infrastructure: The physical assets of a (e.g., streets, water, sewer, public buildings and parks).

Interfund Transfers: The movement of monies between funds of the same governmental entity.

Intergovernmental Revenue: Funds received from federal, state and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

Levy: To impose taxes for the support of government activities.

Long-term Debt: Debt with a maturity of more than one year after the date of issuance.

Modified Accrual Accounting: A basis of accounting which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or are "measurable"and available.

Glossary

Objective: Something to be accomplished in specific, well-defined, and measurable terms and that is achievable within a specific time frame.

Obligations: Amounts which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

Operating Revenue: Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

Operating Expenses: The cost for personnel, materials and equipment required for a department to function.

Performance Measure: Data collected to determine how effective or efficient a program is in achieving its objectives.

Program: A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the government is responsible.

Reserve: An account used either to set aside budgeted revenues that are not required for expenditures in the current budget year or to earmark revenues for a specific future purpose.

Resolution: A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

Resources: Total amounts available for appropriation Including estimated revenues, fund transfers, and beginning balances.

Revenue: Sources of income, financing the operations of government.

Special Revenue Fund: A fund used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditures for specified purposes.

Tax Levy: The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

Taxes: Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments.

Transfers In/Out: Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

Unencumbered Balance: The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purposes.

Unreserved Fund Balance: The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

THIS PAGE LEFT INTENTIONALLY BLANK