



TABLE OF CONTENTS

CITY OF CASPER DOCUMENTS & INFORMATION

The Grid - Schedule of Council Meetings & Addendum2
Casper Fire-EMS Activity Report (Notice) 02.11.226
Code Enforcement Clean-up 01.31.22..... 7
Code Enforcement Clean-up 02.04.22..... 15
Investment Holdings 02.03.22 25

AGENCIES, BOARDS AND COMMITTEES DOCUMENTS & INFORMATION

ARAJPB Minutes 01.12.22 27
Casper Youth Council Minutes 01.21.22 31
Central WY Regional Water System JPB Packet 02.15.22..... 32
Downtown Development Authority Packet 02.09.22..... 81
Historic Preservation Commission Minutes 12.13.21 97
Planning and Zoning Commission Minutes 12.16.21 100

INVITATIONS, NEWSLETTERS & OTHER INFORMATION

Liberty Square Groundbreaking 02.11.22 105

02/10/2022

The Grid

A working draft of Council Meeting Agendas

February 15, 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting: Legislative Agenda					
Public Hearing: Fiscal Year 2022 Budget Amendment #2.		N		N	
Public Hearing: Liquor License Renewals for Licensing Period April 1, 2022 through March 31, 2023.		N			N
Zone Change of 104 and 110 South Beverly Street, Described as Portions of Lots 13, 14 and a Vacated Strip of Former Beverly Street Right-of-Way, Block 2, Beverly Addition. 3rd reading			N		
Ordinance Amending Ward Boundaries - 2nd reading			N		
Vacation and Replat Creating Wolf Creek Ten Addition				C	
Authorizing the Purchase of One (1) 24 Passenger Bus from Creative Bus Sales, in the Amount of \$187,959, for Use in the City's Transit System.				C	
Authorizing a Contract for Professional Services with Western Research and Development, Ltd., for the Bar Nunn Streetscape Revitalization Plan, in an Amount not to Exceed \$44,855.				C	
Authorizing the Acceptance of the Wyoming Department of Homeland Security State Homeland Security Program Grant, in the Amount of \$62,195.11.				C	
Authorizing an Agreement with Wired Electric, in the Amount of \$103,595, for the Ice Arena Lighting Replacement, Project No. 21-032.				C	
Authorizing a Lease Agreement with the Casper Soccer Club for the Lease and Operation of the North Casper Soccer Complex.				C	
Authorizing the Appointment of Martin J. Axlund to the Civil Service Commission for a Three (3) Year Term Expiring March 31, 2025.					C
Authorizing the Purchase of Three (3) New Mid-Size Police Interceptor Utility Hybrid Vehicles, Two (2) New Mid-Size Police Interceptor Utility Vehicles, and One (1) New Mid-Size Utility Vehicle, from Greiner Motors, Casper, WY, in the Total Amount of \$239,496, Before Trade, for Use by the Casper Police Department.					C
Authorizing the appointment of Councilmember Jai-Ayla Sutherland and the reappointment of Councilmember Bruce Knell to the Central Wyoming Regional Water System Joint Powers Board.					C
Executive Session: Land, Personnel					

February 22, 2022 Councilmembers Absent: Engebretsen

Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
City Inspectors Authority/Oversight of Licensed Contractors (MEMO DUE)	Direction Requested	4:35	40 min
FWC Management Agreement Renewal (MEMO DUE)	Direction Requested	5:15	30 min
I-25 & Center Street Follow-Up (MEMO DUE)	Direction Requested	5:45	30 min

02/10/2022

The Grid

A working draft of Council Meeting Agendas

February 22, 2022 (continued) Councilmembers Absent: Engebretsen

Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Take Home Program (MEMO DUE)	Direction Requested	6:15	30 min
Agenda Review		6:45	20 min
Legislative Review		7:05	20 min
Council Around the Table		7:25	20 min
Approximate Ending Time:			7:45

March 1, 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre Meeting: Community Promotions					
Ordinance Amending Ward Boundaries - 3rd reading			N		
Authorizing a Professional Services Contract for Hazardous Waste Disposal Services, Project No. 21-080, with Veolia ES Technical Solutions, L.L.C., in an Amount not to Exceed \$90,000.				C	
Authorizing the Appointment of One New Member, Kate Maxwell, to Fill an Open Position and the Reappointment of an Existing Member, Errol Miller, to the Central Wyoming Senior Services Board.					C

March 8, 2022 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Updating Rooming of Hotels, Lodging in the City	Direction Requested	4:35	30 min
Council Pre-Meeting or Work Session Attendance	Direction Requested	5:05	30 min
Capital Budget	Direction Requested	5:35	30 min
Downtown One-Way to Two-Way	Direction Requested	6:05	30 min
Visit Casper Bus MOU	Move Forward for Approval	6:35	20 min
Cemetery Resolution Revisions	Direction Requested	6:55	30 min
Agenda Review		7:25	20 min
Legislative Review		7:45	20 min
Council Around the Table		8:05	20 min
Approximate Ending Time:			8:25

02/10/2022

The Grid

A working draft of Council Meeting Agendas

March 15, 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action

March 22, 2022 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Parkway Parking	Direction Requested	4:35	60 min
10-Year Destination Plan		5:35	30 min
Gambling Establishment Licensing/Enforcement	Information Only	6:45	30 min
Agenda Review		6:05	20 min
Legislative Review		6:25	20 min
Council Around the Table		6:45	20 min
Approximate Ending Time:			7:05

Future Agenda Items

Council Items:

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

Staff Items:

Shipping Container Ordinance Update			
Project Safe			12-Apr-22
Recreation Refunds			
Sign Code Revision			
Drug Court Update			
Police Response to Alarms			12-Apr-22
Upcoming Legislation			

Potential Topics-- Council Thumbs to be Added:

Restructure of Community Promotions			
Handheld Device Use While Driving?			

Future Regular Council Meeting Items:

--	--	--	--

Retreat Items:

Economic Development and City Building Strategy

From: Jennifer Scott <jescott@casperwy.gov>

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

To: Fire Department <firedepartment@Casperwy.gov>

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

Subject: RE: Monthly Activity Report

Hello!

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

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

Thanks,
Jenn

From: Liz Becher <lbecher@casperwy.gov>
Sent: Friday, February 11, 2022 9:32 AM
To: Renee Jordan-Smith <rjordansmith@casperwy.gov>
Cc: Carter Napier <cnapier@casperwy.gov>
Subject: For the Info Packet - Code Enforcement Forced Clean-up #1

Code Enforcement has taken time this winter to follow-up on some area hoarding issues, and to partner with our contractors to get them cleaned up. We will be providing photo documentation of Code Enforcement's work in upcoming Info Packets.

