

# INFORMATION PACKET

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Friday, May 15, 2020



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We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

## The Grid

A working draft of Council Meeting Agendas

**May 18, 2020**
**Councilmembers Absent:**

<b>Special Work Session Meeting Agenda Items</b>	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Budget Session - Part 1	Direction Requested	2 hours	4:30
Approximate Ending Time:			6:30

**May 19, 2020 Councilmembers Absent:**

<b>Regular Council Meeting Agenda Items</b>	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-meeting-Census					
Pre-meeting Horkin LAD Penalties Discussion					
Pre-meeting- Ramada Plaza Liquor License					
Public Hearing: Ordinance Approving a Municipal Code Text Amendment to Sections 15.02.120 and 15.04.070 Regarding Unsafe Structures and Equipment. 1st Reading		N			
Public Hearing: Approving a Zone Change of Lots 344 and 345, Kenwood Addition Subdivision, from R-2 (One Unit Residential) to C-2 (General Business). 1st Reading		N			
Public Hearing: Vacation and Replat of Lot 1, Block 1, Cemetery Addition, to create the Gorgan Hills Addition Subdivision, comprising 31.52-acres, more or less, generally located south of West 46th Street and east of Moose Street. 1st Reading		N			
Consideration of a Resolution certifying Annexation compliance with Title 15, Chapter 1, Article 4 of the Wyoming State Statutes to determine if the Annexation of the Sontrust No. 1 Addition to the City of Casper complies with W.S. §15-1-402. 1. Resolution. 2. Third reading Ordinance Approving Annexation, and Zoning of the Sontrust No. 1 Addition.		N			
Public Hearing: New Restaurant Liquor License No. 44 for Occasions by Cory, LLC, d/b/a Occasions Entertainment Group, Located at 303 South Wolcott Street.		N			
Text Amendment to Chapter 17.68 of the Casper Municipal Code Pertaining to Gaming/Gambling in the C-4 (Highway Business) Zoning District. 3rd Reading Ordinance			N		
Text Amendment to Chapter 8.40 of the Casper Municipal Code, Pertaining to Litter Control. 2nd Reading			N		
Liquor License Sanctions/Update & Open Container 2nd Reading Ordinance			N		

Authorizing the Filing of Applications with the Federal Transit Administration for the Coronavirus Aid, Relief, and Economic Security (CARES) Act to provide Federal Transportation Assistance Authorized by 49 U.S.C. Chapter 53, Title 23 United States Code, and Other Federal Statutes Administered by the Federal Transit Administration.				C	
Authorizing the Filing of Applications with the Federal Transit Administration for Federal Transportation Assistance Authorized by 49 U.S.C. Chapter 53, Title 23 United States Code, and Other Federal Statutes Administered by the Federal Transit Administration.				C	
Approving Amendment No. 1 to the City of Casper Contract for Professional Services with Nelson/Nygaard Consulting Associates, Inc., for the Mills Main Street Corridor Plan and Study.				C	
Authorizing a Contract for Professional Services with WWC Engineering, in the Amount of \$188,932, for the Midwest Avenue Reconstruction Project – Elm Street to Walnut Street, Project No. 18-066.				C	
Authorizing an Agreement with NORCOSTCO, Inc., in the Amount of \$73,545, for the CEC Theatrical Curtain Replacement, Project No. 19-067.				C	
Authorizing an Agreement with Treto Construction, LLC, in the Amount of \$304,900, for the 2020 Platte River Trails Replacements, Project No. 19-048.				C	
Authorizing an Agreement with Keyhole Technologies, LLC, in the Amount of \$109,970, for the 2020 Inlaid Striping, Project No. 19-036.				C	
Authorizing Change Order No. 1 to the Agreement with Natare Corporation, for 181 Contract Days, for the Paradise Valley Pool and Marion Kreiner Pool Lining, Project No. 18-089.				C	
Authorizing a Funding Agreement with the Natrona County Conservation District the Amount of \$35,000.				C	
Authorizing an Agreement with Crown Construction, LLC, in the Amount of \$320,500 for the 2020 2nd Street Concrete Repairs Project.				C	
Authorizing a Contract for Professional Services with WLC Engineering, Surveying, and Planning, Inc., in the Amount of \$149,400 for the Ridgcrest Zone 2 & 3 Waterline Replacements Project.				C	
Authorizing a Contract Extension for the City of Casper to Host the College National Finals Rodeo for an Additional Five Years.				C	
Accepting a Reimbursement Grant from the Wyoming Office of Homeland Security not to Exceed \$12,409.50 for Purchasing Walk Through Metal Detectors for the Casper Events Center.				C	
Approving the Grant Amendment with the Wyoming Wildlife and Natural Resource Trust.				C	
Authorizing an Amendment to the Lease with Johnson Restaurant Group, Inc., for the Operation of the 19th Hole Restaurant at the Casper Municipal Golf Course.				C	
Authorizing the Acceptance of the Wyoming Office of Homeland Security Grant, in the Amount of \$104,000, for the Purchase of Equipment for Regional Response Team 2.					C
Executive Session - Litigation					

May 20, 2020

Councilmembers Absent:

<b>Special Work Session Meeting Agenda Items</b>	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Class & Comp Final Report	Direction Requested	1 hour	4:30
Recycling Option Followup	Direction Requested	30 min	5:30
Capital Followup	Direction Requested	30 min	6:00
CAEDA and Health Department Funding Followup	Direction Requested	30 min	6:30
Budget Session Followup	Direction Requested	1.5 hours	7:00
Approximate Ending Time:			8:30

May 26, 2020

Councilmembers Absent:

<b>Work Session Meeting Agenda Items</b>	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Meeting Follow-up		5 min	4:30
Agenda Review		20 min	4:35
Legislative Review		10 min	4:55
Council Around the Table		10 min	5:05
Approximate Ending Time:			5:15

June 2, 2020

Councilmembers Absent:

<b>Regular Council Meeting Agenda Items</b>	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Approve May 20 Special Meeting Minutes					
Summary Proposed Budget published in minutes					
Establish Public Hearing - FY 20 Budget Amendment #3	C				
Establish Public Hearing - FY 21 Budget Adoption	C				
Text Amendment to Chapter 8.40 of the Casper Municipal Code, Pertaining to Litter Control. 3rd Reading			N		
Liquor License Sanctions/Update & Open Container 3rd Reading Ordinance			N		
Ordinance Approving a Municipal Code Text Amendment to Sections 15.02.120 and 15.04.070 Regarding Unsafe Structures and Equipment. 2nd Reading			N		
Approving a Zone Change of Lots 344 and 345, Kenwood Addition Subdivision, from R-2 (One Unit Residential) to C-2 (General Business). 2nd Reading			N		
Vacation and Replat of Lot 1, Block 1, Cemetery Addition, to create the Gorgan Hills Addition Subdivision, comprising 31.52-acres, more or less, generally located south of West 46th Street and east of Moose Street. 2nd Reading			N		
Authorizing a Lease to the Casper Area Transportation Coalition, Inc., a Wyoming Non-profit Corporation, for Two Building, the Parking Area, and Adjacent Land at 1715 East 4th Street.				C	
Authorizing a Professional Services Contract with the Casper Area Transportation Coalition, Inc., a Wyoming Non-profit Corporation, for Fiscal Year 2021.				C	

Authorizing a Lease for the use of Certain City-Owned Vehicles to the Casper Area Transportation Coalition, Inc., a Wyoming Non-profit Corporation, for the Transportation of the Elderly, Disabled, and General Public for Fiscal Years 2021-2022.				C	
Authorizing Amendment No. 2 to the Lease Agreement between the City of Casper and the Casper Amateur Hockey Club.				C	
Acceptance of the Department of Justice, BJA FY20 Coronavirus Emergency Supplemental Funding Grant, in the Amount of \$51,875.00.				C	

### Future Agenda Items

Item	Date	Estimated Time	Notes
Parking on the Parkways		30 min	
David Street Station 501(c)(3)		30 min	
Animal Care Ordinance Review			
Meadowlark Park			Spring 2020
Private Operation of Hogadon			
Formation of Additional Advisory Committees			
Golf Course Guidelines			
Wayfinding Plan Implementation	June 23	45 min	

### Staff Items

Limo Amendment			
Health Plan - Residual Balance			After January 2020
Utility Business Plan			After New Year - February
Sign Code Revision			
Wind River Traffic Update			Summer 2020
Community Relations Spec Update		30 min	
TOPOL Addition Release of Zoning Restrictions		10 minute	After June 18

### Future Council Meeting Items

Public Hearing Date - FY 20 Budget Amendment #3	June 16, 2020
Public Hearing Date - FY 21 Budget Adoption	June 16, 2020

### Retreat Items

Economic Development and City Building Strategy
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**From:** Renee Hahn <renee@arajpb-casper.org>  
**Sent:** Monday, May 11, 2020 11:12 AM  
**Subject:** Press Release

FOR IMMEDIATE RELEASE

**On May 18<sup>th</sup> Amoco Reuse Agreement Joint Powers Board (ARAJPB) ADDS ARTWORK BY Betsy Bower, Travis Blankenbaker, and Darry Hume TO the Via Linda Trails.**

ARAJPB has acquired industrial sculptures by local artists, Betsy Bower, Travis Blankenbaker, and Darry Hume. This art work will be placed along the Platte River Commons Trail. ARAJPB's Art Committee chose these three pieces of art to pay homage to the history of this area, also known in the past as The Amoco Refinery.

All three pieces of art are created from metal and will be located on the south side of the river between the Pedestrian Bridge and Railroad Bridge. The artwork will be lit at night as well.

The trail environment needs to be a place of inspiration! Said "Renee Hahn Executive Director of ARAJPB. These artists were chosen to bring a strong sense of beauty and vitality to the trails."

Businesses that have donated their services to this project are as follows:

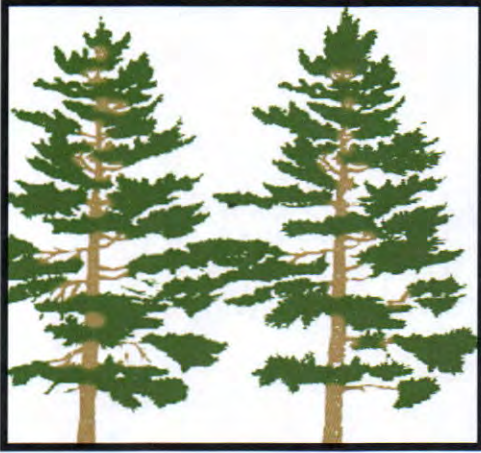
British Petroleum (BP)  
Art 321  
High Country Crane  
CED Distributors  
Short Powerline Services

ARAJPB would like to thank to all these businesses and individuals for their continued support and investment in our community.

A celebration in honor of the art and artists will be hosted at a later date due to Covid-19.

Contact Information:

*Renee Hahn*  
*Executive Director*  
*Amoco Reuse Agreement Joint Powers Board*  
*2435 King Blvd., Suite 249R*  
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# *Casper Mountain Forest Stewardship Association Natrona County Mountain NEWS*

*Spring/Summer 2020*

SPONSORED BY: Casper Mountain Forest Stewardship Association and  
Wyoming State Forestry Division Cooperating

## **Notes from CMFSA President Lisa Evers**

Greetings all. I want to thank all of you who contacted the Natrona County Wildfire Mitigation Project office to start and/or accomplish fuel treatment projects on your property. I know how daunting mitigation can seem when you first start. But, the final outcome is worth the work. Thank you to all who are keeping your property and home, as well as the mountain, safer from forest diseases and fire.

I was very pleased with the turnout for the Casper Mountain Forest Stewardship Day. It was wonderful meeting so many of the mountain residents and landowners. I thoroughly enjoyed it and learned so much. Many of you said you'd like to see something like this event more often. I agree. Thank you to Bryan Anderson, Craig Carlsen, and John Farrell for doing all the hard work that went into planning and coordinating the event.

This summer, at the Trail Center, the memorial tree was planted and the marker placed in honor of Sam Weaver. Without Sam, we wouldn't have the Casper Mountain Forest Stewardship Association. I hope many of you stop by to visit the area of the memorial to quietly contemplate life on the mountain and to thank Sam for everything he did for the Casper Mountain forest. I'd also like to thank the Casper Mountain Fire Department for diligently watering the tree throughout the summer and early fall.

Thank you all for your continued support of the Casper Mountain Forest Stewardship Association. Please spread the word to your neighbors new and old about our organization. I'd love to see this organization continue to grow. I hope to see you at the annual meeting. Have a safe and warm winter.

Lisa Evers, President CMFSA

### **Rescheduled Events**

#### **Annual Meeting Rescheduled**

Due to Covid-19 protocols the Annual Casper Mountain Forest Stewardship Association Annual Meeting originally set for Thursday May 14<sup>th</sup> has been postponed. A tentative date of Thursday, September 10<sup>th</sup>, 7:00 p.m. at the Agricultural Resource & Learning Center, 2011 Fairgrounds Road in the Mills Room. If the meeting would be cancelled, a post card will be sent out before the meeting date. Learn about current forest health issues locally and statewide.

#### **Landowner Field Day Rescheduled**

Due to the uncertainties caused by the Covid-19 virus this year's Casper Mountain Landowner Field Day will be pushed back to later in the summer with a tentative date of Friday August 28<sup>th</sup> at 9:00 am.

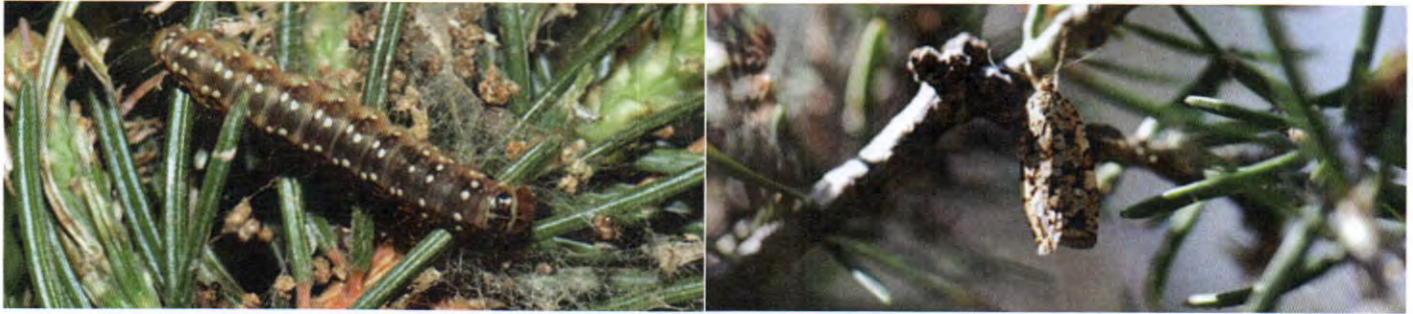
This year's location of the Field Day will be held at a site in the field and will not have an inside component. Restrooms and lunches will be provided. A post card will be sent out before the field day with the exact meeting location and agenda or if the Field Day is cancelled.

Learn hands on about forest health issues affecting Casper Mountain, as well as touring implemented forest and wildland fuels management projects.



# Western Spruce Budworm in Wyoming

by Harrison Brookes, Forest Health Program Manager



With the end of the mountain pine beetle epidemic and spruce beetle damage winding down, State and Federal land management agencies are turning their attention to an increasing insect pest issue, western spruce budworm (WSB). In 2019 Wyoming saw the highest recorded numbers of WSB damage in 20 years (Figure 1). Throughout the state 169,250 acres of damage were recorded, primarily in the southern Bighorn Mountains and on the Bridger Teton National Forest. However other pockets of damage were scattered and are displayed in Figure 2.

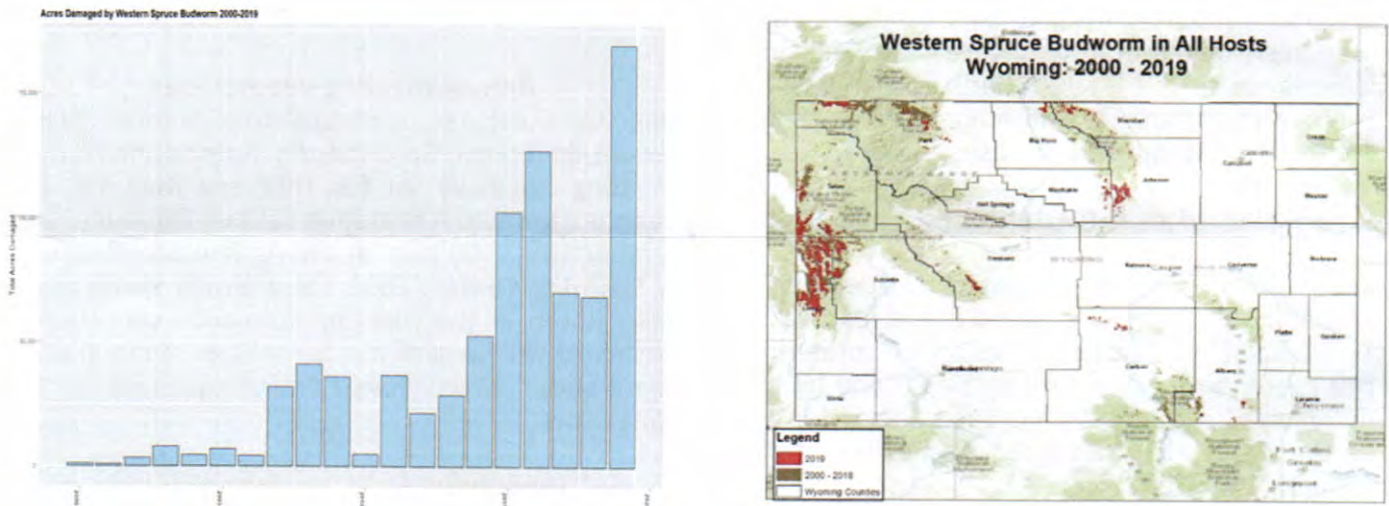


Figure 1 on the left and Figure 2 on the right display western spruce budworm damage recorded by aerial survey flights from 2000 through 2019. Not all areas are surveyed every year. Due to the nature of aerial surveys, this data will only provide rough estimates of location, intensity and the resulting trend information. Areas of damage in Figure 2 have been enlarged to increase visibility and are not to scale.

## Outbreaks

WSB is a native defoliating insect that susceptible tree species have coevolved with over time and have built up resistances to. Mature trees can withstand short periods of severe WSB defoliation (1-2 years) or long periods of light defoliation and fully recover without issue. However, severe defoliation of mature trees over 3+ years often results in decreased growth, reduced seed production, top kill, deformities or mortality.

WSB outbreaks can be cyclic or long lasting with varying levels of damage. Ongoing outbreaks in some areas have been recorded for over 30 years. These areas often experience defoliation which kills pole and sapling sized trees in the understory and reduces growth of over story trees. Many factors contribute to WSB outbreaks including stand structure and composition, climatic conditions, aspect, and forest management. Stands at the greatest risk are high density, south facing with multiple canopies made up of Douglas-fir, sub-alpine fir, and Engelmann spruce.

## Life Cycle

The WSB has one generation per year. Eggs hatch in late summer and then larvae move underneath bark scales to overwinter. They will emerge in late spring and feed on buds and older needles. Feeding produces a reddish orange/brown hue to the branch tips and top of the tree as shown in Figure 3. Once the buds flush, larvae web the new growth together to feed and pupate. After pupating adults will emerge by August.



Figure 3 Damage caused by WSB feeding. Photo: Colorado State Forest Service



Figure 4. Discolored and defoliated Douglas-fir from western spruce budworm feeding, Absaroka Range, northwestern Wyoming. Photo: Kurt Allen 2018

## Forest Management

Management for WSB falls into one of two categories, pesticide application or silviculture treatment. Pesticide applications are effective at reducing population numbers and resulting damage, but will only last 1 - 2 years. After a couple of years population and damage will return to previous levels if more treatments are not conducted. High cost, accessibility and large areas often make pesticide treatments unfavorable in many circumstances.

Silviculture treatments can be used to promote species which are not susceptible to WSB feeding, increase tree vigor, and create less favorable habitat. Stand conversion to more resistant pine trees when possible offers the greatest reduction in WSB damage. Thinning to increase tree vigor provides less favorable food sources for WSB and increases the trees ability to withstand defoliation and potential bark beetle threats. In addition to thinning, stands should be managed to promote single canopy even aged management or mimic stand replacing fires. By removing understory canopies the WSB populations will not be able to increase in the protective environment from the elements and predators. Movement from initial infestations often starts in the upper canopy from wind and adult dispersal then moves to the understory where populations increase. When populations build high enough feeding on mature overstory trees increases and mortality can occur.

## Wyoming State Forestry Division Staff Change

Wyoming State Forestry Division Community Resource Forester, Tara Costanzo accepted the position of Community Forestry Coordinator. Tara's vacant position was reclassified as the Cooperative Assistance Forester. This position was filled this winter by Nina Wajrowski, who started in her new position on February 24<sup>th</sup> of this year. This position assists program managers with various projects within the Cooperative Forestry grant programs.

These Cooperative Forestry Programs include Forest Health, Rural Forestry Assistance, Fuels Reduction and Urban & Community Forestry. Nina will be assisting programs managers, as well as working with districts on various program related projects. Nina came to Wyoming State Forestry Division from Tennessee, where she was a city forester in Jackson. Nina received her bachelor's degree in Forest Resource Management from University of Missouri in Columbia in 2015, since then she had been working on many projects in the natural resources field in Missouri, Minnesota, Wisconsin and Tennessee. She is also currently studying to become an International Certified Arborist. Hopefully many of you meet Nina soon at one of our landowner field days, workshops or meetings.



## Notes from BLM Casper Field Office

### Casper Mountain

The BLM completed the Coal Mountain Juniper treatment in the understory of an Old Growth Ponderosa Pine stand on 50 acres this past year, as well as juniper removal in sage grouse habitat and fuels reduction on 550 acres. An additional treatment will be completed this coming summer for Juniper removal with the wildlife division on 350 acres on Coal Mountain. This community has mixed shrubland and the intent is to release the shrub community for wildlife purposes. This area supports true mountain mahogany, antelope bitterbrush and serviceberry which are all important browse for mule deer. All the shrub species thrive in full sunlight and quickly die-out when shaded. The entire project area is delineated as crucial big game winter range, but also supports a small herd of elk seasonally.

### Muddy Mountain

The Pitch Pine fuels treatment is ongoing in the Muddy Mountain area. This project encompasses 350 acres. The BLM Fire/Fuels crews is performing meadow restoration by removing the trees and shrubs expanding into the meadow. This also creates vegetation diversity in this ponderosa stand for healthier forest and reduces the fuels.

Timber Stand Improvement will occur on Muddy Mountain, as well as firewood sales, and a timber sale in the Natural Area. There will also be a contract to complete archaeological surveys on 500 acres to clear the area for future BLM Forest/Fuels projects.

## Campfire Rules

In the United States, nearly nine out of 10 wildfires are caused by people not being careful. Help Smokey prevent these types of fires by learning to be careful and helping others do the same. Make sure that the grownups building your next campfire follow all the rules below:

- Make sure you are at a site that allows campfires.
- Make sure there are no burn bans and it's not too windy.
- Dig a pit away from overhanging branches.
- Circle the pit with rocks.
- Clear a 10-foot area around the pit down to the dirt, removing anything that could catch on fire.
- Stack extra wood upwind and away from fire.
- After lighting, throw the match into the fire.
- Never leave a campfire unattended; an adult should supervise the campfire at all times.
- Keep a bucket of water and shovel nearby.
- Never put anything but wood into the fire.
- Do not pull sticks out of the fire.
- Do not sit on the fire ring or rocks around the campfire. They will heat up quickly and they'll stay hot for a long time.
- When it's time to put the fire out, dump lots of water on it, stir it with a shovel, then dump more water on it. Make sure it is COLD before leaving the campsite. If it's too hot to touch, it's too hot to leave!

## NFP Cost-Share Practices & Rate Changes

PRACTICE	COST-SHARE%	MAXIMUM Practice Cost	Cost-Share Rate NOT TO EXCEED
Defensible Space	50%	\$4,200/treatment	\$2,100/treatment
Fuel Treatment	50%	\$1,600/acre	\$800/acre
Fuel Breaks	50%	\$1,800.00/acre	\$900/acre

**DEFENSIBLE SPACE**—Thinning, pruning, and fuels removal, as prescribed by the Wildfire Mitigation Plan by a Resource Professional, in a circular area not less than 100 feet from the exterior of a residence or business structure. Defensible Space Rate can also be used for planned construction site of a residence or business structure.

**FUEL TREATMENT**—Thinning, pruning, and fuel removal in areas other than the defensible space described above, as prescribed by the Wildfire Mitigation Plan written by a Resource Professional. Slash shall be removed from the site, chipped or piled for burning.

**FUEL BREAK**—Thinning, pruning and fuel removal in key areas identified by a Resource Professional and Wildfire Mitigation Plan. Key areas being those identified to support wildland firefighting suppression actions. Slash shall be removed from the site, chipped or piled for burning. Fuel breaks shall be at least three contiguous acres in area to qualify.

Landowner may hire a contractor or complete the work themselves. Records are to be kept of landowner in-kind hours and are to be turned in to the County Firewise Program upon completion of the practice.

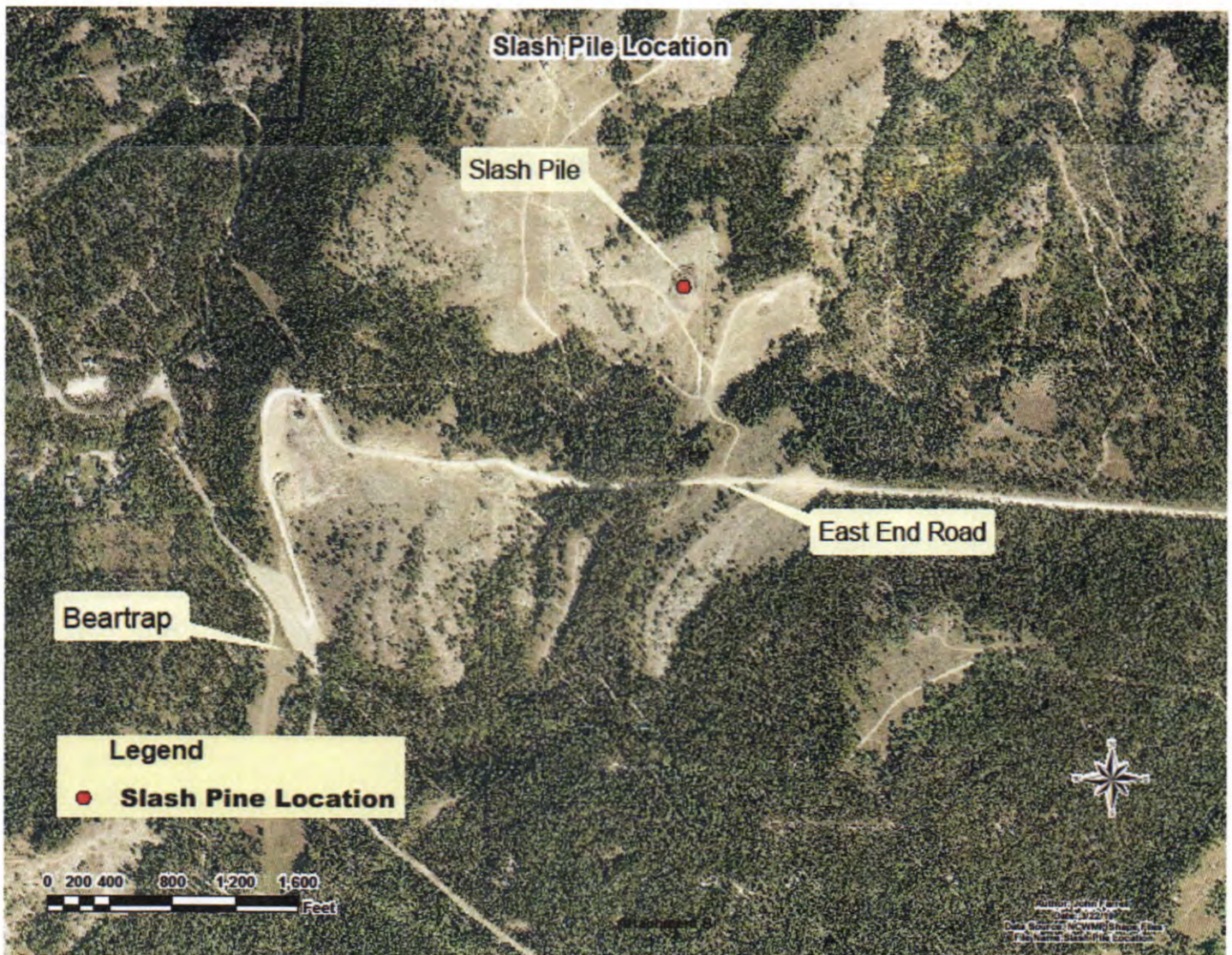
Contact the Natrona County Firewise Office at (307) 234-6116 to schedule an appointment for developing a Defensible Space Plan for your property.

## Casper Mountain Slash Pile

With the onset of even dryer weather conditions, we no longer have the opportunity to dispose of slash by burning on site. Due to the attraction of Ips Beetles to green slash throughout the spring and summer months, it is not a wise practice to leave green slash on the property. The Casper Mountain Slash Pile is available to those wishing to dispose of slash. This is being provided as a courtesy by the Natrona County Roads, Bridges, and Parks. We would like to review a few courtesy guidelines pertaining to this slash pile:

1. No "trash" items, especially those which do not burn or which produce toxic fumes.
2. No items with nails or other objects which can puncture tires.
3. No stumps, these often do not burn up and can be a problem if they smolder and snow cover disappears.
4. Pile from the inside of the pile, outward. Piling along the edge of the pile, prohibits others from utilizing the pile.
5. Please try and keep the pile as tight and compact as possible as loose piles do not burn well.
6. Please follow these guidelines and remember that this is a community SLASH pile.

