

INFORMATION PACKET

Table of Contents

Friday, October 26, 2018



Item	Pages
Table of Contents	1
The Grid - Schedule of Council Meetings	2-6
CATC Letter to Editor 10.10.18	7
Central Wyoming Senior Services Qtrly Rpt 06.30.18	8-13
Central Wyoming Senior Services Qtrly Rpt 09.30.18	14-17
Correspondence Alcohol Sales on Sunday Smith	18
Invitation Events Center New Seats!!	19
The Arc of Natrona County Qtrly Rpt 09.30.18	20-24
WAM Info Invitation Regarding Commercial Air Service	25
WAM Info Word from WAM 10.25.18	26-32
WAM Info Cigarette Tax	33
Wyoming Food Bank of the Rockies Qtrly Rpt 09.30.18	34-47
Wyoming Medical Center Foundation Qtrly Rpt 09.30.18	48-51

We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

The Grid
A working draft of Council Meeting Agendas

November 6, 2018**Councilmembers Absent:**

Regular Council Meeting Agenda Items C = Item is on Consent N = Item is not on Consent		Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-meeting: Health Fund Update & Police Budget Amendment						
Bright Spot - Stroke Awareness						
Establish November 20, 2018 as the Public Hearing Date for Consideration of an Ordinance to Vacate Portions of South Oak Street, South Elm Street, West 8th street, West 9th Street, West 10th Street, Two Alleys Located in Block 84, Casper Addition, an Alley Located in Block 92, Casper Addition, and a Portion of an Alley Located in Block 93, Casper Addition.		C				
Annexation and plat a Portion portion of the S1/2NW1/4, Section 9, Township 33 North, Range 79 West, 6th P.M., Natrona County Wyoming, and a vacation and replat of Lot 2, Block 1 and Lot 1, Block 2, Bailey Addition No. 2 and Lot 1 Stoval Brothers Addition, to create State Office Building Addition, comprising 11.06 acres, more or less, located at 444 West Collins Drive, and consideration of a request to establish the zoning of the subdivision as City zoning classification OYDSPC (Old Yellowstone District and South Poplar Corridor). 1st reading			N			
Panhandling Ordinance - 1st reading			N			
Motor Vehicle Operator's License Ordinance - 1st reading			N			
Amending Casper Municipal Code Section 5.08.320 – Hours of Sale of Alcoholic Liquors or Malt Beverages, Uniform for Each Day of the Week. 3rd Reading				N		
Qwest Corporation, d/b/a CenturyLink QC, Franchise. 2nd Reading				N		
Anti-Bullying Resolution					C	
Authorizing the Submission of a Wyoming Business Council Grant, in an Amount of \$3,000,000, for the Midwest Avenue Reconstruction – Elm Street to Walnut Street Project.					C	
Authorizing the Mayor to Sign the Certified Local Government FY19 Grant Application for Historic Preservation Funds.					C	
Authorizing Consent to the Sublease of License Agreement between City of Casper and NCWPCS MPL, 33- Year Sites Tower Holdings, LLC (an AT&T Entity) for a Cell Tower at 1903 North Poplar Street.					C	
Accepting a Utility Easement from Natrona County School District No. 1 for Maintenance of Underground Utilities within the Natrona County High School Campus.					C	
Authorizing Amendment No. 1 to the Cooperative Agreement with the Wyoming Department of Transportation for the Interstate 25 & Shoshoni Interchange Landscaping Project.					C	
Authorizing Amendment No. 2 to the Professional Services Agreement with Stevens Engineering, Inc., in the Amount of \$51,700, for the Casper Ice Arena Chiller System Replacement Project.					C	
Authorizing a Contract for Outside-City Water Service with GEO Group, Inc.					C	
Authorizing Change Order No. 4 with Caspar Building Systems, Inc., in the Amount of \$29,508.97 for the Fire-EMS Station No. 5 Project.					C	
Authorizing an Agreement with Andreen Hunt Construction, Inc., in the Amount of \$256,645, for the Lower Eastdale Creek Channel Improvements-Phase 2 Project.					C	
Authorizing Change Order No. 2 with Wayne Coleman Construction, Inc., in the Amount of \$41,500, and a Time Extension of Seven (7) Days, as Part of the Fairdale Avenue Improvements Project.					C	

The Grid

A working draft of Council Meeting Agendas

Authorizing the Acceptance of a Grant from the Edward Byrne Memorial Justice Assistance Grant, From the Department of Justice, Bureau of Justice Assistance, in the Amount of \$28,173, to be Used for Miscellaneous Equipment.				C	
Authorizing the Acceptance of a Grant Award from the Wyoming Office of Homeland Security, in the Amount of \$10,041, to be Used to Purchase Breaching Tools.				C	
Orphaned agencies (15 Contracts/Resolutions)				C	
Authorizing the Purchase of Two (2) New 3/4 Ton 4x4 Cab and Chassis, from Greiner Ford, Casper Wyoming, in the Total Amount of \$61,276, Before Trade-in Allowance, for Use by the Metro Animal Control Division of the Casper Police Department.					C
Appointing Ruth Heald, Emil Gercke, Christy Aksamit, Cathleen Stepp, Jared Fehring, and Reappointing Robin Broumley to the Citizen's Transportation Advisory Commission with Terms Expiring December 31, 2021.					C

November 13, 2018**Councilmembers Absent:**

Work Session Meeting Agenda Items	Recommendation	Allotted Time	Beginning Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Events Center Audit	Information Only	30 min	4:30
Liquor License Ordinance (John Henley)	Move Forward for Approval	30 min	4:50
Budget Amendments	Move Forward for Approval	40 min	5:10
Legislative Agenda (Carter Napier)	Move Forward for Approval	30 min	6:30
Council Leadership Discussion	Direction Requested	20 min	6:30
Agenda Review		20 min	5:50
Legislative Update		10 min	6:10
Council Around the Table		20 min	6:20
Approximate Ending Time			6:40

November 20, 2018**Councilmembers Absent:**

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
C = Item is on Consent N = Item is not on Consent					
Bright Spot - Bike rider assistance			N		
Establish December 4 as the Public Hearing Date for Liquor License Ordinance			N		
Ordinance to Vacate Portions of South Oak Street, South Elm Street, West 8th street, West 9th Street, West 10th Street, Two Alleys Located in Block 84, Casper Addition, an Alley Located in Block 92, Casper Addition, and a Portion of an Alley Located in Block 93, Casper Addition. 1st reading		N			
Qwest Corporation, d/b/a CenturyLink QC, Franchise. 3rd reading			N		
Annexation and plat a Portion portion of the S1/2NW1/4, Section 9, Township 33 North, Range 79 West, 6th P.M., Natrona County Wyoming, and a vacation and replat of Lot 2, Block 1 and Lot 1, Block 2, Bailey Addition No. 2 and Lot 1 Stoval Brothers Addition, to create State Office Building Addition, comprising 11.06 acres, more or less, located at 444 West Collins Drive, and consideration of a request to establish the zoning of the subdivision as City zoning classification OYDSPC (Old Yellowstone District and South Poplar Corridor). 2nd reading			N		

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Panhandling Ordinance – Updating Regulations. 2nd reading			N		
Possession of Motor Vehicle Operator’s License – Repealing and Replacing Ordinance. 2nd reading			N		
Legislative Agenda				C	
Budget Amendment				C	
Release of City's Lien on the Truck Tractor and Trailer of the Food Bank of the Rockies				C	
Authorizing the Acceptance of a Grant Award from the Wyoming Office of Homeland Security, in the Amount of \$36,100, to be Used to Purchase Level A Hazardous Materials Suits and Pressurization				C	
Approving a One Year Extension for Bar and Grill Liquor License No. 10, Marvin Piel Family, LLC d/b/a The Tower, Located at 100 North Center Street.					C
Authorizing the Discharge of \$22,430.30 of Uncollectible Accounts Receivable Balances, Aged between the Dates of July 1, 2013 and September 30, 2013, Including a More Recent Bankruptcy.					C

November 27, 2018**Councilmembers Absent:**

Work Session Meeting Agenda Items	Recommendation	Allotted Time	Beginning Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Wyoming Business Council Grant - River Project (Jolene Martinez)	Move Forward for Approval	20 min	4:30
		20 min	4:50
		20 min	5:10
Council Leadership Nominations	Direction Requested	20 min	6:30
Agenda Review		20 min	5:50
Legislative Update		10 min	6:10
Council Around the Table		20 min	6:20
Approximate Ending Time			6:40