Force Clean Up

Jan 31., 2022

ST JOHN

BEFORE



01-31-2022 08:50 AM

AFTER



02-02-2022 09:14 AM

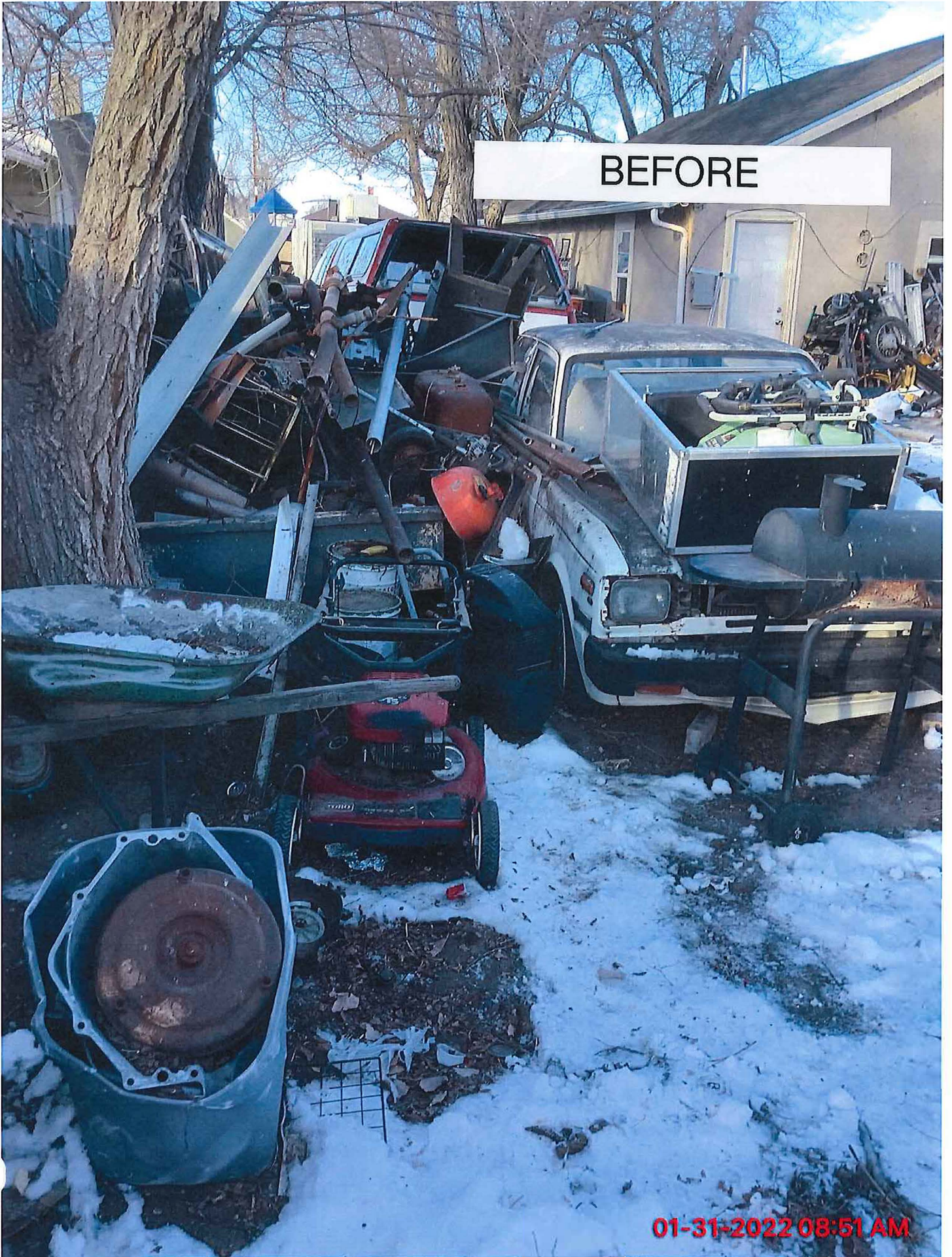
BEFORE



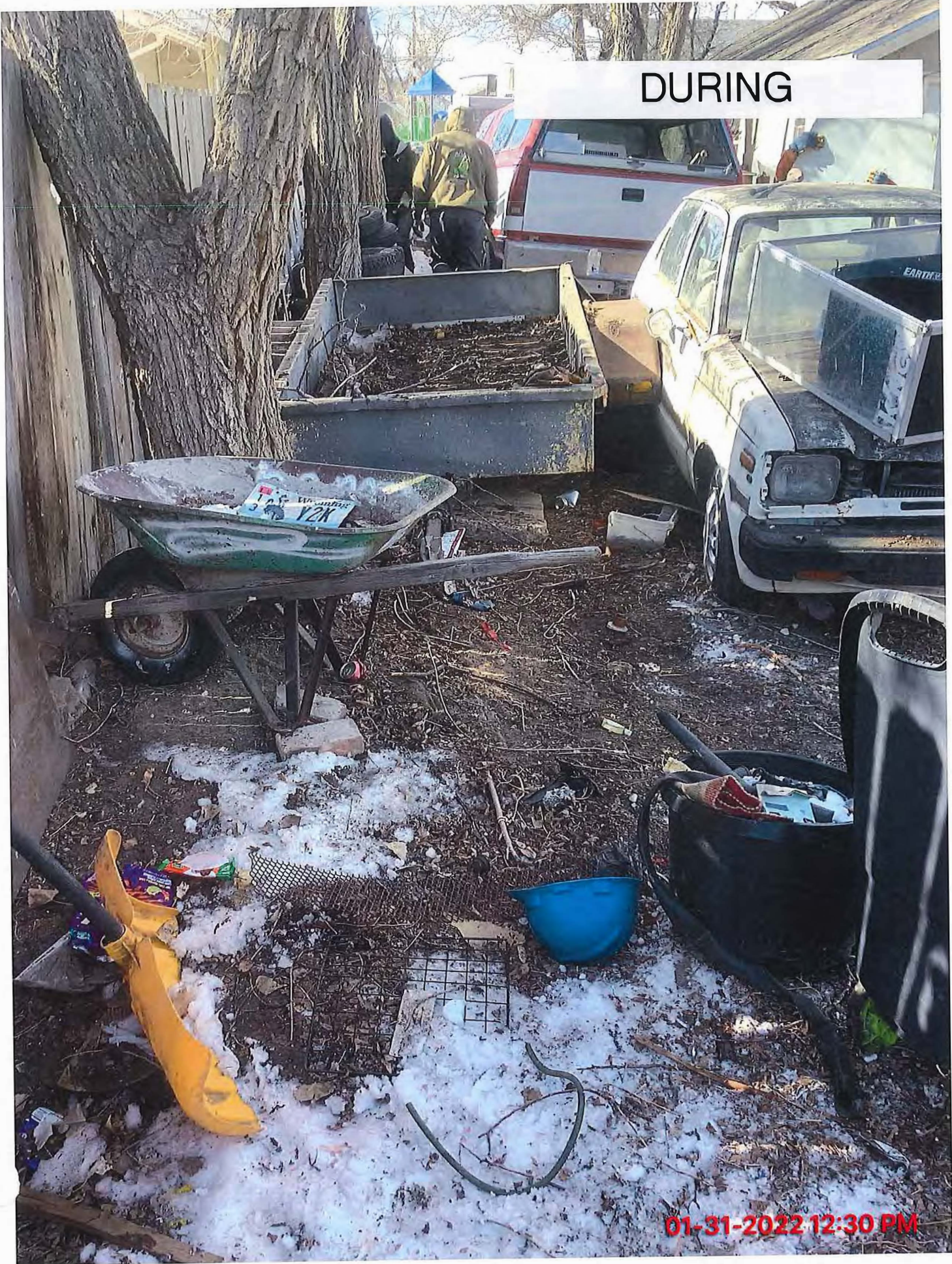
01-31-2022 08:51 AM

BEFORE

01-31-2022 08:51 AM



DURING



01-31-2022 12:30 PM

AFTER

02-02-2022 09:14 AM



Force Clean Up

Feb. 4 , 2022

F STREET

BEFORE



02-04-2022 10:04 AM

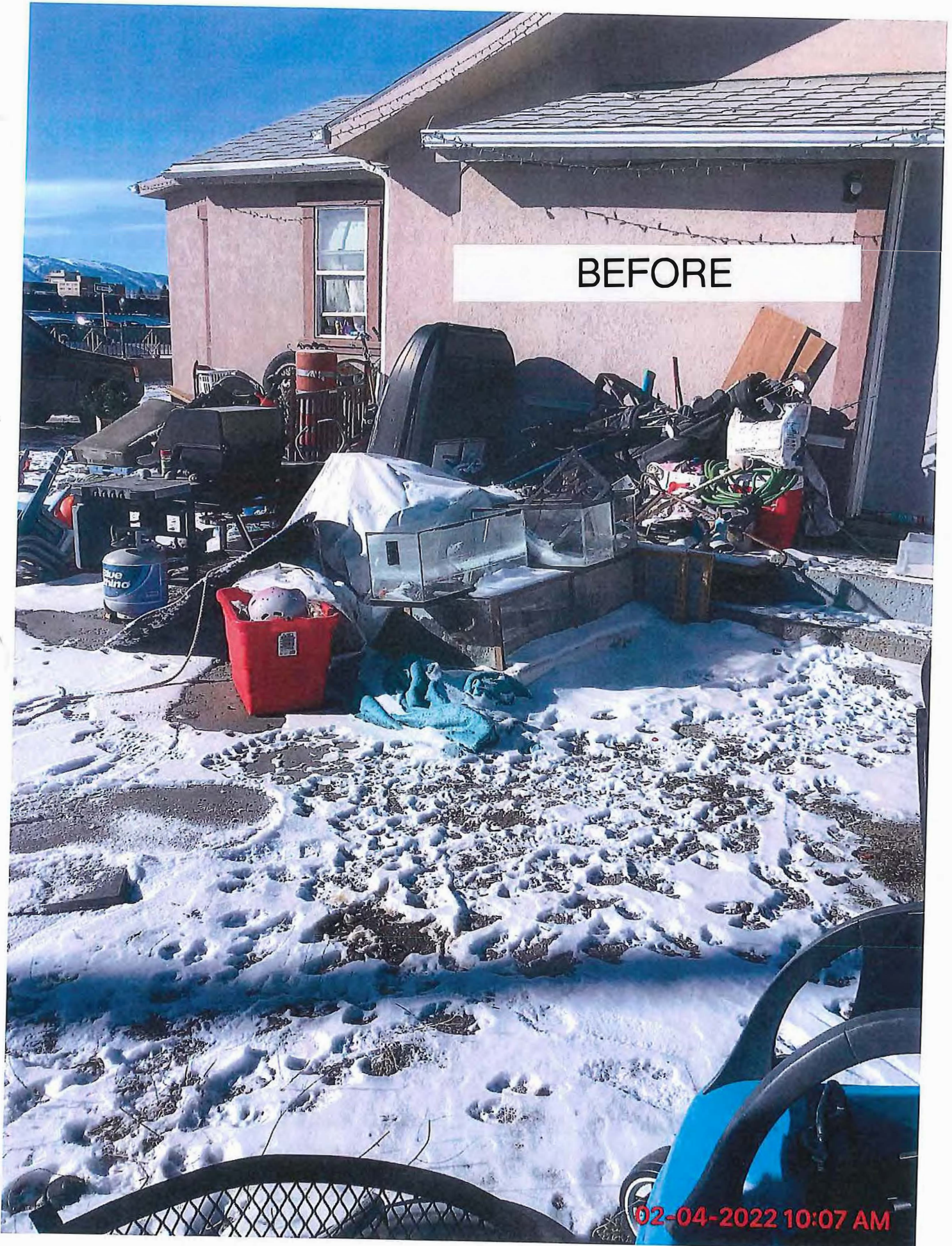
AFTER



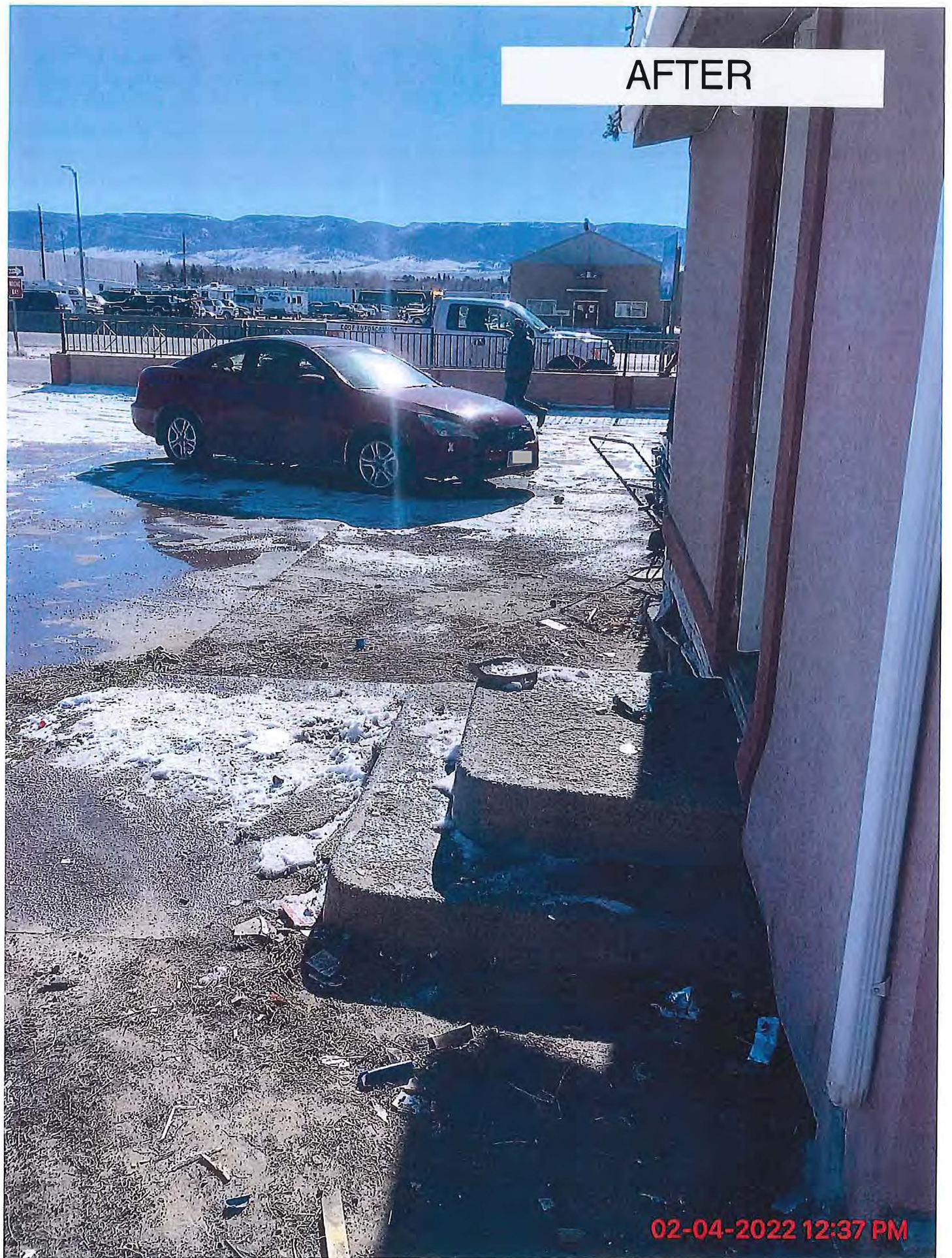
02-04-2022 12:38 PM

BEFORE

02-04-2022 10:07 AM



AFTER



02-04-2022 12:37 PM

AFTER

02-04-2022 12:29 PM



BEFORE

02-04-2022 10:16 AM

BEFORE

02-04-2022 10:07 AM





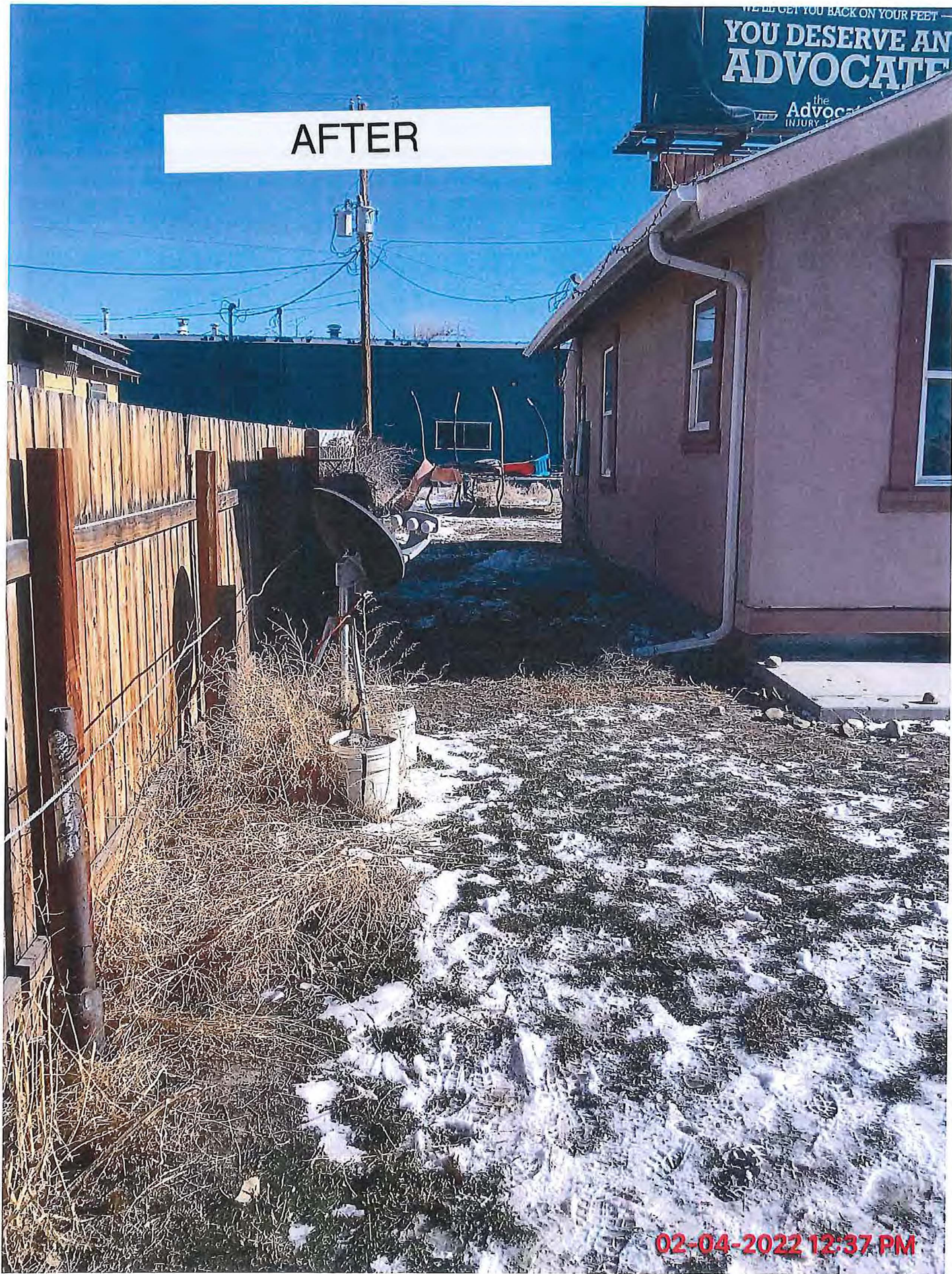
BEFORE

02-04-2022 10:07 AM

WE'LL GET YOU BACK ON YOUR FEET —
**YOU DESERVE AN
ADVOCATE**
the
Advocate
INJURY

AFTER

02-04-2022 12:37 PM



City of Casper Wyoming
Listing of Investments
As of 2/3/2022

Investment Asset Name	Primary Asset Identifier	Secondary Asset Identifier	Investment Category	Account Name	Account Number	Portfolio Name	Units	Price	Cost Basis	Unrealized gain/loss amount	Market Value	Estimated Annual Income	Accrued Income	Current Yield
Invesco Treasury Portfolio	TRPXX		825252406 Cash & Cash Equivalents	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	122,066.21	\$1.00	\$122,066.21	\$0.00	\$122,066.21	\$12.72	\$0.07	0.01%
Invesco Treasury Portfolio	TRPXX		825252406 Cash & Cash Equivalents	City Of Casper Perpetual Care Prin Funds	52714100	Main (Income)	10,313.48	\$1.00	\$10,313.48	\$0.00	\$10,313.48	\$1.07	\$0.01	0.01%
Fannie Mae Pool FN 256219 5.5% 01 Apr 2036	31371MSG3	US31371MSG3	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	375.88	106.74%	\$361.29	\$39.92	\$401.21	\$20.67	\$1.84	5.15%
Fannie Mae Pool FN 745895 Flt 01 Oct 2036	31403DUU1	US31403DUU1	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	6,818.42	104.10%	\$6,860.16	\$237.95	\$7,098.11	\$138.14	\$12.28	1.95%
Fannie Mae Pool FN 745999 Flt 01 Jul 2036	31403DX46	US31403DX46	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	8,579.05	103.41%	\$8,640.78	\$230.39	\$8,871.17	\$134.00	\$11.91	1.51%
Fannie Mae Pool FN 806529 Flt 01 Feb 2035	31406DA63	US31406DA63	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	3,096.51	99.98%	\$3,076.03	\$19.71	\$3,095.74	\$75.34	\$6.70	2.43%
Fannie Mae Pool FN 815639 Flt 01 Jun 2035	31406PEL9	US31406PEL9	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	13,023.78	105.47%	\$12,997.85	\$737.81	\$13,735.66	\$305.80	\$27.18	2.23%
Fannie Mae Pool FN 834918 Flt 01 Jul 2035	31407MSF3	US31407MSF3	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	11,255.02	103.82%	\$11,212.37	\$472.70	\$11,685.07	\$195.16	\$17.35	1.67%
Fannie Mae Pool FN 852435 Flt 01 Feb 2036	31408JBC4	US31408JBC4	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	3,406.00	100.25%	\$3,376.31	\$38.27	\$3,414.58	\$75.10	\$6.68	2.20%
Fannie Mae Pool FN 888004 Flt 01 May 2035	31410FRZ0	US31410FRZ0	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	9,816.71	101.43%	\$9,788.66	\$168.43	\$9,957.09	\$214.00	\$19.02	2.15%
Fannie Mae Pool FN 893082 Flt 01 Sep 2036	31410PFX6	US31410PFX6	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	5,609.70	105.59%	\$5,648.77	\$274.57	\$5,923.34	\$122.18	\$10.86	2.06%
Fannie Mae Pool FN 909426 Flt 01 Feb 2037	31411JLF1	US31411JLF1	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	855.94	100.04%	\$863.28	(\$7.00)	\$856.28	\$16.47	\$1.46	1.92%
Fannie Mae Pool FN 920973 Flt 01 Jan 2037	31412CFN5	US31412CFN5	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	8,330.14	100.32%	\$8,391.94	(\$35.23)	\$8,356.71	\$122.45	\$10.88	1.47%
Fannie Mae Pool FN 949636 Flt 01 Aug 2037	31413MPV3	US31413MPV3	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	4,818.39	101.13%	\$4,892.50	(\$19.71)	\$4,872.79	\$96.66	\$8.59	1.98%
Federal Farm Credit Banks Funding Corp .55% 16 Sep 2025	3133EL7K4	BM9BZN5	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	1,000,000.00	96.31%	\$999,500.00	(\$36,360.00)	\$963,140.00	\$5,500.00	\$2,093.06	0.57%
Federal Farm Credit Banks Funding Corp .68% 27 Jul 2026	3133EMV66	BM9YN70	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	1,000,000.00	96.09%	\$996,815.00	(\$35,935.00)	\$960,880.00	\$6,800.00	\$113.33	0.71%
Federal Farm Credit Banks Funding Corp 2.02% 17 Oct 2022	3133EH553	BFYBZ77	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	1,000,000.00	101.10%	\$977,970.00	\$33,040.00	\$1,011,010.00	\$20,200.00	\$5,947.78	2.00%
Federal Farm Credit Banks Funding Corp 2.08% 01 Nov 2022	3133EHM91	BFYBYN4	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	1,500,000.00	101.06%	\$1,501,069.50	\$14,845.50	\$1,515,915.00	\$31,200.00	\$7,973.34	2.06%
Federal Farm Credit Banks Funding Corp 2.89% 19 Jun 2023	3133EJSD2	BYVWBH5	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	1,400,000.00	102.82%	\$1,403,017.00	\$36,477.00	\$1,439,494.00	\$40,460.00	\$4,945.11	2.81%
Federal Farm Credit Banks Funding Corp 2.95% 14 Dec 2023	3133EJWV5	BFXJBA9	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	1,500,000.00	103.41%	\$1,494,687.00	\$56,403.00	\$1,551,090.00	\$44,250.00	\$6,022.92	2.85%
Federal Home Loan Banks .5% 14 Apr 2025	3130AJHU6	BM9WSH3	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	1,000,000.00	97.12%	\$992,018.00	(\$27,828.00)	\$971,190.00	\$5,000.00	\$1,513.89	0.51%
Federal Home Loan Banks 2.375% 08 Mar 2024	3130AB3H7	BK8YBG3	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	1,500,000.00	102.39%	\$1,482,835.50	\$52,939.50	\$1,535,775.00	\$35,625.00	\$14,348.96	2.32%
Federal Home Loan Mortgage Corp .125% 16 Oct 2023	3137EAEY1	BMDJ137	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	1,000,000.00	98.34%	\$996,270.00	(\$12,900.00)	\$983,370.00	\$1,250.00	\$371.53	0.13%
Federal Home Loan Mortgage Corp 2.375% 09 Aug 2022	3134GABA9	BG87755	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	1,400,000.00	100.96%	\$1,382,668.00	\$30,730.00	\$1,413,398.00	\$33,250.00	\$16,070.84	2.35%
Federal National Mortgage Association 1.875% 05 Apr 2022	3135GOT45	BYPG855	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	1,200,000.00	100.31%	\$1,199,872.80	\$3,787.20	\$1,203,660.00	\$22,500.00	\$7,375.00	1.87%
Freddie Mac Gold Pool F6 J04757 6.5% 01 May 2022	3128PGJA2	US3128PGJA2	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	334.7	100.39%	\$341.23	(\$5.22)	\$336.01	\$21.76	\$1.93	6.47%
Freddie Mac REMICS FHR 2355 CE 6.5% 15 Sep 2031	3133TVEW2	US3133TVEW2	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	6,565.77	113.82%	\$6,727.68	\$745.74	\$7,473.42	\$426.78	\$37.94	5.71%
United States Treasury Note/Bond .125% 15 Feb 2024	91282CBM2	BM9WFL6	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	1,000,000.00	97.91%	\$997,421.88	(\$18,361.88)	\$979,060.00	\$1,250.00	\$584.24	0.13%
United States Treasury Note/Bond .375% 30 Nov 2025	91282CAZ4	BLH34N9	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	1,750,000.00	95.77%	\$1,750,236.72	(\$74,231.72)	\$1,675,905.00	\$6,562.50	\$1,171.87	0.39%
United States Treasury Note/Bond 1.125% 31 Oct 2026	91282CDG3	BN7DP63	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	1,500,000.00	97.82%	\$1,492,500.00	(\$25,260.00)	\$1,467,240.00	\$16,875.00	\$4,359.38	1.15%
United States Treasury Note/Bond 1.25% 30 Nov 2026	91282CDK4	BP39M24	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	1,000,000.00	98.38%	\$1,001,562.50	(\$17,812.50)	\$983,750.00	\$2,232.14	\$1,270.00	1.27%
United States Treasury Note/Bond 1.375% 31 Jan 2025	91282Z52	BKMH6B1	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	1,500,000.00	100.00%	\$1,492,968.75	\$6,971.25	\$1,499,940.00	\$20,625.00	\$170.93	1.38%
United States Treasury Note/Bond 1.5% 31 Oct 2024	912828YM6	BK27NF1	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	1,200,000.00	100.45%	\$1,190,906.25	\$14,481.75	\$1,205,388.00	\$18,000.00	\$4,723.75	1.49%
United States Treasury Note/Bond 1.625% 15 Feb 2026	912828P46	BD2COG0	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	1,000,000.00	100.33%	\$996,250.00	\$7,070.00	\$1,003,320.00	\$16,250.00	\$7,595.11	1.62%
United States Treasury Note/Bond 1.875% 31 Aug 2024	912828ZU3	BZ7PDR0	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	1,200,000.00	101.47%	\$1,198,125.00	\$19,455.00	\$1,217,580.00	\$22,500.00	\$9,696.13	1.85%
United States Treasury Note/Bond 2.625% 28 Feb 2023	912828A45	BYZMJZ6	Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	1,500,000.00	101.91%	\$1,496,484.38	\$32,165.62	\$1,528,650.00	\$39,375.00	\$16,968.23	2.58%
United States Treasury Note/Bond 6.25% 15 Aug 2023	912810E07		2933223 Fixed Income	City Of Casper Perpetual Care Prin Funds	52714100	Main (Capital)	1,000,000.00	107.98%	\$1,132,606.99	(\$52,836.99)	\$1,079,770.00	\$62,500.00	\$29,211.96	5.79%
TOTAL PERPETUAL CARE PRINCIPAL FUNDS									\$26,398,243.81	\$9,738.06	\$26,407,981.87	\$464,450.80	\$143,664.20	
Invesco Treasury Portfolio	TRPXX		825252406 Cash & Cash Equivalents	City Of Casper, Long-Term Investments	52714000	Main (Capital)	94,229.73	\$1.00	\$94,229.73	\$0.00	\$94,229.73	\$9.82	\$0.05	0.01%
Invesco Treasury Portfolio	TRPXX		825252406 Cash & Cash Equivalents	City Of Casper, Long-Term Investments	52714000	Main (Income)	0.84	\$1.00	\$0.84	\$0.00	\$0.84	\$0.00	\$0.00	0.01%
Fannie Mae Pool FN 725187 Flt 01 Jul 2033	31402CUL4	US31402CUL4	Fixed Income	City Of Casper, Long-Term Investments	52714000	Main (Capital)	3,570.14	100.17%	\$3,503.19	\$73.13	\$3,576.32	\$68.40	\$6.08	1.91%
Fannie Mae Pool FN 735960 Flt 01 Sep 2035	31402RTR0	US31402RTR0	Fixed Income	City Of Casper, Long-Term Investments	52714000	Main (Capital)	7,971.48	101.12%	\$7,869.35	\$191.33	\$8,060.68	\$188.05	\$16.71	2.33%
Fannie Mae Pool FN 745999 Flt 01 Jul 2036	31403DX46	US31403DX46	Fixed Income	City Of Casper, Long-Term Investments	52714000	Main (Capital)	6,691.67	103.41%	\$6,739.85	\$179.67	\$6,919.52	\$104.52	\$9.29	1.51%
Fannie Mae Pool FN 825251 Flt 01 May 2035	31407AZQ7	US31407AZQ7	Fixed Income	City Of Casper, Long-Term Investments	52714000	Main (Capital)	7,072.83	101.10%	\$7,090.57	\$60.06	\$7,150.63	\$119.46	\$10.62	1.67%
Fannie Mae Pool FN 852435 Flt 01 Feb 2036	31408JBC4	US31408JBC4	Fixed Income	City Of Casper, Long-Term Investments	52714000	Main (Capital)	2,636.85	100.25%	\$2,613.86	\$29.63	\$2,643.49	\$58.14	\$5.17	2.20%
Fannie Mae Pool FN 920967 Flt 01 Jan 2037	31412CFG0	US31412CFG0	Fixed Income	City Of Casper, Long-Term Investments	52714000	Main (Capital)	2,923.91	102.88%	\$2,930.33	\$77.73	\$3,008.06	\$42.69	\$3.79	1.42%
Fannie Mae Pool FN 949636 Flt 01 Aug 2037	31413MPV3	US31413MPV3	Fixed Income	City Of Casper, Long-Term Investments	52714000	Main (Capital)	4,416.79	101.13%	\$4,484.72	(\$18.06)	\$4,466.66	\$88.60	\$7.88	1.98%
Federal Farm Credit Banks Funding Corp .55% 16 Sep 2025	3133EL7K4	BM9BZN5	Fixed Income	City Of Casper, Long-Term Investments	52714000	Main (Capital)	1,500,000.00	96.31%	\$1,499,250.00	(\$54,540.00)	\$1,444,710.00	\$8,250.00	\$3,139.59	0.57%
Federal Farm Credit Banks Funding Corp 2.75% 25 Apr 2022	3133EJMB2	BFXJ4P1	Fixed Income	City Of Casper, Long-Term Investments	52714000	Main (Capital)	1,000,000.00	100.58%	\$994,772.00	\$11,038.00	\$1,005,810.00	\$27,500.00	\$7,486.11	2.73%
Federal Home Loan Banks 2.55% 30 May 2023	3130AFWX1	BK0N8T3	Fixed Income	City Of Casper, Long-Term Investments	52714000	Main (Capital)	1,600,000.00	102.17%	\$1,600,761.60	\$33,958.40	\$1,634,720.00	\$40,800.00	\$7,140.00	2.50%
Federal Home Loan Banks 2.75% 10 Mar 2023	3130ADRGS	BJXJ471	Fixed Income	City Of Casper, Long-Term Investments	52714000	Main (Capital)	1,700,000.00	102.10%	\$1,706,123.40	\$29,627.60	\$1,735,751.00	\$46,750.00	\$18,570.14	2.69%
Federal Home Loan Banks 3% 15 Sep 2022	3130AFG50	BJXR077	Fixed Income	City Of Casper, Long-Term Investments	52714000	Main (Capital)	1,200,000.00	101.51%	\$1,199,748.00	\$18,408.00	\$1,218,156.00	\$36,000.00	\$13,800.00	2.96%
Federal Home Loan Mortgage Corp .125% 16 Oct 2023	3137EAEY1	BMDJ137	Fixed Income	City Of Casper, Long-Term Investments	52714000	Main (Capital)	1,000,000.00	98.34%	\$996,270.00	(\$12,900.00)	\$983,370.00	\$1,250.00	\$371.53	0.13%
Federal Home Loan Mortgage Corp .32% 28 Jun 2024	3134GXJ4	BM9YQ14	Fixed Income	City Of Casper, Long-Term Investments	52714000	Main (Capital)	1,400,000.00	98.18%	\$1,400,698.60	(\$26,220.60)	\$1,374,478.00	\$4,480.00	\$435.55	0.33%
Federal National Mortgage Association 1.75% 02 Jul 2024	3135GOV75	BK749R4	Fixed Income	City Of Casper, Long-Term Investments	52714000	Main (Capital)	1,000,000.00	101.10%	\$1,004,139.00	\$6,860.00	\$1,010,990.00	\$17,500.00	\$1,506.94	1.73%
Freddie Mac Gold Pool F6 J04757 6.5% 01 May 2022	3128PGJA2	US3128PGJA2	Fixed Income	City Of Casper, Long-Term Investments	52714000	Main (Capital)	267.87	100.39%	\$273.09	(\$4.17)	\$268.92	\$17.41	\$1.55	6.47%
Freddie Mac REMICS FHR 2355 CE 6.5% 15 Sep 2031	3133TVEW2	US3133TVEW2	Fixed Income	City Of Casper, Long-Term Investments	52714000	Main (Capital)	5,183.52	113.82%	\$5,311.34	\$588.75	\$5,900.09	\$336.93	\$29.95	5.71%
United States Treasury Note/Bond .125% 15 Feb														

United States Treasury Note/Bond 1.5% 30 Sep 2024	912828YH7	BJYQBF8	Fixed Income	City Of Casper, Long-Term Investments	52714000 Main (Capital)	1,200,000.00	100.48%	\$1,195,875.00	\$9,849.00	\$1,205,724.00	\$18,000.00	\$6,230.77	1.49%
United States Treasury Note/bond 1.5% 31 Oct 2024	912828YM6	BK27NF1	Fixed Income	City Of Casper, Long-Term Investments	52714000 Main (Capital)	1,500,000.00	100.45%	\$1,501,523.44	\$5,211.56	\$1,506,735.00	\$22,500.00	\$5,904.69	1.49%
United States Treasury Note/Bond 1.625% 31 Oct 2023	912828T91	BDR0DB5	Fixed Income	City Of Casper, Long-Term Investments	52714000 Main (Capital)	1,500,000.00	100.92%	\$1,485,468.75	\$28,301.25	\$1,513,770.00	\$24,375.00	\$6,396.75	1.61%
United States Treasury Note/Bond 2% 15 Feb 2022	912828SF8	XXMSV63	Fixed Income	City Of Casper, Long-Term Investments	52714000 Main (Capital)	1,400,000.00	100.06%	\$1,391,468.75	\$9,413.25	\$1,400,882.00	\$28,000.00	\$13,086.96	2.00%
United States Treasury Note/Bond 2.125% 30 Jun 2022	912828XG0	BZ56VG0	Fixed Income	City Of Casper, Long-Term Investments	52714000 Main (Capital)	1,000,000.00	100.70%	\$975,468.75	\$31,561.25	\$1,007,030.00	\$21,250.00	\$1,995.86	2.11%
United States Treasury Note/Bond 2.625% 28 Feb 2023	9128284A5	BYZMJZ6	Fixed Income	City Of Casper, Long-Term Investments	52714000 Main (Capital)	1,000,000.00	101.91%	\$998,750.00	\$20,350.00	\$1,019,100.00	\$26,250.00	\$11,312.15	2.58%
TOTAL LONG-TERM INVESTMENTS								\$26,559,362.98	(\$47,209.84)	\$26,512,153.14	\$379,439.02	\$115,898.01	
ALPINE SECURITIZATION LTD DCP 01 Jul 2022	02088XG10	US02088XG101	Cash & Cash Equivalents	City Of Casper, Short-Term Investments	52714200 Main (Capital)	2,500,000.00	99.82%	\$2,495,333.33	\$217.35	\$2,495,550.68	\$0.00	\$0.00	0.00%
BAYERISCHE LANDESBANK DCP 25 Apr 2022	07274MDR3	US07274MDR34	Cash & Cash Equivalents	City Of Casper, Short-Term Investments	52714200 Main (Capital)	3,000,000.00	99.95%	\$2,997,285.00	\$1,348.32	\$2,998,633.32	\$0.00	\$0.00	0.00%
CEDAR SPRING CAP CO LLC DCP 22 Feb 2022	15060YBN9	US15060YBN94	Cash & Cash Equivalents	City Of Casper, Short-Term Investments	52714200 Main (Capital)	2,500,000.00	99.99%	\$2,498,288.90	\$1,572.20	\$2,499,861.10	\$0.00	\$0.00	0.00%
CHESHAM FIN LTD DCP 11 May 2022	16536IEB9	US16536IEB98	Cash & Cash Equivalents	City Of Casper, Short-Term Investments	52714200 Main (Capital)	2,500,000.00	99.92%	\$2,497,666.68	\$427.75	\$2,498,094.43	\$0.00	\$0.00	0.00%
CREDIT INDUSTRIEL ET COML DCP 23 Feb 2022	22536MBP2	US22536MBP23	Cash & Cash Equivalents	City Of Casper, Short-Term Investments	52714200 Main (Capital)	2,500,000.00	99.99%	\$2,498,783.33	\$1,070.82	\$2,499,854.15	\$0.00	\$0.00	0.00%
EBURY FINANCIAL LLC DCP 21 Mar 2022	27873KCM2	US27873KCM27	Cash & Cash Equivalents	City Of Casper, Short-Term Investments	52714200 Main (Capital)	2,500,000.00	99.98%	\$2,498,240.28	\$1,335.40	\$2,499,575.68	\$0.00	\$0.00	0.00%
HALKIN FIN LLC DCP 07 Apr 2022	40588MD79	US40588MD799	Cash & Cash Equivalents	City Of Casper, Short-Term Investments	52714200 Main (Capital)	1,500,000.00	99.96%	\$1,498,862.51	\$604.15	\$1,499,466.66	\$0.00	\$0.00	0.00%
HONEYWELL INTL INC DCP 18 May 2022	43851UEJ8	US43851UEJ88	Cash & Cash Equivalents	City Of Casper, Short-Term Investments	52714200 Main (Capital)	2,000,000.00	99.92%	\$1,998,588.34	(\$221.68)	\$1,998,366.66	\$0.00	\$0.00	0.00%
ING US FDG LLC DCP 15 Jun 2022	45685RFF9	US45685RFF91	Cash & Cash Equivalents	City Of Casper, Short-Term Investments	52714200 Main (Capital)	1,500,000.00	99.84%	\$1,498,518.33	(\$901.26)	\$1,497,617.07	\$0.00	\$0.00	0.00%
Invesco Treasury Portfolio	TRPXX	825252406	Cash & Cash Equivalents	City Of Casper, Short-Term Investments	52714200 Main (Capital)	6,457,898.45	\$1.00	\$6,457,898.45	\$0.00	\$6,457,898.45	\$672.91	\$3.62	0.01%
Invesco Treasury Portfolio	TRPXX	825252406	Cash & Cash Equivalents	City Of Casper, Short-Term Investments	52714200 Main (Income)	4,108.16	\$1.00	\$4,108.16	\$0.00	\$4,108.16	\$0.43	\$0.00	0.01%
MOUNTCLIFF FDG LLC DCP 09 Feb 2022	62455BB95	US62455BB957	Cash & Cash Equivalents	City Of Casper, Short-Term Investments	52714200 Main (Capital)	2,500,000.00	100.00%	\$2,496,043.05	\$3,908.33	\$2,499,951.38	\$0.00	\$0.00	0.00%
SALVATION ARMY DCP 14 Jun 2022	79584SFE1	US79584SFE19	Cash & Cash Equivalents	City Of Casper, Short-Term Investments	52714200 Main (Capital)	2,500,000.00	99.84%	\$2,497,260.43	(\$1,202.11)	\$2,496,058.33	\$0.00	\$0.00	0.00%
TOTAL SHORT-TERM INVESTMENTS								\$31,936,876.79	\$8,159.27	\$31,945,036.07	\$673.34	\$3.62	
Invesco Treasury Portfolio	TRPXX	825252406	Cash & Cash Equivalents	City Of Casper, Various-Term Investments	52714400 Main (Capital)	223,807.66	\$1.00	\$223,807.66	\$0.00	\$223,807.66	\$23.32	\$0.13	0.01%
Invesco Treasury Portfolio	TRPXX	825252406	Cash & Cash Equivalents	City Of Casper, Various-Term Investments	52714400 Main (Income)	28,210.25	\$1.00	\$28,210.25	\$0.00	\$28,210.25	\$2.94	\$0.01	0.01%
Fannie Mae Pool FN 735960 Flt 01 Sep 2035	31402RTR0	US31402RTR02	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	11,957.28	101.12%	\$11,804.08	\$287.00	\$12,091.08	\$282.07	\$25.07	2.33%
Fannie Mae Pool FN 910920 6.5% 01 Feb 2022	31411LAV3	US31411LAV36	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	69.04	100.14%	\$70.49	(\$1.36)	\$69.13	\$4.49	\$0.00	6.49%
Fannie Mae Pool FN 920967 Flt 01 Jan 2037	31412CFG0	US31412CFG06	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	4,079.82	102.88%	\$4,088.74	\$108.50	\$4,197.24	\$59.57	\$5.29	1.42%
Federal Farm Credit Banks Funding Corp .55% 16 Sep 2025	3133EL7K4	BM9BNZ5	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,500,000.00	96.31%	\$1,499,250.00	(\$54,540.00)	\$1,444,710.00	\$8,250.00	\$3,139.59	0.57%
Federal Farm Credit Banks Funding Corp 2.02% 17 Oct 2022	3133EH553	BFYBZ77	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,000,000.00	101.10%	\$977,970.00	\$33,040.00	\$1,011,010.00	\$20,200.00	\$5,947.78	2.00%
Federal Farm Credit Banks Funding Corp 2.23% 02 Feb 2023	3133EG5Y7	BD83SL8	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,605,000.00	101.59%	\$1,559,286.39	\$71,297.31	\$1,630,583.70	\$35,791.50	\$99.41	2.20%
Federal Farm Credit Banks Funding Corp 2.875% 17 Jul 2023	3133EIUS6	BFXJ8D7	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,200,000.00	102.90%	\$1,191,108.00	\$43,632.00	\$1,234,740.00	\$34,500.00	\$1,533.34	2.79%
Federal Home Loan Banks 1.375% 17 Feb 2023	3130AJ7E3	BM918C5	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,000,000.00	100.58%	\$998,160.00	\$7,590.00	\$1,005,750.00	\$13,750.00	\$6,340.28	1.37%
Federal Home Loan Banks 2.55% 30 May 2023	3130AFWX1	BKON8T3	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,500,000.00	102.17%	\$1,500,714.00	\$31,836.00	\$1,532,550.00	\$38,250.00	\$6,693.75	2.50%
Federal Home Loan Banks 2.75% 10 Jun 2022	3130AEBM1	BJXQ4T4	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,200,000.00	100.86%	\$1,194,396.00	\$15,972.00	\$1,210,368.00	\$33,000.00	\$4,858.33	2.73%
Federal Home Loan Mortgage Corp .32% 28 Jun 2024	3134GKJ4	BMYYQ14	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,400,000.00	98.18%	\$1,400,698.60	(\$26,220.60)	\$1,374,478.00	\$4,480.00	\$435.55	0.33%
Federal Home Loan Mortgage Corp 2.375% 09 Aug 2022	3134GBA69	BG87T55	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,500,000.00	100.96%	\$1,484,943.00	\$29,412.00	\$1,514,355.00	\$35,625.00	\$17,218.76	2.35%
Federal National Mortgage Association 1.625% 15 Oct 2024	3135GOW66	BKRPMX4	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,500,000.00	100.76%	\$1,497,435.00	\$13,995.00	\$1,511,430.00	\$24,375.00	\$7,312.50	1.61%
Federal National Mortgage Association 1.75% 02 Jul 2024	3135GOV75	BK749R4	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,500,000.00	101.10%	\$1,506,195.00	\$10,290.00	\$1,516,485.00	\$26,250.00	\$2,260.41	1.73%
United States Treasury Note/Bond .25% 15 Mar 2024	91282CBR1	BMDB780	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,500,000.00	98.02%	\$1,496,250.00	(\$25,950.00)	\$1,470,300.00	\$3,750.00	\$1,460.64	0.26%
United States Treasury Note/Bond .375% 30 Apr 2025	91282ZL7	BMWWQN2	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,600,000.00	96.72%	\$1,604,375.00	(\$56,871.00)	\$1,547,504.00	\$6,000.00	\$1,574.59	0.39%
United States Treasury Note/Bond .375% 30 Nov 2025	91282CAZ4	BLH3AN9	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,000,000.00	95.77%	\$980,312.50	(\$22,652.50)	\$957,660.00	\$3,750.00	\$669.64	0.39%
United States Treasury Note/Bond .875% 30 Jun 2026	91282CCJ8	BMBYXC7	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,500,000.00	97.01%	\$1,492,500.00	(\$37,380.00)	\$1,455,120.00	\$13,125.00	\$1,232.73	0.90%
United States Treasury Note/Bond 1% 15 Dec 2024	91282CDN8	BP6NM34	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,500,000.00	99.00%	\$1,502,343.75	(\$17,343.75)	\$1,485,000.00	\$15,000.00	\$2,054.79	1.01%
United States Treasury Note/Bond 1.125% 31 Oct 2026	91282CDG3	BN7DP63	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,500,000.00	97.82%	\$1,492,500.00	(\$25,260.00)	\$1,467,240.00	\$16,875.00	\$4,359.38	1.15%
United States Treasury Note/Bond 1.375% 31 Jan 2025	91282ZS2	BKMH6B1	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,500,000.00	100.00%	\$1,496,601.56	\$3,338.44	\$1,499,940.00	\$20,625.00	\$170.93	1.38%
United States Treasury Note/Bond 1.625% 31 Oct 2023	91282T91	BDR0DB5	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,000,000.00	100.92%	\$990,937.50	\$18,242.50	\$1,009,180.00	\$16,250.00	\$4,264.50	1.61%
United States Treasury Note/Bond 1.875% 31 Mar 2022	912828W89	BDON7Z3	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,000,000.00	100.27%	\$999,296.88	\$3,373.12	\$1,002,670.00	\$18,750.00	\$6,490.38	1.87%
United States Treasury Note/Bond 2% 15 Feb 2022	912828SF8	XXMSV63	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,500,000.00	100.06%	\$1,490,859.38	\$10,085.62	\$1,500,945.00	\$30,000.00	\$14,021.75	2.00%
United States Treasury Note/Bond 2.25% 31 Dec 2023	912828V23	BDG08X3	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,500,000.00	102.09%	\$1,490,507.81	\$40,782.19	\$1,531,290.00	\$33,750.00	\$3,169.89	2.20%
United States Treasury Note/Bond 2.75% 30 Apr 2023	9128284L1	BFXTNR6	Fixed Income	City Of Casper, Various-Term Investments	52714400 Main (Capital)	1,500,000.00	102.28%	\$1,485,937.50	\$48,217.50	\$1,534,155.00	\$41,250.00	\$10,825.28	2.69%
TOTAL VARIOUS-TERM INVESTMENTS								\$31,600,559.09	\$115,279.97	\$31,715,839.06	\$493,968.89	\$106,164.70	
WyoStar				City Of Casper, WyoStar I					\$	34,781,911.99			
WyoStar				City Of Casper, WyoStar II					\$	16,006,730.31			
TOTAL LOCAL GOVERNMENT INVESTMENT POOL									\$	50,788,642.30			
TOTAL CITY OF CASPER INVESTMENTS										\$ 167,369,652.44			