Thank you to the Natrona County Roads, Bridges, and Parks for the use of the site and the maintenance of the slash pile.



# Casper Mountain Fire Department

Greetings,



What a late fall and winter the mountain had! Starting off with over five feet of snow in October then again in November, we broke the snowfall record for February and still have the spring storms yet to come. We may very well break long standing records for snowfall. Then we had the winds!

As I've driven around the mountain I've noticed many trees that have blown over or broken off and are leaning on other trees from the heavy snow and wind combination. If you have these trees on your property, please remove them, or have them removed and take the debris to the slash pile. As all the snowpack melts it will also make removal brush close to you home easier.

In November Casper Mountain Fire District (CMFD) responded to two structure fires. I would like to thank our mutual aid partners, County 7 & 13 and City Fire Station 2 for their assistance. Please remember even in the winter, if possible, fire apparatus still need sixteen feet of width to maneuver safely. Also since our temperatures plunged into the negative numbers in October, we all started burning wood and pellets earlier and longer than usual. Please clean or have a company check and clean your chimney's pipes and stoves.

The CMFD will started weekly training in March, on Tuesday nights, at 7:00 PM at Station 14. If joining the department has ever crossed your mind, please stop by the station. As residents and landowners, we should have a vested interest in protecting the mountain.

Hope you all have a safe and wonderful spring and summer.

Lisa Ever, CMFD Chief


 We've had several requests for an e-mail version of our newsletter. If you are interested in being added to our e-mail list, please indicate so on the back page of this newsletter when sending in your annual dues or by contacting us via e-mail at:

[Caspermfsa@gmail.com](mailto:Caspermfsa@gmail.com)

Please indicate if you would like to receive both a copy through the mail and e-mail when contacting us.

## Sam Weaver Memorial Tree Planting and Monument Dedication

On Saturday July 20<sup>th</sup> of last year family, friends and agency cooperators gathered at the Natrona County Park on Casper Mountain near the Nordic Ski Lodge to plant a memorial tree and dedicate a memorial plaque in honor of Sam Weaver. Sam was a lifelong resident of Casper Mountain and strived his whole life to protect and improve the health of Casper Mountain's forest lands. Sam wore many hats during his life including wildland firefighter, President of the Casper Mountain Fire Department board, President of the Casper Mountain Forest Stewardship Association board, Program Coordinator of the Natrona County Firewise Program and represented private forest landowners on various state level boards and committees, to name a few. Sam also worked for Natrona County Extension Service and served as the Director of Natrona County Parks before finding his real passion as a teacher.

The Casper Mountain Forest Stewardship Association wanted to honor Sam for all his years of service to the mountain and it's landowners with a memorial tree and plaque. A 5 foot tall Englemann spruce was planted, which was one of Sam's favorite trees and grows naturally in the riparian areas on Casper Mountain.

A small light gray monument with the inscription "In Memory of Sam Weaver Lifelong member of Casper Mountain Fire and Champion of Forest Management" was placed and dedicated. The tree and plaque are located approximately 500 feet northwest of the Nordic Ski Lodge between Casper Mountain Road and a main ski/hiking trail near the sign commemorating the first Casper Mountain Arbor Day Planting.

A special thank you to Joe Gillum of Natrona County Parks, who dug the planting hole and brought in extra dirt for the tree planting, as well as Casper Mountain Fire Department for watering the tree weekly until the snows came.



The Weaver Family with the planted memorial tree & plaque.

## In Memory of Pat Evans & Mike Bullard

Two longtime boards members of the Casper Mountain Forest Stewardship Association have passed away. Pat Evans and Mike Ballard were longtime active members of the CMFSA board. Both Pat and Mike were very dedicated to the association and its' mission to promote forest health while educating forest landowners not only on Casper Mountain, but statewide. They both were eager participants in past Casper Mountain Arbor Day plantings, Mountain Pine Beetle preventive spraying program and equipment maintenance and any other program the association was involved in over the past 35 plus years. They will surely be missed.

To honor their memory the association will be making a \$50 donation to Jason's Friends in the name of Pat Evans and a \$50 donation to the Senior Center in the name of Mike Bullard.

## Fireplace Cleaning Tips

Your fireplace needs regular care and cleaning to assure a safe and efficient fire. Creosote, a flammable tar-like substance that accumulates in the chimney and flue, should be removed by a professional, eliminating the worry of at least one potential fire hazard.

Give your fireplace and its accessories routine cleaning throughout the wood-burning season to eliminate an accumulation of soot, ashes, and creosote tars.

Here are several cleaning suggestions:

- Vacuum or dust the hearth area weekly to prevent dust and soot buildup. Do not sweep or vacuum until all the embers have been extinguished for at least 12 hours.
- Burn only seasoned, well-dried wood to minimize dangerous creosote buildup.
- Inspect the firebox, flue, and chimney annually for creosote accumulation.
- Do not use water to drown a fire unless there is an emergency. It will make a paste of the ashes, which is difficult to remove.
- Never use an abrasive cleanser inside the fireplace. Many leave a flammable residue.
- When cleaning your fireplace, sprinkle damp coffee grounds over the cooled ashes to keep down the dust.

With those tips in mind, let's go into more detail about cleaning the different parts of your fireplace:

### The Firebox

- The firebox is the area that contains the fire; it is commonly constructed of either metal sheeting or firebrick. Since the heat of the fire keeps the firebox clean, very little upkeep is required.
- Gently scrub the walls of the firebox opening with a stiff-bristle brush (not a wire brush) only to the height of the lintel (the heavy steel brace that supports the masonry above the fireplace opening).
- Be gentle with firebrick because it crumbles easily. Be careful not to bend any edges on a metal firebox where it joins the flue. Bent edges leave openings to the wall stud or supports where fire could spread.
- If your fireplace does not have an ash pit or box, shovel the bulk of the ashes into a bag and vacuum the remaining lightweight ashes.

### The Fire Screen

- Most fire screens are black painted metal, but if your screen is brass-plate, clean it as you would other brass objects.
- To clean painted fire screens, mix 1/2 cup vinegar and 1 gallon warm water. Add 1 teaspoon ammonia. Dip a cloth into the solution, and wipe down both sides of the screen. Rinse with a cloth dipped in clear, warm water.

### Glass Enclosures

- Glass enclosures for the fireplace are constructed of tempered glass. Clean the glass facing the fire after every other fire to remove the residue of soot.
- For baked-on soot, scrape the glass very carefully with a glass scraper to avoid scratching the surface.
- To remove smoke stains, mix 1/2 cup vinegar with 1 gallon clear, warm water. Add 1 tablespoon clear ammonia. Either spray this solution on the glass or wipe it on with a cloth dipped in the solution. Rinse with clear, warm water, and dry with a clean cloth.



Renee Jordan-Smith Ex Assist City Manager  
200 N David St  
Casper WY 82601-1815



**Please do not forget to pay your dues!**

New Member \_\_\_ Renew Member \_\_\_

Name \_\_\_\_\_

Permanent Address \_\_\_\_\_

\_\_\_\_\_ Zip Code \_\_\_\_\_

Mountain Address or Property Location \_\_\_\_\_

\_\_\_\_\_ Zip Code \_\_\_\_\_

Phone (home) \_\_\_\_\_ (work) \_\_\_\_\_

Name of spouse \_\_\_\_\_

Are you a landowner? Yes \_\_\_ No \_\_\_ Is your spouse? Yes \_\_\_ No \_\_\_

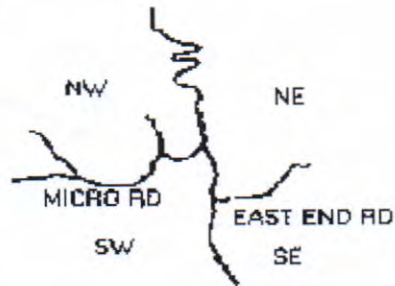
**ANNUAL MEMBERSHIP \$15.00** (January 1 to December 31)  
Please attach check payable to: (contributions are tax deductible)

**Casper Mountain Forest Stewardship Association**  
P.O. Box 281

Casper, WY 82602-0281 Receipt Requested: Yes \_\_\_ No \_\_\_

I would like my newsletter sent by: \_\_\_ Mail \_\_\_ e-mail \_\_\_ Both \_\_\_

My e-mail address is: \_\_\_\_\_



In what division is your land located?

- |    |                          |                  |                          |
|----|--------------------------|------------------|--------------------------|
| NW | <input type="checkbox"/> | Rattlesnake Mtns | <input type="checkbox"/> |
| SW | <input type="checkbox"/> | South Bighorns   | <input type="checkbox"/> |
| NE | <input type="checkbox"/> | Muddy Mountain   | <input type="checkbox"/> |
| SE | <input type="checkbox"/> |                  |                          |



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

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

**Board  
Members:**

H. H. King, Jr.,  
Chairman

Larry Keffer,  
Vice-Chairman

Ken Waters,  
Secretary

Paul Bertoglio,  
Treasurer

Steve Cathey

Steve Freel

Mike Huber

Charlie Powell

**REGULAR JOINT POWERS BOARD MEETING AGENDA**

**Tuesday                      May 19, 2020                      11:30 a.m.**

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

1. Announcements
2. Approve Minutes – April 21, 2020 \*
3. Approve Vouchers – May 2020 \*
4. Approve Financial Report – April 2020 \*
5. Operations Update
6. Public Comment
7. Old Business
  - a) Other
8. New Business
  - a) Consider Change Order No. 5 with HOA Solutions for the WTP SCADA Improvements Project No. 17-038 in the amount of \$9,710 \*
  - b) Consider Budget Reallocation for Legal Expenses in the amount of \$20,000 \*
  - c) Discuss FY2021 Preliminary Wholesale Water Rate Model \*
  - d) Other
9. Chairman's Report

**Next Meeting: Regular JPB Meeting – June 16, 2020**

***\*Indicates Attachment***



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

**MEETING PROCEEDINGS**

April 21, 2020

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, April 21, 2020 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 and Freel. Board Members Huber and Powell were absent.

**City of Casper –** Cathey, Freel, Andrew Beamer, Bruce Martin, Brian Schroeder, 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.; Mark Pepper – Wyoming Association of Rural Water Systems

The Board meeting was called to order at 11:32 a.m.

1. In Announcements, as the meeting is being conducted by video conference, Ms. Brown

took roll call as follows:

Chairman King – By Phone/Video  
Vice-Chairman Keffer – By Phone/Video  
Secretary Waters – By Phone/Video  
Treasurer Bertoglio – By Phone/Video  
Board Member Cathey – By Phone/Video  
Board Member Freel – By Phone/Video  
Board Member Huber – Absent  
Board Member Powell – Absent  
Mr. Chapin – In Person  
Mr. Beamer – By Phone/Video  
Mr. Martin – In Person  
Mr. Schroeder – In Person  
Ms. Brown – In Person  
Mr. Mark Pepper – By Phone/Video

Mr. Martin announced that Mr. Mark Pepper with Rural Water will be added to the agenda under Item 7 a.

Mr. Martin asked the Board Officers to stay on the line after the meeting to schedule times with Ms. Brown to sign various documents.

2. Chairman King asked for a motion to approve the minutes from the March 17, 2020 meeting. A motion was made by Secretary Waters and seconded by Vice-Chairman Keffer to approve the minutes from the March 17, 2020 meeting. Motion put and carried.
3. Mr. Martin informed the Board that one additional voucher was added to the voucher listing; voucher 8145 for Great Plains Structures in the amount of \$30,637.50 for the Wardwell Tank Repairs. 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 April 2020 vouchers. A motion was made by Board Member Cathey and seconded by Secretary Waters to approve the April 2020 voucher list to include voucher numbers 8134 through 8145 in the amount of \$620,237.22. Motion put and carried.

4. Mr. Martin asked the Board to reference the Gallons Produced table in the agenda packet. Mr. Martin stated that production for March 2020 was 164 MG, which is 2 MG more than the five-year average of 162 MG. Mr. Martin stated that year-to-date production is 2.81 BG, which is approximately 48 MG more than the five-year average of 2.76 BG.

Mr. Martin asked the Board to reference page 2 of the monthly compilation. Mr. Martin stated that Water Sales is \$5,421,147, which is \$605,976, or 12.6% more than last year due to the rate increase and slightly above average water sales.

Mr. Martin stated that Total Operating Expenses are 1% less than last fiscal year. Mr.

Martin stated that Total Operating Expenses are bouncing just above, to just below what expenses were last year.

Chairman King asked for a motion to approve the March 2020 Financial Report as presented. A motion was made by Secretary Waters and seconded by Vice-Chairman Keffer to approve the March 2020 Financial Report as presented. Motion put and carried.

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

Mr. Schroeder stated that the SCADA contractor is on site and is pulling fiber optic cable from the Raw Water Building to the WTP, approximately 1,500 feet. Mr. Schroeder stated that there were some issues with the utility vaults they are working in flooding, but that has been taken care of and things are going well.

Mr. Schroeder stated that the rehabilitation of two wells, Casper 22 and Morad 5, by Watson Well Service, started this week and will go into next week. Mr. Schroeder stated that the rehabilitation of the wells will hopefully increase their groundwater production.

Mr. Schroeder stated that the Operators ran the Surface Water through to the high service pumps with the new SCADA system. Mr. Schroeder stated that there were still a few issues with the new SCADA, but it is going well. Mr. Schroeder stated that the issues with the SCADA not working quite right with the surface water plant were anticipated and the contractor is getting them worked out.

Mr. Schroeder stated that the Water Distribution staff has been working on replacing the Ozone Contactor drain valves, which are fifteen feet deep near the Ozone Tower. Mr. Schroeder stated that one drain valve has been replaced, and the other should be completed today. Mr. Schroeder stated that once the drain valve replacement is completed there will be some plumbing issues to take care of, and then the system will be flushed.

Mr. Schroeder stated that due to COVID-19, neither the public, nor other City staff is allowed in the WTP. Mr. Schroeder stated that this change is to try to keep the Operators healthy so they can run the WTP.

Mr. Schroeder stated that Mr. Conner is not in attendance today and asked him to give the Transmission System Update.

Mr. Schroeder stated that the rebuilt motor for Pioneer Booster Station has been installed and aligned.

Mr. Schroeder stated that Great Plains will be doing a leak test on the roof of the Wardwell Zone IIIB water storage tank today.

Mr. Schroeder stated that Distribution staff cleaned out one each of the Actiflo and backwash lagoons.

Mr. Schroeder stated that Distribution staff is doing spring cleanup at the boosters, and they also built ramps for the well rehabilitation contractor.

Vice-Chairman Keffer asked how the test on the Emergency Power Generator turned out. Mr. Schroeder stated that the test failed. Mr. Schroeder stated that the contractor wanted to redo the test a few weeks ago, but the people from Florida couldn't travel back to Casper because of the COVID-19 restrictions.

6. There was no Public Comment. Mr. Martin stated that a conference line was set up for the public to be able to call in and listen to the meeting, but there were no requests from the Public to listen the meeting.

7. In Old Business:

a. The time was turned over to Mr. Mark Pepper, Executive Director for the Wyoming Association of Rural Water Systems. Mr. Pepper stated that calls may be received from a company that has a robot they want to put in the wastewater facilities to test and see if there is COVID-19 in the wastewater. Mr. Pepper stated that Pinedale, Cody, and a few other communities have been contacted. Mr. Pepper stated that Jackson has agreed to the test. Mr. Pepper stated that the company has not been very forthcoming with how they are going to utilize the information, so he cautioned the Board about using this service.

Mr. Pepper stated that Wyoming Rural Water Association, in concert with the National group and the Senate Environment Public Works Committee is working on the fourth stimulus. Mr. Pepper stated that a survey was sent out to the Rural Water members about a week or so ago looking at the economic injury aspect of water systems. Mr. Pepper stated that he was pleased to see the production increase for the Board as a lot of places in the country are not seeing an uptick in water usage, they are seeing usage go down due to the closures of restaurants and other businesses. Mr. Pepper stated that it is anticipated that water systems will have a revenue loss due to customers not being able to pay their bill. Mr. Pepper stated that a stimulus is being created that local governments and special districts will have access to in order to fill revenue gaps. Mr. Pepper stated that some states have passed legislation to place a moratorium on shut-offs, waiving late fees, etc. Mr. Pepper stated that in those states, people just quit paying their bill and the utilities are having cash flow issues. Mr. Pepper stated that this is part of what is being worked out with Congress for the economic injury stimulus for government's revenue losses.

Mr. Pepper stated that it has been approximately a couple of years since the Board had the cryptosporidium hit on a river sample, with no hits before, or after. Mr. Pepper stated that the aspects of the EPA requiring or suggesting being very expensive. Mr. Pepper stated that he works very closely with EPA Region 8 as well as with DEQ and others, and two other places in the State have similar types of issues going on. Mr. Pepper stated that as of late last week, the EPA accepted a watershed management plan, which is basically additional monitoring. Mr.

Pepper stated that the watershed management plan was accepted as a remedy by the EPA instead of Options 1 and 2, which were millions of dollars.

Mr. Pepper stated that the Star Valley area is fed by natural springs, but EPA has made springs their new target and want the towns to get rid of the springs and go to wells. Mr. Pepper stated that a meeting was held with the mayors, Governor, and DEQ engineers and they were able to stop EPA from going forth with this in Afton.

Mr. Pepper stated that work is being done with Congress on the Safe Drinking Water Act and the Clean Water Act on anomaly testing. Mr. Pepper stated that under EPA guidance, additional filtration and other remedies are required for anomalous tests under the current rules. Mr. Pepper stated that it is felt that additional testing should be the requirement until a testing trend is established. Mr. Pepper encouraged the Board to push back on EPA to just do additional testing since nothing has been found in the wellfield or the distribution system. Mr. Pepper stated that the Board could work with Todd Parfitt, Kevin Fredrick, Rich Cripe, and DEQ and ask for their assistance in addressing EPA and utilizing some of their expertise.

Treasurer Bertoglio asked if there is legislation that Senator Barrasso is trying to get out to address anomalous test results. Mr. Pepper stated that legislation is being worked on. Mr. Pepper stated that there is legislation being worked that aims to add a remedy for additional testing before going forth with other remedies under the Clean Water Act and Safe Drinking Water Act. Mr. Pepper stated that he is in the process of reviewing 462 pages of a bill for a hearing today and tomorrow.

Chairman King thanked Mr. Pepper for sharing this information.

b. There was no Other Old Business.

8. In New Business:

a. Mr. Martin stated that it is the time of year for the Choice Gas selection. Mr. Martin asked the Board to reference the Choice Gas information spreadsheet that was compiled by Ms. Brown. Mr. Martin stated that the spreadsheet shows that most of the fixed rates are higher than the Pass-On Rate. Mr. Martin stated that the Board has gone with the Pass-On Rate for many years. Mr. Martin turned the decision for the Choice Gas Selection over to the Board.

Treasurer Bertoglio stated that he recommends the Pass-On Rate as the Index Rates use an add-on for their profit margin. Treasurer Bertoglio stated that the Choice Gas Program has been going for a long time, and since that time, the Pass-On Rate has had a savings range of 14% - 71% over the fixed rates, except for during the 2013 - 2014 year when the Pass-on Rate was 5% more. Treasurer

Bertoglio stated that the Index Rates are priced per month, and fluctuate with the CIG. Treasurer Bertoglio stated that the Pass-On Rate has worked very well.

Chairman King stated that he would abstain from voting on the Choice Gas Selection as he is the Chair of Wyoming Community Gas.

A motion was made by Vice-Chairman Keffer and seconded by Board Member Freel to continue with the Pass-On Rate for the 2020 Choice Gas Selection. Motion put and carried.

- b. Mr. Martin stated that at the meeting last month, capital projects for the FY21 budget were discussed. Mr. Martin stated that today the preliminary budget will be discussed, next month the Wholesale Water Rate model will be discussed, and then in June the Board will consider and approve the final budgets and wholesale water rate.

Mr. Martin informed the Board they could ask questions any time during the discussion of the WTP Operations and Agency budgets.

Mr. Martin stated that only critical and higher dollar line items will be discussed. Mr. Martin stated that many Operations Budget line items will be status quo, or close to the FY20 budget.

Mr. Martin stated that the new and replacement capital expenditures in the Agency Budget generally follow the WTP Capital Improvement Plan (CIP). Mr. Martin stated that there have been many projects added to the CIP following the WTP Facilities Plan and from staff recommended projects.

Mr. Martin reviewed the following preliminary budgets:

### **WTP Operations Budget**

#### **Personnel Services**

- a) Personnel Costs - \$1,061,622 – This represents a decrease of \$24,524 over the FY20 budget. The decrease is mainly due to no COLA or one time bonuses budgeted for FY21.

Treasurer Bertoglio asked if the City is expecting an increase to the Health Insurance. Mr. Martin stated that the City is expecting a little bit of an increase to the Health Insurance.

#### **Materials and Supplies**

- a) General Supplies and Materials - \$125,500 – This represents an increase of \$19,715 over the FY20 budget. The General Supplies and Materials line



includes office supplies, safety equipment, machinery supplies, booster station supplies, well field supplies, and laboratory supplies. The majority of the increases in this line include \$17,000 for booster station supplies (pump rebuild at Wardwell Booster) and \$2,500 for safety supplies (OSHA compliance).

- b) Chemicals - \$750,000 – This amount is unchanged from the FY20 budget. This line item was increased by \$120,000 in FY17. Current projections show that, even with a slight increase in chemical costs, \$750,000 is sufficient.
- c) Postage and Printing - \$1,950 – This is a \$250 increase over the FY20 budget.
- d) Electricity - \$855,500 – This represents a \$740 increase over the FY20 budget. Electric usage is greatly dependent upon summertime water sales.
- e) Natural Gas - \$50,000 – This amount is unchanged from the FY20 budget.
- f) Bulk Fuel - \$10,000 – This amount is unchanged from the FY20 budget. This fuel is for the Emergency Generator.
- g) Maintenance/Repair (non-contract) - \$50,000 – This amount is unchanged from the FY20 budget.
- h) Employee Uniforms - \$1,000 – This amount is unchanged from the FY20 budget.

#### Contractual Services

- a) Professional Services - \$8,000 – This amount is unchanged from the FY20 budget. This line is used for instrumentation and controls maintenance and repairs.
- b) Maintenance Agreements - \$28,400 – This represents a decrease of \$2,650 from the FY20 budget. This line item covers agreements with outside service providers for such items as HVAC, instrumentation, elevator, chiller, chloramine analyzers, fire sprinkler system, and work order system that are beyond the expertise and/or certification of the WTP staff. The fire sprinkler system testing was over budgeted last year.
- c) Lab Testing - \$46,500 – This amount is unchanged from the FY20 budget.
- d) Laundry and Towel Service - \$2,000 – This represents a decrease of \$500 from the FY20 budget as there are less floor mats.
- e) Interdepartmental Services - \$399,938 – This is an increase of \$129,437 from the FY20 budget. This line item covers the salary and benefits for two Utility Workers assigned to Water Distribution but paid by the WTP Operations Budget. Also covered in this line are costs associated with Information

Technology, Finance, Human Resources, City Council, City Manager, and City Attorney services. Mr. Martin stated that this amount is paid to the City General Fund.

Treasurer Bertoglio asked why there is such a large increase in this line item. Mr. Martin stated that Mr. Pitlick and Mr. Condelario with the City Finance Department said there is a large increase in the General Fund, and this is the WTP share. Treasurer Bertoglio asked Mr. Martin to request a breakdown so it can be reviewed by the Board. Mr. Martin stated that he has requested a breakdown but has not received it yet. Mr. Martin stated that as soon as he receives the breakdown, he will share it with the Board.

#### Other Costs

- a) Travel/Training - \$4,000 – This amount is unchanged from the FY20 budget.
- b) Insurance & Bonds - \$27,359 – This is a \$5,260 decrease from the FY20 budget. This line item covers liability insurance, etc. for the eleven WTP employees who are City of Casper employees. Mr. Martin stated that this figure came from City Finance.
- c) Advertising - \$900 – This amount is unchanged from the FY20 budget.
- d) Dues and Subscriptions - \$1,200 – This amount is unchanged from the FY20 budget.

#### Utility Costs

- a) Communication - \$2,200 – This amount is unchanged from the FY20 budget. This is for telephone, internet access, and email services.
- b) Refuse Collection - \$40,000 – No change from the FY20 budget. This line item is mainly for sludge disposal. The two backwash water ponds and the two Actiflo sludge ponds are cleaned yearly.
- c) Sewer - \$400 – This represents an increase of \$100 over the FY20 budget.

#### Summary

This budget is a break-even budget in that it covers reimbursement to the City from the Regional Water System for operation, maintenance, and management of the Regional Water System.

The FY21 Operations Budget is 3.5% greater than the FY20 Operations Budget. In large part, the increase is a result of increased booster station supplies (Wardwell Booster), interdepartmental costs, and a slight increase in electricity costs.

## CWRWS Agency Budget

### Revenue

- a) Water Rate Revenue - \$7,319,864 – This reflects an increase of \$213,353 over the FY20 budget. These revenues are proportioned to each wholesale entity based on the July 2018 – June 2019 percentage of RWS production based on a five-year average of total RWS production. Mr. Martin stated that this includes a 5% rate increase to be discussed at the May Board meeting.
- b) Interest on Investments - \$80,000 – This is an increase of \$10,000 from FY20 based on data from previous years. Mr. Martin stated that he expects this line item amount to change due to the current state of the economy because of the COVID-19 pandemic.
- c) System Development Charges - \$245,000 – This amount is unchanged from the FY20 budget.

### Personnel Services

None – The RWSJPB contracts with the City for all management, operation, and maintenance of the Regional Water System. Personnel costs are included in the WTP Operations Budget.

### Contractual Services

- a) Consulting Fees - \$15,000 – This amount for outside consulting work is unchanged from the FY20 budget.
- b) Legal Fees - \$30,000 – This amount is unchanged from the FY20 budget.
- c) Accounting & Auditing - \$32,000 – This amount is unchanged from the FY20 budget and is based on the Audit Engagement Agreement with Skogen, Cometto & Associates P.C. for Auditing Services for FY2019 and FY2020.
- d) Insurance & Bonds - \$100,000 – This is an increase of \$2,456 from the FY20 budget.
- e) Travel & Training - \$2,000 – This amount is unchanged from the FY20 budget.

### Debt Service

- a) Principal Payments - \$2,144,286 – This reflects the Principal for the City Loan to the RWS which occurred in FY12, two WWDC loans, and four DWSRF loans per the amortization schedules:

• City Loan	\$1,429,176
• WWDC (New Construction)	\$ 348,434
• WWDC (Rehabilitation)	\$ 111,281
• DWSRF Loan #115 (Emergency Power)	\$ 98,583
• DWSRF Loan #129 (Zone IIB Imp.)	\$ 23,624
• DWSRF Loan #153 (Backwash Tank)	\$ 68,367
• DWSRF Loan #213 (PLC/SCADA)	\$ 64,822

b) Interest Expense - \$441,361 – This reflects the interest expense for the City Loan to the RWS, two WWDC loans, and four DWSRF loans per the amortization schedules:

• City Loan	\$106,349
• WWDC (New Construction)	\$147,496
• WWDC (Rehabilitation)	\$ 47,106
• DWSRF Loan #115 (Emergency Power)	\$ 53,942
• DWSRF Loan #129 (Zone IIB Imp.)	\$ 11,247
• DWSRF Loan #153 (Backwash Tank)	\$ 37,408
• DWSRF Loan #213 (PLC/SCADA)	\$ 37,813

Capital – New

a) Buildings - \$150,000 – Filter Monorail Hoist Safety System – This project will install a hoist safety system for confined space entry into the filters for maintenance. This is an OSHA requirement.

b) Improvements Other Than Buildings - \$302,000:

- Plant Landscaping - \$20,000 – This project will install an irrigation system and landscaping at the WTP.
- Groundwater Well Variable Frequency Drives - \$32,000 – This project will be to install VFD’s on five ground water wells to allow for optimized flow control directly from the WTP control room.
- North Platte River Restoration - \$250,000 – Treasurer Bertoglio stated that he spoke to Ms. Martinez a few days ago and she stated that the River Project doesn’t need these funds this upcoming fiscal year. Treasurer Bertoglio stated that he explained to Ms. Martinez the capital needs at the WTP and how this will affect the wholesale water rate.

c) Light Equipment - \$10,000 – Shop Tools and equipment needed for in-house WTP maintenance and repair.