December 4, 2018**Councilmembers Absent:**

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
C = Item is on Consent N = Item is <u>not</u> on Consent					
Establish December 18, 2018 as the Public Hearing Date for Consideration of the Wyoming Business Council Grant - River Project	C				
Establish February 19, 2019 as the Public Hearing Date for Consideration of the Annual Renewal of Liquor Licenses.	C				
Panhandling Ordinance – Updating Regulations. 3rd reading			N		
Possession of Motor Vehicle Operator’s License – Repealing and Replacing Ordinance. 3rd reading			N		
Ordinance to Vacate Portions of South Oak Street, South Elm Street, West 8th street, West 9th Street, West 10th Street, Two Alleys Located in Block 84, Casper Addition, an Alley Located in Block 92, Casper Addition, and a Portion of an Alley Located in Block 93, Casper Addition. 2nd reading			N		

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December 11, 2018**Councilmembers Absent:**

Work Session Meeting Agenda Items	Recommendation	Allotted Time	Beginning Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Public Services Rate Model Update (Andrew Beamer)	Information Only	20 min	4:30
		20 min	4:50
		20 min	5:10
Council Leadership Straw Poll	Direction Requested	20 min	5:30
Agenda Review		20 min	5:50
Legislative Update		10 min	6:10
Council Around the Table		20 min	6:20
Approximate Ending Time			6:40

December 18, 2018**Councilmembers Absent:**

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
C = Item is on Consent N = Item is <u>not</u> on Consent					
Public Hearing Date for Consideration of Annexation Compliance with Title 15, Chapter 1, Article 4 of the Wyoming State Statutes to Determine if the Annexation of the State Office Building Addition Complies with W.S. 15-1-402. 1. Resolution. 2. Third reading Ordinance Approving Annexation, and Zoning of the State Office Building Addition.		N			
Wyoming Business Council Grant - River Project		N			
Ordinance to Vacate Portions of South Oak Street, South Elm Street, West 8th street, West 9th Street, West 10th Street, Two Alleys Located in Block 84, Casper Addition, an Alley Located in Block 92, Casper Addition, and a Portion of an Alley Located in Block 93, Casper Addition. 3rd reading			N		

January 8, 2019**Councilmembers Absent:**

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
C = Item is on Consent N = Item is <u>not</u> on Consent					
Election of Mayor and Vice-President					

The Grid

A working draft of Council Meeting Agendas

January 15, 2019**Councilmembers Absent:**

Work Session Meeting Agenda Items	Recommendation	Allotted Time	Beginning Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
		20 min	4:30
		20 min	4:50
		20 min	5:10
		20 min	5:30
Agenda Review		20 min	5:50
Legislative Update		10 min	6:10
Council Around the Table		20 min	6:20
Approximate Ending Time			6:40

January 22, 2019**Councilmembers Absent:**

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
C = Item is on Consent N = Item is <u>not</u> on Consent					

Upcoming Work Session Agenda Items

Bar & Grill License RFP (after November 13, 2018)
Plains Property RFP (after February 14, 2019)
Casper Mountain Biathlon Club-Crushing Operations
Pre-Annexation & Island Annexation
Liquor Ordinance, Part II
Demerit Point Revisions (Chief McPheeters) Alcohol Demerit Structure: What is the public position? Do you want us to be
Downtown Parking Study Implementation
Goodstein Lot Lease (Long Term Plan)
6th Cent Funding Study
Property Code Revisions (after January 2019)
Parking on the Parkways (after January 2019)
Sidewalk Cafés



CATC – 307-265-1313

October 10, 2018

Board of Directors
CATC/The Bus
1715 East 4th Street
Casper, WY 82601

Letter to the Editor Casper Star Tribune
170 Star Lane
Casper, WY 82604

Editor:

CATC/The Bus has received Optional One Cent Tax funding for the past 19 years. Those pennies add up. Our community's transit system offers a way to travel to and from a job, to the doctor for a medical appointment, to shop or go out for a meal, or just to get out of the house to visit friends. The systems distinctive buses serve Casper, Mills, Evansville, Bar Nunn and portions of Natrona County.

Our riders are as diverse as the communities we serve. They are those who can no longer drive or choose not to drive, as well as those who are limited in transit options because of the need for a wheelchair. We serve those who can't afford to own a car to get to work and students who attend college classes. The One Cent helps us keep transit options affordable for anyone who needs to get from here to there. Each year, we're proud that the buses the One Cent helps to pay for provide more than two million rides to those who needed transportation.

The One Cent has helped CATC/The Bus grow and change to keep up with the changes in community demand. We've used One Cent funding to expand The Bus service by adding Saturdays, revamp the bus routes and extend hours so that bus service is available 6:30 a.m. to 6:30 p.m. during the week and 7:30 a.m. to 3:00 p.m. on Saturday.

CATC/The Bus depends on One Cent funding to continue its current levels of service and to work toward needed expansions of hours and routes. Please join us in supporting Optional One Cent #16 on November 6.

Sincerely,

A handwritten signature in black ink, appearing to read 'Louis Grunewald', is written over a horizontal line.

Louis Grunewald, President
CATC/The Bus



The Bus – 307-237-4287



FY 2017/FY 2018 Specific Entity and One Cent Quarterly Report

Please file this form at the conclusion of the quarter. Failure to complete and send in this form could result in a denial of payment for any current or future funding.

Organization: <u>Central Wyoming Senior Services, Inc.</u> Program/ Event: <u>Building Upgrades</u>			
Contact Person: <u>Rachel Brown</u>	Phone Number: <u>265-4678</u>	Date: <u>6/27/2018</u>	
Please Select One:			
1 st Quarter <input type="checkbox"/>	2 nd Quarter <input type="checkbox"/>	3 rd Quarter <input type="checkbox"/>	4 th Quarter <input checked="" type="checkbox"/>

1. Mission

Please state the agency's mission/vision: We strive to keep Natrona County Senior Citizens in their own homes as long and comfortable as possible, by providing socialization, nutrition and in-home services

2. Financial Information

Please attach a one (1) page summary of the revenue and expenses for this event. **Please include the amount you were allocated from One Cent funding or General Fund Agency funding.**

3. Program significance

- We focus on at-risk individuals aged 60 and over that reside within Natrona County
- We did a capital project. The comfortability of our building maintaining a consistent temperature is a must to have our clients return day after day.
- We have a decreasing trend in clients. We are not being able to get the younger senior citizens into the center to replace the older generation that are passing away or are no longer able to attend due to health or disability.

4. Results

- This is a capital campaign, so we don't have many results to report until the project is completed.

5. Program Results/Impacts (use bullets)

- None to report at this time

6. Results Analysis

- Still in the upgrade process. No results to report as of yet.

7. Attendance and Participation

150 clients walk through our doors every day. We feed about 125 of those and the rest participate in activities that we offer.

In order to gauge the impact that your event has had on the community, it is important that we know how many people use your program. **Please fill out the information in the box on the opposite side of this page.** If you intend to use a counting method that is not listed, then please contact Fleur Tremel in the City Manager's Office (235-8224) to inquire about pre-approval.



Attendance and Participation

Please fill in the section below as instructed on the opposite side of this page.

I can accurately count the number of people who use our program because:

- ☐ We sold tickets
- ☒ We took a turnstile count or counted people as they came in
- ☐ We conducted an organized head count
- ☒ All participants were registered
- ☐ We used sign-in sheets
- ☐ We used another method that was pre-approved by the City Manager's Office



1. Mission

- The mission of CWSS is to keep seniors age 60 and over home and independent for as long as possible, as comfortable as possible. Our core values are to help those seniors that feel they have nowhere else to turn for help. We can be that help.

2. Financial Information

- See attached P&L

3. Program Significance

- We serve Natrona County Seniors aged 60 and over.
- We provide a nutritious, hot meal to those seniors for only a suggested donation of \$5.00. We will not turn anyone, over 60, away for lack of ability to pay.
- The trends we are still experiencing are that our numbers are decreasing as the older population are passing away, moving to assisted living or skilled nursing facilities and the Boomers are still working and not replacing our seniors.

4. Results

- From April 1, 2018 to May 27, 2018 we have served 1100 seniors and 8500 meals were produced out of our kitchen. That is 1100 seniors that had a nutritious meal.
- We record these numbers by using a Wyoming State Database and sign in computer with registration paperwork.

5. Program Results/Impacts

- 8500 meals to 1100 seniors over the age of 60.
- They receive a hot, nutritious meal at a suggested donation.
- Past numbers have shown a decline in Senior Citizen meals. This is due to seniors passing away, being institutionalized and Boomers not replacing the older generation.