AMOCO REUSE AGREEMENT JOINT POWERS BOARD

2435 King Blvd, Suite 249
Casper, WY 82604
(307) 472-5591

**SALT CREEK HEIGHTS
BUSINESS CENTER**

renee@arajpb-casper.org

AMOCO REUSE AGREEMENT JOINT POWERS BOARD

MEETING MINUTES

6:00 p.m. Wednesday, January 12, 2022

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

Present: Bob Chynoweth, Rob Hurless, Terry Lane, Jim DeGolia, Amy Freye, Brook Kaufman, John Lee, and Larry Madsen

Absences: Jai-Ayla Sutherland

Others Present: Matt Reams and Laurie Morgan (Three Crowns), Luke Gilliam (Visit Casper), and Executive Director Renee Hahn.

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

1. Welcome New Board Members

Mr. Chynoweth asked each attendee to introduce themselves and started with Terry Lane. He then asked our newest Board Member Mr. Lee to introduce himself and share some of his background.

2. Minutes from December 8, 2021 Regular Meeting

A motion was made by Ms. Kaufman and seconded by Mr. DeGolia to approve the Minutes of the December 8, 2021 meeting. There being no further discussion, the Board proceeded to vote. The motion carried with all members in attendance voting to accept the Minutes as presented. (Copy of Minutes on file.)

3. Approval of January 12, 2022 Treasurer's Report

Details of investment accounts, the checking account and the various vouchers listed on the Treasurer's Report as of January 12, 2022 were presented by Mr. Lane.

A motion was made by Mr. Hurless and seconded by Ms. Freye to approve the Treasurer's Report of January 12, 2022, containing the financial report of the investment funds, checking account and interest accrued and the authorization for payment of all vouchers listed on the report. There being no further discussion, the Board proceeded to vote. The motion carried with all members in attendance voting to accept the report. Mr. Lane explained and summarized the investments.

The January 2022 monthly financial statement draft by Lenhart Mason was presented by Mr. Lane.

Investment/Financial Committee

Mr. Lane discussed that four securities will be maturing from the Davidson Funds in 2022 and will be discussed with the Investment Committee. He then summarized and described each depository for ARAJPB.

4. Committee Reports

- **Three Crowns**

Mr. DeGolia asked our guest presenters to begin their presentation on the American Junior Golf Tournament (AJGA). Mr. Reams and Mr. Gilliam gave a presentation on the proposed Tournament planned for July 10th – 15th. After discussions, all questions were answered.

A motion was made by Mr. DeGolia and seconded by Mr. Hurless to move forward and advance ARAJPB as a sponsor for the AJGA July Tournament to benefit Three Crowns Golf Course to approve the 2022 Sponsorship. There being no further discussion, the Board proceeded to vote. Mr. Lane and Ms. Kaufman abstained from voting due to possible conflicts. The motion carried with all members in attendance voting to accept the Sponsorship.

Mr. Reams also had produced a comprehensive report on the possible expansion of the club house. He reviewed the report and answered questions. Mr. Hurless, Mr. DeGolia, Ms. Hahn, Mr. Reams, and Mr. Griffith will meet tomorrow morning to discuss design and improvement options to occur prior to May 1, 2022 for the Three Crowns Clubhouse.

Mr. Reams discussed that Food and Beverage was ahead of budget by 25% for the month of December. In addition, advanced sale season passes for 2019 were \$66,000, 2020 were \$88,000, and for 2021 they were already at \$121,000.

- **PRC**

Ms. Hahn informed the Board that she had approached BP to assist in providing the dirt for the commons in the Western Opportunity Area (WOA) to help prepare the soil for development.

- **Refined Properties**

Mr. DeGolia summarized and highlighted the Status Report from Refined Properties. He shared there is currently an interested party in Phase Three, Lot 1 in Salt Creek. He reviewed the meeting last week with Refined Properties. He also informed the Board the interested party on the Platte River Commons has decided on a different location.

- **Architectural Review**

Ms. Freye had nothing to report.

- **Executive Committee**

Ms. Hahn shared that conversation was about preparations for the Regular Board Meeting at 6:00 p.m. and future meetings.

5. Election of Officers

Mr. Chynoweth announced nominations to the Board and the following members have agreed to serve for the year 2022:

- Chairman: Rob Hurless
- Vice Chairman: Terry Lane
- Treasurer: Larry Madsen
- Secretary: Jim DeGolia

A motion was made by Ms. Freye and seconded by Ms. Kaufman approving the selection of the Executive Committee. There being no further discussion, the Board proceeded to vote. The motion carried with all members present voting aye. Mr. Hurless thanked Mr. Chynoweth for all his past accomplishments on the Board.

6. Establishment of Regular Meeting Dates and Times for Calendar Year 2022

A motion was made by Ms. Kaufman and seconded by Mr. Lane that the Board establish the second Wednesday and, if needed, the fourth Wednesday of each month as the regular meeting dates for the Board for the calendar year of 2022, with all meetings starting at 6:00 pm and that the normal meeting location will be in the Big Horn Conference Room of Casper Area Innovation Center, located at 2435 King Blvd., Casper, WY. One exception is for the December Meeting being held at Three Crowns 1601 King Blvd., starting at 5:00 p.m. and a special meeting to be held on June 24, 2022 to pay all unpaid invoices for the fiscal year. There being no further discussion, the Board proceeded to vote, and the motion carried with all members in attendance voting aye.

7. Establishment of Financial Institutions

A motion was made by Ms. Kaufman and seconded by Ms. Freye to approve the official financial institutions for the year 2022 be Hilltop National Bank, the Wyoming Government Investment Fund, Peaks Investment, and the FIB Davidson Fund, aka as FIB Wealth Management and the possibility of a new depository announced later in the year. There being no further discussion, the Board proceeded to vote. The motion carried with all members present voting aye.

8. 2022 Committee Members and Tasks

The following committees were presented by Ms. Hahn:

- Financial/Investment: Larry Madsen - Chair, Terry Lane, and John Lee.
- Three Crowns Management: Jim DeGolia and Larry Madsen as ARAJPB Representatives.
- Jonah/Refined Properties: Jim DeGolia, Terry Lane, and Rob Hurless (ex-officio) ARAJPB Representatives.
- Architectural Review Committee: Amy Freye - Chair and Jai-Ayla Sutherland.
- Platte River Commons Maintenance: Amy Freye - Chair, and Jai-Ayla Sutherland.
- Executive Committee: Rob Hurless - Chair, Terry Lane - Vice Chair, Larry Madsen - Treasurer, and Jim DeGolia - Secretary.

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

County Representative Kaufman had nothing to report.

10. Other

No Report.

11. Future Meetings/Agenda

- Regular Board meeting - February 9th, 6:00 pm at 2435 King Blvd., Big Horn Conference Room
- Three Crowns Management Committee - February 17th, 7:30 am, 2435 King Blvd., Big Horn Conference Room.

Office Closures:

January 17th - Martin Luther King Day

February 21st - Presidents' Day

12. Public Comment

There was no public comment.

13. Good of the Order

The Board thanked Mr. Chynoweth for all his time that he had put forth as Chairman.

14. Adjournment

There being no further action by the Board, a motion was made by Mr. DeGolia and seconded by Mr. Lee to adjourn the meeting at 7:48 p.m. The motion carried with all members in attendance voting aye.

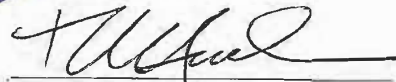
2-9-22

Date

9 FEB 22

Date


Board Officer


Presiding Officer

CASPER YOUTH COUNCIL MINUTES
Chamber of Commerce
January 23, 2022

1. **ROLL CALL** Casper Youth Council met in regular session at 4:30 p.m., Sunday, January 23, 2022.

Present: Sara Loghry, Bryce Hebert, Brendolyn Wistisen, Allie Scroggins, Annalise Koehmstedt, Finn McCoul, and Zoe Johnson. Advisors Elissa Ruckle and Bryce Mittelstadt

Absent: Councilmembers Jimmy Ruble, Mason Napier, and Councilman Gamroth

2. **NEW BUSINESS** CYC Members who attended City Council meetings presented an overview. The remaining time was devoted to:

- defining CYC's purpose: to serve as a conduit for information between the City, County, Youth, and Community; to raise awareness to the needs/challenges/desires of youth and represent their voice
- defining strategic initiatives: facilitate a needs analysis - build/administer a survey to identify the needs/challenges/desires of our youth; collect quantitative and qualitative data (surveys, focus groups, lunch-n-learns, etc.); generate a Youth Report to present findings and themes; present Report to City Council, County Commissioners, NCSD, and other stakeholders
- Areas of Focus – 5-7 questions for each
 - Personal/Social
 - School
 - Work
 - Home
- Meet with City Manager's Office and NCSD Public Relations/Research to understand/confirm parameters

3. **NEXT STEPS** Before our next meeting, members will:

- Review CYC website, Instagram and Facebook pages do determine what we like and what we'd like to see
- Think about "what is our message?", "what is the voice of CYC?", "who are we?" for branding/messaging discussion
- Think of/jot down/and bring 3-5 potential questions for each area of focus
- Check out the Visit Casper website and come prepared to ask questions regarding branding, messaging, and the story we tell. Two guests from Visit Casper will join our 2/6/2022 meeting.

4. **ADJOURNMENT** At 5:38 p.m.

Next CYC Meeting will be Sunday, February 6, 2022

Submitted by ERuckle



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

1500 SW Wyoming Boulevard
Casper, Wyoming 82604
(307) 265-6063 • Fax (307) 265-6058

**Board
Members:**

H. H. King, Jr.,
Chairman

Larry Keffer,
Vice-Chairman

Ken Waters,
Secretary

Paul Bertoglio,
Treasurer

Steve Cathey

Steve Freel

Bruce Knell

Jai-Ayla
Sutherland

REGULAR JOINT POWERS BOARD MEETING AGENDA

Tuesday

February 15, 2022

11:30 a.m.

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

1. Announcements
2. Approve Minutes – January 18, 2022 *
3. Approve Vouchers – February 2022 *
4. Approve Financial Report – January 2022 *
5. Operations Update
6. Public Comment
7. Old Business
 - a) Other
8. New Business
 - a) Discussion on WYO-STAR Program Investment Pool *
 - b) Consider Agreement with Pope Construction, Inc. for the WTP Confined Space Evacuation Hoistway, Project No. 21-06 in the amount of \$75,920 *
 - i) Consider Budget Reallocation in the Amount of \$29,920 for the WTP Confined Space Evacuation Hoistway, Project No. 20-06 *
 - c) Consider Submitting Application to Wyoming Water Development for a Level II Feasibility Study for a Comprehensive Well Field Management and Operations Plan *
 - i) Consider Resolution No. 22-01 *
 - ii) Consider Voucher No. 8419 in the amount of \$4,000 for the WWDC Application Fee *
 - d) Other
9. Chairman's Report

Next Meeting: Regular JPB Meeting – March 15, 2022

****Indicates Attachment***



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

MEETING PROCEEDINGS

January 18, 2022

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, January 18, 2022 at 11:30 a.m., in the Joint Powers Board Conference Room, Regional Water Treatment Plant, 1500 SW Wyoming Boulevard, Casper, WY.

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

City of Casper – Cathey, Knell, Powell, Andrew Beamer, Bruce Martin, Tom Edwards, Clint Conner, Janette Brown

Natrona County – Bertoglio

Salt Creek Joint Powers Board – King

Wardwell Water & Sewer District – Keffer

Pioneer Water & Sewer District – Waters

Poison Spider Improvement & Service District –

Wyoming Water Development Office -

Sandy Lakes Estates -

Lakeview Improvement & Service District -

33 Mile Road Improvement & Service District –

Mile-Hi Improvement and Service District –

Central Wyoming Groundwater Guardian Team (CWGG) –

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

The Board meeting was called to order at 11:30 a.m.

1. In Announcements, Mr. Martin stated that Agenda Item 8 a, easement for the Pioneer Tank right of way and voucher, has been removed from the agenda in its entirety. Mr. Martin stated that the paperwork for the easement is not quite ready and will be added to

a future agenda.

2. Chairman King asked for a motion to approve the minutes from the December 21, 2021 Regular meeting. A motion was made by Board Member Knell and seconded by Vice-Chairman Keffer to approve the minutes from the December 21, 2021 Regular meeting. Motion put and carried.
3. Mr. Martin informed the Board that two additional vouchers were added to the voucher listing that was sent out in the agenda packet: Voucher 8400 for Northwest Contractors Supply in the amount of \$55.30 for Shop Tools; and Voucher 8402 for Williams, Porter, Day & Neville, P.C. in the amount of \$909.30 for December 2021 Legal Expenses. Mr. Martin stated that Voucher 8401 will be considered later in the meeting.

Mr. Martin stated that Voucher 8389 for Lower & Co. is for the Hoistway project. Mr. Martin stated that there are several Capital Expense vouchers for Shop Tools. Mr. Martin stated that Voucher 8393 for Dragon Products is for a flange adaptor for the Decant Pump Station. Mr. Martin stated that it was less expensive to have the flange adaptor fabricated, and quicker to get it, than trying to get it from the manufacturer. Mr. Martin stated that Voucher 8399 for HDR is for the preliminary design report for the UV System project.

Mr. Martin recommended approval of the vouchers and offered to answer any questions the Board may have on the voucher listing.

Chairman King asked for a motion to approve the January 2022 vouchers. A motion was made by Secretary Waters and seconded by Board Member Cathey to approve the January 2022 voucher listing to include voucher numbers 8389 through 8402 in the amount of \$287,412.38, with voucher 8401 to be considered later in the meeting. Motion put and carried.

4. Mr. Martin asked the Board to reference the Gallons Produced table in the agenda packet. Mr. Martin stated that this has also been updated from what was sent in the agenda packet. Mr. Martin stated that production for December 2021 was 157 MG, which is 7 MG less than the five-year average of 164 MG. Mr. Martin stated that the year to date production total is 2.17 BG, which is 108 MG less than the five-year average of 2.28 BG.

Board Member Knell asked if the decrease in production is attributed to the conservation measures and water restrictions. Mr. Martin stated that was correct. Mr. Martin stated that the decrease in water production is staying right at the 100 MG mark. Mr. Martin stated that unless there is good water production in May or June, he did not see making up the 100 MG.

Mr. Martin asked the Board to reference page 2 of the Financial Report. Mr. Martin stated that Interest Earned is very low. Mr. Martin stated that about a year ago, Mr. Pitlick spoke to the Board before he retired about investing in WyoStar. Mr. Martin stated that Ms. Johnson will be making a presentation on WyoStar investing to the Board at an upcoming meeting.

Mr. Martin stated that Water Utility Charges is \$4,621,578, which is \$227,328 less than the same time last year.

Mr. Martin stated that Reimbursable Contract Expense is \$1,482,772, which is \$209,039 less than the previous year. Mr. Martin stated that he would like to point out that there are approximately \$140,000 in charges from Rocky Mountain Power that are not included. Mr. Martin stated that he expects the total next month to be more in line with what is expected.

Mr. Martin stated that Buildings, under Capital Projects, includes the Filter Gallery Roof, some Security Improvements, and the Hoist Project.

Mr. Martin stated that Improvements Other Than Buildings includes the 2.6 MG Tank, Chiller Project, valve actuators, and other smaller equipment.

Mr. Martin stated that charges under Intangibles is for the UV Project preliminary design report that is being worked on by HDR.

Mr. Martin stated that expenses in Light Equipment are for the shop tools that have been purchased this fiscal year.

Chairman King asked for a motion to approve the December 2021 Financial Report as presented. A motion was made by Board Member Knell and seconded by Treasurer Bertoglio to approve the December 2021 Financial Report as presented. Motion put and carried.

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

Mr. Edwards stated that production is averaging 5.5 MGD. Mr. Edwards stated that this is being accomplished by running eight Casper wells, five Morad wells, and two Caisson wells.

Mr. Edwards stated that the Maintenance crew is doing all the oil changes, prepping Actiflo for next season start-up, and next week will start replacing the aging sodium hypochlorite line with new polyethylene pipe.

Mr. Edwards stated that CK Mechanical came out and cleaned the roof drains. Mr. Edwards stated that there were issues with leaking at the North Chem Building. Mr. Edwards stated that this will be addressed in the upcoming roof repairs.

Mr. Edwards stated that HOA was on site to reprogram some actuators in the Settled Water Pumps to help prevent water hammer. Mr. Edwards stated that Settled Water is empty, so when Actiflo is started, this will have to be tested.

Mr. Edwards stated that HOA also did some programming on relays at North Park Booster.

Mr. Edwards stated that the pre-construction meeting was held for the Surface Water

High Service VFD Project. Mr. Edwards stated that work on Pump No. 2 will start in the next couple of weeks.

Mr. Edwards stated that the contractor for the Caisson No. 2 work will be on site tomorrow for a site visit. Mr. Edwards stated that hopefully Caisson No. 2 will be up and running for the summer water season.

Mr. Edwards stated that he is working on the capital project list for the FY23 budget.

Mr. Edwards stated that he is also putting together the numbers for the 2021 Consumer Confidence Report.

Mr. Edwards stated that the new WTP Admin will be starting on Monday.

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

Mr. Conner stated that staff has been servicing fire hydrants, and checking non-drainer fire hydrants.

Mr. Conner stated that painting was done on the base and piping for the pump that was replaced at Mountain View Booster. Mr. Conner stated that the pump is running and performing well.

Mr. Conner stated that the Service crew has been out servicing ARV's on the Crosstown pipeline and at the booster stations.

Mr. Conner stated that staff has also been doing pump alignments at the booster stations.

Mr. Conner stated that residual levels out in the system are looking really good. Chairman King stated that the chlorination station has been installed at Salt Creek and is working well.

6. There was no Public Comment.

7. In Old Business:

a. Mr. Martin stated that HDR is working on the preliminary design report for the UV Project. Mr. Martin stated that a letter was sent to EPA inquiring that if the UV is working at 2-log inactivation credit, if the Ozone dosage could be lowered and eliminate the Aerobic Spore testing that is required every week. Mr. Martin stated that EPA responded that if the UV was increased from 2-log inactivation, to 2.5-log inactivation, they would allow the Ozone to be reduced to 2-log. Mr. Martin stated that it will be a little bit less expensive to operate the UV system, so that is a good trade-off. Mr. Martin stated that EPA will not eliminate the Aerobic Spore testing, but they did state that the testing is to be done every other week. Mr. Martin stated that will save some money as well. Mr. Martin stated that it was worth submitting the request to EPA. Mr. Martin stated that there won't be any increase in capital costs to increase the UV to 2.5-log inactivation as

it will be oversized to anticipate system growth.

Mr. Martin stated that a letter to EPA has been prepared for the Chairman's signature to acknowledge the revisions to how the UV and Ozone system will be operated, and for the testing to change to every other week. Mr. Martin stated that HDR will continue on with the preliminary design report, which should be ready to present to the Board at the April meeting.

Chairman King stated that the Aerobic Spore testing is still showing practically nothing. Mr. Martin stated that the tests are usually good, but there is always the chance that it could be high and the wells will have to be shut down.

Board Member Cathey asked where things stand in regards to the long-term plan on getting the UV system installed that was submitted to EPA. Mr. Martin stated that things are right on schedule, as April is the deadline for submitting the preliminary design report to EPA. Mr. Martin stated that once the preliminary design report is completed, funding will be applied for, and the final design will be completed.

Treasurer Bertoglio asked how much it costs to run the Aerobic Spore tests. Mr. Martin stated that it costs approximately \$300 for the Aerobic Spore tests. Treasurer Bertoglio asked if EPA just sees the count of the spores. Mr. Martin stated that was correct. Treasurer Bertoglio stated that EPA doesn't know if the spores are an entirely different species. Mr. Martin stated that has been argued with EPA, but they will not budge on the testing.