Capital – Replacement

a) Buildings - \$260,000 – This includes the following;

- Security - \$15,000 – This is an on-going project that includes the installation of security equipment including entrance gate upgrades, door-card access system, and several fixed, PTZ, and long-range cameras, external light replacements, and fire alarm installations. This line item will be used for additional security upgrades and door replacements at the Raw Water and Ozone buildings.
- Roof Replacement - \$225,000 – This is to replace the roofing systems over the filter gallery that are currently leaking.
- Coating System Rehabilitation - \$20,000 – This will be for building and external pipe recoating.

b) Improvements Other Than Buildings - \$1,402,000 – This includes:

- Major Equipment Replacements - \$100,000 – This is for unanticipated equipment and valve replacements during the year. WTP and/or wellfield equipment will fail unexpectedly needing immediate replacement or renovation. Mr. Martin stated that the increase is due to critical valve replacements.
- Groundwater Well Turbidimeter Replacement - \$30,000 – The RWS has 29 wells. Turbidimeters on each well were a requirement of EPA for their approval of Riverbank Filtration as a GWUDI alternative filtration technology in 2005. The existing turbidimeters are no longer supported by the vendor and replacement parts are difficult to obtain.
- Well Pumps - \$45,000 – This will purchase three spare well pumps for the wellfield.
- Mag Meter Replacements - \$50,000 – There are multiple mag meters throughout the RWS that are failing and/or are no longer supported.
- Well Rehabilitation - \$350,000 – The RWS has 29 wells in the Ft. Caspar and Dempsey Acres wellfields. Every two to three years monies are allocated to rehabilitate two wells to achieve higher yields and clean the well screens of incrustation.
- Pipe Restraint - \$16,000 – This project is to install pipe restraints on plant piping where movement has been identified.
- Actiflo Hydrocyclone Improvements - \$56,000 – This project is to refurbish the Actiflo Hydrocyclone system.
- Ozone Heat Rejection and Cooling Water Pump Replacements - \$33,000 – There are three heat rejection, and three cooling water pumps on the ozone system. This will be a three year project to replace one of each pump per year.
- Raw Water Switch Gear and VFD Replacements - \$200,000 – This will replace the electrical switchgear in the raw water pump station as well as add VFD's for pump control. This project has been re-budgeted from FY20.
- Ground Water High Service Pump VFD Replacement - \$100,000 – This will replace the existing 20 year old VFD. This project has been re-budgeted from FY20.

- HVAC System Chiller Replacement - \$180,000 – This project is to replace the chiller unit and failing pumps and valves on the WTP building HVAC system. This project has been re-budgeted from FY20.
- Gravity Filter Particle Counter Replacements - \$30,000 – This project is to replace the six existing particle counters that have failed.
- Gravity Filter Level Indicators - \$15,000 – This projects is to replace the six existing level indicators that have failed. This upgrade will aid in optimizing filter performance.
- GW System Hydrogen Peroxide Pumps and VFD's - \$10,000 – This project is to upgrade the hydrogen peroxide system with new pumps and VFD's.
- Wardwell Tank Lining - \$175,000 – This project is to spray line the floor and walls of the Wardwell Tank to seal existing leaks and prevent future leaks.
- West Hypo Tank Repairs - \$6,000 – This project is to make repairs to the fiberglass sodium hypochlorite tank that is leaking.
- Actiflo Poly Line Replacement - \$6,000 – This project is to replace the Actiflo PVC polymer lines with stainless steel lines and supports.

c) Light Equipment - \$100,000 – This project is to replace the F-450 Service Truck to include a crane and snowplow.

d) Technologies - \$6,000 – Computer replacements at the WTP.

Mr. Martin stated that the capital projects list has \$800,000 to \$1 M of projects that will either necessitate a rate increase, or projects will have to be put off to future years, or funds will have to be used from Reserves. Mr. Martin stated that this list will most likely be revised; projects have already been identified that could be moved out to future years, including the River Restoration Project and the Wardwell Tank Lining Project. Mr. Martin stated that staff will do their best to trim down the capital project list.

Mr. Martin stated that the FY21 capital budget is aggressive and close attention will have to be paid to the cash flow as the fiscal year progresses as there may be difficulties with revenue as mentioned by Mr. Pepper.

Mr. Martin stated that he will have a couple of different options for the rate model at the Board meeting next month.

Chairman King thanked Mr. Martin for his hard work on the preliminary budget and for keeping the Board informed of what is going on.

c. In Other New Business, Mr. Martin thanked the Board for meeting by video/phone in order to protect the WTP staff from the COVID-19 virus.

9. In the Chairman's Report, Chairman King stated that the next regular meeting will be held on May 19, 2020. Chairman King stated that the Board would be informed if the May meeting will be held in this same manner with the video/phone.

A motion was made by Board Member Cathey and seconded by Treasurer Bertoglio to adjourn the meeting at 12:34 p.m. Motion put and carried.

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Chairman

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Secretary

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

**UNAPPROVED VOUCHER LISTING  
May 13, 2020**

<b>VOUCHER NO.</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
8146	City of Casper	Loan Payment	\$127,960.40
8147	Ferguson Waterworks #1116	Capital Expense – Ozone Contactor Valve Replacement Project	\$354.50
8148	Pro-Kote	Capital Expense – Ozone Contactor Valve Replacement Project	\$899.61
8149	Dana Kepner Company, Inc.	Capital Expense – Ozone Contactor Valve Replacement Project	\$475.00
8150	Mobile Concrete, Inc.	Capital Expense – Ozone Contactor Valve Replacement Project	\$910.00
8151	City of Casper	Operations Reimbursement – April 2020	\$464,983.46
8152	West Plains Engineering, Inc.	Capital Expense – WTP Raw Water Building MCC Replacement Project No. 18-078 PP#2	\$900.00
8153	ITC Electrical Technologies	Capital Expense – Remove Power from Wells being Rehabilitated	\$547.25
8154	Wyoming Office of State Lands and Investments	DWSRF129 Loan Payment – Zone IIB Project	\$8,182.83
8155	Wyoming Office of State Lands and Investments	DWSRF153 Loan Payment – Alt. Backwash Water Supply Tank Project	\$105,775.10
8156	Casper Contractors Supply, Inc.	Capital Expense – Tools	\$416.37
8157	Williams, Porter, Day & Neville, P.C.	Legal Expense – April2020	\$21,975.28
		<b>Total</b>	<b>\$733,379.80</b>

\*



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

**INVOICE &  
 STATEMENT OF ACCOUNT**

**8151**

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

DATE: 5/5/2020

CUSTOMER ACCOUNT#: 2784

**ACCOUNT SUMMARY**

**Invoices Due Upon Receipt**

TRANSACTION DATE	INVOICE #	DESCRIPTION	STATUS	INVOICE AMOUNT/ CHARGES REMAINING
04/30/2020	184478	APRIL 2020 OPERATIONS REIMBURSEMENT	CURRENT	\$464,983.46

NEW CHARGES

PREVIOUS BALANCE

TOTAL AMOUNT DUE

\$464,983.46

\$464,983.46

April 2020 Total Reimbursement Invoice			
9010.00	Wages & Salaries Dir Labor - O&M		\$328,232.77
9020.00	Chemical Charge - O&M		\$24,861.66
9030.00	Utilities - O&M		\$94,772.96
9040.00	Supplies - O&M		\$2,206.64
9060.00	Training - O&M		\$790.00
9070.00	Major Maint, Repair, Replc - O&M		\$7,865.43
9080.00	Testing & Lab Services - O&M		\$5,302.00
9090.00	Other Reimbursable Costs - O&M		\$770.00
6025.10	Capital		\$182.00
	<b>80-404000-5819 Invoice Total</b>		<b>\$464,983.46</b>

*Delinquent accounts over \$50.00 will be charged an interest penalty of 1.5% per month. Sending payment to cover delinquent invoices (invoice older than 30 days) will prevent further action with the City of Casper collection effort and possible refusal of all city services. Direct all questions about your statement to (307) 235-8400. Please disregard if full payment has been sent.*

**Make all checks payable to City of Casper and include this remittance stub with the invoices you are paying to ensure proper processing.**

**Mail Payments To:**

City of Casper  
 200 N David St  
 Casper, WY 82601

CUSTOMER ACCOUNT#: 2784

TOTAL AMOUNT DUE: \$464,983.46

AMOUNT ENCLOSED: \$464,983.46

Pay Invoice(s): 184478

*If invoice(s) are/is not listed monies received will be posted to the oldest invoice on the account.*

City of Casper Wyoming  
Expenditure Reimbursement Request  
April 30, 2020

Vendor	Account Name	Date	Invoice Number	Invoice Amount	Purchased
ALSCO - Pcard	Laundry/Towel	04/07/2020	LCAS1331159;1333970	123.10	Mats, Mops, Towels
AMERIGAS - CASPER	Materials & Supplies	04/03/2020	662477097	11.92	Forklift Fuel
ATLAS OFFICE PRODUCT	Materials & Supplies	04/06/2020	58254-0	73.05	Cleaning Supplies
ATLAS OFFICE PRODUCT	Materials & Supplies	04/07/2020	58295-0	60.06	Office supplies
ATLAS OFFICE PRODUCT	Materials & Supplies	04/07/2020	58254-1	57.42	Trash Can Liners
ATLAS OFFICE PRODUCT	Materials & Supplies	04/23/2020	58254-2	24.78	Cleaning Supplies
AUTOMATION & ELECTRO	Professional Services	04/03/2020	E-870411	468.00	Instrumentation Brian's Computer
BACKFLOW APPARATUS & Bargreen - Pcard	Materials & Supplies	04/07/2020	946722	245.00	Backflow repair kit
Bargreen - Pcard	Materials & Supplies	04/16/2020	009459586	128.08	Hand sanitizer
Bargreen - Pcard	Materials & Supplies	04/21/2020	003003278	(6.10)	Tax Refund
BRENNTAG PACIFIC, IN	Materials & Supplies	04/27/2020	BPI42476	11,194.36	Ferric Chloride
CASPER AREA CHAMBER	Dues & Subscriptions	04/15/2020	207144	300.00	Annual dues
Casper Contractors Supply - Pcard	Materials & Supplies	04/10/2020	1523427	50.10	Parts to repair door
Casper Star-Tribune - Pcard	Advertising	04/03/2020	64196	43.54	JPB meeting ad
CENTURYLINK	Communications	03/30/2020	1488127513	3.47	Voip Telephones
CENTURYLINK	Communications	04/14/2020	17132	19.38	Voip Telephones
CITY OF CASPER	Refuse Collection	04/07/2020	RIN0030077	124.50	Sanitation
CITY OF CASPER	Sewer	04/07/2020	RIN0030077	24.33	Sewer
Coastal Chemicals - Pcard	Materials & Supplies	04/08/2020	0120946	102.66	Vehicle Fuel
Coastal Chemicals - Pcard	Materials & Supplies	04/20/2020	0121011	122.03	Vehicle Fuel
DPC INDUSTRIES, INC.	Materials & Supplies	04/09/2020	737001131-20	6,490.51	Sodium Hypochlorite
Energy Laboratories - Pcard	Lab Testing	04/01/2020	304529	231.00	Lab Test TAS
Energy Laboratories - Pcard	Lab Testing	04/09/2020	305894	231.00	Lab Test TAS
Energy Laboratories - Pcard	Lab Testing	04/13/2020	306447	22.00	Lab Test BCT
Energy Laboratories - Pcard	Lab Testing	04/15/2020	306959	231.00	Lab Test TAS
Energy Laboratories - Pcard	Lab Testing	04/16/2020	307462	57.00	Lab Test Well mix
Energy Laboratories - Pcard	Lab Testing	04/23/2020	308543	2,722.00	Lab Test Quarterly DBP
Energy Laboratories - Pcard	Lab Testing	04/23/2020	308533	231.00	Lab Test TAS
Eurofins Eaton Analytical - Pcard	Lab Testing	04/03/2020	L0502995	100.00	Lab Test Bromate
FERGUSON ENTERPRISES	Equipment Repair	04/07/2020	18116	903.41	GATE VALVE & FLANGE SETS
FERGUSON ENTERPRISES	Equipment Repair	04/07/2020	18117	903.41	GATE VALVE & FLANGE SETS
Health Insurance	Health Insurance	04/02/2020		8,767.24	Health Insurance
Health Insurance	Health Insurance	04/16/2020		7,837.44	Health Insurance
Health Insurance Transfer	Transfers Out	03/24/2020		892.87	Additional Health Insurance Allocation
IDEXX - Pcard	Lab Supplies	04/08/2020	3062355886	1,273.36	Colilert Reagents and Vessels
Insurance/Bonds	Insurance/Bonds	03/24/2020		1,841.59	Employee Insurance/Bonds
Interdepartmental Charges	Interdepartmental Services Fixed	03/24/2020		1,167.56	2 FTE's from Water Distribution
Interdepartmental Charges	Interdepartmental Services Fixed	03/24/2020		8,318.45	IT, Finance, HR, City Council, City Manager, City Attorney
Internal Services	Internal Services	07/01/2019	OPRT CNT	20,815.00	Reimbursement for Shared Employee
Internal Services	Internal Services	08/01/2019	OPRT CNT	20,815.00	Reimbursement for Shared Employee
Internal Services	Internal Services	09/01/2019	OPRT CNT	20,815.00	Reimbursement for Shared Employee

City of Casper Wyoming  
Expenditure Reimbursement Request  
April 30, 2020

Vendor	Account Name	Date	Invoice Number	Invoice Amount	Purchased
Internal Services	Internal Services	10/01/2019	OPRT CNT	20,815.00	Reimbursement for Shared Employee
Internal Services	Internal Services	11/01/2019	OPRT CNT	20,815.00	Reimbursement for Shared Employee
Internal Services	Internal Services	12/01/2019	OPRT CNT	20,815.00	Reimbursement for Shared Employee
Internal Services	Internal Services	01/01/2020	OPRT CNT	20,815.00	Reimbursement for Shared Employee
Internal Services	Internal Services	02/01/2020	OPRT CNT	20,815.00	Reimbursement for Shared Employee
Internal Services	Internal Services	03/01/2020	OPRT CNT	20,815.00	Reimbursement for Shared Employee
Internal Services	Internal Services	04/07/2020	OPRT CNT	20,815.00	Reimbursement for Shared Employee
ITC ELECTRICAL TECHN	Equipment Repair	03/30/2020	31447	209.20	Fresh water gate opener
ITC ELECTRICAL TECHN	Equipment Repair	03/30/2020	31448	1,474.45	CFWTP Well #11
ITC ELECTRICAL TECHN	Equipment Repair	03/30/2020	31536	396.04	CFWTP Well #11
ITC ELECTRICAL TECHN	Equipment Repair	04/20/2020	31749	769.13	Heat trace install
ITC ELECTRICAL TECHN	Equipment Repair	04/20/2020	31748	126.98	Dewatering pump repair
ITC ELECTRICAL TECHN	Equipment Repair	04/22/2020	31760	298.50	FWTP De watering pump repair
ITC ELECTRICAL TECHN	Equipment Repair	04/22/2020	31761	1,492.50	Heat Trace Install
Menards - Pcard	Booster Supplies	04/07/2020	18114	53.07	FITTINGS FOR WARDWELL TANK
NORCO, INC.	Materials & Supplies	04/07/2020	28383202	69.72	Exit Safety Signs
NORCO, INC.	Equipment Repair	04/10/2020	18181	20.30	Misc Parts
Other Employee Compensation	Other Employee Compensation	04/21/2020	RIN0030083	75.43	Employee Clothing Reimbursement - Uniform Jeans
Other Insurance	Other Insurance	04/02/2020		162.27	Other Insurance Benefits
Payroll	Personnel	04/02/2020		30,168.10	4/2/2020 Payroll
Payroll	Personnel	04/16/2020		29,892.21	4/16/2020 Payroll
Payroll	Personnel	04/30/2020		29,487.19	4/30/2020 Payroll
P-CARD VENDORS	Booster Supplies	03/25/2020	17447	21.00	Wood Stakes - Pioneer Tank Drain
P-CARD VENDORS	Booster Supplies	03/25/2020	17448	550.00	Erosion Control Fabric - Pioneer Tank Drain
Pizza Hut - Pcard	Materials & Supplies	03/20/2020	017942	66.07	JPB Lunch
ROCKY MOUNTAIN POWER	Electricity	04/06/2020	RIN0030074	39,666.58	Electricity - WTP, Wells
ROCKY MOUNTAIN POWER	Electricity	04/21/2020	RIN0030087	38,922.62	Electricity - Boosters, Tanks, Meters
ROCKY MOUNTAIN POWER	Electricity	04/06/2020	RIN0030074	9,613.28	Electricity - WTP, Wells
ROCKY MOUNTAIN POWER	Electricity	04/21/2020	RIN0030087	6,398.80	Electricity - Boosters, Tanks, Meters
Rocky Mtn. Air Solutions - Pcard	Materials & Supplies	03/26/2020	30141187	3,733.33	Liquid Oxygen
Rocky Mtn. Air Solutions - Pcard	Materials & Supplies	04/10/2020	30144479	3,443.46	Liquid Oxygen
STOTZ EQUIPMENT	Materials & Supplies	02/27/2020	W15788	153.87	Lawn Mower Repair
STOTZ EQUIPMENT	Materials & Supplies	03/20/2020	P76107	(7.33)	Credit for Tax Charged
Sutherlands - Pcard	Materials & Supplies	04/07/2020	002132589831	(139.99)	Return of Heater from 064672
Sutherlands - Pcard	Materials & Supplies	04/07/2020	080778	288.98	Portable Heater
Sutherlands - Pcard	Materials & Supplies	04/07/2020	064672	139.99	Heater portable
TYLER TECHNOLOGIES I	Capital	04/13/2020	045-298917	126.00	Tyler Conversion Training
TYLER TECHNOLOGIES I	Capital	04/13/2020	045-296704	14.00	Tyler Conversion Training
TYLER TECHNOLOGIES I	Capital	04/21/2020	045-299817	42.00	Tyler Conversion Training
UPS - Pcard	Lab Testing	04/22/2020	00008F045W160	203.64	Ship Lab Test
WARDWELL WATER & SEW	Booster Supplies	03/30/2020	RIN0030073	29.68	Booster/Irrigation

City of Casper Wyoming  
 Expenditure Reimbursement Request  
 April 30, 2020

Vendor	Account Name	Date	Invoice Number	Invoice Amount	Purchased
Wear Parts - Pcard	Materials & Supplies	04/13/2020	366412	6.26	Parts to repair door
Wear Parts - Pcard	Equipment Repair	04/09/2020	18155	149.76	HEX BOLTS FOR CON. DRAIN VALVE
WESTERN STATES FIRE	Maintenance Agreements	04/02/2020	WSF269029	770.00	Annual Sprinkler Inspection
Workers' Compensation	Workers' Compensation	04/02/2020		522.01	Workers' Compensation
Workers' Compensation	Workers' Compensation	04/16/2020		517.19	Workers' Compensation
Workers' Compensation	Workers' Compensation	04/30/2020		508.65	Workers' Compensation
WY. ASSOC. OF RURAL	Training	04/02/2020	15703	790.00	Operator Training
Xerox Corp - Pcard	Materials & Supplies	04/07/2020	099941417	218.00	Copier Lease
			<b>Total</b>	<b><u>\$464,983.46</u></b>	

Central Wyoming Regional Water System

Gallons Produced

Fiscal Year 2019-2020

Entity	Gallons of Water Produced										
	4/30/2020	3/31/2020	2/28/2020	1/31/2020	12/31/2019	11/30/2019	10/31/2019	9/30/2019	8/31/2019	7/31/2019	Year-to-Date
Salt Creek JPB	1,788,865.306	2,010,976.531	2,145,129.592	1,934,306.122	2,169,152.041	2,168,233.673	2,758,381.633	3,453,167.347	5,137,603.061	6,543,140.816	30,108,956.122
Wardwell W&S	9,069,717.347	9,129,244.898	7,932,810.204	8,041,320.408	9,798,595.918	7,812,144.898	14,089,494.898	29,568,138.776	35,608,590.816	35,250,247.959	166,300,306.122
Pioneer	3,167,308.163	4,010,432.653	3,234,195.918	3,635,697.959	3,875,176.531	3,645,804.082	4,451,311.224	6,291,189.796	7,698,387.755	8,113,820.408	48,123,324.490
Poison Spider	603,316.327	663,367.347	590,663.265	698,418.367	891,377.551	697,091.837	654,693.878	1,372,857.143	1,797,346.939	1,758,571.429	9,727,704.082
33 Mile Road	713,724.490	657,091.837	635,357.143	762,040.816	802,959.184	583,316.327	679,846.939	979,489.796	1,027,448.980	1,196,224.490	8,037,500.000
Sandy Lake	826,039.796	767,291.837	651,783.673	774,537.755	927,666.327	675,990.816	1,318,853.061	1,723,878.571	1,811,189.796	2,272,014.286	11,749,245.918
Lakeview	133,005.102	138,316.327	110,173.469	170,138.776	119,922.449	118,436.735	167,226.531	579,789.796	866,826.531	999,478.571	3,403,314.286
Mile-Hi	249,150.000	374,262.245	206,810.204	251,119.388	206,848.980	204,369.388	239,412.245	867,248.980	871,733.673	1,172,442.857	4,643,397.959
City of Casper	143,293,560.469	147,233,823.327	125,482,324.531	142,722,743.408	161,204,164.020	134,084,067.245	176,194,179.592	467,197,249.796	568,137,374.449	635,485,546.184	2,701,035,033.020
Regional Water	(482,000.00)	(900,000.000)	0.000	0.000	(804,000.000)	(1,456,450.000)	(8,172,805.000)	(1,658,000.000)	(940,310.000)	(468,000.000)	(14,881,565.000)
<b>TOTAL</b>	<b>159,362,687.000</b>	<b>164,084,807.000</b>	<b>140,989,248.000</b>	<b>158,990,323.000</b>	<b>179,191,863.000</b>	<b>148,533,005.000</b>	<b>192,380,595.000</b>	<b>510,375,010.000</b>	<b>622,016,192.000</b>	<b>692,323,487.000</b>	<b>2,968,247,217.000</b>

TOTAL PRIOR YEAR (FY2019) GALLONS PRODUCED:

3,361,736,483.000

Central Wyoming Regional Water System

Water Rates Billed

Fiscal Year 2019-2020

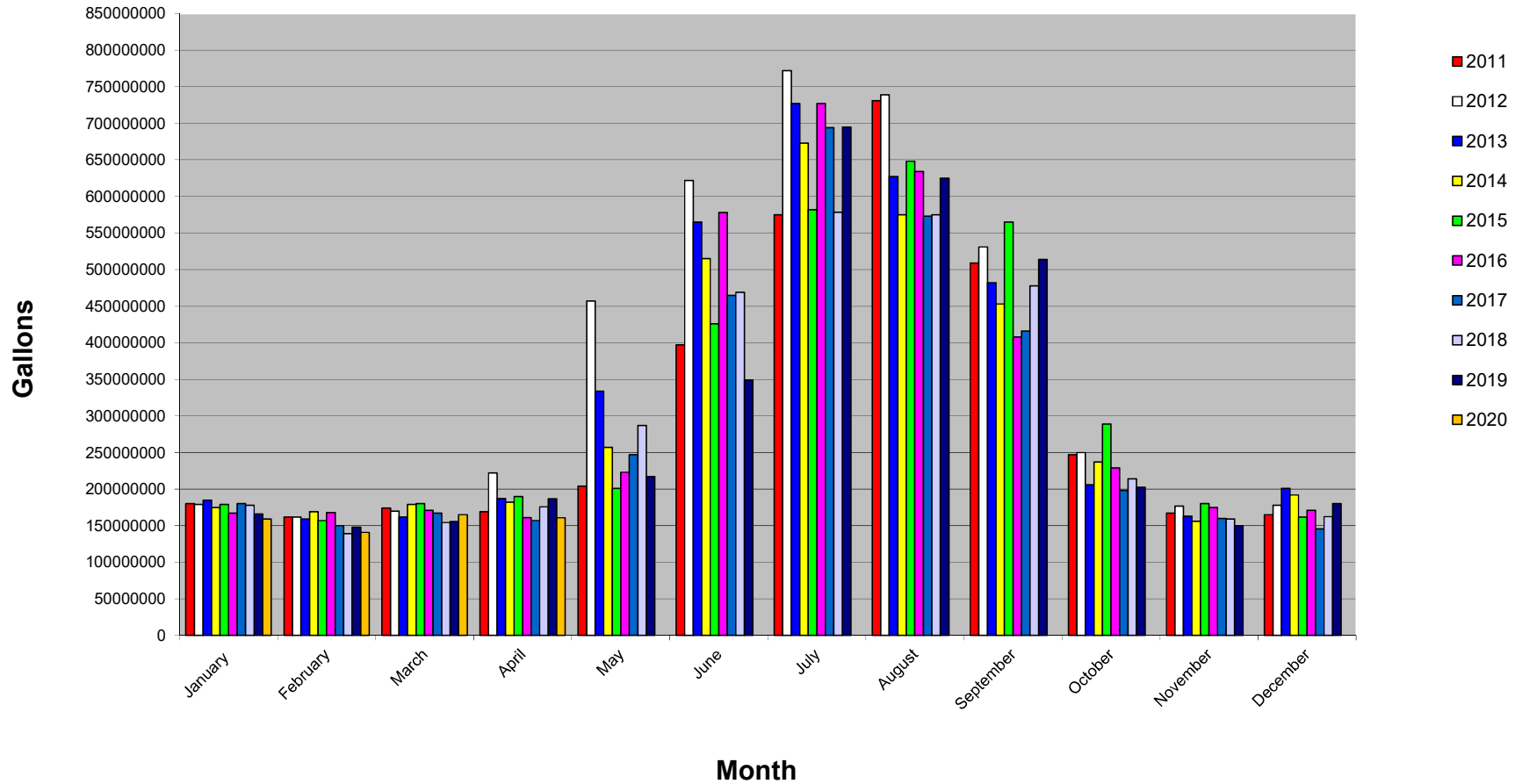
Entity	Water Rates Billed										
	4/30/2020	3/31/2020	2/28/2020	1/31/2020	12/31/2019	11/30/2019	10/31/2019	9/30/2019	8/31/2019	7/31/2019	Year-to-Date
Salt Creek JPB	\$ 3,452.51	\$ 3,881.18	\$ 4,140.10	\$ 3,733.21	\$ 4,186.46	\$ 4,184.69	\$ 5,323.68	\$ 6,664.61	\$ 9,915.57	\$ 12,628.26	\$ 58,110.29
Wardwell W&S	\$ 17,504.55	\$ 17,619.44	\$ 15,310.32	\$ 15,519.75	\$ 18,911.29	\$ 15,077.44	\$ 27,192.73	\$ 57,066.51	\$ 68,724.58	\$ 68,032.98	\$ 320,959.59
Pioneer	\$ 6,112.90	\$ 7,740.14	\$ 6,242.00	\$ 7,016.90	\$ 7,479.09	\$ 7,036.40	\$ 8,591.03	\$ 12,142.00	\$ 14,857.89	\$ 15,659.67	\$ 92,878.02
Poison Spider	\$ 1,164.40	\$ 1,280.30	\$ 1,139.98	\$ 1,347.95	\$ 1,720.36	\$ 1,345.39	\$ 1,263.56	\$ 2,649.61	\$ 3,468.88	\$ 3,394.04	\$ 18,774.47
33 Mile Road	\$ 1,377.49	\$ 1,268.19	\$ 1,226.24	\$ 1,470.74	\$ 1,549.71	\$ 1,125.80	\$ 1,312.10	\$ 1,890.42	\$ 1,982.98	\$ 2,308.71	\$ 15,512.38
Sandy Lake	\$ 1,594.26	\$ 1,480.87	\$ 1,257.94	\$ 1,494.86	\$ 1,790.40	\$ 1,304.66	\$ 2,545.39	\$ 3,327.09	\$ 3,495.60	\$ 4,384.99	\$ 22,676.04
Lakeview	\$ 256.70	\$ 266.95	\$ 212.63	\$ 328.37	\$ 231.45	\$ 228.58	\$ 322.75	\$ 1,118.99	\$ 1,672.98	\$ 1,928.99	\$ 6,568.40
Mile-Hi	\$ 480.86	\$ 722.33	\$ 399.14	\$ 484.66	\$ 399.22	\$ 394.43	\$ 462.07	\$ 1,673.79	\$ 1,682.45	\$ 2,262.81	\$ 8,961.76
City of Casper	\$ 276,556.57	\$ 284,161.28	\$ 242,180.89	\$ 275,454.89	\$ 311,124.04	\$ 258,782.25	\$ 340,054.77	\$ 901,690.69	\$ 1,096,505.13	\$ 1,226,487.10	\$ 5,212,997.61
Regional Water	\$ (930.26)	\$ (1,737.00)	\$ -	\$ -	\$ (1,551.72)	\$ (2,810.95)	\$ (15,773.51)	\$ (3,540.89)	\$ (1,814.80)	\$ (903.24)	\$ (29,062.37)
<b>TOTAL</b>	<b>\$307,569.99</b>	<b>\$316,683.68</b>	<b>\$272,109.25</b>	<b>\$306,851.32</b>	<b>\$345,840.30</b>	<b>\$286,668.70</b>	<b>\$371,294.55</b>	<b>\$984,682.82</b>	<b>\$1,200,491.25</b>	<b>\$1,336,184.33</b>	<b>\$5,728,376.18</b>

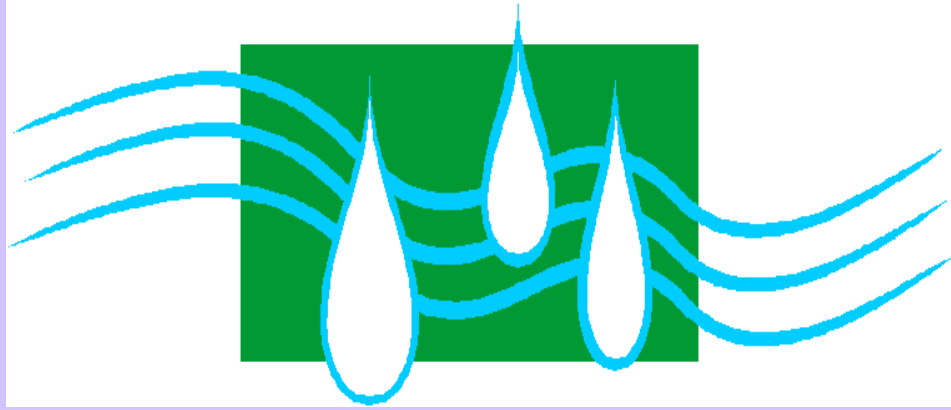
TOTAL PRIOR YEAR (FY2019) BILLING:

\$ 6,193,755.45

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

# WTP PRODUCTION





Central Wyoming Regional Water System  
Joint Powers Board

Monthly Compilation

April 30, 2020

Prepared by:  
City of Casper  
Finance Department



**Central Wyoming Regional Water System  
Joint Powers Board  
Balance Sheet  
April 30, 2020**

<b>ASSETS</b>	<u>FY 2020</u>	<u>FY 2019</u>
Current Assets		
Cash and cash equivalents	\$ 5,631,127	\$ 5,243,486
Investments	-	524,632
Receivables from water service	315,046	374,206
Grant receivables	-	-
Interest receivable on investments	-	-
Inventory	476,770	476,770
Prepaid insurance	38,520	35,622
	<hr/>	<hr/>
Total Current Assets	6,461,462	6,654,715
Capital Assets		
Land	580,874	580,874
Construction in Progress	5,945,257	9,612,119
Depreciable capital assets (net of A/D)	40,116,383	34,804,320
Accumulated depreciation	-	-
	<hr/>	<hr/>
Total Capital Assets	46,642,515	44,997,313
	<hr/>	<hr/>
Total Assets	<u>\$ 53,103,977</u>	<u>\$ 51,652,028</u>
<b>LIABILITIES</b>		
Current Liabilities		
Accounts payable	\$ 445,944	\$ 210,587
Accrued interest	158,262	162,796
Accrued expenses	73,052	73,052
Deferred revenue	36,125	36,125
Current portion of long-term debt	2,089,884	1,808,354
	<hr/>	<hr/>
Total Current Liabilities	3,055,952	2,408,774
Loans payable	11,621,473	14,479,755
	<hr/>	<hr/>
Total Noncurrent Liabilities	11,621,473	14,479,722
	<hr/>	<hr/>
Total Liabilities	14,677,426	16,888,496
<b>NET ASSETS</b>		
Invested in capital assets, net of related debt	32,931,158	28,709,237
<b>Reservations</b>		
General operating reserves	441,331	427,871
Emergency reserves	441,330	427,871
Debt service reserve - Loan	327,158	327,158
Water rights development	486,513	478,291
Capital replacement reserves	1,000,000	1,000,000
Capital improvements reserves	457,552	2,359,643
Undesignated reserves	2,341,509	1,033,460
<b>Total Reservations</b>	<hr/> 5,495,393	<hr/> 6,054,294
	<hr/>	<hr/>
Total Net Assets	38,426,551	34,763,530
	<hr/>	<hr/>
Total Liabilities and Net Assets	<u>\$ 53,103,977</u>	<u>\$ 51,652,028</u>

**Central Wyoming Regional Water System  
Joint Powers Board  
Statement of Revenues and Expenses  
April 30, 2020**

<b>OPERATING REVENUES</b>	<u>FY2020</u>	<u>FY2019</u>	<u>Variance</u>	<u>Percent Variance</u>
Water sales	\$ 5,728,717	\$ 5,157,974	\$ 570,743	11.07%
Total Operating Revenues	\$ 5,728,717	\$ 5,157,974	\$ 570,743	11.07%
<b>OPERATING EXPENSES</b>				
Operating expenses	\$ 2,301,491	2,458,106	\$ (156,615)	-6.37%
Insurance	\$ 75,701	70,876	\$ 4,825	6.81%
Legal	\$ 31,325	12,916	\$ 18,409	142.53%
Auditing	\$ 30,000	30,191	\$ (191)	-0.63%
Total Operating Expenses	\$ 2,438,518	2,572,089	\$ (133,571)	-5.19%
Net Operating Income	\$ 3,290,199	2,585,885	\$ 704,314	27.24%
<b>NONOPERATING REVENUE (EXPENSES)</b>				
Interest income	\$ 75,552	98,810	\$ (23,258)	-23.54%
State Grant/Loan	\$ 949,258	655,496	\$ 293,761	44.82%
Other income - system investment fees	\$ 207,353	101,134	\$ 106,219	105.03%
Contributions	\$ (75,677)			
Capital expenses	\$ (2,686,150)	(1,219,304)	\$ (1,466,846)	120.30%
Interest expense	\$ (292,533)	(586,862)	\$ 294,329	-50.15%
Investment fees	\$ (175)	(150)	\$ (25)	16.93%
Depreciation	\$ -	-	\$ -	
Total Nonoperating Revenue (Expenses)	\$ (1,822,373)	(950,876)	\$ (871,498)	91.65%
<b>INCREASE/(DECREASE) IN NET ASSETS</b>	\$ 1,467,826	1,635,009	\$ (167,183)	

		<b>BUDGET COMPARISON</b>							
		<b>As of April 30, 2020</b>							
		83.3% OF YEAR EXPIRED							
<b>CWRWS FUND</b>									
<b>(FUND 300)</b>		<b>ORIGINAL</b>	<b>TRANSFERS/</b>	<b>REVISED</b>			<b>YET TO BE</b>		
<b>ACCOUNT</b>	<b>ACCOUNT DESCRIPTION</b>	<b>BUDGET</b>	<b>ADJUSTMENTS</b>	<b>BUDGET</b>	<b>YTD ACTUAL</b>		<b>COLLECTED</b>	<b>% REC'D</b>	
4220	State Grants	\$ (1,300,000)	\$ -	\$ (1,300,000)	\$ (949,258)		\$ (350,742)	73.0%	
4501	Interest Earned	\$ (70,000)	\$ -	\$ (70,000)	\$ (75,552)		\$ 5,552	107.9%	
4505	Misc. Revenue	\$ (50)	\$ -	\$ (50)	\$ (623)		\$ 573	1245.6%	
4601	Water Utility Charges	\$ (7,106,511)	\$ -	\$ (7,106,511)	\$ (5,728,717)		\$ (1,377,794)	80.6%	
4650	System Development Charges	\$ (245,000)	\$ -	\$ (245,000)	\$ (206,730)		\$ (38,270)	84.4%	
	<b>TOTAL REVENUES</b>	\$ (8,721,561)	\$ -	\$ (8,721,561)	\$ (6,960,880)		\$ (1,760,681)	<b>79.8%</b>	
		<b>ORIGINAL</b>	<b>TRANSFERS/</b>	<b>REVISED</b>			<b>AVAILABLE</b>		
		<b>BUDGET</b>	<b>ADJUSTMENTS</b>	<b>BUDGET</b>	<b>YTD ACTUAL</b>	<b>ENCUMBERED</b>	<b>BUDGET</b>	<b>% USED</b>	
6212	Legal Services	30,000	0	30,000	31,325	\$ -	\$ (1,325)	104.4%	
6213	Investment Services	1,500	0	1,500	175	\$ -	\$ 1,325	11.7%	
6214	Consulting Services	15,000	0	15,000	4,232	\$ -	\$ 10,768	28.2%	
6215	Acctg/Audit Services	32,000	0	32,000	30,000	\$ -	\$ 2,000	93.8%	
6255	Other Contractual	3,000	0	3,000	750	\$ -	\$ 2,250	25.0%	
6257	Reimbursable Contract Exp.	3,349,603	0	3,349,603	2,296,509	\$ -	\$ 1,053,094	68.6%	
6303	Buildings - New	282,000	1,545	283,545	78,781	\$ 117,940	\$ 86,824	69.4%	
6305	Improvements Other Than Bldgs	1,071,000	3,692,438	4,763,438	2,603,902	\$ 1,121,203	\$ 1,038,333	78.2%	
6311	Light Equipment - New	10,000	0	10,000	1,301	\$ -	\$ 8,699	13.0%	
6321	Technology - Replacement	6,000	0	6,000	2,166	\$ -	\$ 3,834	36.1%	
6501	Principal	2,086,798	0	2,086,798	1,709,409	\$ -	\$ 377,389	81.9%	
6510	Interest	483,778	0	483,778	292,533	\$ -	\$ 191,245	60.5%	
6720	Travel/Training	2,000	0	2,000	0	\$ -	\$ 2,000	0.0%	
6745	Contribution Expense		75,677	75,677	75,677				
6780	Insurance/Bonds	97,544	0	97,544	75,701	\$ -	\$ 21,843	77.6%	
	<b>TOTAL EXPENDITURES</b>	\$ 7,470,223	\$ 3,769,659	\$ 11,239,882	\$ 7,202,462	\$ 1,239,143	\$ 2,798,277	<b>75.1%</b>	
	<b>TOTAL REVENUE OVER/(UNDER) EXPENSE</b>	\$ 1,251,338	\$ (3,769,659)	\$ (2,518,321)	\$ (241,582)	\$ (1,239,143)	\$ (1,037,596)		

April 27, 2020

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

FROM: Andrew B. Beamer, P.E., Public Services Director  
Bruce Martin, Public Utilities Manager  
Ethan Yonker, P.E., Associate Engineer

SUBJECT: Authorizing Change Order No. 5 with HOA Solutions, for a price increase of \$9,710.00 for the Water Treatment Plant SCADA Improvements, No. 17-038.

Recommendation:

That the Central Wyoming Regional Water System Joint Powers Board authorize Change Order No. 5 with HOA Solutions, for a price increase of \$9,710.00 for the Water Treatment Plant SCADA Improvements, No. 17-038.

Summary:

HOA Solutions is under contract to upgrade the SCADA systems at the Water Treatment plant and remote sites. It was determined during progress meetings that there is SCADA equipment currently in operation at the Rock Creek Reservoir. During inspection it was determined that the existing equipment at Rock Creek would not communicate with the new SCADA equipment being installed. HDR was not aware of the SCADA equipment at Rock Creek During design. City staff requested a proposal from HOA to replace a cellular modem, NIC Cards, and to tie Rock Creek into the new system. HOA has proposed \$9,710.00 to do this work.

HDR has reviewed the costs and additional contract days associated with this change order and finds them reasonable.

Financial Considerations:

Funding for the project is from Drinking Water State Revolving Funds (DWSRF) in the form of a loan. The current contract amount is \$1,347,270.08, with a construction contingency in the amount of \$145,545.92. This change order will increase the contract amount to \$1,419,993.08 and decrease contingency to \$72,822.92. The DWSRF representative, Wade Verplancke, has given approval for this change order.

Oversight/Project Responsibility:

Ethan Yonker, P.E., Associate Engineer, Public Services Department.

Attachments:

Letter from HDR dated 4/15/2020  
Change Order #5  
DWSRF concurrence email dated 4/17/2020



April 15, 2020

Ethan Yonker  
City of Casper  
200 N. David St.  
Casper, WY 82601

Re: CWRWS SCADA Change Order #5

Dear Mr. Yonker,

Attached is a change order for the above referenced project.

CPR #13 is attached for reference. The summary of each CPR and HDR's recommendations are summarized below. This change order has been sent to SRF agency for review and SRF concurrence has been received.

The equipment for CPR 13 was not included in the original scope of work. During the course of the project it was determined that in order to have the existing equipment at Rock Creek work with the new equipment that it should be replaced. HOA has submitted CPR 13 in the amount of \$9,710.00 to update the existing equipment.

HDR recommends accepting the above mentioned pricing.

If you have any questions, please contact me at (605)977-7768.

Sincerely,  
HDR Engineering

Nick Van Wyhe, PE  
Project Manager

Date of Issuance:	Effective Date:	3/21/2020
Owner: Central Wyoming Regional Water System	Owner's Contract No.:	17-038
Contractor: HOA Solutions	Contractor's Project No.:	
Engineer: HDR	Engineer's Project No.:	10060354
Project: SCADA System Upgrades	Contract Name:	

The Contract is modified as follows upon execution of this Change Order:  
Description:

1. CPR 13 - \$9,710.00

Total Change Order amount (Increase) **\$9,710.00**

Attachments: Proposals for contract price adjustments for CPR #13

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price:  \$ <u>1,392,816.00</u>	Original Contract Times: Substantial Completion: <u>March 1, 2020</u> Ready for Final Payment: <u>May 30, 2020</u> days or dates
{Increase} [Decrease] from previously approved Change Orders No. <u>0</u> to No. <u>4</u> :  \$ <u>17,467.08</u>	[Increase] {Decrease} from previously approved Change Orders No. <u>0</u> to No. <u>4</u> : Substantial Completion: <u>12</u> Ready for Final Payment: <u>10</u> days
Contract Price prior to this Change Order:  \$ <u>1,410,283.08</u>	Contract Times prior to this Change Order: Substantial Completion: <u>March 23, 2020</u> Ready for Final Payment: <u>June 21, 2020</u> days or dates
[Increase] [Decrease] of this Change Order:  \$ <u>9,710.00</u>	[Increase] {Decrease} of this Change Order: Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u> days or dates
Contract Price incorporating this Change Order:  \$ <u>1,419,993.08</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>March 23, 2020</u> Ready for Final Payment: <u>June 21, 2020</u> days or dates

<p>RECOMMENDED:</p> <p>By: <u><i>Mike Van Dyke</i></u> Engineer (if required)</p> <p>Title: <u>Project Manager</u></p> <p>Date: <u>4/15/2020</u></p>	<p>ACCEPTED:</p> <p>By: _____ Owner (Authorized Signature)</p> <p>Title: _____</p> <p>Date: _____</p>	<p>ACCEPTED:</p> <p>By: <u><i>[Signature]</i></u> Contractor (Authorized Signature)</p> <p>Title: <u>DESIGN ENGINEER</u></p> <p>Date: <u>4/15/2020</u></p>
--	---	--

Approved by Funding Agency (if applicable)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_



**Change Proposal Request: Rock Creek Cellular Communication to SCADA**

The existing SCADA has several steps, with multiple points of failure to retrieve the Rock Creek information. A few of those steps to establish communication to the Rock Creek site are the Allen-Bradley PLC that resides in the PCP, two NIC cards that are installed on the Allen-Bradley PLC and the Raven XE cellular modem that is located in an enclosure on the third floor.

HOA proposes to replace the existing cellular modem Raven XE with a newer cellular modem model Raven RV50. The two NIC cards on the A-B PLC along with the A-B PLC in its entirety would also be removed. With the removal of the Allen-Bradley PLC and associated NIC cards VTScada would directly poll the Rock Creek location for all the information with an Allen-Bradley driver that is built in to VTScada. HOA would then design screens on VTScada to display the same information that was being displayed on the existing SCADA.

The price below includes interrogation of the existing Allen-Bradley PLC to decipher tags that are being passed between the PCP PLC and the Rock Creek PLC's and SCADA configuration.

\*\* Please note that with the replacement of the cellular modem at the PCP there is a risk of losing communication to the Rock creek site. HOA will take every precaution that is possible to not let this happen. If communication is lost a sit visit may be required to reestablish communications to the water treatment plant. HOA has never been to the site and is believed to only be accessible during certain times of the year. It is HOA's recommendation to only replace the cellular modem at the water treatment plant when access is available to the Rock Creek site. \*\*

**Total Price = \$9,710.00**

## Ethan Yonker

---

**From:** VanWyhe, Nick <Nick.VanWyhe@hdrinc.com>  
**Sent:** Friday, April 17, 2020 9:00 AM  
**To:** Ethan Yonker  
**Subject:** FW: CWRWS SCADA Project Change Order 5.pdf

SRF concurrence below,

**Nick Van Wyhe, PE**  
D 605.977.7768 M 307.670.3159

[hdrinc.com/follow-us](http://hdrinc.com/follow-us)

---

**From:** Wade Verplancke [mailto:wade.verplancke@wyo.gov]  
**Sent:** Friday, April 17, 2020 9:58 AM  
**To:** VanWyhe, Nick <Nick.VanWyhe@hdrinc.com>  
**Subject:** Re: CWRWS SCADA Project Change Order 5.pdf

**CAUTION: [EXTERNAL]** 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.

Nick,

The DWSRF concurs, please proceed.

Wade

Wade Verplancke  
Wyoming Water Development Office  
6920 Yellowtail Road  
Cheyenne, WY 82002  
Email [wade.verplancke@wyo.gov](mailto:wade.verplancke@wyo.gov)

Phone (307) 777-6024

On Thu, Apr 16, 2020 at 3:08 PM VanWyhe, Nick <[Nick.VanWyhe@hdrinc.com](mailto:Nick.VanWyhe@hdrinc.com)> wrote:

Wade,

Attached is the change order we discussed on the phone. This was not included in the original contract with HDR or with HOA. It was discovered that the equipment at this remote site does not communicate with the new system and needs to be replaced. Please let me know if you have any questions.



Thanks,

**Nick Van Wyhe, PE**

*Water/Wastewater Project Manager*

**HDR**

6300 South Old Village Place, Suite 100

Sioux Falls, SD 57108

**D** 605.977.7768 **M** 307.670.3159

[nick.vanwyhe@hdrinc.com](mailto:nick.vanwyhe@hdrinc.com)

[hdrinc.com/follow-us](http://hdrinc.com/follow-us)

E-Mail to and from me, in connection with the transaction of public business, is subject to the Wyoming Public Records Act and may be disclosed to third parties.



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

**Budget Reallocation Form**

Fiscal Year:     FY 2020    

Date:     5/19/2020    

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
	300-6212	Legal Expense	\$ 20,000.00	
	300-6214	Consulting Services		\$ 10,000.00
	300-6215	Acctg/Audit Services		\$ 2,000.00
	300-6780	Insurance/Bonds		\$ 4,000.00
	300-6720	Travel/Training		\$ 2,000.00
	300-6255	Other Contractual		\$ 2,000.00

**For Finance use only:**

Verify Account Numbers: \_\_\_\_\_

Verify Funds Available: \_\_\_\_\_

**Explanation of Need:**

Move funds to cover additional Legal expenses due to Wardwell Zone IIIB Water Storage Tank

Account

Fund 300 ... CWR  
 Org 300 ... CWR  
 Object 6212 ... Legal  
 Project ...

Acct 300-000-050-00-00-0000-  
 Acct name Legal Services  
 Type Expense  
 Rollup ...   
 NY Rollup ...   
 Sub-Rollup ...

MultiYr Fund

4 YEAR COMPARISON    CURRENT YEAR    HISTORY    4 YEAR GRAPH    HISTORY GRAPH

Yr/Per 2020/08	Fiscal Year 2020		Fiscal Year 2019	
Original Budget	30,000.00		15,000.00	
Transfers In	.00		6,000.00	
Transfers Out	.00		.00	
Revised Budget	30,000.00		21,000.00	
Actual (Memo)	31,325.32		17,885.60	
Encumbrances	.00		.00	
Requisitions	.00			
Available	-1,325.32		3,114.40	
Percent used	104.42		85.17	

Account

Fund 300 ... CWR  
 Org 300 ... CWR  
 Object 6214 ... Consul  
 Project ...

Acct 300-000-050-00-00-0000-  
 Acct name Consulting Services  
 Type Expense  
 Rollup ...   
 NY Rollup ...   
 Sub-Rollup ...

MultiYr Fund

4 YEAR COMPARISON    CURRENT YEAR    HISTORY    4 YEAR GRAPH    HISTORY GRAPH

Yr/Per 2020/08	Fiscal Year 2020		Fiscal Year 2019	
Original Budget	15,000.00		15,000.00	
Transfers In	.00		6,761.74	
Transfers Out	.00		.00	
Revised Budget	15,000.00		21,761.74	
Actual (Memo)	4,232.27		15,119.58	
Encumbrances	.00		.00	
Requisitions	.00			
Available	10,767.73		6,642.16	
Percent used	28.22		69.48	

Account

Fund 300 ... CWR  
 Org 300 ... CWR  
 Object 6215 ... Acctg  
 Project ...

Acct 300-000-050-00-00-0000-  
 Acct name Acctg/Audit Services  
 Type Expense  
 Rollup ...   
 NY Rollup ...   
 Sub-Rollup ...

MultiYr Fund

4 YEAR COMPARISON    CURRENT YEAR    HISTORY    4 YEAR GRAPH    HISTORY GRAPH

Yr/Per 2020/08	Fiscal Year 2020		Fiscal Year 2019	
Original Budget	32,000.00		31,000.00	
Transfers In	.00		300.00	
Transfers Out	.00		.00	
Revised Budget	32,000.00		31,300.00	
Actual (Memo)	30,000.00		31,244.99	
Encumbrances	.00		.00	
Requisitions	.00			
Available	2,000.00		55.01	
Percent used	93.75		99.82	

Account

Fund 300 ... CWR  
 Org 300 ... CWR  
 Object 6780 ... Ins Bonds  
 Project ...

Acct 300-000-050-00-00-0000-  
 Acct name Insurance/Bonds  
 Type Expense  
 Rollup ...   
 NY Rollup ...   
 Sub-Rollup ...

MultiYr Fund

4 YEAR COMPARISON    CURRENT YEAR    HISTORY    4 YEAR GRAPH    HISTORY GRAPH

Yr/Per 2020/08	Fiscal Year 2020		Fiscal Year 2019	
Original Budget	97,544.00		92,023.00	
Transfers In	.00		.00	
Transfers Out	.00		-6,000.00	
Revised Budget	97,544.00		86,023.00	
Actual (Memo)	75,701.28		85,125.49	
Encumbrances	.00		.00	
Requisitions	.00			
Available	21,842.72		897.51	
Percent used	77.61		98.96	

Account

Fund 300 ... CWR  
 Org 300 ... CWR  
 Object 6720 ... Trav Trng  
 Project ...

Acct 300-000-050-00-00-0000-  
 Acct name Travel/Training  
 Type Expense  
 Rollup ...   
 NY Rollup ...   
 Sub-Rollup ...

MultiYr Fund

4 YEAR COMPARISON

CURRENT YEAR HISTORY 4 YEAR GRAPH HISTORY GRAPH

Yr/Per 2020/08

	Fiscal Year 2020		Fiscal Year 2019	
Original Budget	2,000.00		2,000.00	
Transfers In	.00		.00	
Transfers Out	.00		-420.00	
Revised Budget	2,000.00		1,580.00	
Actual (Memo)	.00		.00	
Encumbrances	.00		.00	
Requisitions	.00			
Available	2,000.00		1,580.00	
Percent used	.00		.00	

Account

Fund 300 ... CWR  
 Org 300 ... CWR  
 Object 6255 ... Other Con  
 Project ...

Acct 300-000-050-00-00-0000-  
 Acct name Other Contractual  
 Type Expense  
 Rollup ...   
 NY Rollup ...   
 Sub-Rollup ...

MultiYr Fund

4 YEAR COMPARISON

CURRENT YEAR HISTORY 4 YEAR GRAPH HISTORY GRAPH

Yr/Per 2020/08

	Fiscal Year 2020		Fiscal Year 2019	
Original Budget	3,000.00		3,000.00	
Transfers In	.00		.00	
Transfers Out	.00		.00	
Revised Budget	3,000.00		3,000.00	
Actual (Memo)	750.00		1,750.00	
Encumbrances	.00		.00	
Requisitions	.00			
Available	2,250.00		1,250.00	
Percent used	25.00		58.33	

May 13, 2020

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

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

SUBJECT: Fiscal Year 2020-21 CWRWS Wholesale Water Rate

### **Wholesale Water Rate Narrative**

City of Casper staff and the Regional Water System have made efforts to keep the FY21 budget, and forecasted future budgets, at minimal increases. The FY21 operations budget is .19% higher than the FY20 operations budget. Many operations budget line items will be status quo, or close to the FY20 budget. However, increases will be seen in the areas of booster station supplies, interdepartmental costs, and a slight increase in electricity costs. The FY21 RWS Agency budget is 4.2% greater than the FY20 budget. The Agency budget is primarily driven by capital costs. Of concern are future Water Treatment Plant equipment replacement needs and Water Treatment Plant improvements needed to meet pending EPA water quality regulations.

Assumptions made in the development of the wholesale water rate models are as follows:

1. Model assumes no growth in the Regional Water System over the next five years. The Water Treatment Plant Facilities Plan recommends a growth rate of .05%. Due to anticipated economic conditions, no growth has been included in the model this year.
2. In previous years, the rate models assumed various inflation rates for personnel services, health insurance costs, contractual services, and materials and supplies. This model assumes an across the board 3% rate of inflation.
3. The model assumes fund reserve interest earnings at 1.25% for the next five years.
4. The model assumes the volume of water produced by the Regional Water System (RWS) represents the most probable case for the next five years. The models do not assume a reduction in wholesale water produced due to water restrictions or reduced demand due to the current local economy. History during the 1980's economic downturn indicated water sales were far more influenced by climatic conditions than the economic downturn.
5. The recommended minimum RWS fund reserves are calculated in accordance with the Regional Water System Fund Reserves Policy as adopted by the Board in August 2007. That policy recommends the reserves be the sum of: a) Forty-five days of reserves for General Operation and Maintenance of the total budget year operation and maintenance expense; b) Forty-five days of reserves for Emergencies of the total budget year operation and maintenance expense; c) the budget year Debt Service payment times a 1.1 coverage

factor; d) Water Rights development reserve; e) Capital Replacement Reserves as required by the Wyoming Water Development Commission (WWDC); and f) Capital Improvement Reserves.

6. Rates developed by these models include rate adjustments needed for new and replacement capital facilities above that obtained from the system investment charges, reserves, grants, and loans. The rate models are driven by new and replacement capital projects more than operational expenditures. The models use a Ten-Year Capital Improvement Plan with assumed expenses and revenues for new and replacement capital projects. The capital items on the Capital Improvement Plan (CIP) represent the best projections of needed improvements and/or studies.

The projects and amounts are subject to change as more detailed information becomes available. New and replacement capital improvements after four to five years also tend to be uncertain due to future regulatory requirements, system growth, future water supply needs, and available financing, etc.

7. The model assumes that grant/loan funding will be secured in FY24 for the Disinfection Upgrade Project.
8. The criteria and results for the model presented are as follows:

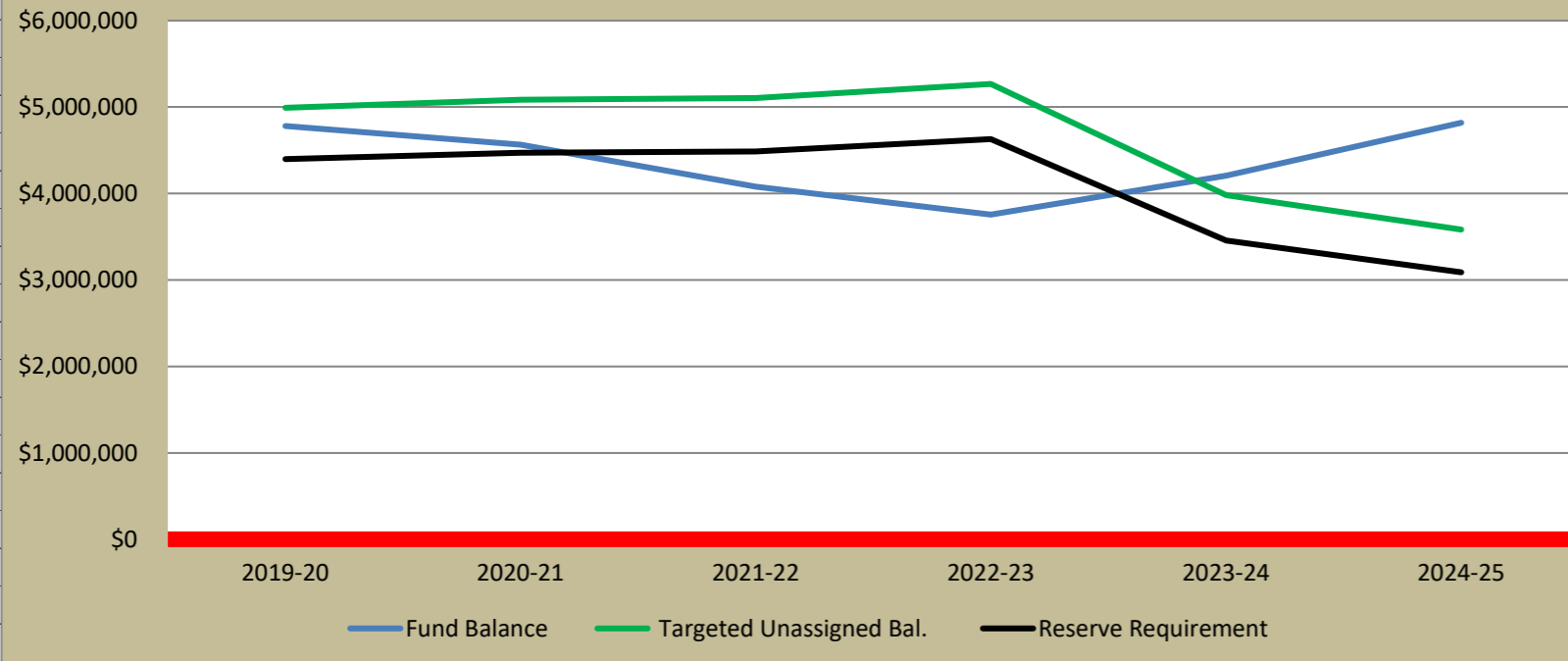
5.0% wholesale water rate increase. FY21 Wholesale Water Rate - \$2.03/1,000 gallons.  
FY2020 wholesale water rate - \$1.93/1,000 gallons.

Result –

FY21 Reserves	
Projected	- \$4.57 M
Minimum Required	- \$4.47 M

It needs to be emphasized that the assumptions and budget information used for the wholesale water rate models are suitable for one year only. The assumptions and budget information will have to be changed and/or adjusted for next year's wholesale water rate models incorporating the best information available at that time.