6. Results Analysis

- We have made some changes to our menu's that appeal to the Boomer population.
- We are planning a small remodel in the next year or two that will possibly appeal more to the 60 plus population.

7. Attendance and Participation

- We have more than 3000 seniors and people belonging to service clubs or that just volunteer walk through our doors every year. We serve between 40,000 and 50,000 meals a year to seniors over 60.

3:37 PM

06/27/18

Cash Basis

Central Wyoming Senior Services

Profit & Loss

April 1 through June 27, 2018

	Apr 1 - Jun 27, 18
Ordinary Income/Expense	
Income	
300.51 · Federal Grants	39,904.07
301 · State Grants	1,685.54
303 · City/County Support	
303.1 · Casper	
305 · In Kind Rent	19,356.00
Total 303.1 · Casper	19,356.00
Total 303 · City/County Support	19,356.00
307 · Program Income	
307.1 · Meal Revenue	
341 · Evening Meals	2,947.30
341.1 · Meal Ticket Sales	17,413.00
307.11 · Casper	9,102.99
307.13 · Mills	3,473.02
307.12 · Evansville	1,391.01
307.1 · Meal Revenue - Other	40.00
Total 307.1 · Meal Revenue	34,367.32
307.3 · Interest Income	27.00
Total 307 · Program Income	34,394.32
314 · Gifts & Memorials	
314.2 · Contributions	4,369.53
Total 314 · Gifts & Memorials	4,369.53
340 · Fundrsg-Program	
304.7 · Bake Sales	1,436.42
340.7 · Building Rental	
314.4 · Kiwanis Support	16.10
Total 340.7 · Building Rental	16.10
Total 340 · Fundrsg-Program	1,452.52
347 · Miscellaneous	313.00
Total Income	101,474.98
Gross Profit	101,474.98
Expense	
400 · Personnel	
400.1 · Wages & Benefits	
400.10 · Salaries and wages	47,692.91
400.12 · Payroll Taxes	5,391.36
400.13 · Retirement	2,947.54
400.14 · Other Insurance	248.85
400.2 · Other payroll expenses	
400.21 · Staff Training	1,023.35
400.2 · Other payroll expenses - O...	125.00
Total 400.2 · Other payroll expenses	1,148.35
Total 400.1 · Wages & Benefits	57,429.01
Total 400 · Personnel	57,429.01
401 · Travel	
401.15 · Mileage	74.51
Total 401 · Travel	74.51

Central Wyoming Senior Services

Profit & Loss

April 1 through June 27, 2018

	Apr 1 - Jun 27, 18
403 · Supplies	
403.1 · Raw Food	
403.24 · Dry Storage	9,024.17
403.23 · Non-Meat	16,645.73
403.22 · Meat	6,741.60
403.21 · Dairy	2,705.39
403.1 · Raw Food - Other	-1,217.17
Total 403.1 · Raw Food	33,899.72
403.7 · Consumable Supplies	
403.70 · Utensils/dishes	244.57
403.73 · Paper Goods	2,000.57
403.72 · Kitchen Chemicals	1,611.91
403.71 · Linens	1,478.52
403.7 · Consumable Supplies - Other	809.64
Total 403.7 · Consumable Supplies	6,145.21
Total 403 · Supplies	40,044.93
404 · Other Costs	
404.1 · Computer Related	2,539.95
404.3 · Rpr/Repl. Small Equipment	1,031.79
404.4 · Activities-Events	30.46
404.5 · Dues & Subscriptions	402.52
404.6 · Other Costs	
404.61 · Fuel Surcharges	348.16
404.6 · Other Costs - Other	149.08
Total 404.6 · Other Costs	497.24
Total 404 · Other Costs	4,501.96
405 · Communication	
405.1 · Telephone	423.43
405.3 · Postage	160.28
405.4 · Advertising	475.98
Total 405 · Communication	1,059.69
406 · Professional Services	
406.7 · Other	425.70
406.1 · CPA Contract	845.49
Total 406 · Professional Services	1,271.19
407 · Occupancy	
407.1 · Lease Equip.	1,013.25
407.2 · Pest Control	55.90
407.3 · Building Rent	
407.31 · Cash Rent	774.00
407.33 · In Kind Rent	19,356.00
Total 407.3 · Building Rent	20,130.00
407.4 · Utilities	5,529.83
407.5 · Maintenance-Building	3,312.37
Total 407 · Occupancy	30,041.35
410 · All Non-Bldg R&M	
410.1 · Casper Food Van	599.24
Total 410 · All Non-Bldg R&M	599.24
412 · Risk Management	
412.1 · Insurance	3,337.66
412.2 · License/Inspections	434.51
Total 412 · Risk Management	3,772.17

Central Wyoming Senior Services
Profit & Loss
April 1 through June 27, 2018

	Apr 1 - Jun 27, 18
424 · Fundraising Expense	
424.2 · Recognition	12.90
Total 424 · Fundraising Expense	12.90
Total Expense	138,806.95
Net Ordinary Income	-37,331.97
Net Income	-37,331.97



FY 2019 Specific Entity and One Cent Quarterly Report

Please file this form at the conclusion of the quarter. Failure to complete and send in this form could result in a denial of payment for any current or future funding.

Organization: Central Wyoming Senior Services, Inc. Program/ Event: C1 Food Program Raw Food Costs

Contact Person: Rita R. Wagner Phone Number: 307-265-4678 Date: 9/28/2018

Email address: ritaw@casperseniorcenter.com

Please Select One:

1 st Quarter <u>X</u>	2 nd Quarter _____	3 rd Quarter _____	4 th Quarter _____
Jul. 1-Sep. 30	Oct. 1-Dec. 31	Jan. 1-Mar. 31	Apr. 1-Jun. 30

Reports are due the last day of the quarter

1. Mission

Please state the agency's mission/vision:

Our mission is to assist individuals ages 60 and older in Natrona County by providing or accessing community services and resources to maintain their dignity and independence using qualified and trained staff and volunteers; to help them meet their nutritional, social, education, emotional, financial, and recreational needs.

Central Wyoming Senior Services was established in 1975 to provide nutritious meals, companionship and activities for the senior citizens of Natrona County. Services were expanded to include: WyHS (Wyoming in Home Services), FCP (Family Care Program) which offer in home services for those who need help with homemaking, personal care, and respite care for loved ones.

2. Financial Information

Please attach a one (1) page summary of the revenue and expenses for this event. **Please include the amount you were allocated from One Cent funding or General Fund Agency funding.**

Please see the attached Profit & Loss Statement for the quarter ended September 30, 2018

3. Program significance

- a. Using bullets describe the individuals who are the focus of your work and are influenced by your activities.
 - Our target population is at risk individuals who are 60 years of age and over, residing within Natrona County.
- b. What impact did the program have on the specified target population and community?
 - We provide a nutritious, hot meal to those seniors for only a suggested donation of \$5.00. They contribute whatever they can afford. No one, over 60, is turned away for lack of ability to pay.

- c. Have there been significant trends over the past months regarding your target population?
 - Current trends we are experiencing have to do with a declining population due to deaths, individuals moving to assisted living housing facilities, skilled nursing facilities, or moving to another location to be closer to their children. We are focusing recruitment on a younger demographic to replace these individuals. We are modifying our approach to programming options to attract this age group.

4. Results

- a. Please describe the outcomes/outputs
 - CWSS served 9,105 meals to our target population in our congregate setting during this reporting period.
 - During this quarter, our kitchen produced 10,320 hot, nutritious meals to all participants.
- b. Please describe the method of measurement
 - Nutrition services for individuals and activities/programs are tracked using the “My Senior Center” program as well as the State-supported database, SAMS (Senior Assistance Management Services) program. Participants scan in to the meal and/or activities offered within the Center. Staff remain present to assure that scanning occurs so that our numbers are properly represented.
- c. Please describe the performance results
 - It is our goal to keep our population of focus living in their homes, independently, for as long as possible.

5. Program Results/Impacts (use bullets)

- a. Explain how much (quantity) service the program delivered
 - 9,105 meals were served to our target population during this period of time. Meals have the caloric intake of in excess of one-third of the adult suggested daily requirement. It has been reported by some participants that this is the only full meal that they eat each day.
- b. How well (quality) the services were delivered. For example, describe how individuals were better because of the service the program delivered.
 - Our kitchen produced a total of 10,320 meals during this quarter.
 - 9,105 AoA qualified individuals received a hot, well-balanced meal.
- c. What does your analysis of the past year's data tell you about what is happening to the impacted target population?
 - Our population has declined over the past year. We believe that is due in part to clients moving to residential facilities such as assisted living, skilled nursing facilities, or having moved away to be closer to their children.