Board Member Knell asked if the reduced testing will save approximately \$8,500 a year. Mr. Martin stated that it will be a good savings.

Treasurer Bertoglio stated that when a spore plume happens, it's like they are saying that counts are counts. Treasurer Bertoglio stated that when the river is high there are going to be spore plumes showing up in the testing. Treasurer Bertoglio stated that it makes no sense to keep running the tests, because we know what they are going to show. Mr. Martin stated that staff spoke to EPA about doing a study to show this, and EPA responded that staff could do the study, but they aren't going to budge on the testing. Treasurer Bertoglio stated that this is regulators that don't listen.

Chairman King asked how long Treasurer Bertoglio has been fighting this battle. Treasurer Bertoglio stated that this is just the stupidity of regulators. Board Member Powell stated that they are justifying their jobs.

Chairman King stated that this has not been one of Treasurer Bertoglio's favorite subject over the years.

b. There was no Other Old Business.

8. In New Business:

- a. Item # 8 a was removed from the Agenda.
- b. Mr. Martin stated that Mr. Evan Condelario was the City Accounting Supervisor and had Board authorization for online banking access for the RWS accounts at Hilltop Bank. Mr. Martin stated that Mr. Condelario recently left employment with the City of Casper, and Mr. Nicholas Gassman has been promoted as his replacement. Mr. Martin stated that it is requested that Mr. Gassman be given authorization to have online banking access of the RWS accounts at Hilltop Bank.

Board Member Knell stated that Mr. Gassman was recently introduced to Council members at a meeting. Mr. Martin stated that Mr. Gassman attended the Board meeting last month for the presentation of the audit.

A motion was made by Treasurer Bertoglio and seconded by Board Member Knell to authorize Mr. Nicholas Gassman to have online access to the RWS accounts at Hilltop Bank.

Board Member Knell asked if adding Mr. Gassman to the RWS accounts removes Mr. Condelario from the RWS accounts. Ms. Brown stated that access for Mr. Condelario was removed from the RWS accounts the day he left.

Motion put and carried.

- c. Mr. Martin stated that it is the time of year when the Board elects officers and turned the time over to the Board.

A motion was made by Board Member Powell and seconded by Treasurer Bertoglio for Chairman King to continue as Chairman. Motion put and carried.

A motion was made by Board Member Cathey and seconded by Secretary Waters to maintain the remaining Board Officers with Larry Keffer as Vice-Chairman, Ken Waters as Secretary, and Paul Bertoglio as Treasurer. Motion put and carried.

- i. Mr. Martin stated that Voucher 8401 in the amount of \$400 for Officer Bonds was left off the voucher list until after Board Officer elections.

Treasurer Bertoglio asked if the Officer Bonds were \$400 each. Mr. Martin stated that the Officer Bonds are \$100 each, \$400 total.

A motion was made by Board Member Cathey and seconded by Secretary Waters to approve Voucher 8401 for CNA Surety in the amount of \$400 for Board Officer Bonds. Motion put and carried.

- d. In Other New Business:

- i. Board Member Knell asked if the Board uses Porter, Muirhead, Cornia, Howard (PMCH) for auditing services. Mr. Martin stated that the Board

uses Skogen, Cometto, and Associates for auditing services. Board Member Knell asked if that is an RFP or just a contract. Mr. Martin stated that it is a two year contract, with one year left.

Board Member Knell stated that the reason he asked is that Council just found out the PMCH has been doing the City audit for 25 years without an RFP in place, and has just automatically done the audit each year. Board Member Knell stated that the City recently audited that situation and found out PMCH is charging approximately 6.5 times the amount of every other city our size in the Colorado, Wyoming, Montana area. Board Member Knell stated that the City of Cheyenne pays approximate \$68,000 a year, the City of Loveland pays approximately \$71,000 per year, and the City of Casper is paying \$260,000 per year and was just asked for another \$50,000. Board Member Knell stated that the City of Casper will be going out with an RFP for auditing services to get it back in line where it should be, and he was curious if it was the same thing for the Board.

Mr. Martin stated that it was discussed last year about going out for an RFP for audit services, and it was decided to continue with Skogen, Cometto for the two year contract, but next time an RFP will go out.

Board Member Knell stated that Ms. Johnson, Financial Director, found that no RFP was on record for the City audit.

- ii. Mr. Martin stated there is a budget transfer for the Board's consideration to move funds for the FY21 Roof Replacement Project that was missed at the end of the year to put in Budget Amendment No. 1 for FY22, which rolled over projects from the FY21 Budget to the FY22 Budget. Mr. Martin stated that this is to move \$77,300 from the FY22 Roof Project to the FY21 Roof Project to clean up the budget.

Board Member Knell asked how it was missed. Mr. Martin stated that it was a combination of the new financial software, and a form was submitted through the City process when it should have been submitted through the RWS process. Mr. Martin stated that when Mr. Gassman was going through the City budget amendment items, he found the form and notified us so it could be brought to the Board's attention.

A motion was made by Treasurer Bertoglio and seconded by Secretary Waters to approve a Budget Reallocation of \$77,300 from Project No. 3000022010, FY22 Roof Replacements, to Contract No. 21300128, FY21 Roof Replacements. Motion put and carried.

- iii. Mr. Chapin stated that he received the scheduling order for the hearing, and it is as expected. Mr. Chapin stated that the case has been moved to the end of Spring, into the Summer. Mr. Chapin stated that they have yet to submit the documentation they were ordered to provide at the last hearing. Mr. Chapin stated that he submitted the documents for the Board.

iv. Board Member Powell stated that he received a letter from the Mayor that he will be replaced on the Board with a Council Member, so this will be his last meeting. Board Member Powell stated that it makes sense, as he is no longer dialed in to the City Budget and the things going on with personnel, and he is representing the City without really knowing what's going on with the City. Board Member Powell stated that the Board is doing very important work and it has been an honor to be a member of the Board. Chairman King stated that the Board was very happy to have had Board Member Powell on the Board and wished him well. The Board thanked Board Member Powell for his years of service.

9. In the Chairman's Report, Chairman King stated that the next regular meeting would be held on February 15, 2022.

A motion was made by Board Member Knell and seconded by Board Member Cathey to adjourn the meeting at 12:01 p.m. Motion put and carried.

Chairman

Secretary

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

**UNAPPROVED VOUCHER LISTING
February 9, 2022**

VOUCHER NO.	VENDOR	DESCRIPTION	AMOUNT
8403	West Plains Engineering	Capital Expense – WTP HVAC Chiller Replacement Project No. 20-030 PP7	\$600.00
8404	Wyoming Office of State Lands and Investments	Loan Payment DWSRF#115 – WTP Emergency Power Project	\$152,525.05
8405	Williams, Porter, Day & Neville, P.C.	Legal Expense – A. Scott	\$171.25
8406	Wyoming Office of State Lands and Investments	Loan Payment DWSRF#213 – WTP SCADA Improvements Project	\$68,645.27
8407	Core & Main	Capital Expense – Wellfield Pump Check Valves	\$10,863.68
8408	Casper Star-Tribune c/o Lee Advertising	Capital Expense – Ad for Bid – WTP Confined Space Evacuation Hoistway Project No. 21-061	\$624.92
8409	Wyoming Office of State Lands and Investments	DWSRF129 Loan Payment – Zone IIB Project	\$8,182.83
8410	ITC Electrical Technologies	Capital Expense – Lighting Replacement	\$3,125.00
8411	City of Casper	Operations Reimbursement – Jan22	\$237,195.59
8412	Contract West Roofing, Inc.	Capital Expense – Retainage Release – 2021 RWS Roof Replacements Project No. 20-051	\$3,481.75
8413	NAPA Auto Parts	Capital Expense – Shop Tools	\$75.49
8414	West Plains Engineering	Capital Expense – WTP HVAC Chiller Replacement Project No. 20-030 PP8	\$950.00
8415	City of Casper	Loan Payment	\$127,960.40
8416	Riley Industrial Services, Inc.	Capital Expense – Retainage Release – 2.6M Gallon Tank Recoating Project No. 18-093	\$47,273.36
8417	HDR Engineering Inc.	Capital Expense – WTP Disinfection System Upgrade Project No. 21-039	\$11,942.50
8418	Williams, Porter, Day & Neville, P.C.	Legal Expense – Jan22	\$385.00
		Total	\$674,002.09

*



City of Casper
200 North David Street
Casper, WY 82601

General Billing

For questions regarding this invoice, please contact us at (307) 235-8235 or email FinanceCustomerService@CasperWY.Gov

CUSTOMER	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID	DUE DATE	INVOICE TOTAL DUE
CENTRAL WYO. REGIONAL WATER SYS....	01/28/2022	2601	\$0.00	02/27/2022	\$237,195.59
PAST DUE AMOUNT				ACCOUNT BALANCE	
\$0.00				\$237,195.59	

DESCRIPTION	QUANTITY	PRICE	UOM	ORIGINAL BILL	ADJUSTED	PAID	AMOUNT DUE
REGIONAL WATER OPS REIMBURSEMENT	1.00	\$237195.590000	EACH	\$237,195.59	\$0.00	\$0.00	\$237,195.59
Invoice Total:						\$237,195.59	

January 2022 Operations Reimbursement

January 2022 Total Reimbursement Invoice		
9010.00	Wages & Salaries Dir Labor - O&M	\$79,995.66
9020.00	Chemical Charge - O&M	\$4,097.34
9030.00	Utilities - O&M	\$143,269.21
9040.00	Supplies - O&M	\$5,318.39
9060.00	Training - O&M	\$545.00
9070.00	Major Maint, Repair, Replc - O&M	\$1,335.35
9080.00	Testing & Lab Services - O&M	\$2,634.64
9090.00	Other Reimbursable Costs - O&M	\$0.00
6040.10	Consulting	\$0.00
300-6257 - Ops Reimb		\$237,195.59
300-6214 - Consulting		\$0.00
Invoice Total		\$237,195.59

✂ DETACH AND RETURN THE PORTION BELOW WITH YOUR PAYMENT ✂



City of Casper
200 North David Street
Casper, WY 82601

General Billing

Remit Portion

Invoice Date	01/28/2022
Invoice Number	2601
Customer Number	2784
Amount Paid	\$237,195.59
Due Date	02/27/2022
Invoice Total Due	\$237,195.59

CENTRAL WYO. REGIONAL WATER SYS. JPB
1500 SW WYOMING BLVD.
CASPER, WY 82604

000001&2022200002601300237195599

City of Casper Wyoming
Expenditure Reimbursement Request
January 28, 2022

Vendor	Account Name	Date	Invoice Number	Invoice Amount	Purchased
Adobe, Inc.	Technology Supplies	01/07/2022	152611379	15.74	Acrobat Pro DC
Adobe, Inc.	Technology Supplies	01/07/2022	1563277916	(15.74)	Acrobat Pro DC - Credit Invoice for Tax
All-Out Fire	General Supplies & Materials	01/17/2022	54855/26150	150.00	EXTINGUISHER SERVICING
ALSCO	Laundry/Towel	12/29/2021	LCAS1452855	73.72	Professional Laundry Services
Amazon	General Supplies & Materials	01/11/2022	113-8647085-9364215	25.98	Coat rack for office
Amazon	Technology Supplies	12/16/2021	54140 / 5933036	89.98	Computer Speakers
ATLAS OFFICE PRODUCT	General Supplies & Materials	12/16/2021	54139/72294-0	159.85	Chair Mat, calendars
CASPER STAR-TRIBUNE	Advertising	01/19/2022	78676	49.86	Advertising notice - RWS Mtg
CASPER STAR-TRIBUNE	Advertising	01/12/2022	78320	49.86	Advertising notice - RWS Mtg
CENTRAL TRUCK & DIES	General Supplies & Materials	01/03/2022	54218	89.75	Oil and Filter Change for Bobcat
CITY OF CASPER	Refuse Collection	12/29/2021	609731	160.06	Public garbage
CITY OF CASPER	Refuse Collection	01/12/2022	Stmt ID#470921	126.00	Sewer / Refuse / Recycling cha
CITY OF CASPER	Sewer	01/12/2022	Stmt ID#470921	25.79	Sewer / Refuse / Recycling cha
DIAMOND VOGEL PAINTS	General Supplies & Materials	12/27/2021	54175	64.03	Mtn. View painting supplies
EMPLOYEE REIMBURSEMENT	Uniform Expense	12/29/2021	30706	116.99	Work boot reimbursement
EMPLOYEE REIMBURSEMENT	Uniform Expense	01/12/2022	30718	150.00	Work boot reimbursement
EMPLOYEE REIMBURSEMENT	Travel/Training	01/05/2022	30709	100.00	Training reimbursement - water
EMPLOYEE REIMBURSEMENT	Travel/Training	01/12/2022	30716	50.00	WTPO1 Training Class Reimburse
ENERGY LABRATORIES I	Testing	12/29/2021	444968	306.00	Aerobic endospores testing
ENERGY LABRATORIES I	Testing	12/29/2021	446030	306.00	Aerobic endospores testing
Eurofins Eaton Analytical	Testing	12/06/2021	L0603639	100.00	Bromate Testing
FERGUSON ENTERPRISES	General Supplies & Materials	12/16/2021	54136/CC675403	121.23	Casper 15 Meter Supply Hardware
FERGUSON ENTERPRISES	General Supplies & Materials	12/27/2021	54180/CC663090	63.07	Parts for So. Chem Polymer Line
FERGUSON ENTERPRISES	General Supplies & Materials	01/06/2022	CC689535	6.97	PLUMBING PARTS - SWHS Sump Pump
FERGUSON ENTERPRISES	General Supplies & Materials	01/21/2022	55235/C703894	47.83	Drain Piping for Mixer Gear Bo
FY22 Ins/Bonds	Insurance/Bonds	01/10/2022	FY22 Ins/Bonds	2,282.48	FY22 Ins/Bonds
GRAINGER, INC.	General Supplies & Materials	12/27/2021	54153/9157986184	147.00	U-Bend Fluor Bulbs
GRAINGER, INC.	General Supplies & Materials	01/06/2022	9166672494	1,182.69	1 HP Effluent pump
HACH CO., CORP.	Lab Supplies	11/19/2021	54107/12746359	1,102.14	Lab Reagents
HACH CO., CORP.	Lab Supplies	11/19/2021	54108/12746360	125.75	Lab Reagents
HACH CO., CORP.	General Supplies & Materials	12/06/2021	54115	1,447.91	Maintenance Case
HACH CO., CORP.	Lab Supplies	01/04/2022	54219/12815269	532.50	Lab Reagents
Hose & Rubber	General Supplies & Materials	12/27/2021	54181/00213395	26.22	Parts for So. Chem Polymer Line
ITC ELECTRICAL TECHN	Maintenance/Repair	12/29/2021	34303	1,335.35	Misc. electrical work
Menards	General Supplies & Materials	12/20/2021	54145	36.95	Mtn View Booster pump parts
NAPA AUTO PARTS CORP	General Supplies & Materials	12/22/2021	54147/796129	147.77	Jumper Cables, Kwik Epoxy
NAPA AUTO PARTS CORP	General Supplies & Materials	01/10/2022	801771	89.99	Oil for oil changes for equipment
NAPA AUTO PARTS CORP	General Supplies & Materials	01/19/2022	55231/905305	39.14	Actiflo & Raw Water Oil Change
Payroll	Personnel	1/6/2022		38,232.20	1/6/2022 Payroll

City of Casper Wyoming
 Expenditure Reimbursement Request
 January 28, 2022

<u>Vendor</u>	<u>Account Name</u>	<u>Date</u>	<u>Invoice Number</u>	<u>Invoice Amount</u>	<u>Purchased</u>
Payroll	Personnel	1/20/2022		39,480.98	1/20/2022 Payroll
P-CARD VENDORS	Communication	12/06/2021	28731104041211202021	50.00	Wireless Internet for tablet
Pizza Hut	General Supplies & Materials	12/27/2021	035955	116.02	RWS JPB meeting lunch
Rocky Mountain Air	General Supplies & Materials	12/02/2021	30321185	4,097.34	Liquid Oxygen
ROCKY MOUNTAIN POWER	Electricity	12/29/2021	RIN0030704	133,863.98	Electricity - WTP, Wells
ROCKY MOUNTAIN POWER	Electricity	12/29/2021	RIN0030704	8,975.77	Electricity - Meters, Boosters, Tanks
Sutherlands	General Supplies & Materials	01/11/2022	195560	62.27	Hoses for well pumps and kerosene
UPS	Testing	01/19/2022	55230/1Z820X011528754515	162.25	Bromate Test Shipping Fees
Verizon	Communication	12/20/2021	9894117818	67.61	WTP Operator Cell Phone
Walmart	General Supplies & Materials	01/03/2022	54211/048170	59.90	Coffee
WARDWELL WATER & SEW	General Supplies & Materials	12/29/2021	RIN0030707	31.54	Monthly water service
WY. ASSOC. OF RURAL WATER	Travel/Training	01/12/2022	17401	395.00	2022 Annual Conference Registration
WY. ASSOC. OF RURAL WATER	Dues/Subscriptions	11/24/2021	16977	450.00	Annual Membership
XEROX CORPORATION	General Supplies & Materials	01/12/2022	015215715	221.87	Monthly copier usage
			Total	\$ 237,195.59	

Central Wyoming Regional Water System

Gallons Produced

Fiscal Year 2021-2022

Entity	Gallons of Water Produced							Year-to-Date
	1/31/2022	12/31/2021	11/30/2021	10/31/2021	9/30/2021	8/31/2021	7/31/2021	
Salt Creek JPB	1,759,036.735	1,820,156.122	1,487,694.898	2,443,244.898	3,804,904.082	4,458,112.245	5,338,653.061	21,111,802.041
Wardwell W&S	8,499,330.612	7,296,001.020	7,729,600.000	12,759,576.531	26,450,546.939	28,590,289.796	35,380,465.306	126,705,810.204
Pioneer	2,840,027.551	2,596,767.347	3,550,436.735	3,067,218.367	6,349,687.755	7,745,114.286	8,581,059.184	34,730,311.224
Poison Spider	540,102.041	550,204.082	582,653.061	602,295.918	763,724.490	819,132.653	810,255.102	4,668,367.347
33 Mile Road	1,137,959.184	1,054,336.735	814,591.837	821,989.796	1,228,418.367	1,369,336.735	1,191,938.776	7,618,571.429
Sandy Lake	539,345.918	537,891.837	981,125.510	984,592.857	1,811,029.592	1,945,990.816	2,350,780.612	9,150,757.143
Lakeview	127,621.429	142,153.061	148,913.265	209,553.061	647,838.776	813,420.408	807,265.306	2,896,765.306
Mile-Hi	208,983.673	178,100.000	200,760.204	211,552.041	541,597.959	595,862.245	693,764.286	2,630,620.408
City of Casper	158,342,329.857	143,199,076.796	148,355,741.490	184,337,610.531	447,060,252.041	495,137,094.816	571,684,899.367	2,148,117,004.898
Regional Water	(2,000.000)	(16,500.000)	(1,039,979.000)	(111,822.000)	0.000	(96,000.000)	(12,554,832.000)	(13,821,133.000)
TOTAL	173,992,737.000	157,358,187.000	162,811,538.000	205,325,812.000	488,658,000.000	541,378,354.000	614,284,249.000	2,343,808,877.000

TOTAL PRIOR YEAR (FY2021) GALLONS PRODUCED:

3,978,940,625.000

Central Wyoming Regional Water System

Rates Billed

Fiscal Year 2021-2022

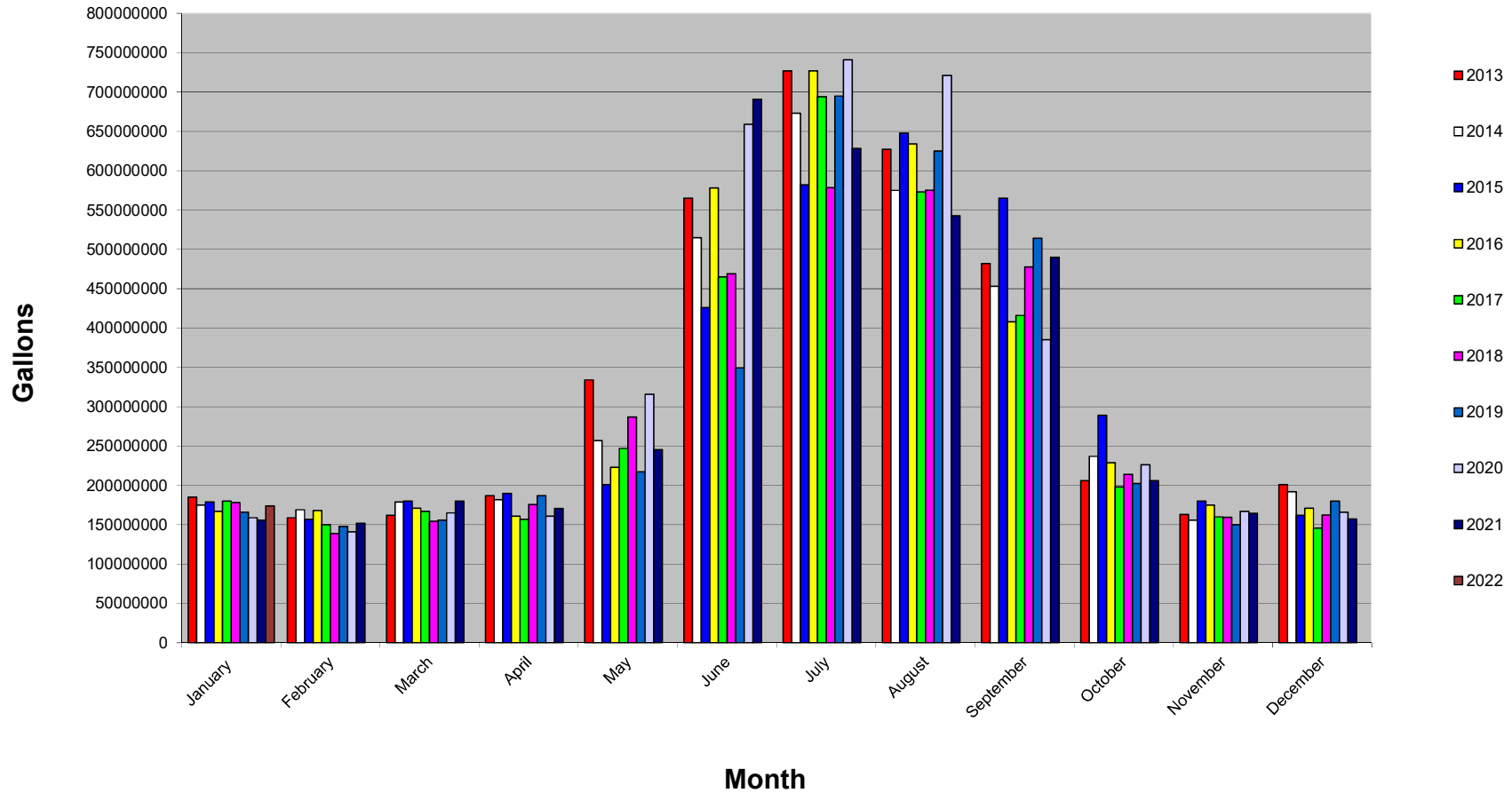
Entity	Water Rates Billed							Year-to-Date
	1/31/2022	12/31/2021	11/30/2021	10/31/2021	9/30/2021	8/31/2021	7/31/2021	
Salt Creek JPB	\$ 3,746.75	\$ 3,876.93	\$ 3,168.79	\$ 5,204.11	\$ 8,104.45	\$ 9,495.78	\$ 11,371.33	\$ 44,968.14
Wardwell W&S	\$ 18,103.57	\$ 15,540.48	\$ 16,464.05	\$ 27,177.90	\$ 56,339.66	\$ 60,897.32	\$ 75,360.39	\$ 269,883.38
Pioneer	\$ 6,049.26	\$ 5,531.11	\$ 7,562.43	\$ 6,533.18	\$ 13,524.83	\$ 16,497.09	\$ 18,277.66	\$ 73,975.56
Poison Spider	\$ 1,150.42	\$ 1,171.93	\$ 1,241.05	\$ 1,282.89	\$ 1,626.73	\$ 1,744.75	\$ 1,725.84	\$ 9,943.62
33 Mile Road	\$ 2,423.85	\$ 2,245.74	\$ 1,735.08	\$ 1,750.84	\$ 2,616.53	\$ 2,916.69	\$ 2,538.83	\$ 16,227.56
Sandy Lake	\$ 1,148.81	\$ 1,145.71	\$ 2,089.80	\$ 2,097.18	\$ 3,857.49	\$ 4,144.96	\$ 5,007.16	\$ 19,491.11
Lakeview	\$ 271.83	\$ 302.79	\$ 317.19	\$ 446.35	\$ 1,379.90	\$ 1,732.59	\$ 1,719.48	\$ 6,170.11
Mile-Hi	\$ 445.14	\$ 379.35	\$ 427.62	\$ 450.61	\$ 1,153.60	\$ 1,269.19	\$ 1,477.72	\$ 5,603.22
City of Casper	\$ 337,269.16	\$ 305,014.03	\$ 315,997.73	\$ 392,639.11	\$ 952,238.34	\$ 1,054,642.01	\$ 1,217,688.84	\$ 4,575,489.22
Regional Water	\$ (4.26)	\$ (35.15)	\$ (2,215.16)	\$ (238.18)	\$ -	\$ (204.48)	\$ (26,741.79)	\$ (29,439.02)
TOTAL	\$370,604.53	\$335,172.93	\$346,788.57	\$437,343.98	\$1,040,841.54	\$1,153,135.89	\$1,308,425.45	\$4,992,312.90

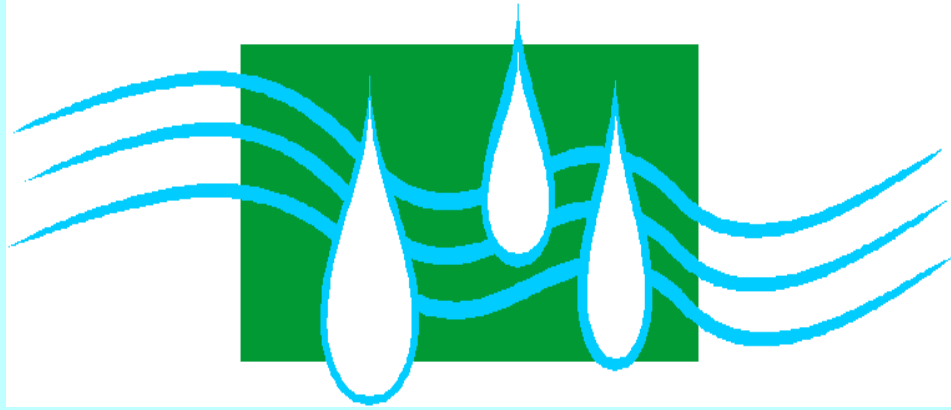
TOTAL PRIOR YEAR (FY2021) BILLING:

\$ 8,077,249.47

*Total water produced does not equate to total water billed due to credit given.