### RWS Fund with Staff Recommendations



**RWS FUND (Rate adjustment/subsidy scenario)**

Fiscal Year	Projected Revenues*	One Time Revenue Adjustments	Budgeted Expenses**	Proposed Rate Increase	Other Transfers	Ending Fund Balance	Targeted Unassigned Balance	Charge Per 1000 gals.	Increase from Current Year
							10.0%		
<b>2018-19</b>						\$4,652,329			
<b>2019-20</b>	\$7,421,561		\$7,293,578	0.0%	\$0	\$4,780,312	\$592,208	\$1.93	
<b>2020-21</b>	\$7,564,846		\$7,779,656	5.0%	\$0	\$4,565,503	\$612,466	\$2.03	\$0.10
<b>2021-22</b>	\$7,494,165		\$7,981,441	0.0%	\$0	\$4,078,227	\$618,868	\$2.03	\$0.00
<b>2022-23</b>	\$7,484,810		\$7,807,088	0.0%	\$0	\$3,755,949	\$638,133	\$2.03	\$0.00
<b>2023-24</b>	\$7,558,928	1,000,000	\$8,106,371	0.0%	\$0	\$4,208,507	\$525,761	\$2.03	\$0.00
<b>2024-25</b>	\$7,540,870	12,000,000	\$18,930,754	0.0%	\$0	\$4,818,622	\$494,370	\$2.03	\$0.00

RWS Charges	\$ Per 1000 gal	GALLONS	Water Sales	Ending Fund Balance	Targeted Unassigned Balance
<b>2019-20</b>	1.93	3,626,763,545	\$6,999,654	\$4,398,262	\$4,990,469
<b>2020-21</b>	2.03	3,577,496,249	\$7,249,796	\$4,470,400	\$5,082,865
<b>2021-22</b>	2.03	3,553,969,232	\$7,202,119	\$4,486,406	\$5,105,275
<b>2022-23</b>	2.03	3,551,729,431	\$7,197,580	\$4,629,592	\$5,267,725
<b>2023-24</b>	2.03	3,589,728,021	\$7,274,584	\$3,454,930	\$3,980,691
<b>2024-25</b>	2.03	3,579,937,296	\$7,254,743	\$3,088,540	\$3,582,909



**From:** Roehr, Mary <Mary.Roehr@charter.com>  
**Sent:** Tuesday, May 12, 2020 1:57 PM  
**Subject:** Charter Communications Channel Lineup

Hello.

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

PROGRAMMING	CHANGE
ESPN Goal Line/Bases Loaded	Discontinuation--Programmer is discontinuing service
Showtime Beyond	Rebrand to Showtime Showcase
Showtime Showcase	Rebrand to SHO BET

Please contact me at [mary.roehr@charter.com](mailto:mary.roehr@charter.com), or 406-671-7956 should you have any questions.

Sincerely,

Mary Roehr



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

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**FOURTH CONTINUATION, AND MODIFICATION, OF STATEWIDE PUBLIC  
HEALTH ORDER REGARDING BARS, RESTAURANTS, THEATERS,  
GYMNASIUMS, CHILD CARE FACILITIES, K-12 SCHOOLS, COLLEGES,  
UNIVERSITIES, AND TRADE SCHOOLS**

In an effort to stop the spread of the coronavirus (COVID-19), the Wyoming Department of Health finds it necessary to protect the health of the public by continuing certain restrictions as outlined in this Order. Additionally, this Order implements measures in line with the White House unveiling, on April 16, 2020, of certain guidelines for Opening Up America Again - a three-phased approach beginning with State or Regional Gating Criteria and continuing through three phases of removing restrictions when there is no evidence of resurgence of the virus.

Due in part to the vigilance of Wyoming residents, the metrics measuring outbreak progress and healthcare system capacity allow for the Wyoming Department of Health to continue the process of incrementally lifting restrictions in previous statewide public health orders through a measured and data-based approach. As with previous statewide public health orders, this Order authorizes countywide variances to the restrictions within this Order, in the form of a Countywide Variance Order, if approved by the County Health Officer and the State Health Officer. This Order also authorizes restaurants, bars, and theaters to re-open under certain conditions. This Order also authorizes K-12 schools, colleges, universities, and trade schools to provide limited on-site instruction to students who need specialized assistance or services, or for technical courses that require specific equipment for instruction under certain conditions.

This Order is effective on May 15, 2020, and shall remain in effect through May 31, 2020, unless the Wyoming Department of Health revokes or extends this Order before May 31, 2020.

**FINDINGS**

1. COVID-19 was first detected in Wuhan, China in 2019, and since then has spread to over 60 countries including the United States. There are 513 confirmed cases of COVID-19 in Wyoming as of May 12, 2020, as well as the presence of community spread. It is expected that more cases will be diagnosed. There have been 7 deaths in Wyoming related to COVID-19.
2. COVID-19 is a respiratory illness, transmitted through person-to-person contact or by contact with surfaces contaminated with the virus. Persons infected with COVID-19 may become symptomatic two to fourteen days after exposure. The symptoms of COVID-19 include fever, cough, and shortness of breath. In some cases, COVID-19 can result in severe disease including hospitalization, admission to an intensive care unit, and death, especially among older adults and persons with serious underlying health conditions. New information about the implications of this virus is ongoing.
3. The World Health Organization declared COVID-19 a worldwide pandemic as of March 11, 2020.
4. On March 13, 2020, the President of the United States declared a national emergency concerning the coronavirus, specifically stating that, in "December 2019 a novel (new) coronavirus known as SARS-CoV-2 ("the virus") was first detected in Wuhan, Hubei

Province, People's Republic of China, causing outbreaks of the coronavirus disease (COVID-19) that has now spread globally [...] The spread of COVID-19 within our Nation's communities threatens to strain our Nation's healthcare systems. [...] Additional measures [...] are needed to successfully contain and combat the virus in the United States."

5. On March 13, 2020, Wyoming Governor Mark Gordon declared a State of Emergency and Public Health Emergency in the State of Wyoming, stating that on March 11, 2020, an individual within the State of Wyoming tested presumptive positive for COVID-19 and the State of Wyoming is experiencing a public health emergency in response to the evolving COVID-19 outbreak.
6. Governor Gordon's Declaration of a State of Emergency and Public Health Emergency directs the Wyoming Department of Health to take all appropriate and necessary actions, and that in the judgment of the Director of the Wyoming Department of Health, any actions necessary should be taken to provide aid to those locations where there is a threat or danger to public health, safety, and welfare.
7. A significant number of Wyoming citizens are at risk of serious health complications, including death, from COVID-19. Although most individuals who contract COVID-19 do not become seriously ill, people with mild symptoms, and even asymptomatic persons with COVID-19, place other vulnerable members of the public at significant risk.
8. A large number of persons with serious infections may compromise the ability of healthcare systems in Wyoming to deliver the necessary healthcare to the public.
9. Wyoming Statute § 35-1-240(a)(i), (ii), and (iv) provides all the rights and powers for the Wyoming Department of Health, through the State Health Officer, Dr. Alexia Harrist, M.D., PhD, or under her directive through other employees of the Wyoming Department of Health, to control the causes of communicable disease; to close theaters, schools, and other public places; and to forbid gatherings of people when necessary to protect public health.
10. In addition to the above findings, stopping the spread of COVID-19 includes washing your hands often, practicing social distancing by avoiding close contact with others, staying at least six feet away from someone who is ill or showing signs of illness, avoiding touching your face, eyes, nose and mouth, covering your cough or sneeze into your elbow or by using a tissue, and by wearing a face covering when in public.

### **ORDER**

1. Pursuant to Wyo. Stat. Ann. § 35-1-240(a)(i), (ii), and (iv), beginning on May 15, 2020, and continuing through May 31, 2020, unless revoked or extended by the Wyoming Department of Health before May 31, 2020, restaurants, food courts, cafes, coffeehouses, bars, taverns, brew pubs, breweries, microbreweries, distillery pubs, wineries, tasting rooms, special licensees, clubs, cigar bars, and other places of public accommodation offering food, beverages, or alcoholic beverages for on-premises consumption may provide services (indoors and outdoors) under the following restrictions, to be enforced by the business owner:

- a. All patrons shall be seated at tables (for purposes of this Order, booths are included in the definition of tables);
- b. Tables must be limited to groups of 6, preferably of the same household, however, a business may make exceptions for groups greater than 6 if the group is solely comprised of members from the same household;
- c. Tables with patrons must be positioned such that patrons at different tables are at least 6 feet apart (and preferably 10 feet apart) on all sides when seated; the number of people in a confined area at any time must be limited in such a way as to allow for adequate distancing between tables;
- d. Signage must be positioned on premises reminding separate parties to stand at least 6 feet apart; designated waiting areas must have floor markers to indicate proper spacing;
- e. Physical distancing guidelines must be maintained while customers enter and remain on premises;
- f. Staff that come within 6 feet of customers or other staff shall wear face coverings; staff shall perform hand hygiene between interactions with each table;
- g. Cups, lids, napkins, and straws must be handed directly to customers by staff;
- h. Tables must not be set prior to customer arrival; staff shall avoid touching items that have been placed on the table; tables must be cleared by dedicated staff once all guests have left the table;
- i. Dedicated staff shall sanitize all areas occupied by customers upon customer departure, including tables, menus, pens, salt and pepper shakers, tables, chairs, etc. (consider the use of disposable items as necessary);
- j. The business shall not operate without appropriate protective equipment for staff (face coverings, gloves for serving and cleaning, etc.), EPA-approved disinfectants and sanitizers, soap and other necessary cleaning supplies;
- k. Hand sanitizer shall be available at the business entrance and immediately adjacent to all bathrooms;
- l. Cleaning and disinfecting shall be performed in the morning, afternoon, and evening; all tables, chairs, door handles, floors, and bathrooms, and any high-touch surfaces must be cleaned and disinfected;
- m. No self-serve food service or buffet options shall be available unless food is pre-packaged; drink refills are not allowed in the same containers;

- n. **Gloves shall be worn when handling to-go boxes, pizza boxes, paper cups, and any other paper product that touches food;**
  - o. **Staff shall use gloves when handling ready-to-eat foods (including ice); gloves are not required when handling foods that have yet to be cooked;**
  - p. **Employees shall be screened for symptoms of COVID-19, or exposure to an individual with COVID-19, prior to each shift; employees who are ill shall not be allowed to work; employees who have been exposed to a COVID-19 positive person within the previous 14 days shall not be allowed to work; employee logs of the screening activity must be kept and made available for inspection by the local health officer;**
  - q. **Self-service condiments shall not be used, unless the condiments can be cleaned adequately between customers;**
  - r. **The business shall encourage contactless and non-signature payment; if not possible for the customer, card and payment stations must be sanitized after each use; staff shall sanitize hands between handling payment options and food containers;**
  - s. **The business shall maintain a record of staff working hours by date and time for purposes of COVID-19 contact tracing; if such recordkeeping is done manually, sanitizing measures must be taken on the instruments used for recordkeeping in between use;**
  - t. **Playgrounds at the business must remain closed;**
  - u. **No dart/pool leagues, dances, events, or karaoke may take place at the business; and**
  - v. **Signage must remind customers not to enter the business if they have symptoms of COVID-19 and must be displayed at the business entrance.**
2. **Gymnasiums may re-open or continue to operate in a limited capacity, under the following restrictions, to be enforced by owner of the facility:**
- a. **Staff that come within 6 feet of customers or other staff shall wear face coverings;**
  - b. **Employees shall be screened for symptoms of COVID-19, or exposure to an individual with COVID-19, prior to each shift; employees who are ill shall not be allowed to work; employees who have been exposed to a COVID-19 positive person within the previous 14 days shall not be allowed to work; employee logs of the screening activity must be kept and made available for inspection by the local health officer;**
  - c. **The business shall maintain a record of staff working hours by date and time for purposes of COVID-19 contact tracing; if such recordkeeping is done manually, sanitizing measures must be taken on the instruments used for recordkeeping in between use;**

- d. Close-contact group activities, including close-contact sports, are prohibited; personal training is permitted;
  - e. Locker rooms may be open, provided that lockers are assigned by patron and are disinfected by staff after each use; showers may be open, provided that proper cleaning is performed; at all times, physical distancing must be maintained in locker rooms;
  - f. Workout equipment must be no less than 6 feet apart (and preferably 10 feet apart), enforced by staff during operation;
  - g. Workout equipment must be cleaned by staff in between each patron use;
  - h. Handwashing stations, or hand sanitizer, must be readily available for all patrons;
  - i. Group workout classes are permitted, provided that at all times, each participant can remain at least 6 feet away from other participants of the class; class sizes shall be limited to 25 participants;
  - j. Overall number of patrons in the entire facility must not exceed 1 person per 120 square feet, and patrons must maintain physical distancing during their workout;
  - k. Swimming pools shall be limited to one swimmer per lane;
  - l. Spas and saunas shall remain closed;
  - m. The business shall not operate without appropriate protective equipment for staff (face coverings, gloves for serving and cleaning, etc.), EPA-approved disinfectants and sanitizers, soap and other necessary cleaning supplies; and
  - n. Signage must be displayed reminding customers not to enter the business if they have symptoms of COVID-19, and the signage must be displayed at the business entrance.
3. Movie theaters, performance theaters, opera houses, concert halls, and music halls may re-open in a limited capacity, under the following restrictions to be enforced by the owner of the facility:
- a. Groups of patrons seated together must be limited to 6, preferably of the same household, however, a business may make exceptions for groups greater than 6 if the group is solely comprised of members from the same household;
  - b. A 6-foot distance must be maintained between individual groups at all times, including in waiting areas and while seated in the facility;
  - c. The number of people in a confined area at any time must be limited to allow for adequate distancing between groups;

- d. Close contact between members of different groups is prohibited before, during, and after each performance;
  - e. Signage must remind patrons to remain at least 6 feet apart from other groups of people; waiting areas must have floor markers to indicate proper spacing;
  - f. Staff shall perform hand hygiene between interactions with each customer or party;
  - g. Staff that come within 6 feet of customers or other staff shall wear a face covering;
  - h. Patrons should be encouraged to wear face coverings to the greatest extent practicable;
  - i. Employees shall be screened for symptoms of COVID-19, or exposure to an individual with COVID-19, prior to each shift; employees who are ill shall not be allowed to work; employees who have been exposed to a COVID-19 positive person within the previous 14 days shall not be allowed to work; employee logs of the screening activity must be kept and made available for inspection by the local health officer;
  - j. The business shall not operate without appropriate protective equipment for staff (face coverings, gloves for serving and cleaning, etc.), EPA-approved disinfectants and sanitizers, soap and other necessary cleaning supplies;
  - k. Hand sanitizer must be available at the entrance to the facility and immediately adjacent to the bathrooms;
  - l. The facility must be thoroughly cleaned and disinfected prior to and after each performance; all countertops, seating, armrests, door handles, floors, bathrooms, and any high-touch surfaces must be cleaned and disinfected according to CDC guidelines for cleaning;
  - m. The business shall maintain a record of staff working hours by date and time for purposes of COVID-19 contact tracing; if such recordkeeping is done manually, sanitizing measures must be taken on the instruments used for recordkeeping in between use;
  - n. The business shall encourage contactless and non-signature payment; if not possible for the customer, card and payment stations must be sanitized after each use; staff shall sanitize hands between handling payment options;
  - o. Signage must remind customers not to enter the business if they have symptoms of COVID-19, and the signage must be displayed at the business entrance; and
  - p. Food service must follow the provisions for restaurants in paragraph 1 above.
4. For clarity, this Order does not apply to any of the following:

- a. Places of public accommodation that offer food and beverage not for on-premises consumption, including grocery stores, markets, retail stores that offer food, convenience stores, pharmacies, drug stores, and food pantries;
  - b. Room service in hotels;
  - c. Health care facilities, residential care facilities, congregate care facilities, and juvenile justice facilities;
  - d. Crisis shelters or similar institutions;
  - e. Airport concessionaires; and
  - f. Any emergency facilities necessary for the response to the events surrounding the public health emergency and state of emergency caused by COVID-19.
5. In order to help protect the health and safety of children, child care centers or home daycares may re-open or continue to operate under the following conditions:
- a. The child care provider shall restrict groups of people (children and providers) to 25 in each separate room in accordance with all rules governing child to provider ratios. The child care provider may allow 25 or more people in the facility only if each group of 25 individuals is in a room separated by walls from other groups in accordance with all rules governing child to provider ratios;
  - b. The child care provider shall ensure that all people (children and providers) wash hands with soap and water upon arrival to the facility;
  - c. The child care provider shall ensure that staff and children are screened for symptoms of COVID-19 at the beginning of the day on arrival and may not allow any symptomatic individuals to enter the facility; logs of the employee screening activity must be kept and made available for inspection by the local health officer;
  - d. The business shall maintain a record of staff working hours by date and time for purposes of COVID-19 contact tracing; if such recordkeeping is done manually, sanitizing measures must be taken on the instruments used for recordkeeping in between use;
  - e. In the event of a confirmed case of COVID-19 within the facility, the provider shall close the facility and consult with their local county health officer on next steps and when to re-open;
  - f. The child care provider shall ensure that enrolled children are met at the entrance and that parents, or other individuals dropping off or picking up children, do not enter the facility, unless absolutely necessary; and



- g. The child care provider shall ensure that surfaces and areas that are used and touched often are cleaned and sanitized after each use (e.g. shared toys, keyboards, desks, remote controls) or at least twice a day (e.g. doorknobs, light switches, toilet handles, sink handles, countertops).
6. Child care providers operating under the measures in paragraph 5 shall prioritize providing child care for children of essential personnel. "Essential personnel" include:
- a. Staff and providers of childcare and education services, including custodial and kitchen staff and other support staff, who do not do their work remotely;
  - b. Providers of healthcare including, but not limited to, employees of clinics, hospitals, nursing homes, long-term care and post-acute care facilities, respite houses, designated agencies, emergency medical services, as well as necessary custodial, kitchen, administrative, and other support staff;
  - c. Criminal justice personnel including those in law enforcement, courts, and correctional services;
  - d. Public health employees;
  - e. Firefighters, Wyoming National Guard personnel called to duty for responding to COVID-19, and other first responders;
  - f. Government (Federal, State, and local) employees determined to be essential for response to the COVID-19 crisis;
  - g. Active duty military staff;
  - h. Pharmacy staff;
  - i. Foster families with children through grade 8;
  - j. 2-1-1 and 9-1-1 call center staff; critical infrastructure and utility workers, including electrical, plumbing, telecommunications, water, and wastewater operators, workers, and staff;
  - k. State, municipal, and commercial public works and sanitation crews;
  - l. Grocery and food supply workers;
  - m. Supply chain, postal, and delivery drivers and warehouse workers;
  - n. Manufacturers of medical devices, equipment, testing equipment, and supplies; and

- o. **Fuel distribution workers.**
7. **In addition to the measures noted above, a child care center or home daycare that remains open is required to follow all health guidelines from the CDC and Wyoming Department of Health for limiting the risk of transmission of COVID-19, to the extent possible when caring for children.**
  8. **As child care is a critical part of the infrastructure of Wyoming, allowing essential systems to function, in the event a County Health Officer closes a child care facility under the direction and supervision of the State Health Officer, the County Health Officer shall work with local child care providers to make available limited child care services for essential personnel, as described above.**
  9. **All K-12 schools, colleges, universities, and trade schools shall not hold in person classes until no sooner than June 1, 2020 unless an exception is granted under paragraph 11 or a Countywide Variance Order is granted under paragraph 12. Staff and teachers may continue to work in school or facility buildings to facilitate adaptive learning/instruction or to complete required administrative tasks. Food may still be prepared to be made available to those in need.**
  10. **K-12 schools, colleges, universities, and trade schools may provide limited on-site instruction to students who need specialized assistance or services, or for technical courses that require specific equipment for instruction. K-12 schools, universities, colleges, and trade schools offering these services shall operate under the following provisions:**
    - a. **Groups shall be limited to 25 people (students and teachers); the facility shall restrict groups of people to 25 in each separate room; the facility may allow more than 25 people in the facility only if each group of 25 is in a room separated by walls from other groups;**
    - b. **Spacing of at least 6 feet between people must be maintained whenever possible; face coverings shall be worn in situations where 6 feet of separation cannot be maintained;**
    - c. **Students and staff shall be screened each day for symptoms of COVID-19, or exposure to an individual with COVID-19; students or staff who are ill shall not participate in onsite activities; students and staff who have been exposed to a COVID-19 positive person within the previous 14 days shall not be allowed to participate in onsite activities; staff logs of screening must be kept and made available for inspection by the local health officer;**
    - d. **All facilities, and surfaces therein, shall be cleaned and disinfected according to CDC guidelines before and after student use;**
    - e. **Six foot spacing of students during transportation to and from the facility must be maintained as much as practicable; and**

- f. Hand hygiene must be performed frequently within the facility.
11. Specific exceptions to the restrictions in this Order may be granted, at the discretion of the County Health Officer, under the direction and supervision of the State Health Officer, if demonstrated, in writing, to the County Health Officer that effective cleaning and safety measures are implemented. Any specific exception under this paragraph must be approved in writing by the State Health Officer and may be modified or revoked by the County Health Officer under the supervision and direction of the State Health Officer.
  12. Countywide variances to the restrictions in this Order may be granted in the form of a Countywide Variance Order if approved and signed by both the County Health Officer and the State Health Officer. Countywide Variance Orders may be less restrictive or more restrictive than the measures imposed in this Order.
  13. This Order is entered in conjunction with the statewide public health orders titled "Fourth Continuation, and Modification, of Statewide Public Health Order #2: Forbidding Gatherings of More Than Twenty-Five (25) People", entered May 13, 2020, and "Fourth Continuation, and Modification, of Statewide Public Health Order #3 Regarding Nail Salons, Hair Salons, Barber Shops, Massage Therapy Services, Tattoo, Body Art and Piercing Shops, and Cosmetology, Electrology, and Esthetic Services", entered May 13, 2020.
  14. This Order supersedes all individual county health orders currently in effect.

As the State Health Officer, I specifically deem this Order necessary to protect the public health. *See* Wyo. Stat. Ann. § 35-1-240(a)(i), (ii), and (iv). I will reassess the necessity of this Order as appropriate to do so and according to accepted epidemiological and medical standards. Any person or legal entity that violates this Order shall be subject to criminal prosecution under Wyo. Stat. Ann. §§ 35-1-105 and -106.

DATED THIS 13 DAY OF May, 2020.

  
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Alexia Harrist  
Wyoming State Health Officer

**FOURTH CONTINUATION, AND MODIFICATION, OF STATEWIDE PUBLIC  
HEALTH ORDER #2: FORBIDDING GATHERINGS  
OF MORE THAN TWENTY-FIVE (25) PEOPLE**

In an effort to stop the spread of the coronavirus (COVID-19), the Wyoming Department of Health finds it necessary to protect the health of the public by continuing certain restrictions as outlined in this Order. Additionally, this Order implements measures in line with the White House unveiling, on April 16, 2020, of certain guidelines for Opening Up America Again - a three-phased approach beginning with State or Regional Gating Criteria and continuing through three phases of removing restrictions when there is no evidence of resurgence of the virus.

Due in part to the vigilance of Wyoming residents, the metrics measuring outbreak progress and healthcare system capacity allow for the Wyoming Department of Health to continue the process of incrementally lifting restrictions in previous statewide public health orders through a measured and data-based approach. As with previous statewide public health orders, this Order authorizes countywide variances to the restrictions within this Order, in the form of a Countywide Variance Order, if approved by the County Health Officer and the State Health Officer. This Order also authorizes gatherings of 25 people or less and authorizes certain gatherings with conditions.

This Order is effective on May 15, 2020, and shall remain in effect through May 31, 2020, unless the Wyoming Department of Health revokes or extends this Order before May 31, 2020.

**FINDINGS**

1. COVID-19 was first detected in Wuhan, China in 2019, and since then has spread to over 60 countries including the United States. There are 513 confirmed cases of COVID-19 in Wyoming as of May 12, 2020, as well as the presence of community spread. It is expected that more cases will be diagnosed. There have been 7 deaths in Wyoming related to COVID-19.
2. COVID-19 is a respiratory illness, transmitted through person-to-person contact or by contact with surfaces contaminated with the virus. Persons infected with COVID-19 may become symptomatic two to fourteen days after exposure. The symptoms of COVID-19 include fever, cough, and shortness of breath. In some cases, COVID-19 can result in severe disease including hospitalization, admission to an intensive care unit, and death, especially among older adults and persons with serious underlying health conditions. New information about the implications of this virus is ongoing.
3. The World Health Organization declared COVID-19 a worldwide pandemic as of March 11, 2020.
4. On March 13, 2020, the President of the United States declared a national emergency concerning the coronavirus, specifically stating that, in "December 2019 a novel (new) coronavirus known as SARS-CoV-2 ("the virus") was first detected in Wuhan, Hubei Province, People's Republic of China, causing outbreaks of the coronavirus disease (COVID-19) that has now spread globally [...] The spread of COVID-19 within our Nation's communities threatens to strain our Nation's healthcare systems. [...] Additional measures [...] are needed to successfully contain and combat the virus in the United States."

5. On March 13, 2020, Wyoming Governor Mark Gordon declared a State of Emergency and Public Health Emergency in the State of Wyoming, stating that on March 11, 2020, an individual within the State of Wyoming tested presumptive positive for COVID-19 and the State of Wyoming is experiencing a public health emergency in response to the evolving COVID-19 outbreak.
6. Governor Gordon's Declaration of a State of Emergency and Public Health Emergency directs the Wyoming Department of Health to take all appropriate and necessary actions, and that in the judgment of the Director of the Wyoming Department of Health, any actions necessary should be taken to provide aid to those locations where there is a threat or danger to public health, safety, and welfare.
7. A significant number of Wyoming citizens are at risk of serious health complications, including death, from COVID-19. Although most individuals who contract COVID-19 do not become seriously ill, people with mild symptoms, and even asymptomatic persons with COVID-19, place other vulnerable members of the public at significant risk.
8. A large number of persons with serious infections may compromise the ability of healthcare systems in Wyoming to deliver the necessary healthcare to the public.
9. Wyoming Statute § 35-1-240(a)(i), (ii), and (iv) provides all the rights and powers for the Wyoming Department of Health, through the State Health Officer, Dr. Alexia Harrist, M.D., PhD, or under her directive through other employees of the Wyoming Department of Health, to control the causes of communicable disease; and to forbid gatherings of people when necessary to protect public health.
10. In addition to the above findings, stopping the spread of COVID-19 includes washing your hands often, practicing social distancing by avoiding close contact with others, staying at least six feet away from someone who is ill or showing signs of illness, avoiding touching your face, eyes, nose and mouth, covering your cough or sneeze into your elbow or by using a tissue, and by wearing a face covering when in public.

### **ORDER**

1. Gatherings of more than twenty-five (25) people are prohibited in order to help stop the spread of COVID-19 and protect the health of the public.
2. "Gatherings" are any planned or spontaneous event, public or private, bringing together, or likely bringing together, more than twenty-five (25) people in a single room or a single confined space (whether indoor or outdoor) at the same time.
3. Gatherings at the following are exempted from this Order:
  - a. Hotels and motels for lodging purposes;
  - b. Livestock auctions;
  - c. Groups of workers being transported to a location for their jobs;

- d. Government business, military and National Guard facilities, law enforcement, jails, secure treatment centers, and correctional facilities, including any facility operated by the Wyoming Department of Corrections, and any facility used to respond to natural disasters or public health emergencies;
  - e. Federal, State, and local government facilities, including government service centers;
  - f. Relief facilities, including food pantries and shelter facilities;
  - g. Residential buildings, excluding individual household residences;
  - h. Grocery stores, markets, convenience stores, pharmacies, drug stores;
  - i. Truck stops, gas stations, and auto-repair facilities;
  - j. Retail or business establishments, where more than twenty-five (25) people may be present but are generally not within six (6) feet of one another;
  - k. Healthcare facilities, including hospitals, medical facilities, home health agencies, personal care agencies, hospices, adult family homes, mental health centers, and pharmacies;
  - l. Alcohol and drug treatment centers; and
  - m. Long-term care and assisted living facilities, including nursing homes and assisted living facilities, as long as the facility complies with guidance and directives from the CDC, the Wyoming Department of Health, and appropriate licensing and regulatory agencies.
4. Religious or faith based organizations and funeral homes may allow gatherings of more than 25 people subject to the following conditions, to be enforced by the religious or faith based organization leaders/staff or the staff of the funeral home:
- a. A 6-foot distance must be maintained between individual household groups at all times;
  - b. The number of people in a confined area at any time must be limited to allow for adequate distancing between households;
  - c. Close contact between members of different households is prohibited before, during, and after the gathering;
  - d. Reading materials, collection plates, and communion trays shall be passed out to individual attendees by the leaders/staff rather than passed between attendees;
  - e. Prior to the gathering, religious or faith based organization leaders/staff and staff of funeral homes must be screened for symptoms of COVID-19, or exposure to a person

with COVID-19 during the previous 14 days. Staff or leaders with symptoms of illness, or known exposure to a person with COVID-19 infection within the previous 14 days, shall not participate in the gathering; staff logs of the screening activity shall be kept and made available for inspection by the local health officer;

f. The entire facility shall be cleaned thoroughly, including all high touch areas before and after each gathering, according to CDC guidelines for cleaning;

g. Communion shall be served in individual containers;

h. There shall be no exchange of food or drink, with the exception of subsection g;

i. Staff who come within 6 feet of attendees or other staff must wear a face covering; and

5. Any gathering not covered by this Order should follow the public health recommendations of the Centers for Disease Control and the Wyoming Department of Health, including washing hands often with soap and water, practicing social distancing by avoiding close contact with others, avoiding touching your face, eyes, nose and mouth, covering your cough or sneeze into your elbow or by using a tissue, and wearing a face covering when in public.