6. Results Analysis

- a. How could the program have worked better?
 - We have made modifications to our serving menus, adding second choices to the menu and a salad bar on Friday. This has added to our daily serving count on the days these options are offered. However, due to budget constraints it is not economically feasible to offer second choices and salad bar selections each day.
- b. How will you address this?
 - More outreach is needed to build awareness of activities, programs and services available.
 - We have been attending more meetings to discuss programs, services, and nutrition program.

- We have expanded our Newsletter circulation. It is posted on our website, and provided via email if requested.
- We have instituted more online marketing strategies: Facebook, website, etc.

7. Attendance and Participation

In order to gauge the impact that your event has had on the community, it is important that we know how many people use your program. **Please fill out the information in the box on the opposite side of this page.** If you intend to use a counting method that is not listed, then please contact Fleur Tremel in the City Manager's Office (235-8224) to inquire about pre-approval.

- We have more than 3,000 seniors and people belonging to service clubs, and organizations and/or those who volunteer, that pass through our doors every year. We serve between 40,000 and 50,000 meals each year to seniors over 60 years of age.
- Participants scan into the "My Senior Center" program for activities and meals. Staff is available to assure all participants complete the process, providing accuracy to our numbers.
- Activities are tracked using our "My Senior Center" program application and the State-supported database, Senior Assistance Management Services (SAMS) computer program. This information is reported to the State funding partners on a monthly, quarterly and annual basis.

Attendance and Participation

Please fill in the section below as instructed on the opposite side of this page.

I can accurately count the number of people who use our program because:


- ☐ We sold tickets
- ☐ We took a turnstile count or counted people as they came in
- ☐ We conducted an organized head count
- ☒ All participants were registered
- ☐ We used sign-in sheets
- ☐ We used another method that was pre-approved by the City Manager's Office

10/15/18

City Council:

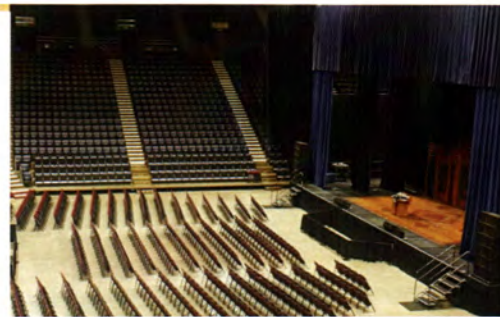
I am writing in regard to the Council's debate on Sunday alcohol sale. I agree with Chris Walsh and Chief McPheeters. I strongly oppose the time change for the sale of alcohol on Sundays. Those that have worked in law enforcement know that alcohol raises the crime rate. I want to keep Casper a safe city.

Sincerely,


Jo Smith

You're Invited To Our...

Open House



- Ribbon Cutting
- Sit in the NEW Seats
- Ticket Giveaways
- Door Prizes
- Ticket Discounts
- Meet the Staff
- Food Samples
- More!

Casper Events Center

Wed, November 7
4pm- 7pm

You asked and the City of Casper and Spectra Venue Management listened. We're pleased to announce that the NEW SEATS are ready for you! Join us for an Open House to try out the new seats, sample food, win tickets and more!

Check Out the NEW Seats!



Questions?
Call 307.235.8441



FY 2018 Specific Entity and One Cent Quarterly Report

Please file this form at the conclusion of the quarter. Failure to complete and send in this form could result in a denial of payment for any current or future funding.

Organization: The Arc of Natrona County Program/ Event: Operating Expenses

Contact Person: Bethany Young Phone Number: 307-577-4913 Date: 9/25/18

Please Select One: (FY19)

1st Quarter X 2nd Quarter _____ 3rd Quarter _____ 4th Quarter _____

1. Mission

Please state the agency's mission/vision: The Arc of Natrona County is committed to securing for all individuals with cognitive, intellectual and developmental disabilities the opportunity to realize their goals of where and how they learn, live, work and play.

The Arc of Natrona County is further committed to reducing the incidence and limiting the consequence of intellectual, and developmental disabilities through education, research, advocacy and the support of families, friends and community.

Through the successful pursuit of equality and justice, The Arc of Natrona County will provide leadership in the field of cognitive, intellectual, and developmental disabilities, and develop necessary human and financial resources to attain its goals.

2. Financial Information

Profit and loss statement attached.

3. Program significance

- a. Our program serves:
 - Individuals with cognitive, intellectual and developmental disabilities and their families
 - Ages: birth-death
 - All races and genders
- b. Because of our services:
 - Parents/guardians can work outside of the home
 - Families get relief care
 - Our participants are able to work on different skill sets with our providers
 - Our participants are able to volunteer and get involved in our community
 - Our participants are able to be involved in services with their peers
- c. Significant trends:
 - There is always a need for services, typically more than participants are even able to receive due to staffing, funding, etc.

4. Results

- Case Management- Case Management helps assist with the application process of the waiver and is the coordination of services for individuals with special needs and their families. Case Management is the one service that is required for participants to have.
 - Provided 21 different home visits from June 2018- August 2018; to 7 different individuals.
- Respite Care- Relief care for families. On-site care at The Arc, after hour care, in the participant's residence, provider's residence and within the community; while parents are not working.
 - Provided 1,305.5 billable hours
- Companion- 1 on 1 service for families either for relief or while working; includes an informal training goal. Only for individuals 18 years and older.
 - Provided 279.75 billable hours
- Child Habilitation- Care while parents/guardians are working; includes a formal training goal. For individuals 0- 17 years of age.
 - Provided 1,867.25 billable hours
- Personal Care- 1 on 1 service for families either for relief or while working; provided only in the participant's home for individuals with more intensive care needs.
 - Provided 1,087.25 billable hours
- Adult Day Services- Adult services for anyone 21 years and older; provided during the day at our Day Site or in the community; includes informal training goals.
 - Provided 2,405.5 billable hours

5. Program Results/Impacts (use bullets)

- a. Explain how much (quantity) service the program delivered
 - See above quantities of services provided per service
- b. How well (quality) the services were delivered. For example, describe how individuals were better because of the service the program delivered.
 - Our services provided families the opportunity to work and have relief
 - Our services provided our participants community opportunities that they don't always have at home; such as volunteering and community outings for recreational purposes, exercise opportunities, art programs, cooking classes, employment services, etc. All of these outings help increase our participant's independence and help teach new skills.
 - Our services encourage and support our participants to build meaningful relationships with their peers
- c. What does your analysis of the past year's data tell you about what is happening to the impacted target population?
 - Data from our billing helps show all the families we served and all the hours that services were provided because of our care
 - Data from our billing shows how our training goals are helping our participants to grow in those individually based skills; showing a growth in independence and socialization with their peers
 - Data from the past year is showing the areas we are seeing growth in our program; Adult Day services specifically.

6. Results Analysis

- a. How could the program have worked better?
 - If we had more staff to provide outside respite shifts we could have provided more care to individuals
 - Our Adult program keeps growing and it has been hard to keep up with staffing
- b. How will you address this?

- The Arc will continue to offer outside shifts to current providers but typically regularly scheduled shifts are the only ones they can fill. We will continue to try hiring providers for outside services but since the hours are not regular or guaranteed it is always hard to find a solution for this problem.
- We will continue to post job listings to hire for our full time adult program and hope we can find 2 more employees that will stick around long term.

7. Attendance and Participation

In order to gauge the impact that your event has had on the community, it is important that we know how many people use your program. **Please fill out the information in the box on the opposite side of this page.** If you intend to use a counting method that is not listed, then please contact Fleur Tremel in the City Manager's Office (235-8224) to inquire about pre-approval.



Attendance and Participation

Please fill in the section below as instructed on the opposite side of this page.

I can accurately count the number of people who use our program because:

- ☐ We sold tickets
- ☐ We took a turnstile count or counted people as they came in
- ☐ We conducted an organized head count
- ☐ All participants were registered
- ☐ We used sign-in sheets
- ☒ We used another method that was pre-approved by the City Manager's Office

During June 2018- August 2018 we provided services to a total of 45 participants, some who received more than one service through us during that time. We use billing sheets (similar to a sign-in sheet) that we document date and times of service, also including everything they did while in The Arc's care.