WTP PRODUCTION





Central Wyoming Regional Water System
Joint Powers Board

Monthly Compilation

January 31, 2022

Prepared by:
City of Casper
Finance Department

CENTRAL WYOMING REGIONAL WATER SYSTEM

Balance Sheet Report for 2022 Period 7 (as of January 31, 2022)

Account Number	Description	Account Balance
Consolidated Funds		
Assets		Total Assets
		52,573,284
1000	Cash	6,285,323
	Restricted Cash	1,000,000
1200	Accounts Receivable	377,334
1400	Inventory	483,921
1505	WGIF Investments	534,872
1600	Prepaid Expense	65,073
1710	Land	580,874
1720	Buildings	47,485,671
1725	Accumulated Depreciation - Bld	(37,105,467)
1730	Improvements Other Than Bldgs	42,616,524
1735	AD Improve. Non Bldg	(11,234,944)
1740	Machinery & Equip - Light	1,107,966
1745	AD Machinery & Equip. - Light	(855,169)
1780	Construction In Progress	1,231,306
Liabilities		Total Liabilities
		(12,361,642)
2010	Vouchers/Account Payable	(237,196)
2020	Retainage Payable	(58,755.10)
2030	Accrued Wages Payable	(21,556.10)
2040	Leaves Payable	(55,506.78)
2070	Interest Payable	(39,879.29)
2080	Notes Payable - Current	(2,149,169.01)
2510	Notes/Loans Payable - Non Cur	(9,799,579.63)
Fund Balance		Total Fund Balance
		(40,211,643)
3000	Net Investment in Capital Assets	(31,878,013)
	Restricted (WWDC Reserve Requirement)	(1,000,000)
3010	Unrestricted Net Position	(7,333,630)
		Total Liabilities + Fund Balance
		(52,573,284)

CENTRAL WYOMING REGIONAL WATER SYSTEM

Comparative Income Statement

Seven Months YTD as of January 31, 2022

	2020	2021	2022
Revenue	\$5,085,141	\$5,313,112	\$5,154,042
4220 - State Grants	\$0	\$0	\$0
4501 - Interest Earned	\$64,124	\$1,667	\$1,090
4504 - Contributions	\$0	\$0	\$0
4505 - Misc. Revenue	\$623	\$64	\$146
4601 - Water Utility Charges	\$4,832,354	\$5,165,217	\$4,992,183
4650 - System Development Charges	\$188,040	\$146,164	\$160,623
Expense	\$5,838,557	\$4,453,027	\$4,686,080
6212 - Legal Services	\$1,200	\$1,068	\$9,506
6213 - Investment Services	\$105	\$265	\$203
6214 - Consulting Services	\$10,171	\$1,793	\$933
6215 - Acctg/Audit Services	\$30,000	\$36,000	\$26,211
6255 - Other Contractual	\$750	\$750	\$750
6257 - Reimbursable Contract Exp.	\$2,160,829	\$2,004,596	\$1,719,967
6303 - Buildings	\$18,301	\$0	\$111,770
6305 - Improvements Other Than Bldgs	\$2,115,278	\$237,615	\$962,425
6307 - Intangibles	\$0	\$0	\$16,338
6311 - Light Equipment	\$1,301	\$4,310	\$9,192
6321 - Technology - Replacement	\$2,135	\$3,123	\$0
6501 - Principal	\$1,238,493	\$1,680,755	\$1,630,180
6510 - Interest	\$207,806	\$428,043	\$141,696
6780 - Insurance/Bonds	\$52,189	\$54,709	\$56,908
Net Income:	-\$753,416	\$860,085	\$467,963

BUDGET COMPARISON

As of January 31, 2022

58.3% OF YEAR EXPIRED

CWRWS FUND

(FUND 300)

ACCOUNT	ACCOUNT DESCRIPTION	ORIGINAL	TRANSFERS/	REVISED	YTD ACTUAL	YET TO BE		
		BUDGET	ADJUSTMENTS	BUDGET		COLLECTED	% REC'D	
4501	Interest Earned	(20,000)	-	(20,000)	(1,090)	0	(18,910)	5.45%
4505	Misc. Revenue	(100)	-	(100)	(146)	0	46	146.40%
4601	Water Utility Charges	(7,763,361)	-	(7,763,361)	(4,992,183)	0	(2,771,178)	64.30%
4650	System Development Charges	(245,000)	-	(245,000)	(160,623)	0	(84,377)	65.56%
	TOTAL REVENUES	(8,028,461)	-	(8,028,461)	(5,154,042)	-	(2,874,419)	64.20%
		ORIGINAL	TRANSFERS/	REVISED		AVAILABLE		
		BUDGET	ADJUSTMENTS	BUDGET	YTD ACTUAL	ENCUMBERED	BUDGET	% USED
6212	Legal Services	30,000	-	30,000	9,506	-	20,494	31.69%
6213	Investment Services	1,500	-	1,500	203	-	1,297	13.54%
6214	Consulting Services	15,000	-	15,000	933	-	14,067	6.22%
6215	Acctg/Audit Services	32,000	-	32,000	26,211	-	5,789	81.91%
6255	Other Contractual	3,000	-	3,000	750	-	2,250	25.00%
6257	Reimbursable Contract Exp.	3,480,989	-	3,480,989	1,719,967	-	1,761,022	49.41%
6303	Buildings - New	485,000	128,744	613,744	111,770	15,206	486,768	18.21%
6305	Improvements Other Than Bldgs	1,022,000	3,036,006	4,058,006	962,425	532,911	2,562,670	23.72%
6307	Intanibles - New	80,000	79,538	159,538	16,338	95,165	48,034	10.24%
6311	Light Equipment - New	10,000	-	10,000	9,192	-	808	91.92%
6312	Light Equipment - Replacement	100,000	-	100,000	-	-	100,000	0.00%
6501	Principal	2,150,648	-	2,150,648	1,630,180	-	520,468	75.80%
6510	Interest	436,648	-	436,648	141,696	-	294,952	32.45%
6720	Travel/Training	2,000	-	2,000	-	-	2,000	0.00%
6780	Insurance/Bonds	106,000	-	106,000	56,908	-	49,092	53.69%
	TOTAL EXPENDITURES	\$ 7,954,785	\$ 3,244,288	\$ 11,199,073	4,686,080	\$ 643,282	\$ 5,869,711	41.84%
	TOTAL REVENUE OVER/(UNDER) EXPENSE	\$ 73,676	\$ (3,244,288)	\$ (3,170,612)	467,963	\$ (643,282)	\$ (2,995,292)	

CENTRAL WYOMING REGIONAL WATER SYSTEM JPB

Investment Analysis

<u>DEPOSITS AND INVESTMENTS</u>	JANUARY 2022 BALANCE	CURRENT YIELD	JAN. '22 INTEREST EARNED
WGIF (Wyoming Government Investment Fund) (Established in 1996. Sponsored by the Wyoming School Boards Association and the Wyoming Association of Municipalities) Money Market Mutual Fund	\$ 534,872	0.0033%	16.23
Hilltop Bank Public Investment Mgr. Acct 18.....3909 (used to sweep for payment of bills)	\$ 7,172,420	0.0017%	136.75
Hilltop Bank Public Investment Mgr. Acct 18.....1900 (Stabilization Fund - not sure what it's for. No activity other than fees and interest for extended period)	\$ 84,969	0.0017%	1.63
Hilltop Bank - ANALYSIS - xxxxxxxxxxxxxxx5446 (General Reserve Account - no activity other than fees for extended period)	\$ 7,248	0.0000%	-
TOTALS	<u>\$ 7,799,509</u>		<u>\$ 154.61</u>

WYOSTAR I CURRENT RATE 0.02%	WYOSTAR II CURRENT RATE 0.10%
\$ 91.37	\$ 531.75
\$ 1,225.29	\$ 7,130.58
\$ 14.52	\$ 84.47
\$ 1.24	\$ 7.21
<u>\$ 1,332.42</u>	<u>\$ 7,754.01</u>

**CENTRAL WYOMING REGIONAL WATER SYSTEM JPB
Reserve Analysis**

Recommend changes

	Current Policy	WGIF	Hilltop	Hilltop Checking/ Sav Accts	Totals
		Investment	Investment		
Capital Improvement Reserve	\$ 1,957,277	\$ 2,339			\$ 2,339
Debt Service	\$ 2,185,389				
Operating Reserve	\$ 905,052		\$ 7,172,420		\$ 7,172,420
Water Rights		\$ 1,186			\$ 1,186
General Operating Reserve		\$ 531,347	\$ 7,248	\$ 10,287	\$ 548,882
Emergency Reserve					
Rate Stabilization Fund			\$ 84,969	\$ 10,650	\$ 95,619
WWDC Restriction	\$ 1,000,000				
	\$ 6,047,718	\$ 534,872	\$ 7,264,637	\$ 20,937	\$ 7,820,446

Move from To WyoStar II for Reserves	Amount
WGIF Capital Reserve	\$ 2,339
Hilltop Operating	\$ 4,417,227
WGIF Water Rights	\$ 1,186
WGIF General Operating	\$ 531,347
Rate Stabilization Fund	\$ 95,619
WWDC Restriction	1,000,000
	\$ 6,047,718

Move From To WyoStar I for operations	Amount
Hilltop Operating	\$ 1,005,193
Hilltop Operating Gen Inv	\$ 7,248
	\$ 1,012,441

Balances in Hilltop Accounts	
	Amount
Operating Reserve Inv	\$ 750,000
Hilltop Operating Gen check	\$ 10,287
	\$ 760,287

0.10%
\$ 6,012

0.02%
\$ 173

WYOSTAR I & II

WYO-STAR: LOCAL GOVERNMENT INVESTMENT POOL (LGIP) – SHORT TERM

In 1987, the Wyoming State Legislature authorized any county, municipality, school district or any other local government entity to participate in the WYO-STAR Program.

The Wyoming State Treasurer has established an investment pool in which all WYO-STAR monies are co-mingled for investment purposes. Each participant has an individual interest in the pool based on the ratio of that participant's cash balance as a percentage of the total cash balance of the pool. Income is distributed to participants based on each entity's average daily cash balance in the pool. Interest is calculated and credited monthly. The Pool does not have a guaranteed rate of return, and Participants expose their investments to market losses as well as gains.

The WYO-STAR Program continues to be very successful in serving as an investment opportunity for its participants. The pool remains extremely liquid, using top grade investments, while producing returns which have exceeded many other short-term investment programs. One of the most important features is the accessibility to funds without a withdrawal penalty.

WYO-STAR II: LOCAL GOVERNMENT INVESTMENT POOL (LGIP) – LONGER TERM

In 2016, the Wyoming State Legislature authorized any county, municipality, school district or any other local government entity to participate in the WYO-STAR II Program. This program will be activated after Rules are finalized and the markets make it effective to do so.

WYO-STAR II is a Long-Term Investment Pool in which all WYO-STAR II monies are co-mingled for investment purposes. The minimum transaction size for deposit to the Pool is one thousand five hundred dollars (\$1500.00). Funds must be invested for a minimum term of three (3) months. Pool Participants are subject to an early withdrawal penalty.

Each participant will have an individual interest in the pool based on the ratio of that participant's cash balance as a percentage of the total cash balance of the pool. Income will be distributed to participants based on each entity's average daily cash balance in the pool. Interest will be calculated and credited to the participant accounts monthly. The Pool does not have a guaranteed rate of return, and Participants expose their investments to market losses as well as gain

The WYO-STAR II Program will be invested in a manner to obtain the highest return possible consistent with the preservation of the corpus.

Net of Fees Net of Fees

WYOSTAR I: CURRENT RATES

Month	Monthly Annualized Book Return	Current Yield
07/01/20-07/31/20	0.417%	0.05%
08/01/20-08/31/20	0.722%	0.04%
09/01/20-09/30/20	0.396%	0.06%
10/01/20-10/31/20	0.421%	0.09%
11/01/20-11/30/20	0.341%	0.09%
12/01/20-12/31/20	0.276%	0.05%
1/1/2021-1/31/2021	0.282%	0.02%
2/1/2021-2/28/2021	0.361%	0.06%
3/1/2021-3/31/2021	0.214%	0.07%
4/1/2021-4/30/2021	0.165%	0.05%
5/1/2021-5/31/2021	0.187%	0.03%
6/1/2021-6/30/2021	0.189%	0.07%
7/1/2021-7/31/2021	0.308%	0.06%
8/1/2021-8/31/2021	0.389%	0.04%
9/1/2021-9/30/2021	0.361%	0.08%
10/1/2021-10/31/2021	0.127%	0.13%
11/1/2021-11/30/2021	0.373%	0.13%
12/1/2021-12/31/2021	0.205%	0.17%

Net of Fees Net of Fees

WYOSTAR II: CURRENT RATES

Month	Monthly Annualized Book Return	Current Yield
07/01/20-07/31/20	2.297%	0.56%
08/01/20-08/31/20	2.176%	0.52%
09/01/20-09/30/20	2.302%	0.62%
10/01/20-10/31/20	2.080%	0.56%
11/01/20-11/30/20	2.642%	0.47%
12/01/20-12/31/20	1.764%	0.43%
1/1/2021-1/31/2021	1.831%	0.39%
2/1/2021-2/28/2021	2.050%	0.46%
3/1/2021-3/31/2021	1.639%	0.61%
4/1/2021-4/30/2021	1.167%	0.53%
5/1/2021-5/31/2021	1.263%	0.47%
6/1/2021-6/30/2021	1.241%	0.53%
7/1/2021-7/31/2021	1.160%	0.51%
8/1/2021-8/31/2021	1.019%	0.54%
9/1/2021-9/30/2021	1.160%	0.61%
10/1/2021-10/31/2021	1.157%	0.82%
11/1/2021-11/30/2021	1.166%	0.96%
12/1/2021-12/31/2021	1.193%	1.07%

Board Officers:

H.H. King, Jr., Chairman
Larry Keffer, Vice-Chairman
Kenneth Waters, Secretary
Paul Bertoglio, Treasurer



Board Members:

Steve Cathey
Steve Freel
Bruce Knell

Central Wyoming Regional Water System

Joint Powers Board

1500 SW Wyoming Boulevard

Casper, Wyoming 82604

(307) 265-6063 • Fax (307) 265-6058

February 4, 2022

MEMO TO: H.H. King, Jr., Chairman
Member, Central Wyoming Regional Water System Joint Powers Board

FROM: Andrew B. Beamer, P.E., Public Services Director, City of Casper
Bruce Martin, Public Utilities Manager, City of Casper
Alex Sveda, P.E. City Engineer, City of Casper

SUBJECT: Authorizing an Agreement with Pope Construction, Inc., in the Amount of \$70,920, for the WTP Confined Space Evacuation Hoistway, Project No. 21-061.

Recommendation

That the Central Wyoming Regional Water System (CWRWS) Joint Powers Board authorize an agreement with Pope Construction, Inc. (Pope) in the amount of \$70,920, for the WTP Confined Space Evacuation Hoistway, Project No. 21-061. Furthermore, it is recommended that the CWRWS Joint Powers Board authorize a construction contingency account, in the amount of \$5,000, for a total project amount of \$75,920.

Summary

On Friday, February 4, 2022, one (1) bid was received for the WTP Confined Space Evacuation Hoistway, Project No. 21-061. The base bid received for this work is as follows:

<u>CONTRACTOR</u>	<u>BUSINESS LOCATION</u>	<u>BID AMOUNT</u>
Pope	Mills, WY	\$70,920.00

During the prebid meeting, Contractors indicated that additional amenities would be needed in their bid to temporarily seal and protect the filter basins during construction. This, as well as a narrow entry from the west roof as the only access point for I-beam steel delivery to the filter room, added additional cost to the work.

Lower Company, P.C (Lower) is under contract for engineering design and construction administration for the project. The initial estimate prepared by Lower was \$46,000 for construction of the work and did not include the additional filter basin protection and access delivery costs.

The Occupational Safety & Health Administration (OSHA) has required the installation of an evacuation hoist system for workers servicing the six (6) confined-entry cells in the filter room of the

Water Treatment Plant. The work requires welded structural steel anchored to the existing concrete beams to support the OSHA weight capacity of 1,500 pounds.

Lower and City Staff have reviewed the proposal and recommend awarding Pope the work. Work is scheduled to be completed by May 13, 2022.

As required by State Statute, in-state bidders receive a five percent (5%) bid preference. No bid preference was granted due to the lowest bid received by a Wyoming Resident Contract not being within five percent (5%) of the low bid. A notice was published in the local newspaper once a week for two consecutive weeks as required by State Statute, and the project was advertised on the City of Casper's website (www.casperwv.gov).

Financial Considerations

Funding will be from the Regional Water Fund Reserves.

Oversight/Project Responsibility

Alex Sveta, City Engineer

Attachments

Agreement

Recommendation from Lower

STANDARD FORM OF
AGREEMENT BETWEEN OWNER AND CONTRACTOR

THIS AGREEMENT is made between the Central Wyoming Regional Water System Joint Powers Board, a Wyoming joint powers board, 1500 SW Wyoming Boulevard, Casper, Wyoming, 82604, hereinafter referred to as the "Owner," and Pope Construction, Inc., P.O. Box 536, Mills, Wyoming, 82644, hereinafter referred to as the "Contractor."

WHEREAS, the Central Wyoming Regional Water System Joint Powers Board desires to install a confined space evacuation hoistway system for the Water Treatment Plant Filter Room Plant and,

WHEREAS, Pope Construction, Inc. is able and willing to provide those services specified as the WTP Confined Space Evacuation Hoistway, Project No. 21-061.

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE 1. WORK.

Contractor shall perform all the work required by the Contract Documents for the WTP Confined Space Evacuation Hoistway, Project No. 21-061, hereinafter referred to as the "Work."

ARTICLE 2. ENGINEER.

The Project has been designed by the Lower Co., P.C., who is hereinafter referred to as the "Engineer" and who is to act as Owner's representative, assume all duties and responsibilities and have the rights and authority assigned to Engineer in the Contract Documents in connection with completion of the Work in accordance with the Contract Documents.

ARTICLE 3. CONTRACT TIME.

- 3.1 The Work will be substantially completed by May 13, 2022, and completed and ready for final payment in accordance with Paragraph 14.13 of the General Conditions by June 10, 2022.
- 3.2 Liquidated Damages. Owner and Contractor recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not substantially completed by the time specified in Paragraph 3.1 above, plus any extension thereof allowed in accordance with Article 12 of the General Conditions. They also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not substantially completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty) Contractor shall pay Owner One Thousand Dollars (\$1,000) for each day that expires after the time specified in Paragraph 3.1 for substantial completion. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining work within the time specified in paragraph 3.1 for completion and readiness for

final payment or any proper extension thereof granted by Owner, Contractor shall pay Owner Five Hundred Dollars (\$500.00) for each day that expires after the time specified in paragraph 3.1 for completion and readiness for final payment. It is further agreed that such liquidated damages are not a penalty, but represent the parties' best estimate of actual damages.

ARTICLE 4. CONTRACT PRICE.

Owner shall pay Contractor in current funds for performance of the Work in accordance with the Contract Documents, subject to additions and deductions by Change Order, the contract price of Seventy Thousand Nine Hundred Twenty and 00/100 Dollars (\$70,920.00). See Exhibit "A" - Bid Form.

ARTICLE 5. PAYMENT PROCEDURES.

Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed through the Engineer as provided in the General Conditions.

- 5.1 Progress Payments. Owner shall make progress payments on the basis of Contractor's Applications for Payment as recommended by Engineer, on or about the 25th day of each month during construction as provided below. All progress payments will be on the basis of the progress of the Work measured by the Schedule of Values provided for in Paragraph 14.1 of the General Conditions, subject to the cutoff and submittal dates provided in the General Provisions..
 - 5.1.1 Progress payment will be made in an amount equal to ninety-five percent (95%) of the Work completed. Owner shall withhold five percent (5%) of the work completed as retainage, said retainage to be paid in accordance with the provisions of Paragraph 5.3, Final Payment.
 - 5.1.2 Should amounts owed by the Contractor to the Owner for any goods, services, licenses, permits or any other item or purpose remain unpaid beyond the Owner's general credit policy, those amounts may be deducted from the payment being made by the Owner to the Contractor pursuant to this agreement.
- 5.2 OWNER may withhold progress payments if CONTRACTOR fails to submit an updated progress schedule with the application for payment as detailed in Section 01310 Progress Schedules.
- 5.3 Final Payment. Upon final completion and acceptance of the Work in accordance with Paragraph 14.13 of the General Conditions, Engineer shall recommend payment and present Contractor's Final Application for Payment to the Central Wyoming Regional Water System Joint Powers Board. Pursuant to Wyoming State Statutes, final payment cannot be made until forty-one (41) days after publication of the first Notice of Completion.

ARTICLE 6. WITHHELD FUNDS.

Pursuant to Wyoming Statutes Section 16-6-701 et seq., withheld percentages for Contracts exceeding \$50,000.00 will be retained in an account in the name of the Contractor (except when specifically waived in writing by Contractor) which has been assigned to the Owner until the Contract is completely, satisfactorily, and finally accepted by the Owner. Unless a depository is designated by the Contractor in a written attachment hereto, the Contractor's signature hereon shall act as authority for the Owner to designate a retainage depository on behalf of the Contractor, for the purposes specified in Wyoming Statutes Section 16-6-704. The Contractor's signature hereon shall act as an assignment of the depository account to the Owner, as provided by Wyoming Statutes Section 16-6-701 et seq., whether the depository is designated by the Contractor or by the Owner.

ARTICLE 7. CONTRACTOR'S REPRESENTATIONS.

In order to induce Owner to enter into this Agreement, Contractor makes the following representations:

- 7.1 Contractor has familiarized herself/himself with the nature and extent of the Contract Documents, Work, locality, and with all local conditions and federal, state, and local Laws and Regulations that in any manner may affect cost, progress, or performance of the Work.
- 7.2 Contractor has studied carefully all reports of investigations and tests of subsurface and latent physical conditions at the site or otherwise affecting cost, progress, or performance of the work which were relied upon by Engineer in the preparation of the Drawings and Specifications and which have been identified in the Supplementary Conditions.
- 7.3 Contractor has made or caused to be made examinations, investigations, and tests and studies as he deems necessary for the performance of the Work at the Contract Price, within the Contract Time, and in accordance with the other terms and conditions of the Contract Documents; and no additional examinations, investigations, tests, reports, or similar data are or will be required by Contractor for such purposes.
- 7.4 Contractor has correlated the results of all such observations, examinations, investigations, tests, reports, and data with the terms and conditions of the Contract Documents.
- 7.5 Contractor has given Engineer written notice of all conflicts, errors, or discrepancies that he has discovered in the Contract Documents and the written resolution thereof by Engineer is acceptable to Contractor.

ARTICLE 8. CONTRACT DOCUMENTS.

The Contract Documents which comprise the entire agreement between Owner and Contractor are attached to this Agreement, made a part hereof and consist of the following:

- 8.1 This Agreement (Pages SFA-1 to SFA-5, inclusive).

- 8.2 Joint Account Agreement or Letter of Forfeiture waiving same.
- 8.3 Exhibit "A" - Bid Form (Pages BF-1 through BF-4) and Bid Schedule (BS 1:1).
- 8.4 Addendum No. 1 and Addendum No. 2.
- 8.5 Performance and Payment Bonds.
- 8.6 Certificates of Insurance, of Workers' Compensation Coverage, and of Unemployment Insurance Coverage.
- 8.7 General Conditions (Pages 00700-1 to 00700-42, inclusive).
- 8.8 Supplementary Conditions (Pages SC-1 to SC-16, inclusive).
- 8.9 General Requirements, consisting of seven (7) sections.
- 8.10 Not Used.
- 8.11 Notice of Award.
- 8.12 Notice to Proceed.
- 8.13 Minutes of the Pre-Bid Conference, if any.
- 8.14 Contract Drawings, with each sheet bearing the following general title:

WTP Confined Space Evacuation Hoistway, Project No. 21-061
- 8.15 Shop Drawings and other Submittals furnished by Contractor during performance of the Work and accepted by the Owner.
- 8.16 Any modifications, amendments, and supplements, including Change Orders, issued pursuant to Paragraphs 3.04 and 3.05 of the General Conditions, on or after the effective date of this Agreement.
- 8.17 Notice of Substantial Completion.