6. Additional specific gathering exceptions to the prohibitions in this Order may be granted, at the discretion of the County Health Officer, under the direction and supervision of the State Health Officer, if demonstrated, in writing, to the County Health Officer that people at the gathering will maintain at least six (6) feet of space between one another, and that effective sanitation will be performed before and after the gathering. Any specific exception under this paragraph must be approved in writing by the State Health Officer and may be modified or revoked by the County Health Officer under the supervision and direction of the State Health Officer.

7. Countywide variances to the prohibitions mandated in this Order may be granted in the form of a Countywide Variance Order if approved and signed by both the County Health Officer and the State Health Officer. Countywide Variance Orders may be less restrictive (or more restrictive) than the measures imposed in this Order.

8. This Order is entered in conjunction with the statewide public health orders titled "Fourth Continuation, and Modification, of Statewide Public Health Order Regarding Bars, Restaurants, Theaters, Gymnasiums, Child Care Facilities, K-12 Schools, Colleges, Universities, and Trade Schools", entered May 13, 2020, and "Fourth Continuation, and Modification, of Statewide Public Health Order #3 Regarding Nail Salons, Hair Salons, Barber Shops, Massage Therapy Services, Tattoo, Body Art and Piercing Shops, and Cosmetology, Electrology, and Esthetic Services", entered May 13, 2020.

9. This Order supersedes all individual county health orders currently in effect.

As the State Health Officer, I specifically deem this Order necessary to protect the public health. *See* Wyo. Stat. Ann. § 35-1-240(a)(i), (ii), and (iv). I will reassess the necessity of this Order as appropriate to do so and according to accepted epidemiological and medical standards.

Any person or legal entity that violates this Order shall be subject to criminal prosecution under Wyo. Stat. Ann. §§ 35-1-105 and -106.

DATED THIS 13 DAY OF May, 2020.

  
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Alexia Harrist  
Wyoming State Health Officer



**FOURTH CONTINUATION, AND MODIFICATION, OF STATEWIDE PUBLIC HEALTH ORDER #3 REGARDING NAIL SALONS, HAIR SALONS, BARBER SHOPS, MASSAGE THERAPY SERVICES, TATTOO, BODY ART AND PIERCING SHOPS, AND COSMETOLOGY, ELECTROLOGY, AND ESTHETIC SERVICES**

In an effort to stop the spread of the coronavirus (COVID-19), the Wyoming Department of Health finds it necessary to protect the health of the public by continuing certain restrictions as outlined in this Order. Additionally, this Order implements measures in line with the White House unveiling, on April 16, 2020, of certain guidelines for Opening Up America Again - a three-phased approach beginning with State or Regional Gating Criteria and continuing through three phases of removing restrictions when there is no evidence of resurgence of the virus.

Due in part to the vigilance of Wyoming residents, the metrics measuring outbreak progress and healthcare system capacity allow for the Wyoming Department of Health to continue the process of incrementally lifting restrictions in previous statewide public health orders through a measured and data-based approach. As with previous statewide public health orders, this Order authorizes countywide variances to the restrictions within this Order, in the form of a Countywide Variance Order, if approved by the County Health Officer and the State Health Officer. This Order also continues to incrementally lift some of the restrictions on the businesses outlined in this Order.

This Order is effective on May 15, 2020, and shall remain in effect through May 31, 2020, unless the Wyoming Department of Health revokes or extends this Order before May 31, 2020.

**FINDINGS**

1. COVID-19 was first detected in Wuhan, China in 2019, and since then has spread to over 60 countries including the United States. There are 513 confirmed cases of COVID-19 in Wyoming as of May 12, 2020, as well as the presence of community spread. It is expected that more cases will be diagnosed. There have been 7 deaths in Wyoming related to COVID-19.
2. COVID-19 is a respiratory illness, transmitted through person-to-person contact or by contact with surfaces contaminated with the virus. Persons infected with COVID-19 may become symptomatic two to fourteen days after exposure. The symptoms of COVID-19 include fever, cough, and shortness of breath. In some cases, COVID-19 can result in severe disease including hospitalization, admission to an intensive care unit, and death, especially among older adults and persons with serious underlying health conditions. New information about the implications of this virus is ongoing.
3. The World Health Organization declared COVID-19 a worldwide pandemic as of March 11, 2020.
4. On March 13, 2020, the President of the United States declared a national emergency concerning the coronavirus, specifically stating that, in "December 2019 a novel (new) coronavirus known as SARS-CoV-2 (the virus)" was first detected in Wuhan, Hubei Province, People's Republic of China, causing outbreaks of the coronavirus disease (COVID-19) that has now spread globally [...] The spread of COVID-19 within our Nation's communities

threatens to strain our Nation's healthcare systems. [...] Additional measures [...] are needed to successfully contain and combat the virus in the United States."

5. On March 13, 2020, Wyoming Governor Mark Gordon declared a State of Emergency and Public Health Emergency in the State of Wyoming, stating that on March 11, 2020, an individual within the State of Wyoming tested presumptive positive for COVID-19 and the State of Wyoming is experiencing a public health emergency in response to the evolving COVID-19 outbreak.
6. Governor Gordon's Declaration of a State of Emergency and Public Health Emergency directs the Wyoming Department of Health to take all appropriate and necessary actions, and that in the judgment of the Director of the Wyoming Department of Health, any actions necessary should be taken to provide aid to those locations where there is a threat or danger to public health, safety, and welfare.
7. A significant number of Wyoming citizens are at risk of serious health complications, including death, from COVID-19. Although most individuals who contract COVID-19 do not become seriously ill, people with mild symptoms, and even asymptomatic persons with COVID-19, place other vulnerable members of the public at significant risk.
8. A large number of persons with serious infections may compromise the ability of healthcare systems in Wyoming to deliver the necessary healthcare to the public.
9. Wyoming Statute § 35-1-240(a)(i), (ii), and (iv) provides all the rights and powers for the Wyoming Department of Health, through the State Health Officer, Dr. Alexia Harrist, M.D., PhD, or under her directive through other employees of the Wyoming Department of Health, to control the causes of communicable disease; to close certain public places; and to forbid gatherings of people when necessary to protect public health.
10. In addition to the above findings, stopping the spread of COVID-19 includes washing your hands often, practicing social distancing by avoiding close contact with others, staying at least six feet away from someone who is ill or showing signs of illness, avoiding touching your face, eyes, nose and mouth, covering your cough or sneeze into your elbow or by using a tissue, and by wearing a face covering when in public.

### **ORDER**

1. Pursuant to Wyo. Stat. Ann. § 35-1-240(a)(i), (ii), and (iv), beginning on May 15, 2020, and continuing through May 31, 2020, unless revoked or extended by the Wyoming Department of Health before May 31, 2020, nail salons, hair salons, barber shops, cosmetology, electrology, and esthetic services, massage therapy services (excluding massages performed for medical purposes which are exempt from this Order) and tattoo, body art, and piercing shops may re-open or continue to operate under the following conditions:
  - a. Patrons shall only receive services at stations with at least 6 feet of separation on all sides from other stations serving patrons;

- b. The number of people (patrons and staff) in a confined area at any time shall be limited in such a way as to allow for adequate spacing between stations;
  - c. Employees shall be screened for symptoms of COVID-19, or exposure to an individual with COVID-19, prior to each shift; employees who are ill shall not be allowed to work; employees who have been exposed to a COVID-19 positive person within the previous 14 days shall not be allowed to work; employee logs of the screening activity shall be kept and made available for inspection by the local health officer;
  - d. All patrons shall wear face coverings as much as possible when receiving service;
  - e. All staff must wear face coverings when within 6 feet of customers or other staff;
  - f. Service shall be provided by appointment only;
  - g. The business shall maintain a record of staff working hours by date and time for purposes of COVID-19 contact tracing; if such recordkeeping is done manually, sanitizing measures must be taken on the instruments used for recordkeeping in between use;
  - h. Patrons in waiting areas shall remain 6 feet apart; waiting areas must have floor markers to indicate proper spacing;
  - i. Cleaning and sanitizing shall be completed after each patron is served, including hand washing and surface sanitation;
  - j. The business shall not operate without appropriate protective equipment for staff (face coverings, gloves for serving and cleaning, etc.), EPA-approved disinfectants and sanitizers, soap and other necessary cleaning supplies;
  - k. The business shall encourage contactless and non-signature payment; if not possible for the customer, card and payment stations must be sanitized after each use; staff shall sanitize hands between handling payment options; and
  - l. Signage must remind customers not to enter the business if they have symptoms of COVID-19, and the signage must be displayed at the business entrance.
2. The restrictions imposed by this Order do not prohibit owners, employees, contractors, vendors, or suppliers of the services listed above from entering, exiting, or occupying that place of business in their professional capacity.
  3. Specific service provider exceptions to the restrictions within this Order may be granted, at the discretion of the County Health Officer, under the direction and supervision of the State Health Officer, if demonstrated, in writing, to the County Health Officer that effective cleaning and safety measures are implemented by the service provider. Any specific exception under this paragraph shall be approved in writing by the State Health Officer and

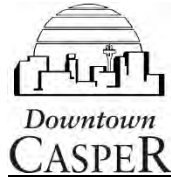
may be modified or revoked by the County Health Officer under the supervision and direction of the State Health Officer.

4. Countywide variances to the restrictions in this Order may be granted in the form of a Countywide Variance Order if approved and signed by both the County Health Officer and the State Health Officer. Countywide Variance Orders may be less restrictive (or more restrictive) than the measures imposed in this Order.
5. This Order is entered in conjunction with the statewide public health orders titled "Fourth Continuation, and Modification, of Statewide Public Health Order Regarding Bars, Restaurants, Theaters, Gymnasiums, Child Care Facilities, K-12 Schools, Colleges, Universities, and Trade Schools", entered May 13, 2020, and "Fourth Continuation, and Modification, of Statewide Public Health Order #2: Forbidding Gatherings of More Than Twenty-Five (25) People", entered May 13, 2020.
6. This Order supersedes all individual county health orders currently in effect.

As the State Health Officer, I specifically deem this Order necessary to protect the public health. *See* Wyo. Stat. Ann. § 35-1-240(a)(i), (ii), and (iv). I will reassess the necessity of this Order as appropriate to do so and according to accepted epidemiological and medical standards. Any person or legal entity that violates this Order shall be subject to criminal prosecution under Wyo. Stat. Ann. §§ 35-1-105 and -106.

DATED THIS 13 DAY OF May, 2020.

  
\_\_\_\_\_  
Alexia Harrist  
Wyoming State Health Officer



DOWNTOWN DEVELOPMENT AUTHORITY

Board Meeting  
Wednesday, May 13, 2020  
11:30AM – 12:30PM  
AGENDA

- |       |  |          |
|-------|--|----------|
| I.    | Establish Quorum and Call Meeting to Order | T.Schenk |
| II.   | Public Comments                            |          |
| III.  | City Report                                | C.Powell |
| IV.   | Approval of March 2020 Board Minutes       | T.Schenk |
| V.    | Financials (DDA, PG, David Street Station) |          |
|       | A) March & April 2020 Reports              | N.Grooms |
|       | B) April 2020 & May 2020 Payments          | N.Grooms |
|       | C) Motion to Approve Financials            |          |
| VI.   | Director's Report                          | K.Hawley |
|       | -Operational Update                        |          |
|       | -State Grant Request                       |          |
|       | -Buffalo Statue Request                    |          |
|       | -Budget prep                               |          |
| VII.  | Committee Reports                          |          |
| VIII. | Executive Session (if needed)              |          |
| VIX.  | Action Items                               |          |
| X.    | Adjourn                                    |          |

Next Meeting June 10, 2020

**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**

**March 11, 2020**

**11:30 a.m.**

**I. Call Meeting to Order**

**Present:** Tim Schenk, Will Reese, Nicholas Grooms, Pete Fazio, Shawn Houck, \*Deb Clark (phone)

**Staff:** Kevin Hawley, Julie Schmitt, Brooke Montgomery

**Guests:** N/A

**Excused:** Charlie Powell, Ryan McIntyre, Kerstin Ellis, Tony Hagar, Critter Murray

**II. Public Comments: N/A**

**III. City Report:**

- A. Liz Becher email update
  - o Midwest Phase 2 was pushed to end of March/First of April due to delays.

**IV. Approval of February 2020 Board Meeting Minutes**

*Motion, Second, Passed (Nick Grooms, Will Reese) (All Approved)*

**V. Financials– Nicholas Grooms**

- A. Income from Ice Skating down 30%. Discuss possibilities of chiller replacement, looking to purchase a chiller to cut down on rental costs. Possibly find a sponsor for the chiller.
- B. Parking garages finances – garage is revenue source, while it does require staffing and takes time, it supports positions and operations.
  - o Pete Fazio - suggests getting creative with parking. Drop costs to net more money and generate more traffic. Suggests reserved spots for business, and businesses can validate but customers can park in those spots.
  - o City needs to enforce street parking, which will cause parking garage to get more customers. Improvements/repairs to the Parking Garage are due.

**Approval of January/February/ March 2020 DDA, DSS & Parking Garage Financial Reports & Payments**

*Motion, Second, Passed (Shawn Houck, Pete Fazio) (All Approved)*

**VI. Director's Report - Kevin Hawley**

- A. There is an increasing list of corporate sponsors for DSS operations.
- B. Contract is coming up for renewal on parking garage; city should be releasing RFP soon.

**Move to Executive Session to Discuss Legal Matter**

*Motion, Second, Passed (Nick Grooms, Tim Schenk) (All Approved)*

**Move to Leave Executive Session at 12:21 p.m.**

*Motion, Second, Passed (Nick Grooms, Shawn Houck) (All Approved)*

**VII. Committee Reports – N/A**

**Comments: N/A**

**Motion to adjourn at approximately 12:22 PM**

*Motion, Second, Passed (Nick Grooms, Shawn Houck) (Approved)*

**Action Items: N/A**

Approved by:

Secretary's Signature: \_\_\_\_\_ /Date: \_\_\_\_\_

Board Member's Signature: \_\_\_\_\_ /Date: \_\_\_\_\_

# Casper Downtown Development Authority

## Balance Sheet

As of April 30, 2020

Apr 30, 20

DDA-Balance Sheet

### ASSETS

#### Current Assets

##### Checking/Savings

CHECKING -11,882.50

NOW Acct 202,462.28

Total Checking/Savings 190,579.78

##### Accounts Receivable

DDA Invoice -10,000.00

Total Accounts Receivable -10,000.00

##### Other Current Assets

Due from Parking Garage 5,113.34

Total Other Current Assets 5,113.34

Total Current Assets 185,693.12

**TOTAL ASSETS 185,693.12**

### LIABILITIES & EQUITY

#### Liabilities

##### Current Liabilities

##### Other Current Liabilities

Payroll Liabilities 8,689.21

Total Other Current Liabilities 8,689.21

Total Current Liabilities 8,689.21

Total Liabilities 8,689.21

#### Equity

Opening Bal Equity 382,324.44

Unrestricted Net Assets -162,966.17

Net Income -42,354.36

Total Equity 177,003.91

**TOTAL LIABILITIES & EQUITY 185,693.12**



## Casper Downtown Development Authority Profit & Loss

March 2020

IA-March P&L	<u>Mar 20</u>		<u>Apr 20</u>
<b>Ordinary Income/Expense</b>		<b>Ordinary Income/Expense</b>	
<b>Income</b>		<b>Income</b>	
ACCT. INTEREST	2.95	ACCT. INTEREST	0.06
ASSESSMENTS	136.14	<b>Total Income</b>	<u>0.06</u>
<b>Total Income</b>	<u>139.09</u>	<b>Expense</b>	
<b>Expense</b>		<b>ADMINISTRATIVE</b>	
<b>ADMINISTRATIVE</b>		Director's Salary	6,250.02
Director's Salary	6,250.02	Social Security	988.11
Social Security	1,000.98	Unemployment Insurance	43.91
Unemployment Insurance	50.50	Cell Phone Reimbursement	75.00
Cell Phone Reimbursement	75.00	<b>Total ADMINISTRATIVE</b>	<u>7,357.04</u>
<b>Total ADMINISTRATIVE</b>	<u>7,376.50</u>	<b>OPERATIONS</b>	
<b>MARKETING-COMMUNICATIONS</b>		Dues/Subscriptions	119.88
Sponsorships/PR	1,000.00	Office Automation	145.18
<b>Total MARKETING-COMMUNICATIONS</b>	<u>1,000.00</u>	Office Equipment	115.15
<b>OPERATIONS</b>		Office Rent	2,650.00
Accountant/Bookkeeper	455.50	Office Supplies	16.56
Office Automation	144.12	<b>Total OPERATIONS</b>	<u>3,046.77</u>
Music Service	50.00	<b>Payroll Expenses</b>	<u>6,666.68</u>
Office Equipment	475.62	<b>Total Expense</b>	<u>17,070.49</u>
Office Rent	2,650.00	<b>Net Ordinary Income</b>	-17,070.43
<b>Total OPERATIONS</b>	<u>3,775.24</u>	<b>Other Income/Expense</b>	
<b>Payroll Expenses</b>	<u>6,834.48</u>	<b>Other Expense</b>	
<b>Total Expense</b>	<u>18,986.22</u>	Bank Service Charge	4.00
<b>Net Ordinary Income</b>	-18,847.13	<b>Total Other Expense</b>	<u>4.00</u>
<b>Other Income/Expense</b>		<b>Net Other Income</b>	<u>-4.00</u>
<b>Other Expense</b>		<b>Net Income</b>	<u><u>-17,074.43</u></u>
Bank Service Charge	2.00		
<b>Total Other Expense</b>	<u>2.00</u>		
<b>Net Other Income</b>	-2.00		
<b>Net Income</b>	<u><u>-18,849.13</u></u>		



## Casper Downtown Development Authority Transaction Detail by Account

March 2020

DDA- March Transactions

Type	Date	Num	Name	Memo	Amount	Balance
<b>CHECKING</b>						
Paycheck	03/06/2020		Dylan Smith		-17.54	-17.54
Paycheck	03/06/2020		Abbey Kersenbrock		-44.34	-61.88
Liability Check	03/10/2020		IRS USA TAXPYMNT	83-0286881	-3,948.54	-4,010.42
Bill Pmt -Check	03/10/2020	5980	Charter Communications		-144.12	-4,154.54
Bill Pmt -Check	03/10/2020	5981	MOOD		-50.00	-4,204.54
Bill Pmt -Check	03/10/2020	5982	PMCH		-455.50	-4,660.04
Bill Pmt -Check	03/10/2020	5979	Walsh Property Management	March Rent	-2,650.00	-7,310.04
Bill Pmt -Check	03/10/2020	5983	NICOLAYSEN ART MUSEUM	#1776	-1,000.00	-8,310.04
Paycheck	03/15/2020		Kevin Hawley		-2,624.45	-10,934.49
Paycheck	03/15/2020		Brooke C. Montgomery		-1,335.73	-12,270.22
Paycheck	03/15/2020		Julie Schmitt		-1,488.60	-13,758.82
Deposit	03/16/2020			Deposit	136.14	-13,622.68
Bill Pmt -Check	03/16/2020	5984	FIB - MASTERCARD		-475.62	-14,098.30
Paycheck	03/20/2020		Abbey Kersenbrock		-60.94	-14,159.24
Paycheck	03/20/2020		Dylan Smith		-32.14	-14,191.38
Paycheck	03/31/2020		Brooke C. Montgomery		-1,335.73	-15,527.11
Paycheck	03/31/2020		Julie Schmitt		-1,488.61	-17,015.72
Paycheck	03/31/2020		Kevin Hawley		-2,624.44	-19,640.16
Deposit	03/31/2020			Interest	0.29	-19,639.87
Total CHECKING					<u>-19,639.87</u>	<u>-19,639.87</u>
<b>NOW Acct</b>						
Bill Pmt -Check	03/31/2020		FIRST INTERSTATE BANK		-2.00	-2.00
Deposit	03/31/2020			Interest	2.66	0.66
Total NOW Acct					<u>0.66</u>	<u>0.66</u>
<b>TOTAL</b>					<u><b>-19,639.21</b></u>	<u><b>-19,639.21</b></u>

## Casper Downtown Development Authority Transaction Detail by Account

April 2020

DDA April Transactions

	Type	Date	Num	Name	Amount	Balance
<b>CHECKING</b>						
	Liability Check	04/08/2020		IRS USA TAXPYMNT	-4,135.22	-4,135.22
	Bill Pmt -Check	04/08/2020		FIRST INTERSTATE BANK	-2.00	-4,137.22
	Bill Pmt -Check	04/13/2020	5985	Charter Commumications	-145.18	-4,282.40
	Bill Pmt -Check	04/13/2020	5986	FIB - MASTERCARD	-136.44	-4,418.84
	Bill Pmt -Check	04/13/2020	5987	Ricoh USA, Inc	-115.15	-4,533.99
	Bill Pmt -Check	04/13/2020	5988	Walsh Property Management	-2,650.00	-7,183.99
	Paycheck	04/15/2020		Kevin Hawley	-2,624.45	-9,808.44
	Paycheck	04/15/2020		Brooke C. Montgomery	-1,335.74	-11,144.18
	Paycheck	04/15/2020		Julie Schmitt	-1,488.62	-12,632.80
	Deposit	04/15/2020			10,000.00	-2,632.80
	Bill Pmt -Check	04/15/2020	5989	FIRST INTERSTATE BANK	-2.00	-2,634.80
	Paycheck	04/30/2020		Kevin Hawley	-2,624.45	-5,259.25
	Paycheck	04/30/2020		Brooke C. Montgomery	-1,335.73	-6,594.98
	Paycheck	04/30/2020		Julie Schmitt	-1,488.60	-8,083.58
	Deposit	04/30/2020			0.06	-8,083.52
	Total CHECKING				<u>-8,083.52</u>	<u>-8,083.52</u>
<b>TOTAL</b>					<u><b>-8,083.52</b></u>	<u><b>-8,083.52</b></u>

**Casper Downtown Development Authority**  
**Transaction Detail by Account**  
 May 2020

DDA - May Transactions

Type	Date	Num	Name	Amount	Balance
<b>CHECKING</b>					
Bill Pmt -Check	05/07/2020	5990	Advance Casper	-500.00	-500.00
Bill Pmt -Check	05/07/2020	5991	Casper Star-Tribune	-160.24	-660.24
Bill Pmt -Check	05/07/2020	5993	FIB - MASTERCARD	-65.96	-726.20
Bill Pmt -Check	05/07/2020	5994	MOOD	-50.00	-776.20
Bill Pmt -Check	05/07/2020	5995	Ricoh USA, Inc	-983.52	-1,759.72
Bill Pmt -Check	05/07/2020	5996	Walsh Property Management	-2,650.00	-4,409.72
Bill Pmt -Check	05/11/2020	5997	Charter Communications	-139.89	-4,549.61
Total CHECKING				<u>-4,549.61</u>	<u>-4,549.61</u>
<b>TOTAL</b>				<u><b>-4,549.61</b></u>	<u><b>-4,549.61</b></u>

# Downtown Development Authority Parking Garage

## Balance Sheet

As of April 30, 2020

PG - Balance

Apr 30, 20

### ASSETS

#### Current Assets

##### Checking/Savings

FIB - Parking Garage 1,881.42

Total Checking/Savings 1,881.42

##### Accounts Receivable

Accounts Receivable -206.00

Total Accounts Receivable -206.00

##### Other Current Assets

Undeposited Funds 2,168.00

Total Other Current Assets 2,168.00

Total Current Assets 3,843.42

**TOTAL ASSETS 3,843.42**

### LIABILITIES & EQUITY

#### Liabilities

##### Current Liabilities

##### Other Current Liabilities

Due to DDA -16,252.15

Payroll Liabilities -534.82

Total Other Current Liabilities -16,786.97

Total Current Liabilities -16,786.97

Total Liabilities -16,786.97

#### Equity

Unrestricted Net Assets 21,251.65

Net Income -621.26

Total Equity 20,630.39

**TOTAL LIABILITIES & EQUITY 3,843.42**

## Downtown Development Authority Parking Garage Profit & Loss

March 2020

PG - P&L	<u>Mar 20</u>		<u>Apr 20</u>
<b>Income</b>		<b>Income</b>	
Parking Fees		Returned Check Charges	9.00
Parking Garage	6,408.00	Parking Fees	
1st & Center	2,455.00	Parking Garage	6,720.00
Daily Parking	498.00	1st & Center	1,545.00
Parking Fees - Other	377.71	Daily Parking	42.00
<b>Total Parking Fees</b>	<u>9,738.71</u>	<b>Total Parking Fees</b>	<u>8,307.00</u>
Validation Incentive Program		Interest Income	0.06
Parking Validations	70.00	<b>Total Income</b>	<u>8,316.06</u>
<b>Total Validation Incentive Program</b>	<u>70.00</u>	<b>Gross Profit</b>	8,316.06
Interest Income	0.09	<b>Expense</b>	
<b>Total Income</b>	<u>9,808.80</u>	Bank Service Charges	9.00
<b>Gross Profit</b>	<u>9,808.80</u>	Administrative	
<b>Expense</b>		Office Staff	
Bank Service Charges	28.00	Administrative Office	4,333.34
Administrative		<b>Total Office Staff</b>	<u>4,333.34</u>
Office Staff		Garage Staff Payroll Expense	
Administrative Office	2,166.67	Payroll Expense	2,328.87
<b>Total Office Staff</b>	<u>2,166.67</u>	Payroll Taxes - FICA & Medicare	509.66
Garage Staff Payroll Expense		Payroll Expenses - WC/SUTA/FUT	110.52
Payroll Expense	2,227.40	<b>Total Garage Staff Payroll Expense</b>	<u>2,949.05</u>
Payroll Taxes - FICA & Medicare	336.15	<b>Total Administrative</b>	<u>7,282.39</u>
Payroll Expenses - WC/SUTA/FUTA	77.06	<b>OPERATIONS</b>	
<b>Total Garage Staff Payroll Expense</b>	<u>2,640.61</u>	Bank Fees	151.05
<b>Total Administrative</b>	<u>4,807.28</u>	Office Automation	104.94
<b>OPERATIONS</b>		Utilities	1,879.30
Bank Fees	182.15	Landscaping, Repairs / Maint.	275.00
Office Automation	172.64	Equip. & Supplies	
Utilities	2,055.12	Parking Garage	273.28
Landscaping, Repairs / Maint.	850.00	<b>Total Equip. &amp; Supplies</b>	<u>273.28</u>
Parking Structure Rent	363.00	Parking Structure Rent	363.00
<b>Total OPERATIONS</b>	<u>3,622.91</u>	OPERATIONS - Other	82.24
<b>Total Expense</b>	<u>8,458.19</u>	<b>Total OPERATIONS</b>	<u>3,128.81</u>
<b>Net Income</b>	<u>1,350.61</u>	<b>Total Expense</b>	<u>10,420.20</u>
		<b>Net Income</b>	<u><u>-2,104.14</u></u>





## Downtown Development Authority Parking Garage Transaction Detail by Account

March 2020

PG - March Trans.