The Arc of Natrona County
Profit & Loss
 June 1 through September 1, 2018

	Jun 1 - Sep 1, 18
Ordinary Income/Expense	
Income	
4110.0 · United Way Allocation	5,225.82
4200.0 · Camp Income	965.00
4310.0 · Contributions	5,570.00
4320.0 · White Memorial	500.35
4410.0 · State of WY-Medicaid (Waiver)	117,730.98
4510.0 · Fundraisers	280.35
4610.0 · Membership Fees	1,295.00
4710.0 · Program Fees	29.00
4720.0 · Respite Fees	10,710.10
4810.0 · Interest Income	22.97
4990.0 · Miscellaneous Income	136.20
Total Income	142,465.77
Cost of Goods Sold	
5210.0 · Payroll Expense	93,841.39
5220.0 · Executive Director Salary	14,507.16
5620.0 · Payroll Taxes-941	8,288.65
5630.0 · Payroll Taxes-Wk Comp	2,634.02
5640.0 · Payroll Taxes-Unemployment Reim	2,303.80
5720.0 · Pension Expense	1,547.88
5790.0 · Insurance-Health	33.18
Total COGS	123,156.08
Gross Profit	19,309.69
Expense	
6120.0 · Activity Fees	331.05
6140.0 · Advertising	299.97
6170.0 · Bank Service Charges	89.65
6200.0 · Camp Expense	3,803.52
6280.0 · Director Contracts- Camp	1,000.00
6360.0 · Fundraiser	6.30
6430.0 · Interest Expense	1,029.73
6440.0 · Internet Fees	199.80
6460.0 · Maintenance & Repairs	4,346.43
6470.0 · Meals	44.76
6520.0 · Mileage	1,705.50
6530.0 · Miscellaneous Expense	386.00
6660.0 · Postage	113.32
6730.0 · Rent-Other	60.00
6760.0 · Supplies	1,730.30
6820.0 · Taxes-Property	2,193.66
6830.0 · Telephone	670.80
6910.0 · Utilities	979.16
Total Expense	18,989.95
Net Ordinary Income	319.74
Net Income	319.74



EXCLUSIVE INVITATION



NOV 27 2018

ARRIVE: 5:30PM

DEPART: 7:30PM

A reception in your honor will be held at the Pronghorn Center. Enjoy light hors d'oeuvres provided by Home Fire Foods, and a hosted bar provided by Creative Beverages. Please join us and your fellow community leaders, stakeholders and businesses to discuss the future of Commercial air service to Wyoming and our local community.

DESTINATION: PRONGHORN CENTER

3807 COLLEGE DR, GILLETTE WY 82718

PLEASE RSVP TO 307.686.1042 or SRB75@CCGOV.NET



VIP
PLUS GUEST

ARRIVE: 5:30PM

DEPART: 7:30PM

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

Sent: Thursday, October 25, 2018 12:25 PM

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

Subject: Word from WAM - Proposal deadlines, Wyoming 2-1-1 and Trivia!



Wyoming
Association of
Municipalities
Building Strong Communities

Word from WAM!

A Weekly Message

**WAM-WCCA Energy Lease Program Proposal Deadline
Rapidly Approaching**

WAM and the WCCA want to help your community be more energy efficient

Deadline for proposals for the 2019 Energy Lease Program Awards is December 8th. Click the link below for more information.


[Click Here](#)



Wyoming 2-1-1 Puts Help in the Palm of Your Hand

We recently had the pleasure of sitting down with Wyoming 2-1-1 Executive Director Sabrina Lane to talk about how the service can best reach and aid at-risk Wyoming residents. Over the coming weeks here in Word From WAM, we'll be highlighting some of the critical intervention and hand up resources 2-1-1 can get people connected to in their own communities. Then, at WAM Winter Conference, Lane and her staff will be on hand to answer your questions on how 2-1-1 can help you build a stronger community.

Wyoming



Get Connected. Get Answers.



Connecting people to resources in their community. It's **fast, free** and **confidential**. Trained specialists will help match your needs to local services. Assistance available in multiple languages. Monday to Friday, 8 a.m. to 6 p.m.



Dial 2-1-1

Information on community resources:

After School Programs	Food & Clothing	Parenting Classes
Crisis Intervention	Health Insurance	Reentry Services
Child Development	Health Services	Rental Assistance
Disability Services	Housing & Shelters	Senior Services
Disaster Services	Job Training	Suicide Prevention
Domestic Violence	Legal Assistance	Transportation Services
Drug & Alcohol Counseling	Mental Health Counseling	Utility Assistance
Family Planning	Mentoring Programs	Youth Services

Dial 2-1-1 or 888-425-7138
www.wyoming211.org

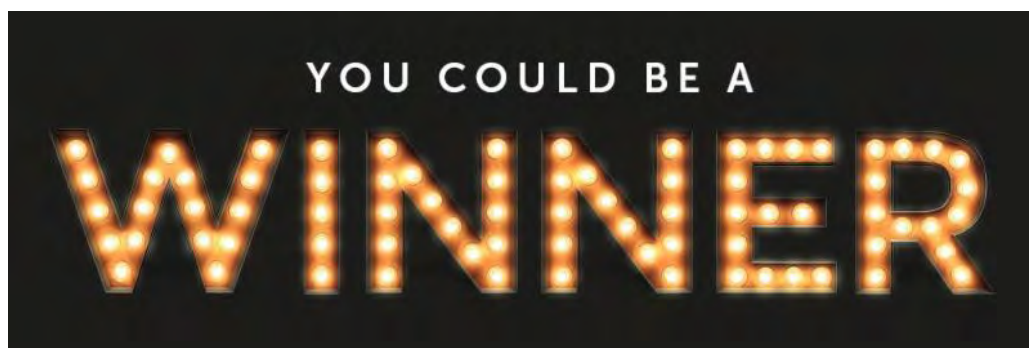



United Way of Natrona County

Weekly WAM Wyoming Trivia!

This Week's Winner Gets a \$10 Pre-Paid Card



As Executive Director Rick Kaysen always reminds me, "You've got to have a little fun in life." So, every week in Word From WAM, we'll be posting a Wyo-centric trivia question for fun and fabulous prizes. Click the button below to submit your answer, and we'll draw a winner from all the correct answers we receive to get a \$10 pre-paid card from your friends here at WAM. Have fun and good luck!

Question: Name this 19th Century Wyoming Landmark? We'll give you a hint, it's in WAM Region 3.



[Click to Answer](#)

Congratulations to last week's winner Sandee Kitchen, Attorney from the City of Powell. She and several others knew that Robert D. Carey was the first native-born Wyomingite elected Governor. Enjoy your football tickets Sandee!

City of Buffalo Has Holiday Street Lamp Decorations for Sale



The City of Buffalo is getting new holiday decorations for its downtown, and is looking to sell these old ones if another municipality could use them. There are 35-40 available and they include the lighted wreath and attaching clamps, red bows and lighted pole wraps. Please e-mail Buffalo City Councilman

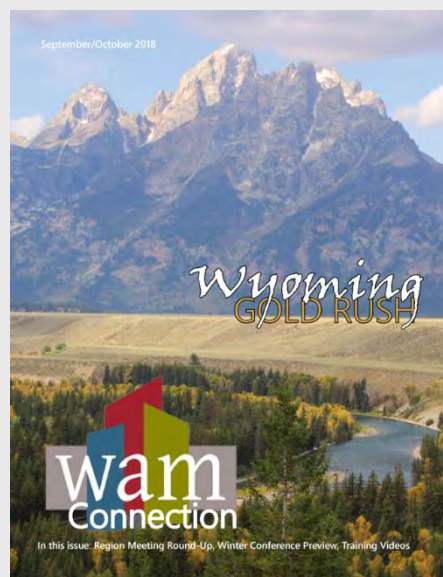
[Scott Madsen](#) for more information.

New Issue of WAM Connection out now

New WAM Connection hot off the presses!

Check out the latest issue of WAM Connection to catch up on all the news and notes from around your association.

[Click Here to Get Connected](#)



2019 WAM Winter Conference
Early Bird Registration Open Now!



Come join us for the WAM Winter Conference to be held
February 20-22, 2019 at Little America in Cheyenne.