ARTICLE 9. GOVERNMENTAL CLAIMS ACT

The Central Wyoming Regional Water System Joint Powers Board does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 *et seq.* The Owner specifically reserves the right to assert any and all immunities, rights, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

ARTICLE 10. MISCELLANEOUS PROVISIONS.

Terms used in this Agreement, which are defined in the General Conditions, shall have the meanings designated in those conditions.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in one (1) original copy on the day and year below written.

DATED this _____ day of _____, 2022.

APPROVED AS TO FORM:

CONTRACTOR:

ATTEST:

By: _____

By: _____

Title: _____

Title: _____

ATTEST:

CENTRAL WYOMING REGIONAL
WATER SYSTEM JOINT POWERS
BOARD (CWRWS JPB)
A Wyoming Joint Powers Board

By: _____

By: _____

Kenneth L. Waters

H.H. King, Jr.

Title: Secretary

Title: Chairman, CWRWS

EXHIBIT "A"
STANDARD
BID FORM

(Approved by CWRWSJPB Attorney, 1995)

PROJECT IDENTIFICATION: **Central Wyoming Regional Water System
Joint Powers Board
WTP Confined Space Evacuation Hoistway
Project No. 21-061**

THIS BID SUBMITTED TO: Central Wyoming Regional Water System
Joint Powers Board
1500 SW Wyoming Boulevard
Casper, Wyoming 82604

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with the Central Wyoming Regional Water System Joint Powers Board in the form included in the Bidding Documents and to complete all Work as specified or indicated in the Bidding Documents for the Contract Price by May 13, 2022, and completed and ready for final payment not later than June 10, 2022, in accordance with the Bidding Documents.
2. Bidder accepts all of the terms and conditions of the Advertisement for Bids and Instructions to Bidders, including without limitation those dealing with the disposition of Bid Guaranty. This Bid will remain effective for thirty (30) days after the day of Bid opening. Bidder will sign the Agreement and submit the Bonds and other documents required by the Bidding Documents within thirty (30) days after the date of the Central Wyoming Regional Water System Joint Powers Board's Notice of Award.
3. Notice that preferences will be granted pursuant to Wyoming Statutes Section 16-6-101, et seq., is hereby acknowledged.
4. In submitting this Bid, Bidder represents, as more fully set forth in the Bidding Documents, that:
 - A. Bidder has examined copies of all the Bidding Documents and of the following addenda (receipt of all which is hereby acknowledged):

Addendum No. <u>ONE</u>	Dated <u>1/7/22</u>
Addendum No. <u>Two</u>	Dated <u>1/27/22</u>
 - B. Bidder has examined the site and locality where the work is to be performed, the federal, state, and local Laws and Regulations, and the conditions affecting cost, progress, or performance of the work and has made such independent investigations as Bidder deems necessary;

- C. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm, corporation, or other business entity. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid. Bidder has not solicited or induced any person, firm, or a corporation to refrain from bidding. Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or against the Central Wyoming Regional Water System Joint Powers Board.
5. Bidder is bidding all schedules, alternates, if any, and will complete the Work for unit price(s) stated on the attached bid schedule based on materials actually furnished and installed and services actually provided. The Bid is summarized below on the basis of estimated quantities:

TOTAL BASE BID, IN NUMERALS: \$ 70,920.00

TOTAL BASE BID, IN WORDS: SEVENTY THOUSAND NINE HUNDRED TWENTY AND NO/100 DOLLARS.

6. Bidder agrees that the work for the Central Wyoming Regional Water System Joint Powers Board will be as provided above.
7. Bidder accepts the provisions of the Bidding Documents as to liquidated damages in the event of failure to complete the work on time, unless otherwise stated as provided below. Bidder agrees that such liquidated damages are not a penalty and that the amount provided is as close an estimate as possible to actual damages. Any exceptions or objections to this provision are stated in writing and attached hereto by Bidder.
8. The following documents are attached to and made a condition of this Bid:
- A. Required Bid Guaranty in the form of a Bid Bond. (Unless otherwise provided by the Central Wyoming Regional Water System Joint Powers Board.)
 - B. Itemized Bid Schedule.
 - C. State of Wyoming Certificate of Residency Status, in conformance with the Instructions to Bidders.

9. Communications concerning this Bid shall be addressed to:

Address of Bidder: POPE CONSTRUCTION, INC
PO BOX 536
MILLS, WY 82644

10. The terms used in this Bid are defined in and have the meanings assigned to them in the General Conditions, except as provided in the Supplementary Conditions and Bidding Documents.

Submitted on FEBRUARY 4, 2022, 2022.

Bidder is bidding as a RESIDENT (Insert Resident or Non-Resident)

IF BIDDER IS:

AN INDIVIDUAL

By: _____ (seal)
(Individual's Name)

doing business as: _____

Business Address: _____

Phone Number: _____

A PARTNERSHIP

By: _____ (seal)
(Firm's Name)

(General Partner)

Business Address: _____

Phone Number: _____

A CORPORATION OR LIMITED LIABILITY COMPANY

By: ROPE CONSTRUCTION, INC (seal)
(Corporation's or Limited Liability Company's Name)

WYOMING
(State of Incorporation or Organization)

By: Greg J. Pope (seal)
(PRESIDENT)
(Title)



(Seal)
Attest: Yvonne M Crotteau

Business Address: ROPE CONSTRUCTION, INC
P.O. BOX 536
MILLS, WY 82644

Phone Number: 307-472-3241

A JOINT VENTURE

By: _____ (seal)
(Name)

(Address)

By: _____ (seal)
(Name)

(Address)

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

WTP Confined Space Evacuation Hoistway (#8089124)

Owner: Casper WY, City of
Solicitor: Casper WY, City of
02/04/2022 10:00 AM MST

Section Title	Line Item	Item Code	Item Description	UofM	Quantity	Pope Construction, Inc. Unit Price	Extension
WTP Confined Space Evacuation Hoistway							\$70,920.00
Base Bid Total:	1	WTP Confined Space Evacuation Hoistway	WTP Confined Space Evacuation Hoistway	LS	1	\$70,920.00	\$70,920.00

Alex Sveda

From: Robert Lower <fattbob@icloud.com>
Sent: Friday, February 4, 2022 11:53 AM
To: Alex Sveda
Subject: Re: Bids for the WTP Confined Space Evacuation Hoistway, Proj. No 21-061

Categories: WTP

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Alex:
My estimate was light on “protecting the filters from contamination “ I suspect.

Pope is a first class outfit and I would not anticipate any problems with them.

My recommendation would be to award the contract to Pope.

Thanks

Bob Lower

Sent from my iPhone

On Feb 4, 2022, at 11:25 AM, Alex Sveda <asveda@casperwy.gov> wrote:

Bob – Let me know if this bid pricing is acceptable and your recommendation on this bid pricing. Other than the pricing, their bid appears in order and responsible.

Thanks,

Alex Sveda, P.E., L.S.I.
City Engineer
City of Casper
200 N. David St.
Casper, WY 82601
P 307 235-8341
F 307 235-7548
asveda@casperwy.gov

From: Alex Sveda
Sent: Friday, February 4, 2022 10:19 AM
To: EngineeringDivision <engineeringdivision@casperwy.gov>; bruce martin (bmartin@casperwy.gov) <bmartin@casperwy.gov>; Thomas Edwards <tedwards@casperwy.gov>

Cc: Bob Lower (rlower@lowerco.com) <rlower@lowerco.com>

Subject: Bids for the WTP Confined Space Evacuation Hoistway, Proj. No 21-061

All – One bid was received for the WTP Confined Space Evacuation Hoistway project for \$70,920 from Pope Construction. The Engineer's estimate was \$46,000.

Let me know of any questions,

Thanks,

Alex Sveda, P.E., L.S.I.
City Engineer
City of Casper
200 N. David St.
Casper, WY 82601
P 307 235-8341
F 307 235-7548
asveda@casperwy.gov

All City of Casper e-mails and attachments, except those defined as attorney/client communications or confidential/privileged information, may qualify as public records under the Wyoming Public Records Act, W.S. § 16-4-201 *et seq.*, and are subject to public disclosure pursuant to this Act.



Central Wyoming Regional Water System Joint Powers Board

Budget Reallocation No. 2022-02

Budget Reallocation Form

Fiscal Year: FY 2022

Date: 2/8/2022

Prepared By: Janette Brown

Page: 1 of 1

Public Utilities Manager: _____

Chairman: _____

Treasurer: _____

Processed By: _____
Date: _____

Line Item Budget Reallocation

Ref.	Account Number	Account Description	(To) Increase	(From) Decrease
	3000022004-300-EQUIPMENT-INSTALL	Filter Gallery Confined Space Hoist	\$ 29,920.00	
	Project No. 3000022004			
	3000022010-300-MATERIALS-INSTALL	FY22 Roof Replacements		\$ 29,920.00
	Project No. 3000022010			

For Finance use only:
 Verify Account Numbers: _____
 Verify Funds Available: _____

Explanation of Need:
 Project bid came in over the budgeted amount for the WTP Confined Space Evacuation Hoistway Project No. 21-06. Move funds to cover.



THE STATE OF WYOMING

Water Development Commission

6920 YELLOWTAIL ROAD TELEPHONE: (307) 777-7626 CHEYENNE, WY 82002



WATER DEVELOPMENT PROGRAM APPLICATION

MUNICIPAL/JOINT POWERS WATER BOARD WATER SYSTEMS

Funding for projects is based on WWDC recommendations and is appropriated by the legislature from the Water Development Accounts. Legislative authorization is required before the WWDC can begin project work. Applications for projects to the Water Development Program **must** be submitted no later than **March 1**. It is helpful if the applications are received prior to the deadline.

Applicants seeking Level I reconnaissance studies or Level II feasibility studies for dams and reservoirs need not be an entity of local government. However, applicants for all other Level II feasibility studies and any Level III construction funding must be an entity of local government with taxing and/or assessment authority. Private corporations and individuals are not eligible for assistance. If the applicant is not such a public entity, indicate what steps have been taken to form such an entity in a cover letter for this application.

Note: If you are seeking Level III funding for a municipal or rural development project, this is the wrong application. You must complete the application entitled Level III Construction Funding for Municipal/Rural Domestic Projects and provide a feasibility study with detailed cost estimates prepared by a professional engineer registered in Wyoming.

APPLICATION REQUIREMENTS

- The person signing the application must have authority to commit the entity to a binding contract.
- A notarized copy of a resolution supporting this application passed by the board or other governing body of the entity must be provided.
- A single check for the combined total of the \$1,000.00 application fee and reimbursement fee (2,000 taps or less: \$1,000.00; 2,001 to 9,000 taps: \$2,000.00; or 9,001 or more taps: \$3,000.00) must accompany the application. If the application is denied, 75% of the application fee and 100% of the reimbursement fee will be refunded to the applicant. Level II projects advancing in the Water Development Program from Level I studies which were completed within the last 5 years are exempt from both the application and reimbursement fees.
- A project area map (8.5" x 11" preferred) showing corporate boundaries, project location and features should be provided. Include any reports or other supporting information available.
- The project must include a minimum of 15 taps with meters on each tap.

I. ENTITY INFORMATION

Central Wyoming Regional Water System Joint Powers Board

1. Applicant – Name of Entity

Joint Powers Board 1993

2. Type of Entity (Municipality, Joint Powers Board, etc.) 3. Year of Formation

1500 SW Wyoming Blvd

4. Physical Address (Street Address)

Casper Natrona WY 82604 (307) 235-7543

5. City 6. County 7. State 8. Zip Code 9. Phone

Agenda Item # 8 c

Same as Above

10. Mailing Address (If Different From Above)

Bruce Martin

307-235-7543

bmartin@casperwy.gov

11. Primary Contact Person (Type or Print Name)

12. Phone

13. Email

Mon-Fri 8 AM to 5 PM

14. Best Time(s) to Reach Contact Person

H.H. King Jr.

16. Signature of Authorized Official

2-15-22

15. Authorized Official (Type or Print Name)

17. Date

Before applying for project funding, the Wyoming Water Development Commission requires completion of a Public Water System Survey or Irrigation System Survey available through the link on the website located here: <http://wwdc.state.wy.us/surveys/surveys.html>

18. Has the application entity completed this survey? Yes No

If the application was prepared by someone other than the contact person, please provide the following:

N/A

19. Name

20. Affiliation

21. Phone

22. Email

II. PURPOSE AND NEED

1. Provide a brief statement describing the project for which funding is sought, and include the reasons the project is needed. Describe the current situation with the water supply that will be improved by the project. What is the factor that is presently limiting the system supply capacity (e.g., treatment, storage, transmission, etc.)? Attach additional information if needed:

The ultimate outcome of this project is to provide a comprehensive well field management and operation plan. The CWRWS has two well fields, Ft. Casper with 14 vertical wells and Morad with 12 vertical and 3 horizontal wells. Total design production is 25 MGD. Current production is 11.6 MGD in summer operation and 8.6 in winter operations. The project will investigate previous and existing geological conditions, determine the existing conditions of the wells, establish a well rehabilitation and/or replacement plan, and establish a comprehensive well field management and operation plan. The plan shall include and incorporate a riparian and well field vegetation plan and incorporate best management practices for enhancing and sustaining wildlife habitat beneficial to the well field ecological system.

2. Specify whether the purpose of this application to obtain a Level I Reconnaissance or a Level II Feasibility Study:

Level II Feasibility Study

3. Is the applicant entity under any federal (EPA) mandates to improve the water system (e.g., administrative orders, violations, actions taken, etc.)?

The EPA has mandated compliance with 40 C.F.R. 141.711(a)

4. Operating Criteria of the Wyoming Water Development Program advocates prioritization of projects that may serve more than one entity or purpose and those that provide water to a larger, more regional area. Is the applicant entity currently served by a regionalized water supply system? If so please specify. Or will the applicant entity consider regional solutions to the purpose and needs of its water supply system?

The CWRWS is a Regional Water Purveyor

5. List any previous work (studies) completed by or for the entity:

CWRWS Preliminary Facilities Plan, March 21, 2017

CWRWS Source Water Protection Plan, February 25, 2019

6. Provide a brief description of the water system operations. Identify the public works director. Identify any system automation within the operations (e.g., SCADA) and existence of any hydraulic models of the system. Describe existing mapping (e.g., paper, map books, GIS). Attach additional information if needed:

The water treatment plant is owned by the CWRWS JPB but is managed and operated by the City of Casper.

All staff members are City employees. Staff includes the Public Services Director (Andrew Beamer), the Public Utilities Manager (Bruce Martin), Plant Manager (Thomas Edwards), operators, and maintenance staff. The

system is staffed 24/7 and utilizes a SCADA system. Mapping is on paper and GIS and water modeling is included in the City of Casper Bentley WaterGems water model.

III. PERTINENT INFORMATION

The intention of this section is to gather information on your existing water supply facilities. Answer all questions as completely and accurately as possible. Do not leave any questions blank. If questions are not applicable to your system, respond, "N/A." If an answer to a question is unknown, respond, "Unknown." If you need help, please call the Water Development Office at 307-777-7626.

1. Existing Water Supply System

A. EPA Public Water System (PWS) Identification Number: WY5600009

B. Groundwater

(1) Number of Wells: 29

(2) Primary Supply Aquifer(s) or Formation(s): North Platte Alluvial

(3) Total Average Production Yield of All Wells (GPM): 8500 GPM

C. Surface Water

(1) Source Name(s): North Platte River

(2) Type of Diversion(s) (Headgate, Infiltration Gallery, Pumps, Etc.):
Intake Structure - Pumps

(3) Total Average Diversion Yield (CFS or GPM): 31 c.f.s.

D. Springs

(1) Name of Spring(s): N/A

(2) Total Average Production Yield of All Springs (GPM): N/A

E. Water Rights

(1) For the water source supply (or supplies) described above, does the applicant entity possess valid and/or adjudicated water rights?

Yes

F. Transmission Pipeline

(1) Maximum Capacity of the Transmission Pipeline(s) (Gallons per Day): Unknown

(2) Increased Capacity Needed (If Known) (Gallons per Day): N/A

(3) Approximate Distance from Source(s) to Distribution System: 2,000 feet

(4) Transmission Pipe Diameter(s): 24" to 42"

- (5) Type of Transmission Pipe Material(s): Ductile Iron, PVC, Concrete
- (6) Age of Transmission Pipeline(s): 1-40 years
- (7) Condition of Transmission Pipeline(s): Good
- (8) Does the applicant possess clear title to transmission corridor easements? Yes

G. Water Storage

- (1) Raw (Volume and Tank Description): N/A
- (2) Treated (Volume and Tank Description): ~9 MG - Tanks are above ground, steel and elevated composite

H. Treatment

Ground Water - Ozone, Chloramination,

- (1) Specify Water Treatment (None, Chlorination, Filtration, Etc.): Corrosion Control
Surface Water Floc/Sedimentation/
Filtration, Ozone, Chloramination,

2. Existing Water Distribution System

- A. Is the water use metered? Yes B. Are the billings based on meter readings? Yes
- C. Identify unmetered usage (e.g., irrigation of parks, cemeteries, fire protection, etc.):

N/A

D. Average Day Demand Water Usage (Gallons per Capita per Day): ~140

E. Maximum Day Demand Water Usage (Gallons per Capita per Day): ~362

F. Peak Hourly Demand Water Usage (Gallons per Capita per Day): Unknown

G. Distribution Pipe Diameter(s): 8-inch thru 36-inch

H. Type of Distribution Pipe Material(s): Steel, Ductile Iron, PVC, HDPE, AC, Permastrand

I. Age of Distribution Pipeline(s): 1-45 years

J. Condition of Distribution Pipeline(s): Good

K. Estimated System Water Losses (Percentage): <1%

L. Describe any fire flow protection that the system provides:

Hydrants, Fire flow protection for homes and businesses

M. What water conservation measures are employed?

1) Watering restrictions during times of calls on the supply

2) Public Education

N. Is there an independent raw water irrigation system? No

(1) Raw Water System Capacity (Gallons per Day): N/A

(2) Average Annual Raw Water Usage (Gallons per Year): N/A

3. Demographic Information and Existing Water Service Area

A. Population (2010 Census): 68,000 B. Current Population Estimate: 71,000

C. Does the applicant have a comprehensive planning boundary? Yes

(1) If so, what is the estimated additional population that may be served in the future? 25,000

D. How many taps are served within the corporate limits/JPB service area? ~26,000

E. How many taps are served outside of the corporate limits/JPB service area? 0

F. Identify names of other water systems served:

City of Casper, Mile-Hi I&S District, 33 Mile I&S District, Pioneer Water, Poison Spider Water, Sandy Lake Water,

Wardwell Water and Sewer, Salt Creek JPB, Lakeview I&S District

G. Identify any existing planning reports (municipal or county) that address growth management in the project area. Provide titles and how copies of the reports could be obtained:

- 1) Casper 2020 Water Master Plan
- 2) Generation Casper Comprehensive Land Use Plan. Please contact Bruce Martin (info above) for copies

4. Financial Information

A. Rates

- (1) Tap Fee(s) – Residential: 3/4" Service = \$1,869 Please contact Bruce Martin for additional info
- (2) Tap Fee(s) – Commercial: 3/4" Service = \$1,869 Please contact Bruce Martin for additional info
- (3) Average Residential Monthly Water Bill and Corresponding Gallons Used:
CWRWS provides wholesale water only
- (4) Water Rates (Provide rates for all tiers and categories of use. Attach additional pages if needed.):
\$2.13 per 1000 gallons (wholesale water rate)
- (5) Identify any local conditions that affect the water rates (e.g., flow-through for frost prevention, etc.):
N/A

B. Financial Statement (of Water Utility)

(1) Revenues

a. Annual Revenues Generated from Water Sales:	<u>\$8,000,000</u>
b. Annual Revenues from Tap Fees:	<u>\$250,000</u>
c. Annual Revenues from Other Sources:	<u>\$70,000</u>
d. Total Annual Revenues:	<u>\$8,320,000</u>

(2) Expenditures

a. Annual Budget for Operation and Maintenance Expenses:	<u>\$3,600,000</u>
b. Annual Payments for Debt Retirement:	<u>\$2,590,000</u>
c. Annual Payments to a Repair and Replacement Fund:	<u>Dependent upon meeting minimum reserves under policy</u>
d. Annual Payments to an Emergency Fund:	<u>reserves under policy</u>
e. Annual Payments for Other Purposes:	<u>policy</u>
f. Total Annual Payments:	<u>\$6,190,000</u>

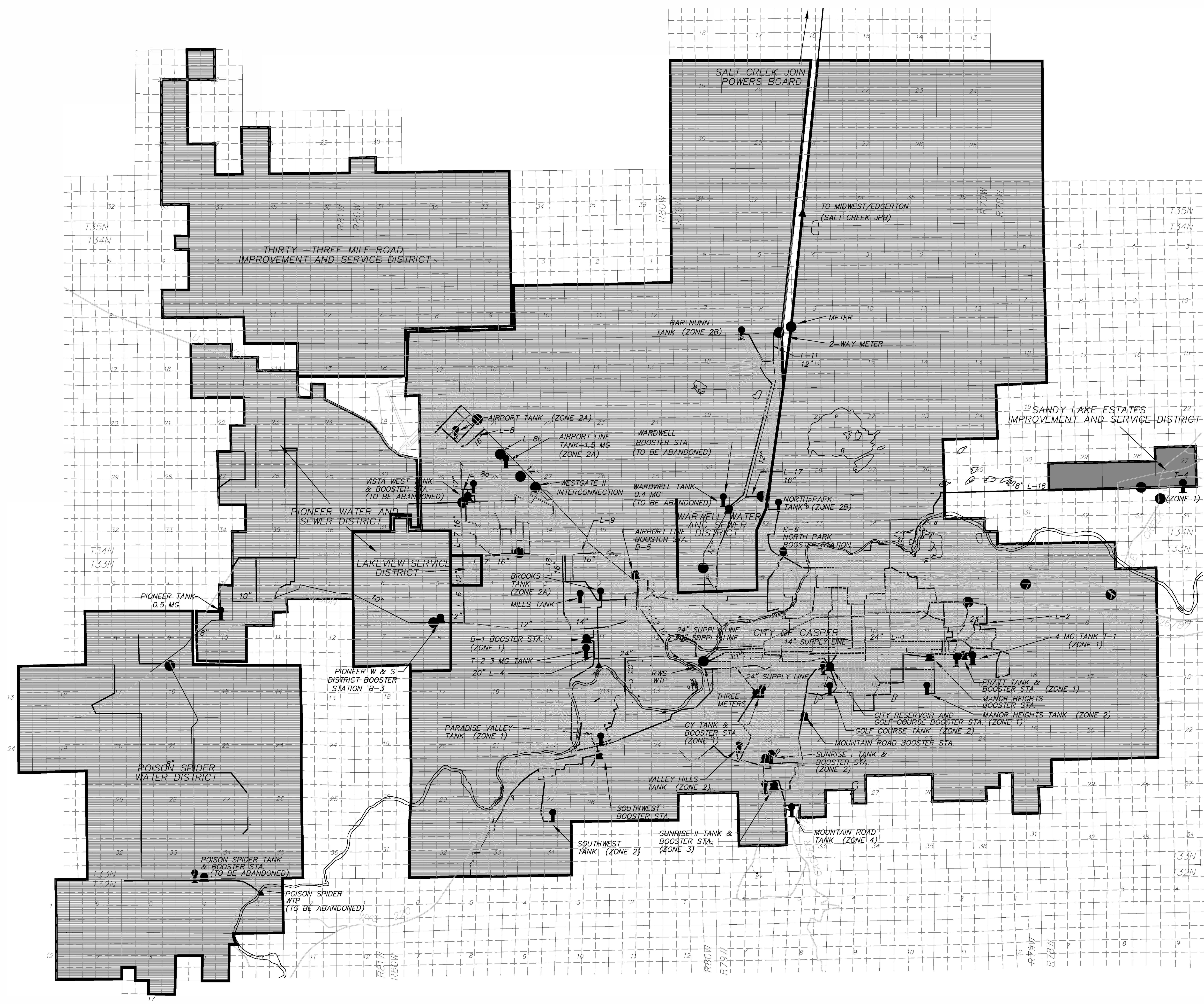
(3) Other

a. Balance in Repair and Replacement Fund:	<u>\$6,599,418 (reserves)</u>
b. Balance in Emergency Fund:	<u>In CWRWS Reserves</u>
c. Annual Cost of Water Quality Testing:	<u>\$46,500</u>







(4) Is the operation of the water system self-supporting in terms of revenues offsetting costs for operation, maintenance, debt retirement, replacement funds, emergency funds, etc.? Operations is self-supporting

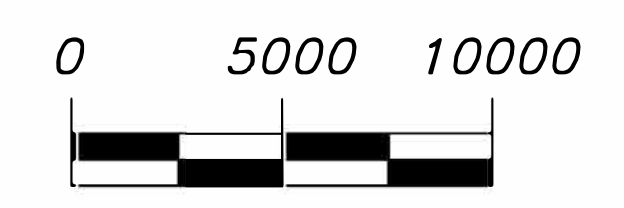
a. If not, how is the difference subsidized?