Type	Date	Num	Name	Memo	Amount	Balance	
<b>FIB - Parking Garage</b>							
Deposit	03/02/2020			Deposit	4,044.00	4,044.00	
Deposit	03/04/2020			Deposit	371.71	4,415.71	
Deposit	03/04/2020			Deposit	1,706.00	6,121.71	
Paycheck	03/06/2020		Sharon A Elsberry		-550.05	5,571.66	
Paycheck	03/06/2020		Tevin C Reams		-344.87	5,226.79	
Liability Check	03/10/2020		United States Treasury	83-0286881	0.00	5,226.79	
Bill Pmt -Check	03/10/2020	1662	AAA Landscaping	Invoice #19590	-850.00	4,376.79	
Bill Pmt -Check	03/10/2020	1663	Century Link		-172.64	4,204.15	
Bill Pmt -Check	03/10/2020	1664	City of Casper Business Services	March Rent	-363.00	3,841.15	
Bill Pmt -Check	03/10/2020	1665	Mastercard	JL	-13.00	3,828.15	
Bill Pmt -Check	03/10/2020	1666	Rocky Mountain Power		-1,959.70	1,868.45	
Bill Pmt -Check	03/10/2020	1667	City of Casper Water and Sewer	#381802	-95.42	1,773.03	
Deposit	03/12/2020			Deposit	969.00	2,742.03	
Deposit	03/16/2020			Deposit	40.00	2,782.03	
General Journal	03/17/2020	DDA-71	First Interstate Bank-Emp.:Kim Coyle	Bounced Check#	-38.00	2,744.03	
General Journal	03/17/2020	DDA-72	First Interstate Bank-Emp.:Kim Coyle	Bank service charges fc	-3.00	2,741.03	
General Journal	03/17/2020	DDA-73	Kimberly Taylor	Bounced Check#	-35.00	2,706.03	
General Journal	03/17/2020	DDA-74	Kimberly Taylor	Bank service charges fc	-3.00	2,703.03	
General Journal	03/17/2020	DDA-75	First Interstate Bank-Emp.:Kim Coyle	Bounced Check#	-32.00	2,671.03	
General Journal	03/17/2020	DDA-76	First Interstate Bank-Emp.:Kim Coyle	Bank service charges fc	-3.00	2,668.03	
General Journal	03/17/2020	DDA-77	Kelly Reyes	Bounced Check#	-43.00	2,625.03	
General Journal	03/17/2020	DDA-78	Kelly Reyes	Bank service charges fc	-3.00	2,622.03	
General Journal	03/17/2020	DDA-79	Kimberly Taylor	Bounced Check#	-35.00	2,587.03	
General Journal	03/17/2020	DDA-80	Kimberly Taylor	Bank service charges fc	-3.00	2,584.03	
Deposit	03/18/2020			Deposit	498.00	3,082.03	
Paycheck	03/20/2020		Sharon A Elsberry		-604.76	2,477.27	
Paycheck	03/20/2020		Tevin C Reams		-386.32	2,090.95	
Deposit	03/24/2020			Deposit	6.00	2,096.95	
Bill Pmt -Check	03/24/2020		First Interstate Bank		-2.00	2,094.95	
Deposit	03/26/2020			Deposit	1,575.00	3,669.95	
Paycheck	03/31/2020		Jaclyn A Landess		-1,816.92	1,853.03	
Check	03/31/2020			Service Charge	-180.15	1,672.88	
Deposit	03/31/2020			Interest	0.09	1,672.97	
Total FIB - Parking Garage						<u>1,672.97</u>	<u>1,672.97</u>
<b>TOTAL</b>						<u><b>1,672.97</b></u>	<u><b>1,672.97</b></u>

## Downtown Development Authority Parking Garage Transaction Detail by Account

April 2020

PG - April Trans

Type	Date	Num	Name	Memo	Amount	Balance
<b>FIB - Parking Garage</b>						
Deposit	04/01/2020			Deposit	4,046.00	4,046.00
Deposit	04/02/2020			Deposit	1,915.00	5,961.00
Paycheck	04/03/2020		Sharon A Elsberry		-573.76	5,387.24
Paycheck	04/03/2020		Tevin C Reams		-395.76	4,991.48
Liability Check	04/08/2020		United States Treasury	83-0286881	0.00	4,991.48
General Journal	04/08/2020	DDA-81	Kelly Reyes	Bounced Check#	-43.00	4,948.48
General Journal	04/08/2020	DDA-82	Kelly Reyes	Bank service charge	-3.00	4,945.48
General Journal	04/08/2020	DDA-83	Davey Rael	Bounced Check#	-60.00	4,885.48
General Journal	04/08/2020	DDA-84	Davey Rael	Bank service charge	-3.00	4,882.48
General Journal	04/08/2020	DDA-85	Kimberly Taylor	Bounced Check#	-35.00	4,847.48
General Journal	04/08/2020	DDA-86	Kimberly Taylor	Bank service charge	-3.00	4,844.48
Deposit	04/13/2020			Deposit	42.00	4,886.48
Paycheck	04/15/2020		Jaclyn A Landess		-1,816.92	3,069.56
Deposit	04/15/2020			Deposit	875.00	3,944.56
Paycheck	04/17/2020		Sharon A Elsberry		-600.22	3,344.34
Paycheck	04/17/2020		Tevin C Reams		-398.97	2,945.37
Bill Pmt -Check	04/17/2020	1668	AAA Landscaping		-275.00	2,670.37
Bill Pmt -Check	04/17/2020	1669	Charter		-104.94	2,565.43
Bill Pmt -Check	04/17/2020	1670	City of Casper Business Services		-363.00	2,202.43
Bill Pmt -Check	04/17/2020	1671	City of Casper Water and Sewer		-75.42	2,127.01
Bill Pmt -Check	04/17/2020	1672	Mastercard		-177.76	1,949.25
Bill Pmt -Check	04/17/2020	1673	Rocky Mountain Power		-1,803.88	145.37
Bill Pmt -Check	04/28/2020		First Interstate Bank		-177.76	-32.39
Liability Check	04/28/2020	1674	Wyoming Department of Workforc	004608509	-490.36	-522.75
Paycheck	04/30/2020		Jaclyn A Landess		-1,816.92	-2,339.67
Check	04/30/2020			Service Charge	-151.05	-2,490.72
Deposit	04/30/2020			Interest	0.06	-2,490.66
Total FIB - Parking Garage					-2,490.66	-2,490.66
<b>TOTAL</b>					<b>-2,490.66</b>	<b>-2,490.66</b>

## Downtown Development Authority Parking Garage Transaction Detail by Account

May 2020

PG - May Trans

Type	Date	Num	Name	Memo	Amount	Balance
<b>FIB - Parking Garage</b>						
Paycheck	05/01/2020		Sharon A Elsberry		-616.23	-616.23
Paycheck	05/01/2020		Tevin C Reams		-323.50	-939.73
Deposit	05/01/2020			Deposit	16.00	-923.73
Deposit	05/01/2020			Deposit	2,166.00	1,242.27
Bill Pmt -Check	05/07/2020		First Interstate Bank		-2.00	1,240.27
Bill Pmt -Check	05/07/2020	1675	Century Link		-5.34	1,234.93
Bill Pmt -Check	05/07/2020	1676	Charter		-106.51	1,128.42
Bill Pmt -Check	05/07/2020	1677	City of Casper Business Services		-363.00	765.42
Bill Pmt -Check	05/07/2020	1678	City of Casper Water and Sewer		-75.42	690.00
Bill Pmt -Check	05/07/2020	1679	Computer Logic		-204.95	485.05
Bill Pmt -Check	05/07/2020	1680	Mastercard		-2.07	482.98
Bill Pmt -Check	05/07/2020	1681	Rocky Mountain Power		-1,696.61	-1,213.63
Bill Pmt -Check	05/11/2020	1682	Sharon Elsberry	Purchases cleaning s	-73.50	-1,287.13
Total FIB - Parking Garage					-1,287.13	-1,287.13
<b>TOTAL</b>					<b>-1,287.13</b>	<b>-1,287.13</b>

**Downtown Development Authority Parking Garage  
A/R Aging Summary  
As of May 11, 2020**

PG - Aging	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
All Star Transportation	0.00	0.00	0.00	0.00	126.00	126.00
Backwards	0.00	0.00	0.00	-7.00	0.00	-7.00
C85@ The Branding Iron	0.00	200.00	200.00	200.00	0.00	600.00
Chuck Hernderson	0.00	43.00	0.00	0.00	0.00	43.00
Davey Rael	0.00	0.00	0.00	40.00	20.00	60.00
Deanna Williams	0.00	0.00	0.00	0.00	91.00	91.00
Diamonds & Dolls	0.00	78.00	0.00	0.00	0.00	78.00
Edra Phillips	0.00	35.00	0.00	0.00	0.00	35.00
Edward Jones						
Edward Jones	0.00	70.00	0.00	0.00	0.00	70.00
Total Edward Jones	0.00	70.00	0.00	0.00	0.00	70.00
First Interstate Bank-Emp.						
Kim Coyle	0.00	0.00	76.00	0.00	-70.00	6.00
Total First Interstate Bank-Emp.	0.00	0.00	76.00	0.00	-70.00	6.00
Harden & Harden						
Harden & Peek Attorneys at Law	0.00	175.00	0.00	0.00	0.00	175.00
Harden & Harden - Other	0.00	0.00	-175.00	0.00	0.00	-175.00
Total Harden & Harden	0.00	175.00	-175.00	0.00	0.00	0.00
Heather Wells	0.00	0.00	0.00	0.00	135.00	135.00
Ide, Land and Leasing	0.00	1,023.00	1,128.00	0.00	0.00	2,151.00
Jean Baxter	0.00	0.00	0.00	0.00	43.00	43.00
Jordan Davis	0.00	0.00	0.00	0.00	215.00	215.00
Judie Chitwood	0.00	0.00	0.00	0.00	75.00	75.00
Judy Baker	0.00	35.00	35.00	35.00	0.00	105.00
Kimberly Taylor	0.00	0.00	0.00	35.00	111.00	146.00
Lisa Knapp	0.00	35.00	0.00	0.00	0.00	35.00
Mike Henion	0.00	0.00	0.00	0.00	89.00	89.00
Nicole Miller	0.00	385.00	0.00	0.00	0.00	385.00
Nona Goodrich	0.00	43.00	0.00	0.00	0.00	43.00
Okes Jewelers*						
Okes Jewelers - #1	0.00	148.00	0.00	0.00	0.00	148.00
Total Okes Jewelers*	0.00	148.00	0.00	0.00	0.00	148.00
Patrick Dowling	0.00	0.00	20.00	0.00	0.00	20.00
Rachel Brooks	0.00	0.00	43.00	0.00	0.00	43.00
Riley Huss	0.00	0.00	0.00	0.00	185.00	185.00
Rocky Mountain Real Estate						
Rocky Mountain Real Estate-1	0.00	218.00	0.00	0.00	0.00	218.00
Total Rocky Mountain Real Estate	0.00	218.00	0.00	0.00	0.00	218.00
Steve Howe	0.00	0.00	0.00	0.00	92.00	92.00
Tannya Nelson	0.00	0.00	0.00	0.00	130.00	130.00
Todd & Tamara Milliken	0.00	0.00	0.00	0.00	0.00	0.00
Tom Rea	0.00	43.00	0.00	0.00	0.00	43.00
Tom Rogers	0.00	35.00	35.00	0.00	0.00	70.00
Toni Hargrove	0.00	0.00	0.00	0.00	70.00	70.00
Ugly Bug Fly Shop	0.00	78.00	0.00	0.00	0.00	78.00
Vickery Hall	0.00	0.00	20.00	0.00	0.00	20.00
Western States, Inc.	0.00	0.00	0.00	0.00	890.00	890.00
Will Yates	0.00	0.00	0.00	0.00	374.00	374.00
Wolcott Galleria	0.00	0.00	0.00	385.00	0.00	385.00
<b>TOTAL</b>	<b>0.00</b>	<b>2,644.00</b>	<b>1,382.00</b>	<b>688.00</b>	<b>2,576.00</b>	<b>7,290.00</b>

**Downtown Development Authority**  
**Balance Sheet**  
As of April 30, 2020

DSS- Balance	<u>Apr 30, 20</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Plaza Checking	220,655.07
Special Events	<u>33,999.35</u>
<b>Total Checking/Savings</b>	254,654.42
<b>Accounts Receivable</b>	
Accounts Receivable	<u>13,125.00</u>
<b>Total Accounts Receivable</b>	<u>13,125.00</u>
<b>Total Current Assets</b>	<u>267,779.42</u>
<b>TOTAL ASSETS</b>	<u><u>267,779.42</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
Unrestricted Net Assets	232,434.28
Net Income	<u>35,345.14</u>
<b>Total Equity</b>	<u>267,779.42</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>267,779.42</u></u>

**Downtown Development Authority**  
**Profit & Loss**  
**March 2020**

DSS - P&L	<u>Mar 20</u>		<u>Apr 20</u>
Ordinary Income/Expense		Ordinary Income/Expense	
Income		Income	
ACCT. INTEREST	3.93	ACCT. INTEREST	2.27
Investments		Other Types of Income	
Endowment	31,182.00	Miscellaneous Revenue	925.00
Total Investments	31,182.00	Total Other Types of Income	925.00
Other Types of Income		Program Income	
Miscellaneous Revenue	925.00	Friends of Station	70.00
Total Other Types of Income	925.00	Total Program Income	70.00
Program Income		Total Income	997.27
Beverage Sales	95.51	Gross Profit	997.27
Friends of Station	70.00	Expense	
Vendor Fees	25.00	Contract Services	
Total Program Income	190.51	Legal Fees	1,328.00
Total Income	32,301.44	Contract Services - Other	700.00
Gross Profit	32,301.44	Total Contract Services	2,028.00
Expense		Facilities and Equipment	
Contract Services	3,067.60	Equip Rental and Maintenance	485.63
Facilities and Equipment		Rent, Parking, Utilities	
Building Repairs/Maint	1,560.45	Ash Street	3,264.67
Equip Rental and Maintenance	12,420.83	DSS	42.62
Rent, Parking, Utilities		Total Rent, Parking, Utilities	3,307.29
Ash Street	1,671.89	Total Facilities and Equipment	3,792.92
DSS	569.85	Marketing	
Rent, Parking, Utilities - Other	3,550.00	Advertising/Media	58.46
Total Rent, Parking, Utilities	5,791.74	Marketing - Other	200.16
Total Facilities and Equipment	19,773.02	Total Marketing	258.62
Marketing		Operations	
Advertising/Media	24.00	Bank Fees	61.96
Marketing - Other	1,110.86	Books, Subscriptions, Reference	4.99
Total Marketing	1,134.86	Event Expense	
Operations		Bands	5,000.00
Bank Fees	46.31	Event Expense - Other	46.59
Books, Subscriptions, Reference	916.35	Total Event Expense	5,046.59
Event Expense		Service Charge	30.37
Bands	600.00	Supplies	343.77
Security	4,050.00	Utilities	50.00
Event Expense - Other	-133.09	Operations - Other	-0.25
Total Event Expense	4,516.91	Total Operations	5,537.43
Office Automation	87.13	Payroll Expenses	10,000.00
Service Charge	4.11	Travel and Meetings	1,062.45
Supplies	200.10	Total Expense	22,679.42
Operations - Other	289.81	Net Ordinary Income	-21,682.15
Total Operations	6,060.72	Net Income	-21,682.15
Travel and Meetings	449.00		
Total Expense	30,485.20		
Net Ordinary Income	1,816.24		
Net Income	1,816.24		



## Downtown Development Authority Transaction Detail by Account

March 2020

DSS - March Trans

Type	Date	Num	Name	Memo	Amount	Balance
<b>Plaza Checking</b>						
Bill Pmt -Check	03/02/2020		John Lubner	2/17/20-3/1/20	-67.60	-67.60
Deposit	03/02/2020			Deposit	10.00	-57.60
Deposit	03/04/2020			Deposit	31,182.00	31,124.40
Deposit	03/09/2020			Deposit	20.00	31,144.40
Bill Pmt -Check	03/10/2020	1955	Ahern Rentals		-485.63	30,658.77
Bill Pmt -Check	03/10/2020	1956	Alliance Electric	Invoice 9240	-655.59	30,003.18
Bill Pmt -Check	03/10/2020	1957	AMBI Mail & Marketing	Glow Skate Posters	-24.00	29,979.18
Bill Pmt -Check	03/10/2020	1958	Black Hills Energy		-136.27	29,842.91
Bill Pmt -Check	03/10/2020	1959	Charter Communications		-3.22	29,839.69
Bill Pmt -Check	03/10/2020	1960	City of Casper - Finance Division	Zamboni Lease Nov 2019-Feb 2	-400.00	29,439.69
Bill Pmt -Check	03/10/2020	1961	Cowdin Cleaning	Feb 2020 Services	-1,450.00	27,989.69
Bill Pmt -Check	03/10/2020	1962	GW Mechanical		-1,347.95	26,641.74
Bill Pmt -Check	03/10/2020	1963	LONG Building Technologies, Inc.		-4,944.50	21,697.24
Bill Pmt -Check	03/10/2020	1964	LUM Studio LLC	DSS additional training	-150.00	21,547.24
Bill Pmt -Check	03/10/2020	1965	Madison House	Deposit for June 26th Performa	-600.00	20,947.24
Bill Pmt -Check	03/10/2020	1966	Mastercard		-1,192.15	19,755.09
Bill Pmt -Check	03/10/2020	1967	Secure Gunz LLC	Security	-2,025.00	17,730.09
Bill Pmt -Check	03/10/2020	1968	The Lyric	March Storage	-100.00	17,630.09
Bill Pmt -Check	03/10/2020	1969	Wyoming Camera Outfitters		-379.00	17,251.09
Bill Pmt -Check	03/10/2020	1970	Mastercard		-1,010.52	16,240.57
Bill Pmt -Check	03/10/2020	1971	Black Hills Energy	#5833 6256 06	-777.97	15,462.60
Bill Pmt -Check	03/10/2020	1972	City of Casper - Water Services	Multiple bills, see slips	-272.07	15,190.53
Bill Pmt -Check	03/10/2020	1973	City of Casper - Finance Division	#183032 - good faith payments	-2,500.00	12,690.53
Deposit	03/10/2020			Deposit	700.00	13,390.53
Deposit	03/12/2020			Deposit	25.00	13,415.53
Deposit	03/12/2020			Deposit	20.00	13,435.53
Deposit	03/16/2020			Deposit	593.00	14,028.53
Bill Pmt -Check	03/16/2020	1974	aggreko	Per Rick Strole	-5,680.50	8,348.03
Bill Pmt -Check	03/16/2020	1975	Mastercard		-627.48	7,720.55
Deposit	03/16/2020			Deposit	20.00	7,740.55
Deposit	03/16/2020			Deposit	95.51	7,836.06
Deposit	03/26/2020			Deposit	225.00	8,061.06
Bill Pmt -Check	03/31/2020		FIB		-2.00	8,059.06
Check	03/31/2020			Service Charge	-4.11	8,054.95
Deposit	03/31/2020			Interest	3.48	8,058.43
Total Plaza Checking					8,058.43	8,058.43
<b>TOTAL</b>					<b>8,058.43</b>	<b>8,058.43</b>



**Downtown Development Authority**  
**Transaction Detail by Account**  
April 2020

Type	Date	Num	Name	Memo	Amount	Balance
<b>Plaza Checking</b>						
Deposit	04/01/2020			Deposit	10.00	10.00
Deposit	04/10/2020			Deposit	20.00	30.00
Bill Pmt -Check	04/13/2020	1976	Ahern Rentals		-971.26	-941.26
Bill Pmt -Check	04/13/2020	1977	Black Hills Energy	DSS	-68.01	-1,009.27
Bill Pmt -Check	04/13/2020	1978	Charter Communications		-81.97	-1,091.24
Bill Pmt -Check	04/13/2020	1979	City of Casper - Finance Division		-97.00	-1,188.24
Bill Pmt -Check	04/13/2020	1980	Cowdin Cleaning	March 2020	-1,550.00	-2,738.24
Bill Pmt -Check	04/13/2020	1981	Mastercard	KH	-465.80	-3,204.04
Bill Pmt -Check	04/13/2020	1982	MCF LLC	Storage	-450.00	-3,654.04
Bill Pmt -Check	04/13/2020	1983	Rocky Mountain Power	ASH	-805.23	-4,459.27
Bill Pmt -Check	04/13/2020	1984	Secure Gunz LLC		-2,025.00	-6,484.27
Bill Pmt -Check	04/13/2020	1985	The Lyric	storage	-100.00	-6,584.27
Bill Pmt -Check	04/13/2020	1986	Western Distributing	St Patrick's day	-114.00	-6,698.27
Bill Pmt -Check	04/13/2020	1987	Williams, Porter, Day, & Neville, P.C		-1,328.00	-8,026.27
Bill Pmt -Check	04/13/2020	1988	Black Hills Energy		-688.26	-8,714.53
Bill Pmt -Check	04/13/2020	1989	City of Casper - Finance Division		-2,500.00	-11,214.53
Bill Pmt -Check	04/13/2020	1990	City of Casper - Water Services		-34.41	-11,248.94
Bill Pmt -Check	04/13/2020	1991	Mastercard		-1,826.13	-13,075.07
Bill Pmt -Check	04/13/2020	1992	City of Casper - Water Services		-76.41	-13,151.48
Bill Pmt -Check	04/13/2020	1993	City of Casper - Water Services		-8.21	-13,159.69
Bill Pmt -Check	04/15/2020	1994	Brent Phillips	Ice rink tear down	-490.00	-13,649.69
Bill Pmt -Check	04/15/2020	1995	Justin Lafferty	Ice rink tear down	-210.00	-13,859.69
Deposit	04/16/2020			Deposit	700.00	-13,159.69
Deposit	04/17/2020			Deposit	20.00	-13,139.69
Deposit	04/21/2020			Deposit	20.00	-13,119.69
Deposit	04/27/2020			Deposit	225.00	-12,894.69
Bill Pmt -Check	04/28/2020		Paradigm Talent Agency	Augustana - August 2020	-5,000.00	-17,894.69
Bill Pmt -Check	04/28/2020		Casper DDA Transfer	DSS to DDA to offset Payroll exp. fr	-10,000.00	-27,894.69
Check	04/30/2020			Service Charge	-30.37	-27,925.06
Deposit	04/30/2020			Interest	1.99	-27,923.07
Total Plaza Checking					-27,923.07	-27,923.07
<b>TOTAL</b>					<b>-27,923.07</b>	<b>-27,923.07</b>

## Downtown Development Authority Transaction Detail by Account

May 2020

DSS- May Trans

Type	Date	Num	Name	Memo	Amount	Balance
<b>Plaza Checking</b>						
Bill Pmt -Check	05/07/2020		FIB		-2.00	-2.00
Bill Pmt -Check	05/07/2020	1996	Ahern Rentals		-485.63	-487.63
Bill Pmt -Check	05/07/2020	1997	Black Hills Energy		-60.04	-547.67
Bill Pmt -Check	05/07/2020	1998	City of Casper - Water Services	DSS	-8.21	-555.88
Bill Pmt -Check	05/07/2020	1999	Mastercard	KH	-357.93	-913.81
Bill Pmt -Check	05/07/2020	2000	Rocky Mountain Power	DSS	-1,797.48	-2,711.29
Bill Pmt -Check	05/07/2020	2001	Secure Gunz LLC		-2,175.00	-4,886.29
Bill Pmt -Check	05/07/2020	2002	The Lyric		-100.00	-4,986.29
Bill Pmt -Check	05/07/2020	2003	Wyoming Department of Agriculture	Splash Pad renew	-50.00	-5,036.29
Bill Pmt -Check	05/07/2020	2004	Black Hills Energy		-605.71	-5,642.00
Bill Pmt -Check	05/07/2020	2005	City of Casper - Finance Division		-2,500.00	-8,142.00
Bill Pmt -Check	05/07/2020	2006	City of Casper - Water Services		-32.28	-8,174.28
Bill Pmt -Check	05/07/2020	2007	Mastercard	JL	-391.45	-8,565.73
Bill Pmt -Check	05/07/2020	2008	Rocky Mountain Power	ASH	-966.62	-9,532.35
Bill Pmt -Check	05/07/2020	2009	City of Casper - Water Services	ASH	-72.55	-9,604.90
Bill Pmt -Check	05/07/2020	2010	City of Casper - Water Services		-97.00	-9,701.90
Bill Pmt -Check	05/11/2020	2011	Charter Communications		-81.97	-9,783.87
Bill Pmt -Check	05/11/2020	2012	Hood's Equipment & Sprinkler		-83.23	-9,867.10
Total Plaza Checking					-9,867.10	-9,867.10
<b>TOTAL</b>					<b>-9,867.10</b>	<b>-9,867.10</b>

Downtown Dev. Authority  
Budget Summary 2019-2020

	Revenue	Expense	
DDA	\$167,250	\$183,600	-\$16,350
PG	\$124,720	\$152,793	-\$28,073
DSS	\$507,000	\$642,900	-\$135,900
	<hr/>	<hr/>	<hr/>
	\$798,970	\$979,293	-\$180,323

Casper DDA Budget for FY July 2019 - June 2020

EXPENSE	BUDGET
<b>ADMINISTRATIVE</b>	
Director's Salary	\$75,000.00
(Allocation to Pkg Garage)	(\$9,800.00)
ED Bonus/Incentives	\$6,400.00
Cell phone Stipend	\$900.00
Payroll Liabilities	\$8,000.00
<b>TOTAL ADMINISTRATIVE</b>	<b>\$80,500.00</b>
<b>OPERATIONS</b>	
Board MTG Expense	\$500.00
Office Automation	\$3,000.00
Conference Registration	\$2,400.00
Copier Maintenance Plan	\$2,500.00
Accountant/Bookkeeper	\$2,500.00
Planters	\$10,500.00
Graffiti	\$500.00
Insurance/Bonding (WARM)	\$4,000.00
Subscriptions	\$1,600.00
Music Service	\$600.00
Office Equipment	\$3,500.00
Office Rent	\$31,800.00
Garage Allocated	(\$7,200.00)
Office Supplies	\$2,000.00
Pigeon Control	\$5,000.00
Postage	\$400.00
Employee Development	\$1,500.00
Travel	\$5,000.00
<b>TOTAL OPERATIONS</b>	<b>\$70,100.00</b>
<b>MARKETING/COMMUNICATIONS</b>	
Sponsorships	\$7,500.00
Strategic Planning	\$2,000.00
Media Expenditures	\$16,000.00
Other Projects	\$3,000.00
Recognition Awards	\$1,500.00
PR - Director	\$3,000.00
<b>TOTAL Marketing/Comm.</b>	<b>\$33,000.00</b>
<b>TOTAL OPERATING EXPENSE</b>	<b>\$183,600.00</b>
<b>REVENUE</b>	
Assessments @ Mill Levy of 16%	\$165,000.00
Interest (Savings and CD's)	\$250.00
Donations	
<u>Donations</u>	
Planter Donation	\$2,000.00
Banners	
Other	
<b>TOTAL REVENUE</b>	<b>\$167,250.00</b>
<b>OPERATING SURPLUS/DEFICIT</b>	<b>(\$16,350.00)</b>
<b>BUDGET SUMMARY</b>	
BEGINNING BANK BAL (ALL ACCTS)	\$220,000.00
OPERATING EXPENSE	(\$183,600.00)
RESERVES EXPENSE	\$0.00
REVENUE COLLECTED	\$167,250.00
ENDING BANK BALANCE	\$203,650.00

## Parking Garage Budget July 1, 2019-2020

EXPENSE	BUDGET
Exec. Director Allocated	9,800.00
Administrative Expense	\$52,000.00
Garage Staff Payroll Expense	\$30,000.00
Staff Incentives	\$3,000.00
Director Incentives	\$1,600.00
Payroll Liabilities	\$8,000.00
<b>TOTAL ADMINISTRATIVE</b>	<b>\$104,400.00</b>

Advertising/Promotion	\$1,500.00
Mail/Postage	\$500.00
Insurance Coverage	\$4,000.00
Software Subscriptions	\$300.00
Accounting and Legal	\$1,000.00
Bank Fees	\$2,400.00
Bad Debt	\$1,000.00
Office Automation	\$2,500.00
Utilities	\$19,000.00
Landscaping, Repairs/Maint.	\$3,500.00
Equip./Supplies	\$1,500.00
Annual City Profit Sharing	\$0.00
DDA Operating Cost Allocated	\$7,200.00
Base Rent to City	\$3,993.00
	<b>\$48,393.00</b>

<b>TOTAL ADMIN &amp; OPERATIONS</b>	<b>\$152,793.00</b>
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REVENUE	
Vending	\$200.00
Validation Sticker Sales Income	\$500.00
Hourly Parking Income	\$6,000.00
Garage Monthly Rent	\$95,000.00
1st and Center Lot Monthly Rent	\$23,000.00
Interest	\$20.00
	\$0.00
<b>TOTAL REVENUE</b>	<b>\$124,720.00</b>

<b>Net Profit/Loss</b>	<b>(\$28,073.00)</b>
<b>(LESS INVESTMENT BY DDA)</b>	

BUDGET SUMMARY	
<b>BEGINNING BANK BALANCE</b>	<b>\$30,000.00</b>
<b>OPERATING EXPENSE</b>	\$152,793.00
<b>REVENUE COLLECTED</b>	<b>\$124,720.00</b>
<b>ENDING BANK BALANCE</b>	<b>\$1,927.00</b>

**David Street Station -Operational Budget**

<b>EXPENSE</b>		<b>Jul'19-Jun'20</b>		<b>Notes</b>
<b>ADMINISTRATIVE</b>				
Event Coordinator		\$40,000.00		
Marketing Manager		\$45,000.00		
Development Officer		\$40,000.00		
Event/Ice Staff		\$35,000.00		
Maintenance Staff		\$24,000.00		
Payroll Bonuses		\$7,500.00		
Payroll Liabilities		\$16,000.00		
<b>TOTAL ADMINISTRATIVE</b>		<b>\$207,500.00</b>		
<b>OPERATIONS</b>				
Website Development/Support		\$1,000.00		
Marketing/Advertising/Promotion		\$20,000.00		
Event Expenses				
AV		\$25,000.00		
Security		\$40,000.00		
Cleaning		\$15,000.00		
Entertainment		\$122,000.00		
Total Event Expense			\$202,000.00	
Mail/Postage		\$2,500.00		
Software Subscriptions		\$3,500.00		
Accounting and Legal		\$6,000.00		
Zamboni Contractor		\$12,000.00		
Office Automation		\$2,400.00		
Utilities				
DSS		\$24,000.00		
Ash		\$30,000.00		
Total Utilities			\$54,000.00	
Landscaping, Repairs/Maint.		\$12,000.00		
Equip./Supplies		\$12,000.00		
Building Repairs/Maintenance		\$12,000.00		
FF&E		\$30,000.00		
Insurance (Liability)		\$20,000.00		
Fundraising		\$6,000.00		
Chiller Rental		\$40,000.00		
<b>TOTAL OPERATIONS</b>		<b>\$435,400.00</b>		
<b>TOTAL ADMIN &amp; OPERATIONS</b>		<b>\$642,900.00</b>		
<b>REVENUE</b>				
Event Income/Sponsorships		\$110,000.00		
Endowment		\$32,000.00		
Ice Skating Income		\$50,000.00		
Operational Grants		\$65,000.00		
Partners in Progress		\$140,000.00		
Friends of Station		\$30,000.00		
Event Space Rental/Misc. Income		\$20,000.00		
5150 Funding		\$20,000.00		
Beverage Sales		\$40,000.00		
<b>TOTAL REVENUE</b>		<b>507,000.00</b>		
<b>Net Profit/Loss</b>		<b>(\$135,900.00)</b>		
<b>(LESS INVESTMENT BY DDA)</b>				

April 22, 2020

TO: Carter Napier, City Manager

FROM: Tom Pitlick, Financial Services Director

RE: Horkan LAD Write-off Request

As you are aware, Daniel Horkan has made a formal request to the City that the interest and penalty fees associated with his LAD assessment be written off. The basis of the request is his contention that the annual billing statements from the City in regard to this assessment have been mailed to the address of the assessed property, which is property he rents out, rather than to his permanent address. He stated that until the current renter recently forwarded the billing statement to him, he wasn't aware that he had this outstanding financial obligation. He has since paid the principal balance of the assessment in full but feels the \$2,012.58 in interest and late payment fees that have accumulated over the past nearly ten years shouldn't be his obligation as we failed to send the statements to his permanent address.