[Click here to see this year's agenda](#)



Gregg Piburn - WAM General Session Speaker
"BIG Leadership in Small Packages"

[Click Here to Register](#)

Legislative Interim Committee Meetings

Joint School Facilities

10/26/2018 - Casper, WY

Livestream available on the Legislature's website at www.wyoleg.gov

Select Water

11/07/2018 - Casper, WY

Livestream available on the Legislature's website at www.wyoleg.gov

Travel, Recreation, Wildlife and Cultural Resources

11/08/2018 - Cheyenne, WY

Livestream available on the Legislature's website at www.wyoleg.gov

Select Committee on Capital Financing and Investments

11/12/2018 - Cheyenne, WY

Livestream available on the Legislature's website at www.wyoleg.gov

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

From: Rick Kaysen [mailto:rkaysen@wyomuni.org]
Sent: Friday, October 26, 2018 7:48 AM
Subject: Cigarette Tax

Good Wyoming morning—

Allow me to share the status on the subject topic, and admit some embarrassment and an apology.

First, the embarrassment==I misread the bill even though it references a reduction in percentages. What the bill does is consolidates two separate tax components on cigarettes into one, and actually results in an increase of revenue for local governments in an annual amount that approximates \$100,000=a slight increase for 99 municipalities and 23 counties. Also, of interest, the revenue for cigarette taxes continues to decline based on overall sales. My apology for raising the ire of many and having you go through some needless research.

Second, the status==the Joint Appropriations Committee unanimously approved the bill at its meeting on 10/24. I did comment that WAM supports the bill as presented recognizing that it was not a loss of revenue and an increase. There is no suggested change to the distribution formula.

So, some good news and my apology again.

Rick Kaysen, Executive Director
Wyoming Association of Municipalities
315 West 27th Street
Cheyenne, WY 82001
307-632-0398
rkaysen@wyomuni.org
www.wyomuni.org

"Communities that don't matter, don't exist."





FY 2018 Specific Entity and One Cent Quarterly Report

Please file this form at the conclusion of the quarter. Failure to complete and send in this form could result in a denial of payment for any current or future funding.

Organization: Wyoming Food Bank of the Rockies Program/ Event: Fighting Hunger Feeding Hope

Contact Person: Shanna Harris Phone Number: 307-232-4014 Date: 09-25-2018

Please Select One:

1st Quarter x 2nd Quarter 3rd Quarter 4th Quarter

1. Mission

Please state the agency's mission/vision:

We help families thrive by efficiently procuring and distributing food and essentials to the hungry through our programs and partner agencies.

Our vision is to make food security a reality for every Wyoming family.

2. Financial Information

Attached

3. Program significance

a. Using bullets describe the individuals who are the focus of your work and are influenced by your activities.

- **Hunger and food insecurity have increased significantly in the past year, now affecting more than 1 in 8 Wyoming residents.**
- **In Natrona County, the food insecurity rate is 12.4 percent, a figure equaling nearly 9,600 Natrona County residents.**

A brief snapshot of those we serve from our most recent Hunger in America study (Feeding America, 2014):

- **Children make up nearly half of the clients served through WYFBR.**
- **14 percent of clients are seniors, age 60+.**
- **37 percent of households had a member working for pay in the last four weeks, 63 percent had a person working for pay in the last 12 months.**
- **19 percent are grandparents who have responsibility for grandchildren who live with them.**
- **21 percent have a household member who has served or is serving in the US military.**

- b. What impact did the program have on the specified target population and community?

With the assistance of these funds, WYFBR has helped ensure that Casper families struggling to make ends meet do not have to choose between food and housing.

- c. Have there been significant trends over the past months regarding your target population?

Casper families may be budgeting for food based on cost, not nutrition. Fresh fruits and vegetables are often crossed off grocery lists, as produce can be more expensive than processed foods typically higher in fat, sugar, and sodium. For many, it is not a question about knowing what healthy foods to choose but rather about not being able to afford or having access to healthier options.

4. Results

- a. Please describe the outcomes/outputs

Fighting Hunger Feeding Hope is WYFBR's main distribution program. With the assistance of this grant, WYFBR sourced and distributed 9,136,518 meals from May 2014 through September 25, 2018 in Casper. WYFBR has distributed 41,128,538 pounds (31,167,720 meals or 19,383 meals per day) program wide during the entire grant period.

- b. Please describe the method of measurement

WYFBR evaluates progress towards meeting our strategic goals with monthly reviews of our total pounds of food distributed, meals provided through programs, partner agencies, and organizational performance to budget.

- c. Please describe the performance results

Monitoring pounds distributed allows WYFBR to see where and what food is being distributed and allows us to adjust services accordingly.

5. Program Results/Impacts (use bullets)

- a. Explain how much (quantity) service the program delivered

- **The distribution 5,682 meals daily for 4 year and 4 months, from May 2014 – September 25, 2018, allowed for nutritious food to be served to Casper area families in need. Food was distributed through 29 Casper agencies.**

- b. How well (quality) the services were delivered. For example, describe how individuals were better because of the service the program delivered.

- **WFBR utilizes programs such as Totes for Hope, Grocery Rescue, and Partner agencies to distribute food. By increasing the amount of food we distributed to Casper residents, Casper families have been able to prosper. Having access to nutritious food will aid in their improved health. When children have access to healthy, nourishing food, they are ready to learn, grow, and succeed in school.**

- c. What does your analysis of the past year's data tell you about what is happening to the impacted target population?

- Wyoming is one of four US states that are in recession according to data tracked by Moody's Analytics, with Wyoming's economy declining steadily over the past ten months (Denver Post, 02/22/16). Although energy prices are slowly starting to rise, recent economic forecasts show Wyoming's economy has not begun to grow again. WYFBR is anticipating increased growth in distribution as our state's economy continues to recover.

6. Results Analysis

- a. How could the program have worked better?

The greatest challenge is ensuring that demand does not outpace food resources and undermine our mission. Rising food and freight costs remained a challenge during the grant period.

- b. How will you address this?

WYFBR's goal as an organization has always been to assist those in need of hunger-relief with food and essentials. We have accomplished this through close collaboration with our partner agencies, and support throughout the corporate and philanthropic community. We are extremely committed to meeting increased demand without passing on increased cost to our partners who can least afford it.

7. Attendance and Participation

In order to gauge the impact that your event has had on the community, it is important that we know how many people use your program. **Please fill out the information in the box on the opposite side of this page.** If you intend to use a counting method that is not listed, then please contact Fleur Tremel in the City Manager's Office (235-8224) to inquire about pre-approval.



Attendance and Participation

Please fill in the section below as instructed on the opposite side of this page.

I can accurately count the number of people who use our program because:

- ☐ We sold tickets
- ☐ We took a turnstile count or counted people as they came in
- ☐ We conducted an organized head count
- ☐ All participants were registered
- ☐ We used sign-in sheets
- ☐ We used another method that was pre-approved by the City Manager's Office

This grant was used to purchase food for distribution to those in need of assistance throughout Casper. Funding from this grant has provided over 496,467 meals to Casper residents in need from July 1, 2018- through September 25, 2018, 29,808,676 total meals during the grant reporting period May 1, 2014 – September 25, 2018, 19,383 Meals per day.

WYFBR does not require partner food pantries and programs to track demographic information currently. WYFBR and its partner agencies provide food on a self-declaration of need. It is a very humbling experience to stand in line at a food pantry or mobile pantry, waiting to fill the bags in your hand. We want to provide assistance to all who need it and not allow feelings of shame that can be caused by tracking individuals to hinder someone from using our services.