Capital funding subsidized through WWDC, DWSRF, Revenue Bonds, Loans from the City of Casper.



LEGEND

-  EXISTING & PROPOSED PIPELINES
-  EXISTING & PROPOSED BOOSTER STATIONS
-  EXISTING & PROPOSED STORAGE TANKS
-  REGIONAL WATER TREATMENT PLANT
-  REGIONAL METER
-  SERVICE AREA FOR CENTRAL WYOMING REGIONAL WATER SYSTEM JOINT POWERS BOARD



WATER SERVICE AREA MAP
 CENTRAL WYOMING REGIONAL WATER SYSTEM
 1500 SW WYOMING BLVD.
 CASPER, WYOMING 82604
 SHEET 1 OF 1

RESOLUTION NO. 22-01

A RESOLUTION AUTHORIZING A GRANT APPLICATION TO THE WYOMING WATER DEVELOPMENT COMMISSION FOR COMPLETION OF A LEVEL II FEASIBILITY STUDY FOR A COMPREHENSIVE WELL FIELD MANAGEMENT AND OPERATION PLAN.

WHEREAS, the Central Wyoming Regional Water System owns and operates the Casper and Morad wellfields containing 26 vertical wells and 3 horizontal wells; and,

WHEREAS, the Central Wyoming Regional Water System relies on the well field to provide drinking water for the region; and

WHEREAS, over time, the Central Wyoming Regional Water System has experienced declined production from its well fields; and,

WHEREAS, the Central Wyoming Regional Water System desires to complete a comprehensive well field management and operations plan to guide well rehabilitation and development, optimize well production, maximize the life of the well field, and incorporate best vegetation and wildlife management practices; and

WHEREAS, the Wyoming Water Development Commission has made available grants and loans for the purpose of assisting entities such as the Central Wyoming Regional Water System on these types of projects.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CENTRAL WYOMING REGIONAL WATER SYSTEM: That the Central Wyoming Regional Water System Joint Powers Board hereby authorizes submission of a Level II application to the Wyoming Water Development Commission for a well field management and operation plan.

PASSED, APPROVED, AND ADOPTED this ____ day of February 2022.

APPROVED AS TO FORM:

Central Wyoming Regional Water System

Joint Powers Board

1500 SW Wyoming Boulevard
Casper, Wyoming 82604
(307) 265-6063
Fax (307) 265-6058

VOUCHER NO. 8419

VENDOR NAME AND ADDRESS: 00790-0 WYOMING WATER DEVELOPMENT COMMISSION 6920 YELLOWTAIL ROAD CHEYENNE, WY 82002
--

APPROVED: CENTRAL WYOMING REGIONAL WATER SYSTEM JOINT POWERS BOARD	
Chairman _____	Date _____
City of Casper Representative _____	Date _____

THE REGIONAL WATER SYSTEM IS TAX EXEMPT. DO NOT INCLUDE STATE OR FEDERAL TAXES ON YOUR BILL.

DATE	INVOICE #	DESCRIPTION	AMOUNT
2/9/2022	RIN0030739	Level II Funding Application Fee for a Feasibility Study for a Comprehensive Well Field Management and Operations Plan	\$4,000.00

DISTRIBUTION OF CHARGES		
ACCOUNT #	AMOUNT	
6040.10	\$4,000.00	
300-6214		

<p style="text-align: center;">VENDOR CERTIFICATION</p> <p>I do solemnly swear that the within account is just and correct, and that no part of the same has been paid by the Central Wyoming Regional Water System Joint Powers Board or by any individual.</p> <p>UNABLE TO OBTAIN VENDOR SIGNATURE IN A TIMELY MANNER. DIRECTOR HAS REVIEWED VENDOR INVOICE AND HEREBY CERTIFIES THAT THE ACCOUNT OF SERVICES OR SALES CONTAINED THEREIN IS TRUE AND CORRECT TO THE BEST OF HIS KNOWLEDGE.</p> <p>Initial:</p> <p>_____</p> <p>Date: <u>Dated above</u></p>
--

This must be completed before payment can be made; vouchers must be fully ITEMIZED, SIGNED, and RETURNED for all purchases and services.



DOWNTOWN DEVELOPMENT AUTHORITY

Board Meeting
Wednesday, February 9, 2022
11:30AM – 12:30PM
AGENDA

- | | | |
|-------|---|----------------------|
| I. | Establish Quorum and Call Meeting to Order | T. Schenk |
| II. | Public Comments | |
| III. | City Report | K. Gamroth |
| IV. | Approval of Minutes
Dec 2021 Board Minutes | T. Schenk |
| V. | Financials (DDA & David Street Station)
A) Dec 2021; Jan 2022 Reports
B) Jan & Feb 2022 Payments
C) Motion to Approve Financials | N.Grooms
N.Grooms |
| VI. | Director's Report
-Meeting w/ City, CAEDA, Visit Casper, Chamber - Update | K.Hawley |
| VII. | Committee Reports | |
| VIII. | Executive Session (if needed) | |
| VIX. | Action Items | |
| X. | Adjourn | |

Next Meeting March 9, 2022

Note: Board members wishing to discuss confidential information should request all other board members to hold the information in confidence

Downtown Development Authority

Board Meeting Minutes

December 8th, 2021

11:30 a.m.

I. Call Meeting to Order

Present: Pete Fazio, Tony Hagar, Shawn Houck, Kerstin Ellis, Critter Murray, Kyle Gamroth, Deb Clark, Ryan McIntyre (Phone), Will Reese, Nicholas Grooms

Staff: Kevin Hawley, Jackie Landess, Brooke Montgomery

Guests: Liz Becher (Zoom)

Excused: Tim Schenk

II. Public Comments:

III. City Report:

A. Kyle Gamroth

- Approved Natrona County Health Department to use Spruce St. lot for testing and vaccinations with mobile trailers.
- Asking for input from business owners and stakeholders on the open container ordinance. Chief would like the hours to be 5:00 PM – 9:00 PM instead of 5:00 PM – 10:00 PM.

B. Liz Becher

- Parks department wants feedback as whether the DDA has been satisfied with the Christmas lighting setup downtown.
- The city is interested in assisting of expansion of district when it comes to that.

IV. Approval of November Board Meeting Minutes

Motion, Second, Passed (Pete Fazio, Critter Murray) (All Approved)

V. Financials – Nicholas Grooms

- Business as usual for financials.

Approval of November 2021 DDA & DSS Financial Reports

Motion, Second, Passed (Pete Fazio, Tony Hagar) (All Approved)

VI. Director's Report - Kevin Hawley

- Between our summer fundraising, our anonymous donation, and other fundraising efforts, our funding is on track.
- Our tree lighting went well, we are very thankful for the help of several companies who donated their time and equipment to help get the tree setup.
- Staffing – waiting until Spring to bring new staff on board.
- Sent link to board on Governor Gordon's tourism proposal about funding for downtowns.
 - Could we figure out a way we can enhance David Street Station with the purchase of a chiller or other upgrades through this funding.
 - Should the Casper DDA potentially receive funds, there needs to be a discussion between DDA board members as well as downtown property owners on how to utilize those funds.
- Do we have an endowment? Yes, we have an endowment for David Street Station only.
- Adding to the DDA district - We would need to talk to property owners for additional mill levy votes. We are looking at the west side of Ash Street being added. Other areas such as north of first street are open to discussion.

Motion to move to Executive Session at 12:55 PM

Motion, Second, Passed (Nicholas Grooms, Will Reese) (All Approved)

VII. Committee Reports –

- A.) **Executive Committee** – Tim Schenk
- B.) **MARCOM Committee** – Shawn Houck
- C.) **David Street Station** – Jackie Landess
- D.) **Finance Committee** – Nick Grooms
- E.) **Infrastructure** – Tim Schenk
- F.) **Governance** – Will Reese

Comments:

Motion to adjourn at approximately 1:18 PM

Motion, Second, Passed (Kyle Gamroth, Kerstin Ellis) (All Approved)

Action Items:

Approved by:

Secretary's Signature: _____ /Date: _____

Board Member's Signature: _____ /Date: _____

Casper Downtown Development Authority

Balance Sheet

As of January 31, 2022

Jan 31, 22

DDA - Balance

ASSETS

Current Assets

Checking/Savings

CHECKING

67,090.02

NOW Acct

187,796.62

Total Checking/Savings

254,886.64

Total Current Assets

254,886.64

TOTAL ASSETS

254,886.64

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

Payroll Liabilities

580.47

Total Other Current Liabilities

580.47

Total Current Liabilities

580.47

Total Liabilities

580.47

Equity

Opening Bal Equity

382,324.44

Unrestricted Net Assets

-172,583.53

Net Income

44,565.26

Total Equity

254,306.17

TOTAL LIABILITIES & EQUITY

254,886.64

Casper Downtown Development Authority Profit & Loss

December 2021 through January 2022

DDA - P&L

Dec '21 - Jan 22

Ordinary Income/Expense	
Income	
ACCT. INTEREST	4.32
ASSESSMENTS	<u>56,684.80</u>
Total Income	56,689.12
Expense	
MARKETING-COMMUNICATIONS	
PR - Director	<u>53.98</u>
Total MARKETING-COMMUNICATIONS	53.98
OPERATIONS	
Repairs/Maintenance	67.50
Dues/Subscriptions	149.99
Music Service	50.00
Office Rent	
Utilities	267.86
Office Rent - Other	<u>5,300.00</u>
Total Office Rent	5,567.86
Travel	<u>668.33</u>
Total OPERATIONS	<u>6,503.68</u>
Total Expense	<u>6,557.66</u>
Net Ordinary Income	<u>50,131.46</u>
Net Income	<u><u>50,131.46</u></u>

Casper Downtown Development Authority
Profit & Loss

July 2021 through January 2022

DDA - YTD P&L

Jul '21 - Jan 22

Ordinary Income/Expense

Income

Donation - Adopt A Planter 2,000.00

ACCT. INTEREST 12.89

ASSESSMENTS 76,479.08

Total Income 78,491.97

Expense

ADMINISTRATIVE

Payroll Expense 580.47

Total ADMINISTRATIVE 580.47

MARKETING-COMMUNICATIONS

PR - Director 216.37

Sponsorships/PR 6,250.00

MARKETING-COMMUNICATIONS - Other 910.58

Total MARKETING-COMMUNICATIONS 7,376.95

MISCELLANEOUS

Service Chg 32.25

Total MISCELLANEOUS 32.25

OPERATIONS

Repairs/Maintenance 355.12

Board Mtg. Expense 62.50

Conference Registration 175.00

Dues/Subscriptions 649.99

Planters 16,000.99

Office Automation 139.89

Music Service 315.00

Office Equipment 290.03

Office Rent

Utilities 829.51

Office Rent - Other 18,550.00

Total Office Rent 19,379.51

Office Supplies 505.52

Travel 668.33

Total OPERATIONS 38,541.88

Total Expense 46,531.55

Net Ordinary Income 31,960.42

Other Income/Expense

Other Income

DSS Fund Transfer 12,603.00

Total Other Income 12,603.00

Other Expense

Bank Service Charge -1.84

Total Other Expense -1.84

Net Other Income 12,604.84

Net Income 44,565.26

Casper Downtown Development Authority
Transaction Detail by Account
 December 1, 2021 through February 9, 2022

DDA - Transactions

Type	Date	Num	Name	Memo	Amount	Balance
CHECKING						
Bill Pmt -Check	12/06/2021	6112	Charter Communications		-139.89	-139.89
Bill Pmt -Check	12/06/2021	6113	FIB - MASTERCARD		-692.32	-832.21
Bill Pmt -Check	12/06/2021	6114	Walsh Property Management		-2,650.00	-3,482.21
Bill Pmt -Check	12/07/2021	6115	Natrona County Travel & Tourism Council		-45.00	-3,527.21
Deposit	12/09/2021			Deposit	56,684.80	53,157.59
Deposit	12/31/2021			Interest	0.09	53,157.68
Bill Pmt -Check	01/06/2022	6116	CAV - Front Range		-50.00	53,107.68
Bill Pmt -Check	01/06/2022	6117	Charter Communications		-127.97	52,979.71
Bill Pmt -Check	01/06/2022	6118	FIB - MASTERCARD		-134.98	52,844.73
Bill Pmt -Check	01/06/2022	6119	Walsh Property Management	Jan Rent	-2,650.00	50,194.73
Bill Pmt -Check	01/06/2022	6120	Summit Fire & Security	Extinguisher services	-67.50	50,127.23
Deposit	01/31/2022			Interest	0.47	50,127.70
Deposit	01/31/2022			Interest	0.58	50,128.28
Deposit	02/03/2022			Deposit	42,757.29	92,885.57
Bill Pmt -Check	02/07/2022	6121	CAV - Front Range	Monthly fee	-50.00	92,835.57
Bill Pmt -Check	02/07/2022	6122	Charter Communications		-139.89	92,695.68
Bill Pmt -Check	02/07/2022	6123	FIB - MASTERCARD	KH	-70.50	92,625.18
Bill Pmt -Check	02/07/2022	6124	Ricoh USA, Inc	Printer	-84.12	92,541.06
Bill Pmt -Check	02/07/2022	6125	Walsh Property Management	Feb Rent	-2,650.00	89,891.06
Total CHECKING					89,891.06	89,891.06
NOW Acct						
Deposit	12/31/2021			Interest	1.59	1.59
Deposit	01/31/2022			Interest	1.59	3.18
Total NOW Acct					3.18	3.18
TOTAL					89,894.24	89,894.24

Downtown Development Authority
Balance Sheet

As of January 31, 2022

DSS - Balance
Jan 31, 22

ASSETS

Current Assets

Checking/Savings

Plaza Checking 256,610.42

Special Events 36,737.62

Total Checking/Savings 293,348.04

Accounts Receivable

Accounts Receivable 4,743.33

Total Accounts Receivable 4,743.33

Total Current Assets 298,091.37

TOTAL ASSETS 298,091.37

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

Accounts Payable 750.00

Total Accounts Payable 750.00

Other Current Liabilities

Payroll Liabilities 2,232.06

Total Other Current Liabilities 2,232.06

Total Current Liabilities 2,982.06

Total Liabilities 2,982.06

Equity

Unrestricted Net Assets 376,800.07

Net Income -81,690.76

Total Equity 295,109.31

TOTAL LIABILITIES & EQUITY 298,091.37

Downtown Development Authority Profit & Loss

December 2021 through January 2022

DSS - Dec & Jan P&L

Dec '21 - Jan 22

Ordinary Income/Expense

Income

ACCT. INTEREST 5.73

Other Types of Income

Miscellaneous Revenue 450.00

Total Other Types of Income 450.00

Program Income

Event Sponsorship 13,666.67

Facility Rental 6,047.50

Friends of Station 15,531.00

Ice Skating Fees 19,657.91

Partners In Progress 500.00

Support the Station 1,500.00

Total Program Income 56,903.08

Total Income 57,358.81

Gross Profit 57,358.81

Expense

Contract Services

Construction Expense 1,253.50

Contract Services - Other 11,222.39

Total Contract Services 12,475.89

Facilities and Equipment

Building Repairs/Maint 3,057.50

Equip Rental and Maintenance 25,219.91

FF&E 4,100.72

Rent, Parking, Utilities

DSS 381.83

Rent, Parking, Utilities - Other 5,763.81

Total Rent, Parking, Utilities 6,145.64

Facilities and Equipment - Other 117.33

Total Facilities and Equipment 38,641.10

Marketing

Advertising/Media 1,043.26

Fundraising Expense 641.01

Marketing - Other 221.33

Total Marketing 1,905.60

Operations

Books, Subscriptions, Reference 1,532.98

Event Expense

A/V 800.00

Bands 10,250.00

Entertainment/Rentals 500.00

Security 0.00

Event Expense - Other 360.00

Total Event Expense 11,910.00

Downtown Development Authority Profit & Loss

December 2021 through January 2022

DSS - Dec & Jan P&L	Dec '21 - Jan 22
Overnight Security	4,134.38
Service Charge	252.05
Software/Subscriptions	9.99
Supplies	1,069.86
Total Operations	18,909.26
Payroll Expenses	53,142.35
Total Expense	125,074.20
Net Ordinary Income	-67,715.39
Net Income	<u><u>-67,715.39</u></u>

Downtown Development Authority
Profit & Loss

July 2021 through January 2022

DSS- YTD P&L

Jul '21 - Jan 22

Ordinary Income/Expense

Income	
ACCT. INTEREST	19.40
Other Types of Income	
Miscellaneous Revenue	9,617.25
Total Other Types of Income	<u>9,617.25</u>
Program Income	
Beverage Sales	23,742.31
Event Sponsorship	72,500.00
Facility Rental	20,577.50
Friends of Station	
Treediton	3,390.60
Friends of Station - Other	15,806.00
Total Friends of Station	<u>19,196.60</u>
Ice Skating Fees	24,735.81
Partners In Progress	2,500.00
Support the Station	
Poinsettia sales	1,877.50
Support the Station - Other	108,200.00
Total Support the Station	<u>110,077.50</u>
Vendor Fees	6,981.26
Program Income - Other	1,509.00
Total Program Income	<u>281,819.98</u>
Total Income	<u>291,456.63</u>
Gross Profit	<u>291,456.63</u>
Expense	
Contract Services	
Construction Expense	1,253.50
Contract Services - Other	19,159.39
Total Contract Services	<u>20,412.89</u>
Facilities and Equipment	
Building Repairs/Maint	7,961.41
Equip Rental and Maintenance	30,517.02
FF&E	8,767.21
Landscaping, Repairs/Maint.	1,605.50
Rent, Parking, Utilities	
DSS	4,614.79
Rent, Parking, Utilities - Other	11,393.79
Total Rent, Parking, Utilities	<u>16,008.58</u>
Facilities and Equipment - Other	192.33
Total Facilities and Equipment	<u>65,052.05</u>
Marketing	
Advertising/Media	1,802.19
Fundraising Expense	1,090.18
Website	425.74

Downtown Development Authority
Profit & Loss

July 2021 through January 2022

DSS- YTD P&L	Jul '21 - Jan 22
Marketing - Other	1,033.03
Total Marketing	4,351.14
Operations	
Bank Fees	-2.37
Books, Subscriptions, Reference	2,985.90
Equip/Supplies	150.00
Event Expense	90,958.23
Overnight Security	11,629.38
Postage, Mailing Service	57.00
Service Charge	715.26
Software/Subscriptions	9.99
Supplies	5,293.82
TIPS Training	8.99
Utilities	127.97
Operations - Other	172.86
Total Operations	112,107.03
Payroll Expenses	171,224.28
Total Expense	373,147.39
Net Ordinary Income	-81,690.76
Net Income	-81,690.76

Downtown Development Authority
Transaction Detail by Account
December 1, 2021 through February 9, 2022

DSS - Transactions

Type	Date	Num	Name	Memo	Amount	Balance
Plaza Checking						
Deposit	12/01/2021			Deposit	1,000.00	1,000.00
Bill Pmt -Check	12/01/2021		Rivers Edge Storage		-300.00	700.00
Paycheck	12/03/2021		Angelica M Parmely		-257.66	442.34
Paycheck	12/03/2021		Brody Fackler		-58.18	384.16
Paycheck	12/03/2021		Caeden Stewart		-52.64	331.52
Paycheck	12/03/2021		Aydan M Bullard		-245.51	86.01
Paycheck	12/03/2021		Daniel K Mattern		-50.79	35.22
Paycheck	12/03/2021		Eli R Realing		-103.44	-68.22
Paycheck	12/03/2021		Isaiah Bates		-59.10	-127.32
Paycheck	12/03/2021	2425	Journey Hildebrand		-156.99	-284.31
Paycheck	12/03/2021		Kade R Taheri		-89.58	-373.89
Paycheck	12/03/2021	2426	Micah Colling		-102.35	-476.24
Paycheck	12/03/2021	2427	Sierra Altland		-58.18	-534.42
Paycheck	12/03/2021		Alexandria Huss		-185.63	-720.05
Paycheck	12/03/2021		Morgan Witkop		-94.20	-814.25
Bill Pmt -Check	12/03/2021		John Lubner		-1,454.00	-2,268.25
Bill Pmt -Check	12/06/2021	2429	aggreko	Chiller rental	-12,000.00	-14,268.25
Bill Pmt -Check	12/06/2021	2430	Alliance Electric	Chiller power	-130.00	-14,398.25
Bill Pmt -Check	12/06/2021	2431	Brent Phillips		-3,040.00	-17,438.25
Bill Pmt -Check	12/06/2021	2432	Charter Communications		-127.97	-17,566.22
Bill Pmt -Check	12/06/2021	2433	City of Casper - Water Services	Water	-58.20	-17,624.42
Bill Pmt -Check	12/06/2021	2434	Cowdin Cleaning	Cleaning	-150.00	-17,774.42
Bill Pmt -Check	12/06/2021	2450	EquipmentShare.com		-760.15	-18,534.57
Bill Pmt -Check	12/06/2021	2436	GW Mechanical	Chiller set up	-2,861.50	-21,396.07
Bill Pmt -Check	12/06/2021	2437	High Country Crane Service	Chiller install	-1,253.50	-22,649.57
Bill Pmt -Check	12/06/2021	2438	John Lubner	Reimbursement for supplies pur	-44.39	-22,693.96
Bill Pmt -Check	12/06/2021	2439	Mastercard	JL	-1,078.76	-23,772.72
Bill Pmt -Check	12/06/2021	2440	Rocky Mountain Power	DSS	-657.41	-24,430.13
Bill Pmt -Check	12/06/2021	2441	Secure Gunz LLC		-1,552.50	-25,982.63
Bill Pmt -Check	12/06/2021	2442	Shirts & More	New Dasherboards for 2021- 20	-981.75	-26,964.38
Bill Pmt -Check	12/06/2021	2443	Wyoming Office Products & Interiors	Timecards	-35.62	-27,000.00
Bill Pmt -Check	12/06/2021	2444	City of Casper - Water Services		-34.10	-27,034.10
Bill Pmt -Check	12/06/2021	2445	Mastercard		-368.60	-27,402.70
Bill Pmt -Check	12/06/2021	2446	City of Casper - Water Services		-8.46	-27,411.16
Bill Pmt -Check	12/06/2021	2447	Mastercard	KH	-1,176.49	-28,587.65
Deposit	12/06/2021			Deposit	1,681.00	-26,906.65
Deposit	12/06/2021			Deposit	75.44	-26,831.21
Deposit	12/06/2021			Deposit	674.29	-26,156.92
Deposit	12/06/2021			Deposit	1,037.61	-25,119.31
Deposit	12/06/2021			Deposit	250.00	-24,869.31
Deposit	12/07/2021			Deposit	386.39	-24,482.92
Deposit	12/08/2021			Deposit	19.38	-24,463.54
Deposit	12/12/2021			Deposit	159.81	-24,303.73
Deposit	12/12/2021			Deposit	362.36	-23,941.37
Deposit	12/12/2021			Deposit	131.60	-23,809.77
Deposit	12/13/2021			Deposit	248.98	-23,560.79
Paycheck	12/15/2021		Brooke C Montgomery		-1,614.07	-25,174.86
Paycheck	12/15/2021		Jaclyn A Landess		-1,953.93	-27,128.79
Paycheck	12/15/2021		Kevin T Hawley		-2,618.56	-29,747.35
Deposit	12/15/2021			Deposit	20.00	-29,727.35
Liability Check	12/16/2021		United States Treasury	83-0286881	-1,523.88	-31,251.23
Deposit	12/16/2021			Deposit	239.75	-31,011.48

Downtown Development Authority
Transaction Detail by Account
December 1, 2021 through February 9, 2022