Agency/Item Stats-Value

Food Bank of the Rockies

9/25/201

FBC County Code: WY NA, Global Dimension 1 Code: WYOMING

Posting Date: 07/01/18..09/25/18

Agency No	Name	Quantity (Cases)	Gross Weight (Lbs)
A0151-1	Calvary Baptist Church Casper	244.00	281.00
A0176-2	Wyoming Rescue Mission	3,018.00	3,377.00
A0178-4	Cent Wyo CC Psych Rehab	587.00	1,504.00
A0179-1	Central Wyoming Hospice	397.00	911.00
A0352-1	Faith Assembly of God	53,955.00	62,352.00
A0468-1	Holy Cross Center Inc	43,131.00	60,364.00
A0468-2	Holy Cross Center Inc USDA	890.00	20,447.00
A0503-1	Joshuas Storehouse and Dist	72,965.00	84,772.00
A0503-2	Joshuas Storehouse USDA	1,628.00	21,366.00
A0607-1	Natrona County Meals On Wheels	583.00	7,756.00
A0644-1	Our Saviours Lutheran Church	2,706.00	5,857.00
A0687-1	Restoration Fellowship Casper	23,064.00	24,329.00
A0713-1	The Salvation Army a CA Corp Casper	53,034.00	56,050.00
A0713-3	The Salvation Army a CA Corp Casper USDA	870.00	20,200.00
A1037-2	St Marks Episcopal Church Food Closet	28.00	324.00
A1066-13	WFBR PEOPLE SHARE NATRONA	2.00	70.00
A1071-1	IREACH 2 Inc Serenity	875.00	1,115.00
A1076-1	First Church of the Nazarene	9,133.00	12,956.00
A1140-1	College Heights Community Center Oasis	21,960.00	38,882.00
A1584-1	Harvest Fields Ministry	26.00	286.00
A1996-1	Casper Family YMCA	9,648.00	15,563.00
A2094-1	Celebrate Recovery	13,618.00	17,045.00
A2203-2	Youth Crisis Center	1,029.00	1,370.00
A2331-1	First Christian Church MP	238.00	1,943.00
A2346-1	Poverty Resistance Food Pantry	91,649.00	126,918.00
A2579-1	First United Methodist Church-Casper	325.00	1,620.00
A2608-1	Grace Bible Baptist Church	1,818.00	2,070.00
A2676-1	Casper Community Church	11,908.00	15,605.00
A2716-1	First Baptist Church	26,169.00	32,939.00
A2717-1	Casper Housing Authority	12,847.00	16,660.00
A2731-1	Wyoming Child and Family Development Totes of Hope	200.00	200.00
A2778-1	Gods Resources	458,545.00	655,132.00

Food Bank of the Rockies
Stmnt of Unrestricted Activities 103
ACTUAL vs. BUDGET

For the Period from July 1, 2018 to September 25, 2018

(Uses Analysis View FB ROCKIES)

(Amounts are in USA)

(Includes GL Branch: WYOMING)

0

SUPPORT AND REVENUE

	PTD Actual	PTD Budget	Budget Variance	YTD Actual	YTD Budget	YTD Budget Variance	Annual Budget
Agency Support Fees	28,367	56,497	-28,130	28,367	56,497	-28,130	214,289
Purchased Food	72,554	100,862	-28,308	72,554	100,862	-28,308	383,400
Contributions	56,356	56,500	-144	56,356	56,500	-144	610,000
SPECIAL EVENTS	1,150	20,000	-18,850	1,150	20,000	-18,850	36,000
Less: Special Event Expense		-14,375	14,375		-14,375	14,375	-15,500

TOTAL SPECIAL EVENT-NET	1,150	5,625	-4,475	1,150	5,625	-4,475	20,500
Promotions	500		500	500		500	
Contract Income	25,000	40,000	-15,000	25,000	40,000	-15,000	175,000
Endowments							
Interest & Other Income	17,693	16,000	1,693	17,693	16,000	1,693	64,000
Donated Services & Materials							
Gains/Losses	264,811	200,000	64,811	264,811	200,000	64,811	200,000
Net Assets Released	5,976	115,522	-109,546	5,976	115,522	-109,546	217,952
REV BEFORE DONATED FOOD	472,406	591,006	-118,600	472,406	591,006	-118,600	1,885,141
Donated Food Distributed	1,793,378	15,120,000	-13,326,622	1,793,378	15,120,000	-13,326,622	15,120,000
TOTAL SUPPORT AND REV	2,265,784	15,711,006	-13,445,222	2,265,784	15,711,006	-13,445,222	17,005,141

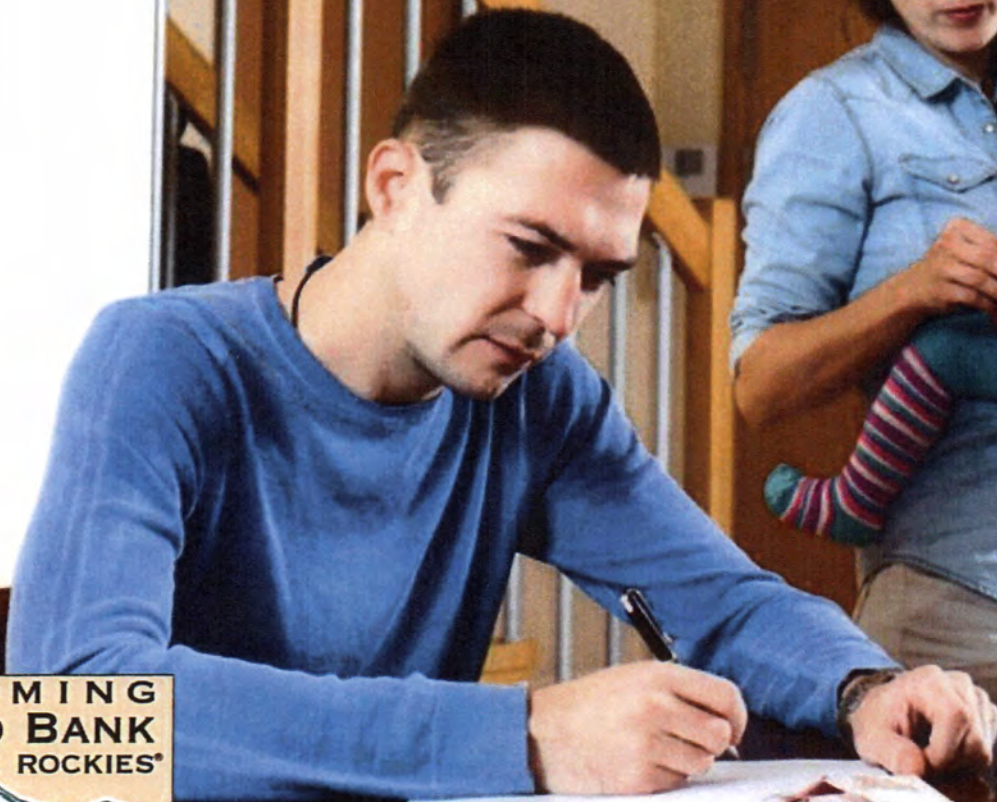
ACTUAL vs. BUDGET

For the Period from July 1, 2018 to September 25, 2018

	PTD Actual	PTD Budget	Budget Variance	YTD Actual	YTD Budget	YTD Budget Variance	Annual Budget
EXPENSES							
Salaries & Benefits	227,339	246,651	-19,312	227,339	246,651	-19,312	925,391
Other Operating Expenses	186,331	245,380	-59,049	186,331	245,380	-59,049	972,038
Purchased Food	91,951	129,901	-37,950	91,951	129,901	-37,950	492,500
Depreciation	33,948	11,182	22,766	33,948	11,182	22,766	44,727
EXP BEFORE DONATED FOOD	539,569	633,113	-93,544	539,569	633,113	-93,544	2,434,656
Donated Food Distributed	1,793,378	15,120,000	-13,326,622	1,793,378	15,120,000	-13,326,622	15,120,000
TOTAL EXPENSES	2,332,947	15,753,113	-13,420,166	2,332,947	15,753,113	-13,420,166	17,554,656
CHANGE IN NET ASSETS	-67,163	-42,107	-25,056	-67,163	-42,107	-25,056	-549,515

When the Bills are paid, what is left over for food?

WyomingFoodBank.org



**WYOMING
FOOD BANK
OF THE ROCKIES®**



FIGHTING HUNGER. FEEDING HOPE.
WyomingFoodBank.org

Your support makes a difference in the lives of our Wyoming Families!











Sections	Information Source for Reporting Period																		
	GL Report (Revenue before Donated Food)																		
Revenue	Total Allocation \$365,900	May 1, 2014 June 30, 2014	July 1, 2014 Sept. 30, 2014	Oct. 1 2014 Dec. 31, 2014	Jan. 1, 2015 Mar. 31, 2015	Apr. 1, 2015 June 30, 2015	July 1, 2015 Sept. 30, 2015	Oct. 1 2015 Dec. 31, 2015	Jan. 1, 2016 Mar. 31, 2016	Apr. 1, 2016 June 30, 2016	July 1, 2016 Sept. 30, 2016	Oct. 1, 2016 Dec. 31, 2016	Jan. 1, 2017 Mar. 31, 2017	April 1, 2017 July 31, 2017	Aug 1, 2017 Oct 31, 2017	Nov 1, 2017 Mar. 30th, 2018	April 1, 2018 June 13, 2018	July 01, 2018 Sept. 25, 2018	Totals
		336990	435557	492573	448261	397844	486832	576511	447302	288322	347146	570372	348,887	478,806	498,375	774,032	271,692	472,406	7,671,908
Expense	Salaries & Benefits Other	152,123	187,159	212,418	207,515	225,326	204,829	233,728	217,267	227,389	238,220	208,273	231,456	269,031	252,696	382,819	171,462	227,339	3,621,711
	Operating Expenses	163,080	265,958	224,173	256,707	292,025	208,488	284,394	240,723	269,766	173,743	243,416	224,065	229,847	254,459	500,113	187,671	186,331	4,018,628
City of Casper Portion	Purchased Food	89,603	142,785	149,915	142,452	135,381	112,740	92,092	103,703	69,214	90,870	102,247	66,977	111,970	89,684	155,083	73,215	91,951	1,727,931
	Depreciation*	22,051	30,720	29,763	29,763	29,763	26,382	26,382	30,755	36,110	32,261	32,355	22,604	33,895	30,288	40,504	20,252	33,948	473,848
Portion d to	Total Food Distributed Total	1,376,743	2,177,753	2,180,117	2,325,374	2,073,402	2,076,921	2,561,990	2,319,175	2,329,439	2,277,834	2,654,516	2,736,796	3,123,841	2,896,520	4,215,716	2,009,023	1,793,378	41,128,538
	Poundage Distributed to Percent of total pounds distributed to	340,552	593,949	487,718	537,661	695,654	665,600	754,577	697,222	793,485	783,927	772,758	786,426	894,951	758,830	1,219,137	618,857	655,132	12,056,436
Attribute d to	Salaries & Benefits Other	37,629	51,045	47,520	47,981	75,600	65,642	68,839	65,318	77,456	81,985	60,630	66,510	77,075	66,201	110,707	52,817	83,048	1,061,670
	Operating Expenses	40,340	72,536	50,150	59,354	97,978	66,815	83,762	72,369	91,891	59,794	70,861	64,386	65,849	66,663	144,627	57,810	68,068	1,178,022
7	Purchased Food	22,164	38,942	33,538	32,937	45,422	36,130	27,124	31,177	23,577	31,273	29,765	19,246	32,078	23,495	44,848	22,553	33,590	506,526
	Depreciation*	5,455	8,378	6,638	6,882	9,986	8,455	7,770	9,246	12,300	11,103	9,419	6,495	9,711	7,935	11,713	6,238	12,401	138,904
4a, 7	City of Casper Portion																		
	Salaries & Benefits Other	14,694	7,347	7,347	7,347	7,347	7,347	7,347	7,347	7,347	7,347	7,347	7,347	7,347	7,347	7,347	7,347	7,347	132,242
5a	Operating Expenses	18,245	9,122	9,122	9,122	9,122	9,122	9,122	9,122	9,122	9,122	9,122	9,122	9,122	9,122	9,122	9,122	9,122	164,201
	Purchased Food	10,826	5,413	5,413	5,413	5,413	5,413	5,413	5,413	5,413	5,413	5,413	5,413	5,413	5,413	5,413	5,413	5,413	97,430
4a, 9	Depreciation	1,974	987	987	987	987	987	987	987	987	987	987	987	987	987	987	987	987	17,766
		45,738	22,869	22,869	22,869	22,869	22,869	22,869	22,869	22,869	22,869	22,869	22,869	22,869	22,869	22,869	22,869	22,869	411,638

Comments: Quarter include final payment from the City of Casper for this grant.

Total Meals per day Total Program Reporting

4a, 7

4a, 7

7

5a

4a C9 7



FY 2019 Specific Entity and One Cent Quarterly Report

Please file this form at the conclusion of the quarter. Failure to complete and send in this form could result in a denial of payment for any current or future funding.

Organization: Wyoming Medical Center Foundation Program/ Event: Masterson Place

Contact Person: Caryn Dowell Phone Number: (307) 577-2403 Date: 9/28/18

Please Select One:

1st Quarter X 2nd Quarter _____ 3rd Quarter _____ 4th Quarter _____

1. Mission

Please state the agency's mission/vision:

2. Financial Information

Please attach a one (1) page summary of the revenue and expenses for this event. **Please include the amount you were allocated from One Cent funding or General Fund Agency funding.**

3. Program significance

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

4. Results

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

5. Program Results/Impacts (use bullets)

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

6. Results Analysis

- How could the program have worked better?
- How will you address this?

7. Attendance and Participation

In order to gauge the impact that your event has had on the community, it is important that we know how many people use your program. **Please fill out the information in the box on the opposite side of this page.** If you intend to use a counting method that is not listed, then please contact Fleur Tremel in the City Manager's Office (235-8224) to inquire about pre-approval.



Attendance and Participation

Please fill in the section below as instructed on the opposite side of this page.

I can accurately count the number of people who use our program because:

- ☐ We sold tickets
- ☐ We took a turnstile count or counted people as they came in
- ☐ We conducted an organized head count
- ☐ All participants were registered
- ☐ We used sign-in sheets
- ☐ We used another method that was pre-approved by the City Manager's Office



FY 2019 One Cent Quarterly Report
September 28, 2018

Wyoming Medical Center Foundation

1. Mission Statement: The Wyoming Medical Center Foundation enhances excellence in healthcare delivery at Wyoming Medical Center by securing private philanthropic resources, cultivating enduring relationships, and delivering superior donor stewardship.

Our Vision: The Wyoming Medical Center Foundation aspires to be the premier strategic partner with Wyoming Medical Center in its pursuit as the leader in safety and service. In doing so WMCF will:

- Support patient care through enhanced wrap-around community resources
- Support the WMC through assistance with infrastructure, technology and equipment needs
- Create a culture of giving that is employee driven

2. Financial Information

Please see the attached chart that summarizes the revenue and expenses for our Masterson Place Project. For this quarter (May 1, 2018 through July 31, 2018) we have received \$874,461 in restricted contributions. Of that, \$857,652 was collected in FY 2018, with the other \$16,809 received in July of the new fiscal year (FY 2019). The fund balance that is listed for the beginning of the year (\$1,855,126) includes the City of Casper One Cent Funds, pledged in 2016 in the amount of \$796,517. The One Cent funds have not been used yet although construction began on the new Masterson Place building with our groundbreaking on July 9, 2018.

Our Foundation selected Haass Construction Company to build Masterson Place. They are currently on schedule. We expect completion of the project in June 2019.

The bottom portion of the chart also lists expenses totaling \$591,680 that have been paid from other funds for the plans of the new building.

WYOMING MEDICAL CENTER FOUNDATION, INC.
FINANCIAL ACTIVITIES & CHANGE IN NET ASSETS
MASTERSON PLACE - LARGE CAPITAL FUND
MONTHS ENDED JULY 31, 2018

	MAY FY 2018	JUNE FY 2018	YTD FY 2018	JULY FY 2019
Temporarily Restricted Net Assets				
Investment income	-	-	-	-
Restricted contributions	521,891	335,761	1,640,839	16,809
Change in unrealized gains and losses on investments	-	-	-	-
Transfer from Gift of Health Gala	-	-	31,329	-
Net assets released from restriction	-	-	-	-
Increase (decrease) in temporarily restricted net assets	521,891	335,761	1,672,168	16,809
Permanently Restricted Net Assets				
Restricted contributions	-	-	-	-
Increase (Decrease) in Net Assets	521,891	335,761	1,672,168	16,809
Fund Balance, Beginning of the Year			1,855,126	
Fund Balance, End of the Year			3,527,294	

Fund Balance	3,527,294
Minus, Pledge Accounts Receivable	(1,105,368)
Fund Cash Balance	2,421,926

Construction in Progress

Amundsen Associates - Construction Documents	172,750
Amundsen Associates - Structural Engineering	29,450
Amundsen Associates - Design	107,214
Amundsen Associates - Civil & Geotechnical	3,500
Amundsen Associates - Rendering	490
Amundsen Associates - Architect	3,795
Amundsen Associates - Project Manager	5,895
Amundsen Associates - Cad Technician	9,817
Amundsen Associates - Mechanical & Electrical	73,118
Amundsen Associates - Fedex Printing	749
Amundsen Associates - Plot	2,527
Amundsen Associates - Estimating	9,000
Amundsen Associates - Principal	84,925
C. Sharon & Associates, LLC - Asbestos Consulting Services	3,800
Coffman Engineers - Fire Sprinkler Design	8,500
Robinson Contracting - Asbestos Removal Costs	7,160
Robinson Contracting - Demolished/ Removal 2 Houses	30,740
Strata - Preliminary Geotechnical Services	8,729
WLC - Civil Design and Civil Construction Administration	29,522
	591,680

Fund Cash Balance	2,421,926
Minus, Construction in Progress	(591,680)
Plus, Board Designated (Masterson Place)	1,000,000
	2,830,246