Type	Date	Num	Name	Memo	Amount	Balance
Paycheck	12/17/2021		Alexandria Huss		-240.11	-31,251.59
Paycheck	12/17/2021		Angelica M Parmely		-488.71	-31,740.30
Paycheck	12/17/2021		Aydan M Bullard		-178.69	-31,918.99
Paycheck	12/17/2021		Caeden Stewart		-87.27	-32,006.26
Paycheck	12/17/2021		Daniel K Mattern		-104.35	-32,110.61
Paycheck	12/17/2021		Eli R Realing		-253.04	-32,363.65
Paycheck	12/17/2021		Isaiah Bates		-207.79	-32,571.44
Paycheck	12/17/2021		Journey Hildebrand		-212.41	-32,783.85
Paycheck	12/17/2021	2448	Micah Colling		-97.90	-32,881.75
Paycheck	12/17/2021		Morgan Witkop		-126.05	-33,007.80
Paycheck	12/17/2021	2449	Sierra Altland		-180.54	-33,188.34
Paycheck	12/17/2021		Brody Fackler		-46.17	-33,234.51
Deposit	12/17/2021			Deposit	1,685.00	-31,549.51
Deposit	12/17/2021			Deposit	3,258.34	-28,291.17
Bill Pmt -Check	12/17/2021		John Lubner		-1,346.00	-29,637.17
Deposit	12/19/2021			Deposit	118.48	-29,518.69
Deposit	12/19/2021			Deposit	339.43	-29,179.26
Deposit	12/19/2021			Deposit	1,230.89	-27,948.37
Liability Check	12/20/2021		United States Treasury	83-0286881	-374.14	-28,322.51
Deposit	12/20/2021			Deposit	1,106.00	-27,216.51
Deposit	12/20/2021			Deposit	489.19	-26,727.32
Deposit	12/21/2021			Deposit	1,010.30	-25,717.02
Deposit	12/21/2021			Deposit	25.00	-25,692.02
Deposit	12/22/2021			Deposit	616.00	-25,076.02
Paycheck	12/23/2021		Brooke C Montgomery		-1,749.00	-26,825.02
Paycheck	12/23/2021		Jaclyn A Landess		-3,427.00	-30,252.02
Deposit	12/23/2021			Deposit	602.66	-29,649.36
Deposit	12/26/2021			Deposit	864.81	-28,784.55
Deposit	12/27/2021			Deposit	11,000.00	-17,784.55
Deposit	12/27/2021			Deposit	2,188.00	-15,596.55
Deposit	12/27/2021			Deposit	756.68	-14,839.87
Liability Check	12/28/2021		United States Treasury	83-0286881	-1,283.00	-16,122.87
Deposit	12/29/2021			Deposit	1,426.00	-14,696.87
Deposit	12/29/2021			Deposit	546.53	-14,150.34
Deposit	12/30/2021			Deposit	322.80	-13,827.54
Paycheck	12/31/2021		Brooke C Montgomery		-1,614.08	-15,441.62
Paycheck	12/31/2021		Jaclyn A Landess		-1,953.92	-17,395.54
Paycheck	12/31/2021		Kevin T Hawley		-2,618.57	-20,014.11
Paycheck	12/31/2021		Alexandria Huss		-221.64	-20,235.75
Paycheck	12/31/2021		Angelica M Parmely		-503.41	-20,739.16
Paycheck	12/31/2021		Aydan M Bullard		-406.20	-21,145.36
Paycheck	12/31/2021		Caeden Stewart		-297.83	-21,443.19
Paycheck	12/31/2021		Daniel K Mattern		-269.67	-21,712.86
Paycheck	12/31/2021		Eli R Realing		-156.07	-21,868.93
Paycheck	12/31/2021		Isaiah Bates		-92.35	-21,961.28
Paycheck	12/31/2021		Journey Hildebrand		-163.46	-22,124.74
Paycheck	12/31/2021		Kade R Taheri		-324.32	-22,449.06
Paycheck	12/31/2021	2451	Micah Colling		-213.32	-22,662.38
Paycheck	12/31/2021		Morgan Witkop		-411.88	-23,074.26
Paycheck	12/31/2021		Samantha McCain		-129.29	-23,203.55
Paycheck	12/31/2021	2452	Sierra Altland		-180.55	-23,384.10
Deposit	12/31/2021			Deposit	444.82	-22,939.28
Bill Pmt -Check	12/31/2021		John Lubner		-1,647.00	-24,586.28
Check	12/31/2021			Service Charge	-186.45	-24,772.73

Downtown Development Authority
Transaction Detail by Account
December 1, 2021 through February 9, 2022

Type	Date	Num	Name	Memo	Amount	Balance
Deposit	12/31/2021			Interest	2.67	-24,770.06
Bill Pmt -Check	01/01/2022		Rivers Edge Storage		-300.00	-25,070.06
Deposit	01/02/2022			Deposit	217.15	-24,852.91
Deposit	01/02/2022			Deposit	637.56	-24,215.35
Deposit	01/02/2022			Deposit	636.56	-23,578.79
Liability Check	01/03/2022		United States Treasury	83-0286881	-2,145.08	-25,723.87
Deposit	01/03/2022			Deposit	418.44	-25,305.43
Deposit	01/04/2022			Deposit	1,258.00	-24,047.43
Deposit	01/04/2022			Deposit	300.00	-23,747.43
Deposit	01/06/2022			Deposit	2,167.00	-21,580.43
Bill Pmt -Check	01/06/2022	2453	aggreko	2021 Casper WY Ice Rink Pack	-12,000.00	-33,580.43
Bill Pmt -Check	01/06/2022	2454	Charter Communications		-139.89	-33,720.32
Bill Pmt -Check	01/06/2022	2455	City of Casper - Water Services	DSS Water	-113.97	-33,834.29
Bill Pmt -Check	01/06/2022	2456	Cowdin Cleaning		-1,150.00	-34,984.29
Bill Pmt -Check	01/06/2022	2457	Dream Upon a Princess	Princess/Superhero Skate	-360.00	-35,344.29
Bill Pmt -Check	01/06/2022	2458	GW Mechanical	Adjust suction pressure on Chill	-196.00	-35,540.29
Bill Pmt -Check	01/06/2022	2459	Mastercard		-3,269.06	-38,809.35
Bill Pmt -Check	01/06/2022	2460	Play It Again Sports		-1,290.00	-40,099.35
Bill Pmt -Check	01/06/2022	2461	Rocky Mountain Power		-3,828.49	-43,927.84
Bill Pmt -Check	01/06/2022	2462	Rocky Mountain Sound & Light	Glow Skate DJ	-500.00	-44,427.84
Bill Pmt -Check	01/06/2022	2463	Secure Gunz LLC		-2,064.38	-46,492.22
Bill Pmt -Check	01/06/2022	2464	City of Casper - Water Services	DSS Irrigation Water	-16.92	-46,509.14
Bill Pmt -Check	01/06/2022	2465	Mastercard		-499.16	-47,008.30
Bill Pmt -Check	01/06/2022		Mastercard	BM	-366.80	-47,375.10
Bill Pmt -Check	01/10/2022	2467	Black Hills Energy	DSS firepit	-110.23	-47,485.33
Bill Pmt -Check	01/10/2022	2468	MCF LLC	TV storage	-450.00	-47,935.33
Bill Pmt -Check	01/10/2022	2469	Secure Gunz LLC	Overnight	-517.50	-48,452.83
Bill Pmt -Check	01/10/2022		John Lubner	12/27-1/9	-2,041.00	-50,493.83
Liability Check	01/11/2022		United States Treasury	83-0286881	-1,509.88	-52,003.71
Bill Pmt -Check	01/11/2022	2471	Jacob K. Maurer	June 24th, 25th & 26th In Caspe	-10,250.00	-62,253.71
Paycheck	01/14/2022		Alexandria Huss		-365.71	-62,619.42
Paycheck	01/14/2022		Aydan M Bullard		-335.76	-62,955.18
Paycheck	01/14/2022		Angelica M Parmely		-794.58	-63,749.76
Paycheck	01/14/2022		Caeden Stewart		-260.43	-64,010.19
Paycheck	01/14/2022		Daniel K Mattern		-247.03	-64,257.22
Paycheck	01/14/2022		Eli R Realing		-249.34	-64,506.56
Paycheck	01/14/2022		Isaiah Bates		-170.85	-64,677.41
Paycheck	01/14/2022		Journey Hildebrand		-265.96	-64,943.37
Paycheck	01/14/2022		Kade R Taheri		-414.13	-65,357.50
Paycheck	01/14/2022	2470	Micah Colling		-191.17	-65,548.67
Paycheck	01/14/2022		Morgan Witkop		-214.26	-65,762.93
Paycheck	01/14/2022		Samantha McCain		-84.04	-65,846.97
Paycheck	01/14/2022		Sierra Altland		-158.85	-66,005.82
Deposit	01/14/2022			Deposit	500.00	-65,505.82
Paycheck	01/15/2022		Brooke C Montgomery		-1,618.08	-67,123.90
Paycheck	01/15/2022		Jaclyn A Landess		-1,958.92	-69,082.82
Paycheck	01/15/2022		Kevin T Hawley		-2,623.56	-71,706.38
Liability Check	01/18/2022		United States Treasury	83-0286881	-683.38	-72,389.76
Deposit	01/20/2022			Deposit	20.00	-72,369.76
Deposit	01/24/2022			Deposit	14,225.00	-58,144.76
Deposit	01/25/2022			Deposit	25.00	-58,119.76
Bill Pmt -Check	01/27/2022	2473	Department of Workforce Services	Q4 2021	-440.74	-58,560.50
Bill Pmt -Check	01/27/2022	2474	United States Treasury	Annual Form 940	-411.83	-58,972.33
Paycheck	01/28/2022		Alexandria Huss		-184.24	-59,156.57

Downtown Development Authority
Transaction Detail by Account
December 1, 2021 through February 9, 2022

Type	Date	Num	Name	Memo	Amount	Balance
Paycheck	01/28/2022		Angelica M Parmely		-265.97	-59,422.54
Paycheck	01/28/2022		Aydan M Bullard		-285.74	-59,708.28
Paycheck	01/28/2022		Caeden Stewart		-90.34	-59,798.62
Paycheck	01/28/2022		Daniel K Mattern		-180.08	-59,978.70
Paycheck	01/28/2022		Eli R Realing		-42.49	-60,021.19
Paycheck	01/28/2022		Isaiah Bates		-178.23	-60,199.42
Paycheck	01/28/2022		Journey Hildebrand		-41.56	-60,240.98
Paycheck	01/28/2022		Kade R Taheri		-131.13	-60,372.11
Paycheck	01/28/2022	2472	Micah Colling		-46.17	-60,418.28
Paycheck	01/28/2022		Morgan Witkop		-92.35	-60,510.63
Paycheck	01/28/2022		Sierra Altland		-175.46	-60,686.09
Bill Pmt -Check	01/28/2022		John Lubner	112-1/17	-1,150.00	-61,836.09
Paycheck	01/31/2022		Brooke C Montgomery		-1,618.08	-63,454.17
Paycheck	01/31/2022		Jaclyn A Landess		-1,958.92	-65,413.09
Paycheck	01/31/2022		Kevin T Hawley		-2,623.58	-68,036.67
Check	01/31/2022			Service Charge	-65.60	-68,102.27
Deposit	01/31/2022			Interest	2.44	-68,099.83
Liability Check	02/01/2022		United States Treasury	83-0286881	-302.60	-68,402.43
Bill Pmt -Check	02/01/2022		Rivers Edge Storage		-300.00	-68,702.43
Liability Check	02/03/2022		United States Treasury	83-0286881	-1,509.84	-70,212.27
Bill Pmt -Check	02/07/2022	2475	Alliance Electric	Disconnect chiller	-80.00	-70,292.27
Bill Pmt -Check	02/07/2022	2476	Black Hills Energy		-145.34	-70,437.61
Bill Pmt -Check	02/07/2022	2477	Charter Communications	Charter	-127.97	-70,565.58
Bill Pmt -Check	02/07/2022	2478	City of Casper - Water Services		-51.14	-70,616.72
Bill Pmt -Check	02/07/2022	2479	Cowdin Cleaning	Cleaning for Jan 2022	-600.00	-71,216.72
Bill Pmt -Check	02/07/2022	2480	Galles Greenhouse & Hepp Landscaping		-3,035.00	-74,251.72
Bill Pmt -Check	02/07/2022	2481	Green Johnson Student Success Center, Career Fair fee		-150.00	-74,401.72
Bill Pmt -Check	02/07/2022	2482	GW Mechanical		-3,346.49	-77,748.21
Bill Pmt -Check	02/07/2022	2483	High Country Crane Service	Chiller removal	-943.50	-78,691.71
Bill Pmt -Check	02/07/2022	2484	Mastercard	KH	-315.04	-79,006.75
Bill Pmt -Check	02/07/2022	2485	Rocky Mountain Power	Power	-3,568.36	-82,575.11
Bill Pmt -Check	02/07/2022	2486	Secure Gunz LLC		-1,620.00	-84,195.11
Bill Pmt -Check	02/07/2022	2487	City of Casper - Water Services	Water	-87.83	-84,282.94
Bill Pmt -Check	02/07/2022	2488	Mastercard	JL	-1,292.09	-85,575.03
Bill Pmt -Check	02/07/2022	2489	City of Casper - Water Services	City	-8.46	-85,583.49
Bill Pmt -Check	02/07/2022	2490	Mastercard	BM	-39.10	-85,622.59
Total Plaza Checking					-85,622.59	-85,622.59
TOTAL					-85,622.59	-85,622.59

CASPER HISTORIC PRESERVATION COMMISSION
MINUTES OF THE REGULAR MEETING
December 13, 2021

In attendance: Anthony Jacobsen, Pinky Ellis, Connie Hall, Carolyn Buff, John Lang, Erich Frankland, Paul Yurkiewicz, Robin Broumley

Absent: Maureen Lee, Jeff Bond
Liz Becher, Community Development Director
Susan Frank (P&Z Liaison)

Staff: Craig Collins, City Planning Department
Kristie Turner, Administrative Assistant III
Lisa Engebretsen (Council rep)

Guest: N/A

Connie Hall called the meeting to order at 8:34 a.m.

Approval of Minutes

Mr. Bond asked if everyone had read the minutes of the November 8, 2021, meeting and asked if there were any corrections. Three corrections were noted.

Minutes from November 8, 2021, were approved unanimously.

New Business

Progress Report on African American Study – Review/Direction

Mr. Collins shared that the study was sent to Ms. Mashak and she has forwarded the report to SHPO. We sent out letters from Ms. Mashak's list and have received one response back.

End of Year Report

The End of Year report was approved by council and we are currently waiting for the Mayor to sign and then Mr. Collins will submit the report.

Committee Appointment

Bob King was approved by Council and all three reapplications were approved.

WyoTrack Training

Mr. Collins has contacted SHPO and requested training. SHPO replied that they are working on developing a training for next year.

Future Topics

Items discussed were:

- brochures,
- a micro walking tour for the summer around the Nolan and downtown area, partnering with BirdBox (the company that manages the scooters) to tie in the map on the scooter app with historic sites,
- QR code for walking tour info,
- gathering info about other Historic Commissions activities around the state.

Old Business

SHPO/CLG Grant Project (Jeff/Staff)

The project Mr. Collins mentioned last month does not qualify. However, since grant funding has been extended through February, Mr. Collins asked if there were any projects that the commission would like to pursue.

Ms. Broumley asked about possible plaques on historical sites.

Mr. Collins asked Ms. Broumley about the cost and which sites needed plaques.

Other ideas were walking tour books similar to the ones Cheyenne uses.

OYD Committee Update (Connie and John)

No Report

P&Z Commission (Susan Frank, Liaison)

This month there is a zone change and small subdivision change.

Demolition Permits (Staff)

No Report

Sub-Committee reports

- Ghost Signs (**John and Connie**)
There are no new signs to report.
- Brochures and Mobile App (**Paul, Jeff, Ann and Robin**)
No Update

- GIS map of historic properties and surveyed properties for website (**Jeff and Anthony**)
Mr. Bond is still waiting to hear from SHPO on the WyoTrack project before spending resources duplicating efforts.
- Field Visits/Tours (**Robin and Connie**)
Mr. Collins shared that the Commission is free to schedule visits. It was determined that Ms. Broumley will attempt to schedule visits or tours directly after the meetings.
- Social Media/Outreach/Education (**Maureen, Paul and Ann**)
Mr. Yurkiewicz reported that the Facebook page has 353 followers. Once the African American Study is complete, it will be added to the Facebook page and we will use an advertising boost (\$10) to increase interest.
- Strategic Plan progress/review (**Jeff**)
No update.

Other Business

Mr. Frankland asked about the possibility of changing the meeting day. A poll will be sent to survey the group.

Ms. Hall discussed two ranchettes that are in the same area as the oil company homes. Her understanding is that these might be of interest to the group and will follow up with addresses.

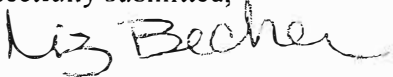
Ms. Engebretsen mentioned a property that was built in 1901 and asked if that is the type of home the Commission is interested in and how residents go about applying for historical status.

Mr. Collins stated that those are the types of surveying projects the Commission can use to apply for grant money.

The next meeting will be January 10, 2022 at TBD.

Meeting adjourned at 9:20 a.m.

Respectfully submitted,



Liz Becher
Community Development Director

**PLANNING AND ZONING MEETING
THURSDAY DECEMBER 16, 2021
CITY COUNCIL CHAMBERS**

These minutes are a summary of the meeting. For full details view online at www.casperwy.gov on the Meetings and Agendas web page. The Planning and Zoning Commission held a meeting at 6:00 p.m., on Thursday November 18, 2021, in the Council Chambers, City Hall, 200 North David Street, Casper, Wyoming.

Members Present: Susan Frank
Fred Feth
Terry Wingerter
Carol Johnson
Ken Bates
Vickery Fales-Hall
Mike McIntosh

Absent Members: Bruce Knell, Council Liaison

Others present:
Liz Becher, Community Development Director
Craig Collins, City Planner
Kristie Turner, Administrative Assistant III
Wallace Trembath, Deputy City Attorney

I. MINUTES OF THE PREVIOUS MEETING

Chairperson Frank asked if there were additions or corrections to the minutes of the November 18, 2021 Planning & Zoning Commission meeting.

Chairperson Frank called for a motion to approve the minutes of the November 18, 2021, Planning & Zoning Commission meeting.

Mr. McIntosh made a motion to approve the minutes of the November 18, 2021, meeting. The motion was seconded by Mr. Wingerter.

All those present voted aye. Motion carried.

II. PUBLIC HEARINGS

Our first case this evening:

- A. **SUB-104-2021** A vacation and replat of Lot 7 in Wolf Creek Eight Addition and Lot 43 in Wolf Creek Nine Addition, to create "Wolf Creek Ten Addition", located at 3714 and 3720 Dancing Wolf Drive. Applicants: B1 Properties, LLC & Iliana Adler, Administrator JJSN Living Trust.

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

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

Shawn J. Gustafson, 111 West 2nd Street, Suite 600, spoke as representative for this case.

Ms. Frank asked which lot was increasing and which lot was decreasing.

Mr. Gustafson stated that Lot 1 was decreased and Lot 2 was increased. The increase and decrease is 3 feet. The replat of lot lines is necessary due to the lots are in two separate subdivision plats.

Ms. Frank asked if there was already a house on the lot that is increasing.

Mr. Gustafson stated there was a house on the Lot 2 that is being increased

Ms. Fales-Hall asked if there were two separate owners or one owner for the two lots.

Mr. Gustafson there are two separate owners. Lot 1 is owned by the developer. Lot 2 is privately owned.

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

Donald Gilmore Jr., 3708 Dancing Wolf Drive, spoke in opposition to the case.

Mr. Gilmore stated that his lot was reduced by 7.5 ft. due to the addition of a pedestrian pathway which he found out about after having installed a fence, sod, and sprinkler.

Ms. Frank stated that the only thing the commission can address was the replat for Lot 1 and Lot 2 for the 3-foot adjustment.

Mr. Gilmore shared more information regarding adjustments for pedestrian pathway and loss of use of that portion of lot, 7.5 ft.

Mr. Bates stated that he was sorry for the difficulties; however, the commission could only review the 3-foot adjustment.

Mr. Gilmore also shared concerns that Wolf Creek Ten would have different covenant rules.

Tyler Batt, 3711 Dancing Wolf Drive, spoke in opposition to the case.

Mr. Batt stated that he wanted to purchase additional land or lot and was told no by developer. He stated he believed there is some favoritism at play and shared concern that the covenant rules would be different for Wolf Creek Ten. Mr. Batt also stated that not all the neighbors had received public notices.

Ms. Frank stated that although they may not have received letters in the mail; there was a sign posted in the neighbor for the last few weeks.

James Pena 3685 Red Wolf Dr., spoke in opposition to the case.

Mr. Pena stated that he believes favoritism is applied in this replat and lot adjustment. He also stated that he has had difficulty with the developer over lot and fence install. Mr. Pena stated he feels the developer is fraudulent and is reporting the developer to the VA.

Ms. Frank expressed disappointment that the developer was not present to address this replat.

Ms. Fales-Hall asked about HOA or rules are currently in use for the current subdivisions. Mr. Gilmore stated nothing was provided regarding HOA at closing.

Christina Batt, 3711 Dancing Wolf Dr., spoke in opposition to the case.

Ms. Batt stated that this replat is giving opportunities to one homeowner that were denied to others. Ms. Batt requested to purchase additional lot and was denied with the explanation that the developer makes more money selling house on the lots vs. selling additional lots.

Ms. Frank asked if Batts were giving HOA information at closing.

Ms. Batt stated yes, they were given HOA at closing but that it is inactive.

Ms. Frank stated that an inactive HOA does not always mean that by-laws and covenants are not enforceable.

Ms. Batt stated that she feels that favorites are being played in this replat.

There being no others to speak, Chairperson Frank closed the public hearing and entertained a motion to approve, deny or table SUB-104-2021 to the January 20, 2022, meeting regarding the replat.

Mr. Bates made a motion to postpone case SUB-104-2021. The motion was seconded by Mr. Wingerter.

Discussion

Ms. Frank would like to hear from developer regarding the replat.

Mr. Bates would like to have additional letters sent out to neighbors.

Mr. Collins stated that there would be no change in the list of residents who receive letters due to the fact that owner information is collected through the county assessor office which gets updated annually.

Ms. Frank stated the houses that have been built within the last year would not receive notices.

Mr. Collins stated that the notices are also published in the newspaper, on the city website, and there is a sign in the yard providing multiple avenues for public notice.

Mr. Wingerter asked how subdivision changes happen in the planning process.

Mr. Collins stated that lot line adjustments are generally an administrative process.

Mr. Wingerter asked about the pedestrian pathway.

Ms. Frank stated that the pedestrian pathway was always a part of the subdivision.

Mr. Collins clarified that the pedestrian pathway is part of an easement and is part of the homeowner's lot but available for the public to use and in this case the City is responsible for maintaining the pedestrian pathway.

Mr. Bates asked about updated maps.

Mr. Collins stated the maps are updated every three years.

Mr. Bates called a Point of Order to redirect the discussion.

Ms. Johnson asked about the purpose of the postponing the case.

Ms. Frank stated the purpose of postponing was to hear and understand from the developers about why they are adjusting lots.

Ms. Johnson stated that the commission has no control over the developer's reasons.

Mr. Bates stated that he wanted to postpone the case in order to hear from developer and to give others parties a chance to voice their concerns.

Mr. McIntosh, Mr. Feth, Mr. Bates, and Mr. Wingerter voted aye. Ms. Johnson, Ms. Fales-Hall, and Ms. Frank voted nay. Motion carried.

Our second case this evening:

ZOC-106-2021 – A Zone change of 104 and 110 South Beverly Street, described as Portions of Lots 13, 14 and a vacated strip of former Beverly Street right-of-way, Block 2, Beverly Addition. The existing zoning of the properties is R-2 (One Unit Residential) and the proposed zoning is C-2 (General Business). Applicants: Case N Point, LLC/James McBride.

Craig Collins, City Planner presented the staff report and entered 5 exhibits into the record for this case.

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

Paul Case, 1130 Surry St. spoke as representative for this case.

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

There being no others to speak, Chairperson Frank closed the public hearing and entertained a motion to approve, deny or table **ZOC-106-2021** regarding the replat.

Mr. McIntosh made a motion to approve case **ZOC-106-2021**. The motion was seconded by Ms. Fales-Hall.

Discussion

Mr. Bates asked why there are no conditions attached to the rezoning.

Mr. Collins stated that conditional zoning is not a legal practice.

Mr. Trembath stated that according to Wyoming statutes each district has to be uniform under each class or zone that is being considered.

All those present voted aye. Motion carried.

III. SPECIAL ISSUES:

Liz Becher acknowledged Ms. Frank and Mr. Feth for their years of service on the Planning and Zoning Commission and their service to the community.

Ms. Becher shared a message of gratitude for Ms. Frank and Mr. Feth's time of community service and presented both of them with a letter signed by the Mayor on behalf of the City Council and an engraved photo of Casper.

IV. COMMUNICATIONS:

- A. Commission:
Commission Training will be held in January, a poll will be sent out for availability.

- B. Community Development Director:
Liz Becher introduced Joe Hutchison and Maribeth Plocek as new Commissioners for 2022. Mr. Wingerter and Ms. Johnson will continue with the commission for the next term.

- C. Council Liaison:
Not Present - No Report

- D. OYD and Historic Preservation Commission Liaisons:
No Report

- E. Other Communications:
No Report

Chairperson Frank stated that the next Planning and Zoning Commission meeting will be held Thursday, January 20, 2022.

V. ADJOURNMENT:


Chairperson Frank called for a motion for the adjournment of the meeting. A motion was made by Mr. Feth and seconded by Mr. Wingerter to adjourn the meeting.

All present voted aye. Motion carried.

The meeting was adjourned at 7:15pm.



Chairperson



Secretary

For Immediate Release
February 8, 2022

Contact: Kim Summerall-Wright – CHA Executive Director, 307-266-1388 x 17

CHA breaks ground on Liberty Square Apartments

Casper – The Casper Housing Authority is breaking ground on the Liberty Square Apartments. Casper Housing Authority will hold a groundbreaking ceremony on Friday, February 11, at 10 AM. Attendees are requested to park in the Child Development Center’s Parking lot and then proceed directly East to the groundbreaking site. Located at 1082 S. Beverly St, the Liberty Square Apartments are a 60-unit complex comprising one, two, three, and four-bedroom units. In addition, twenty-five units will house families and individuals through project-based vouchers, while the other 35 units will provide workforce housing, meeting the goals of the Casper City Council. The Liberty Square Apartments was made possible by the City of Casper, WCDA, and HUD.

For more information on the Liberty Square Apartments, please contact Kim Summerall-Wright, CHA Executive Director at 307-266-1388 x17 or kswright@chaoffice.org.

###