Since the provision of assessing interest and late payment penalty fees have been established by Council in resolution format, I don't feel staff has the authority to authorize any adjustments to these billings. In view of this, and recognizing there may be legitimate circumstances that warrant an adjustment, I would propose Council be approached with granting the City Manager the authority to negotiate settlement on outstanding LAD assessments when warranted. I would also suggest that no settlement exceed the current dollar value of the original assessment without specific Council approval. I believe granting this authority could help expedite collection of the assessments and reduce the administrative burden of approaching Council with individual requests.

Please let me know when you've had a chance to give this some consideration and if you wish to discuss further.



# CASPER AREA

METROPOLITAN PLANNING ORGANIZATION

## AGENDA

### Policy Committee Meeting

May 21, 2020

11:00 a.m.

Zoom Meeting Casper City Hall, Downstairs Meeting Room

	Item	Recommended Action	Notes
I.	<b>Call to Order and Introductions</b>		
II.	<b>Roll Call</b>		
III.	<b>Minutes of previous Policy meeting (03-31-2020)</b>	Approve	
IV.	<b>Program Updates</b> 1. <b>Transit Update</b> – Steve Kurtz/CATC 2. <b>Transportation Management Contract</b> - Pam 3. <b>I.T.</b> – Michael Szewczyk	Information	Transit Letter of Support for BUILD Grant
V.	<b>Citizen Committee Update</b>	Information	Letter of support for BUILD Grant
VI.	<b>Update on other UPWP Projects – Jeremy Yates</b> <ul style="list-style-type: none"><li>• Aerial Flight</li><li>• Aerial Flight QA/QC</li><li>• Mills Main Street Corridor Study</li><li>• Traffic Counts</li><li>• Bar Nunn Corridor Study</li><li>• Chamberlain Road Access PEL Study</li><li>• Evansville Traffic Studies</li><li>• Public Participation Plan Update</li><li>• Trails Summit</li></ul>	Information	
VII.	<b>Metropolitan Transportation Improvement Program FY 2020-2023 Amendment (MTIP) – Jeremy Yates</b>	Approve	
VIII.	<b>FY 2021 Unified Planning Work Program (UPWP – MPO Budget)</b>	Approve	
IX.	<b>Other Business</b>	Information/Discussion	
X.	<b>Adjourn</b>		

Next Policy Committee Meeting:

July, 2020 - TBD

11:00 a.m.

Casper City Hall Downstairs Meeting Room



Metropolitan Planning Organization  
Policy Committee Meeting  
March 31, 2020  
Minutes

**Members Present**

<b><u>Name</u></b>	<b><u>Jurisdiction/Organization</u></b>
Mark Ayen	WYDOT
Paul Bertoglio	Natrona County
Patrick Ford	Town of Bar Nunn
Sabrina Foreman	Town of Mills
Bob Hopkins	City of Casper
Glenn Januska	Casper/NCIA
Steve Kurtz	CATC
Carter Napier	City of Casper

**MPO and City Staff Present**

Liz Becher, Community Development Director  
Renee Hardy, MPO GIS Technician  
Pam Jones, MPO Administrative Technician  
Michael Szewczyk, City of Casper IT Manager  
Denyse Wyskup, Regional GIO  
Jeremy Yates, MPO Supervisor

**Ex-Officio Present**

Justin Matumueni, FHWA  
Juli Monahan, WYDOT  
Walt Satterfield, FHWA

**Members Absent**

Shane Porter, Town of Evansville

## I. Call to Order

Chairman Ford called the Policy Committee meeting to order on March 31, 2020 at 11:03 a.m. The meeting was held by teleconference due to the restrictions on groups meeting because of the current restrictions on social distancing due to COVID-19. Mr. Ford asked Ms. Jones to call the roll for attendance.

Mr. Yates stated that Mr. Seth Coleman, Mayor of Mills, has given his proxy to Sabrina Foreman on the Policy Committee from this point forward until further notice. A copy of that letter is included with these minutes.

## II. Approval of January 23, 2020 Policy Committee Minutes

Mr. Hopkins made a motion to approve the Policy Committee minutes from the January 23, 2020 meeting. Mr. Napier seconded the motion. Motion passed.

## III. Elect new Chairman and Vice Chairman

This item was moved to the end of the meeting.

## IV. Program Updates

### 1. Transit Update

Mr. Kurtz reported that Dial-a-Ride is down to about one-third of its normal riders. The fixed route has dropped as well. To maintain social distancing, the Blue Route has two (2) buses running one behind the other in the event one of the buses fills up.

### 2. Transportation Management Contract

Ms. Jones reported that one response was received to the RFP that was sent out and that was from CATC. MPO staff is reviewing the proposal to make sure all the required elements have been included.

### 3. I.T.

Mr. Szewczyk asked to defer his report to IX when the Aerial Flight is discussed.

## V. Citizen Committee Update

Mr. Yates reported that the committee's next meeting will be in April, unless it is cancelled.

## VI. UPWP - Amendment

Ms. Becher reported that the Technical Committee discussed this amendment at their meeting and is forwarding this with their approval to the Policy Committee. Ms. Becher reported that the MPO was approached by the Platte River Trails for sponsorship for the 2020 Trails Summit to be hosted by Wyoming Pathways and Platte River Trails Trust June 24-25, 2020. They are asking

for \$5,000 to sponsor a speaker. The memo that was read at the meeting has been included with these minutes.

Ms. Becher stated that we would take \$5,000 from the FY19 UPWP's Casper Study that has \$40,000 remaining in it. We will not be doing the Casper Study. This is an opportunity to draw attention to the work of the Casper Area MPO and allow attendees to learn about the goals and partnerships we have with the state and federal government.

The Technical Committee did ask if the funds would be returned if this Summit does not take place this summer. Ms. Becher said our funds would be returned if they are not able to reschedule the Summit. Mr. Satterfield stated that these funds would have to be spent by the end of the current fiscal year which is September 30, 2020.

Mr. Bertoglio made a motion to amend the FY19 UPWP to reallocate \$5,000 from the Casper Study for the sponsorship of the 2020 Trail Summit. Mr. Ayen seconded the motion. Motion passed.

*Added clarification from previous minutes: Mr. Satterfield's statement that the funds would have to be spent by the end of the current fiscal year, which is September 30, 2020, are actually a separate FHWA \$10,000 sponsorship. This does not apply to the MPO's \$5,000 sponsorship that the Policy Committee approved to reallocate from the Casper Study.*

## VII. Wayfinding Master Plan

Mr. Yates reported that Ms. Hardy sent out the Draft Wayfinding Master Plan to everyone. Mr. Yates reported that we have received all of the final comments. Ms. Becher noted that once the plan is approved, the plan will be sent out to all municipalities so you can make budgeting commitments. Ms. Becher and Ms. Hardy went through all of the comments and shared them on the screen. Ms. Becher did explain that the first comment will not be addressed in the Wayfinding Plan, but will be addressed in the Transit Development Plan. The comments that were shared on the screen are included with these minutes.

Ms. Becher stated that the Technical Committee did vote to approve the Wayfinding Plan with the comments and suggestion from FHWA and Andrew Beamer. Mr. Satterfield stated that his comments were for clarification purposes but wanted to make sure the language was incorporated. This plan would be the documentation that everyone would use to do their implementation with.

Mr. Ford asked what the rollout timeframe would be. Ms. Becher stated that once one municipality starts, this would feed another to start.

Mr. Napier made a motion to approve the Wayfinding Plan with the comments that were submitted. Mr. Hopkins seconded the motion. Motion passed.

## VIII. Long Range Transportation Plan (LRTP)

Mr. Yates stated that the LRTP document has been approved and posted on the website. Mr. Yates stated he had hoped to give everyone their copy of the Plan at this meeting but since we are not in person, this would have to be done at a later date. We will get them to everyone at our May meeting.

#### IX. Aerial Flight

Ms. Wyskup reported that the Aerial Flight contract has been approved. Ms. Wyskup reported that conditions are being monitored and Mr. Haigler and his staff have been taking pictures of ground conditions and the pictures have been forwarded to the Fugro USA Land, Inc., the consultant conducting the flight. The kickoff meeting is tentatively scheduled for mid April and the flight is tentatively scheduled for late April.

#### X. Aerial Flight QA/QC

Ms. Wyskup reported that the Aerial Flight QA/QC RFP was released and we received three (3) proposals. The flight committee members have submitted their scoring matrix on the proposals and Mr. Yates has tabulated them. Bids were received from AECOM, ESP Associates, Inc., and Sanborn.

#### XI. Mills Main Street Corridor Study

Ms. Hardy reported that surveys were sent to Mills residents in their water bills and surveys were available online. The response was excellent. The next phase of the study is the public participation portion but is on hold at this time because of the restrictions on group gatherings.

#### XII. Traffic Counts

Ms. Hardy reported that she received everyone's traffic count locations. The timing of the counts will depend on when schools are back in session.

#### XIII. Update on other UPWP Projects

- Bar Nunn Corridor Study – Mr. Yates reported that the RFP has been prepared and has been given to Bar Nunn for comments.
- Chamberlain Road Access PEL Study – Mr. Yates reported that he is finishing up the RFP and will have to the Town of Mills by the end of the week to review.
- Evansville Traffic Studies – Mr. Yates reported that he has been working on this RFP and he should have it to Evansville by the end of the week to review.
- Public Participation Plan – Mr. Yates reported that we are looking at other municipality Public Participation Plan RFP's and hope to have this going out in the near future.

#### XIV. MTIP

Mr. Yates reported that last year we did a four (4) year plan for our MTIP. Ms. Monahan said that every year we update projects, dollar amounts and what performance measures are targeted. We are still looking at the four year time period we originally looked at which is 2020-2023.

Mr. Yates stated we will can approve the 2020-2023 MTIP amendment at our May 21, 2020 meeting. Following that meeting, we will need to have a public comment period before it is sent to WYDOT July 1<sup>st</sup>. The final MTIP will be approved by the governor in August.

#### XV. FY2021 UPWP

Mr. Yates asked for everyone to start identifying projects they would like to see put in the budget for FY2021. Please have your suggestions to Ms. Jones or Mr. Yates for the UPWP by the first part of May.

#### XVI. Other Business

Ms. Becher reported that the City's Triennial Audit that was scheduled for May has been postponed until July or August. Mr. Kloke, our previous MPO Supervisor, has been hired to work with the Jefferson County Housing Authority in Denver.

#### XVII. (Was III on agenda) Elect New Chairman and Vice Chairman

Mr. Ford stated that due to conflicts with his job, he can no longer serve as Chairman of this committee. Ms. Becher, on Mr. Napier's behalf, nominated Mr. Bertoglio as Chairman. Mr. Hopkins seconded the motion. Motion passed.

Mr. Hopkins nominated Ms. Foreman as Vice Chairman. Mr. Bertoglio seconded the motion. Motion passed.

Mr. Hopkins thanked Mr. Ford for his commitment to the committee.

#### XVIII. Adjourn

Mr. Bertoglio made a motion to adjourn the meeting. Ms. Foreman seconded the motion. Motion passed. Meeting adjourned at 11:54 a.m.



# Unified Planning Work Program

October 1, 2020 – September 30, 20201

*Prepared by*  
Casper Area Metropolitan Planning Organization

*in coordination with*  
Wyoming Department of Transportation  
Federal Highway Administration  
Federal Transit Administration

*Approved by the MPO Policy Committee on July ??, 2020*

**Paul Bertoglio** | Natrona County Commissioner

**Seth Coleman** | Mayor of Mills

**Patrick Ford** | Mayor of Bar Nunn

**Jennifer Sorenson** | Mayor of Evansville

**Bob Hopkins** | Casper City Councilman

**Carter Napier** | Casper City Manager

**Mark Ayen** | WYDOT District Engineer

*Ex Officio*

**Steve Kurtz** | CATC/The Bus Board Member

**Glenn Januska** | Casper/Natrona County International Airport Manager

**Julianne Monahan** | WYDOT Planning and Policy Analyst

**Walter Satterfield** | FHWA Transportation Planner



CASPER AREA

METROPOLITAN PLANNING ORGANIZATION

Bar Nunn | Casper | Evansville | Mills | Natrona County | WYDOT

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## Introduction

Prior to 1980, governments in the county area created the Casper Area Transportation Planning Process (CATPP) to ensure cooperative, continuous, and comprehensive transportation planning efforts. The 1980 Census determined that the Casper area surpassed the 50,000 person population requirement needed to designate a metropolitan planning organization (MPO). At that time, the governor of Wyoming designated the Casper area as an MPO. Member jurisdictions of the MPO include:

- Town of Bar Nunn
- City of Casper
- Natrona County
- Town of Evansville
- Town of Mills
- Wyoming Department of Transportation (WYDOT)

### Consolidated Planning Grant (CPG)

The Casper and Cheyenne MPOs submit their planning programs together under the Consolidated Planning Grant (CPG). Through the CPG, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funds are combined into a single grant administered through WYDOT. The CPG allows the MPO to use funds for roadway planning or for transit planning. The CPG also allows the MPO to match FTA funds at the FHWA level 90.49% Federal and 9.51% local split.

### FTA Section 5307 Urbanized Formula Grant

The City of Casper is the direct recipient of FTA Section 5307 funds. While these funds may be used for planning purposes, no 5307 dollars will be used for planning purposes in this UPWP.

### UPWP Objectives

The objective of the Unified Planning Work Program (UPWP) is to provide local officials and participating agencies with a method of ensuring that local and federal transportation planning resources are allocated in accordance with established governmental policies.

The UPWP provides guidance and structure for development of planning projects of importance to MPO members. Development of a UPWP project listing allows for the efficient use of scarce funding. The UPWP also provides a work program for the staff of the MPO.

The UPWP is also the basis for financial management of the programs undertaken by the MPO. It is prepared annually and describes the work activities which will be undertaken by the Casper Area MPO. The work to be undertaken by the MPO is devoted to intermodal transportation planning activities which will eventually create a more effective and efficient transportation system. These activities include, but are not limited to:



1. Assisting member agencies, governing bodies, and officials in making decisions on the development of the urban transportation system;
2. Describing planning activities to be undertaken during the program year cooperatively by the MPO;
3. Establish and maintain transportation planning, and to provide a guide for in-house administrative tasks, as well as more specialized assignments relating to specific transportation modes and programs; and,
4. Maintain qualifications for the Casper area to participate in Federal-aid highway construction and transit programs for improvements and additions to the existing urbanized area street and highway system.

The UPWP gives a general overview of the planning process and a description of the planned work program for the coming fiscal year. The UPWP is intermodal, including highway, transit, and bikeway/pedestrian planning projects. Aviation projects are developed and overseen by the Natrona County Airport Board of Trustees, and are not included in the UPWP. However, the Airport is represented as an ex-officio member on the MPO Policy Committee.

## MPO Structure

The City of Casper acts as the fiscal agent for the MPO. The Community Development Department assigns staff to support the MPO. Staff members are City of Casper employees supervised by the Community Development Director.

The MPO coordinates transportation planning activities under the direction of the MPO Policy Committee. This relationship assures that transportation projects will be coordinated with the area planning process. The types of projects requiring coordination include master plans, recreational plans, and other plans which affect or are affected by transportation issues in the city, county, and state areas within the Casper metropolitan planning area boundaries. MPO staff also responds to the transportation planning needs of all member jurisdictions and should regularly consult their governing bodies.

The continuous planning program is carried out with the cooperation of the MPO's member jurisdictions at committee meetings. There are three committees within the MPO: the Citizen, Technical, and Policy Committees. Bikeway and pedestrian, transit and highway advisory committees are developed on an ad-hoc basis as needed. The committees and their duties are discussed in further detail below.

## Policy Committee

Coordination of the overall transportation planning process within the federally approved Casper metropolitan planning area boundaries is provided by the MPO Policy Committee. The membership of the Committee includes representatives from the City of Casper, Natrona County, WYDOT, and the Towns of Bar Nunn, Evansville and Mills. Other individuals may attend the Policy meeting as ex-

officio nonvoting members, such as a CATC Board member, Federal Highway Administration (FHWA) representative, or WYDOT planning liaison.

The Policy Committee reviews and approves the UPWP and the Transportation Improvement Program (MTIP). It also makes policy about the long and short-range elements of the transportation plan. The Committee acts as the approval authority for the federally financed surface transportation projects within the Casper metropolitan planning area boundary. The UPWP and the MTIP are submitted to WYDOT after approval by the Policy Committee. The MTIP must complete a public comment period. After it has reviewed and approved these documents, WYDOT forwards the UPWP to FHWA for final review and approval. The MTIP is approved by the Governor or his designated representative and is incorporated into the State Transportation Improvement Program (STIP), which is federally approved.

### Technical Committee

The Technical Committee is composed of engineers, planners, and transit professionals who represent the MPO's member jurisdictions, including WYDOT. This committee provides ongoing technical assistance on various planning studies. The Committee defines specific work products, aids in the development of Requests for Proposals (RFPs), and interviews prospective consultants.

### Citizens Committee

The Citizens' Committee is a grass-roots organization which provides community-based input on various transportation issues to the MPO. The Commission is appointed by the elected representatives of the member jurisdictions. Commission members may appoint ad-hoc committees to consider various issues on an as-needed basis. Members of the Commission inform the Technical and Policy Committees of the need for various community projects, and take information back to the community regarding construction schedules and other transportation-related information.

# FY21 Programs and Projects

## FY21 Consolidated Planning Grant Funding

The FY21 UPWP proposes a budget with \$787,687 at a 90.49% Federal share and 9.51% local match. These amounts do not include funding that is carried over from UPWP's in previous years.

### Program Administration

The objective of this category is to develop transportation planning projects, manage and administer the transportation planning process, and recommend project implementation within the Casper metropolitan area. The staff of the MPO works with WYDOT to comply with FHWA planning and program requirements. MPO staff also works closely with staff at the FTA Region 8 office in Denver to comply with FTA planning and program requirements.

All activities included in program administration, project monitoring, and plan implementation are undertaken exclusively by MPO staff. Work items included in this category, and staff funding necessary to complete project activities, are detailed below.

### Personnel - \$251,638

This item provides funding for the following activities and products:

- Grant Administration
- UPWP preparation
- TIP preparation
- Meetings and minutes of various MPO committees
- Annual Obligation Report
- Quarterly progress reports
- Monthly financial reports
- Interagency coordination

**Ongoing daily administrative activities** include program, financial, and personnel management as well as monitoring FHWA and FTA program activities. This includes accounting, personnel tasks, goal development, planning projects, contract administration, and project implementation.

The MPO also has the responsibility for the administration of transit activities in the metropolitan area. This item includes funding for MPO work on the preparation and oversight of required transit reports and planning documents, and administration of transit planning contracts. MPO staff reviews federal regulations and bulletins upon issuance from FTA as part of the regular office administration to be current with program and statutory changes.

MPO staff coordinates activities which are managed within this category between municipalities, the State, consultants, contractors, the Citizen's Committee, and other advisory committees or

organizations. As necessary, staff identifies and implements any corrective actions needed to accommodate new program direction.

**Monthly** activities include staff work for the regular meetings of the MPO Committees, preparation of various reports to City Council as required, and program monitoring and management. Program monitoring involves managing consultant's contracts involving MPO projects.

**Quarterly** activities require MPO staff to prepare financial and narrative reports to FTA and FHWA as required.

**Yearly** activities include the preparation of the MTIP, UPWP, transit and transportation planning budgets, short range transit planning documents, Section 5307, 5310, and 5339 grant applications, and other documents required annually by FTA and FHWA. The MPO also ensures that the annual audit for FHWA and FTA accounting purposes is handled expeditiously and efficiently within the guidelines established by the U.S. Department of Transportation.

This item includes specific program monitoring activities which are performed routinely. The MPO engages in the collection and analysis of information and data on land use, traffic, roadway conditions, and transportation and transit systems. This information is then used to revise or refine planning and project development on a perpetual basis.

Plan implementation is also included within the administrative category. The activities within this category are undertaken by the MPO staff, and involve monitoring of the planning portion of the program through a review of project priorities, funding levels, and current needs.

### Operating Costs - \$19,600

This category provides funding for overhead, including telephone, travel, training, association dues, postage, reproduction, advertising, office supplies, and other charges associated with the daily costs of maintaining the MPO office.

#### ***Funding Breakdown for FHWA Administrative Activities:***

<b>FHWA Share</b>	<b>Local Match</b>	<b>Total</b>	<b>Projected Staff Time</b>
\$245,443	\$25,795	\$271,238	261 days

## FY21 Programs

### MPO GIS Support - \$79,693

This program provides for support of transportation-related data added to the GIS at a general level.

Project Schedule: October 2020 to September 2021

Workforce: City of Casper GIS Staff

One Regional GIS Administrator

One GIS Specialist

One Systems Administrator

#### 1. Transportation Layer.

- a. Data Gathering. GIS Staff must gather new data or input existing data for the member jurisdictions from tables from traffic and streets divisions. GIS staff may receive data in paper form, text formats, or other non-usable data type. The staff will have to convert the data into a GIS form for inclusion in the GIS program. Staff will also have to engage in field work to gather the information by GPS or other data gathering. Staff may also receive data from the State, which must then be converted into a usable format.

*Data to be gathered.* Parcel data, homeland security data, striping information, curb paint, traffic counts, turning movements, signs, sidewalk condition, number of lanes, lane width, speed at various locations, curb cuts, ADA ramp inventory, pavement type, lighting, traffic controls, accident data, hazardous locations, school safety inventory, crosswalk inventory, routing, pedestrian information, truck routes, bike and pedestrian trails, trail condition and hardscaping and trail furniture, parking lots and parking spaces, master street plan, traffic study information, pavement management data and street improvements at specific locations by time of year and completion date, contour information, costing information needed to meet GASB 34 requirements, and other data which will be included as needed or identified.

*Compatibility Testing.* Staff must ensure that all of the data gathered is in a format which is compatible with the GIS.

*Data Input and Quality Control.* Staff will input data and perform quality control (QC) tests to ensure the information is usable and that metadata is included on all data collected.

*Data Output and Reporting.* GIS staff will regularly attend the Technical and Policy Committee meetings and provide verbal and/or written reports to the member jurisdictions. Staff will communicate regularly with the MPO staff employed by the City of Casper. If necessary, GIS staff will meet individually with the member

jurisdictions to ensure that communication techniques and transportation plan details are maintained.

### Advanced GIS Support - \$20,000

This program provides for GIS support to specific MPO projects. As occasion and project complexity requires, GIS staff will provide direct support to MPO projects in addition to General GIS support. This line will change from year to year as MPO projects are evaluated for technical complexity.

Project Schedule: October 2020 to September 2021  
Workforce: City of Casper GIS Staff  
One Regional GIS Administrator  
One GIS Specialist  
One Systems Administrator

### ESRI Enterprise Licensing Agreement - \$58,500

The Small Government Enterprise License Agreement allows updating the central GIS database by various users within each entity of the MPO. This provides the MPO area with more up-to-date and accurate data pertaining to streets, addresses, rights-of-way, edge of pavement, sidewalks, utilities, pathways, bus routes, snow routes, and many other features in the central GIS database.

License Agreement Period: February 2021 – February 2022  
Workforce: Vendor  
Products: User-friendly access to GIS data for each entity in the MPO, support for public outreach and digital data sharing.

### TransCAD Support License - \$1,800

The MPO is charged with maintaining a Travel Demand Model (TDM) for the Metropolitan Area. The TransCAD software is an industry standard in TDM technologies and analytics. TransCAD will be utilized by the MPO GIS Technician to update Casper's TDM.

Project Schedule: July 2021  
Workforce: Vendor  
Products: Single software license renewal

### Miscellaneous Programs - \$3,000

The MPO has various program expenses that may occur that have not been budgeted for such as needing to update a software license or other minor technology upgrades that cannot be planned for that will fall under the Miscellaneous Programs.

Project Schedule: October 2020 – September 2021  
Workforce: Vendor

## FY21 Projects

### Traffic Counts - \$30,000 for counts

Traffic Count data is used for various analyses, including pavement management and land use planning. Each year the MPO collects traffic counts at various locations for WYDOT's Highway Performance Monitoring System (HPMS). The HPMS is federally mandated. The MPO takes this opportunity to do count updates for the entire arterial and collector system located in the Casper Metropolitan Boundary Area. The counts are performed on one third of the system each year. The MPO members recognize that an updated and complete count on all arterials and collectors is an important addition to the UPWP. Traffic counts may also include some local streets of importance to additional studies.

Contract Period: February 1, 2021 – June 30, 2021  
Workforce: Consultant  
Product: Obtain counts, produce report, and appropriately format data for GIS.

### Casper Rail Trail Extension Plan - \$60,000

The Casper Rail to Trail Extension plan would guide the creation and extension of the trail system from Hat Six Road to Edness Kimball Wilkins State Park. Extensions of the Rail Trail system would serve residents and visitors with links to increased recreational opportunities and extend low-stress transportation networks. This project was previously identified in the most recent update of the Long Range Transportation Plan: Connecting Crossroads.

Contract Period: October 2020 – June 30, 2021  
Workforce: Consultant  
Product: Obtain data, complete analysis, coordinate stakeholders and public comment, and produce plan

### East Yellowstone Intersection Improvement Study - \$40,000

The East Yellowstone Intersection Improvement Study would address operational and safety issues at both intersections on East Yellowstone from 1st to 2nd Street. The study will conduct an operational and safety analysis of the corridor, and test the outcomes of specific treatments to determine their effectiveness, as well as determine the effectiveness of the installation of a HAWK Pedestrian crossing. The study will provide decision makers and the public with recommendations supported by visualizations and measurable benefits to travelers including reduced travel times, improved level of service, and improved safety. This project was previously identified in the most recent update of the Long Range Transportation Plan: Connecting Crossroads

Contract Period: October 2020 – September 2021  
Workforce: Consultant  
Product: Obtain data, complete analysis, coordinate stakeholders and public comment, and produce study

### Downtown Casper One-Way to Two-Way Conversion Study - \$40,000

The Downtown Casper One-Way to Two-Way Conversion Study would review impacts and issues to be addressed on the potential conversion of Wolcott and Durbin streets from one-way to two-way to improve downtown retail opportunities and improve safety across transportation modes. This project was previously identified in the most recent update of the Long Range Transportation Plan: Connecting Crossroads.

Contract Period: October 2020 – June 30, 2021  
Workforce: Consultant  
Product: Obtain data, complete analysis, coordinate stakeholders and public comment, and produce study

### City of Casper Complete Streets & Ordinance Plan - \$75,000

The Casper Complete Streets & Ordinance plan is intended to develop a plan to enable safe access for all users, including pedestrians, bicyclists, motorists, and transit riders across all city streets as well as provide for a framework to codify transportation and streets related ordinances across the City of Casper. The documents would strive to enable the maintenance of mobility for vehicles and trucks while elevating the needs and experience for those walking, biking, rolling and using transit.

Contract Period: October 2020 – September 2021  
Workforce: Consultant  
Product: Obtain data, complete analysis, coordinate stakeholders and public comment, and produce plan

### Evansville Trail Linkage Study - \$20,000

The Evansville Trail Linkage study will assess the feasibility of connecting existing trails in the town of Evansville to the existing Rail Trail System. Improving trail linking would serve residents and visitors with increased recreational opportunities and extend low-stress transportation networks.

Contract Period: October 2020 – June 30, 2021  
Workforce: Consultant  
Product: Obtain data, complete analysis, coordinate stakeholders and public comment, and produce Study



## Robertson Road to Mills Riverfront Trail Extension Plan - \$65,000

The Robertson Road to Mills Riverfront Trail Extension Plan would create a long term document to assess the feasibility and guide the development of the construction of a pathway beginning at Robertson Road at the beginning of the Mill’s jurisdiction, north to the Platte River Trails corridor at the river. This trail would be a paved walking/biking trail, non-motorized use, multimodal improvement.

Contract Period: October 2020 – September 2021  
Workforce: Consultant  
Product: Obtain data, obtain data, complete analysis, coordinate stakeholders and public comment, and produce plan

## Miscellaneous Projects - \$23,447

MPO staff will work with MPO member agencies to identify needs based on previously adopted comprehensive and long range plans and will also explore needs related to performance measures, community education, and MTIP projects.

### ***Total FY21 Funding for Planning Activities***

<b>Federal Share</b>	<b>Local Match</b>	<b>Total</b>
\$467,327	\$49,113	\$516,440

## UPWP FY21 Budget Summary

<b>Proposed FY21 UPWP</b>			
	<b>CPG</b>	<b>Local Match</b>	<b>Total Funding</b>
FY21 Allocation	\$ 712,778	\$ 74,909	\$ 787,687
<b>Total</b>	<b>\$712,778</b>	<b>\$74,909</b>	<b>\$787,687</b>
Personnel (w/benefits)	CPG	Local Match	Total Funding
MPO Supervisor	\$ 61,031	\$ 6,414	\$ 67,445
MPO GIS Technician	\$ 46,001	\$ 4,834	\$ 50,835
Admin Support Technician	\$ 46,058	\$ 4,840	\$ 50,898
Benefits/SS/Retirement/Workers Comp	\$ 74,618	\$ 7,842	82,460
<b>Total Personnel &amp; Benefits</b>	<b>\$ 227,707</b>	<b>\$ 23,931</b>	<b>\$ 251,638</b>
Operations	CPG	Local Match	Total Funding
Travel and Training	\$ 10,859	\$ 1,141	\$ 12,000
Other Contractual	\$ 2,262	\$ 238	\$ 2,500
Association Dues	\$ 905	\$ 95	\$ 1,000
Office Supplies	\$ 1,357	\$ 143	\$ 1,500
Technology	\$ 2,353	\$ 247	\$ 2,600
<b>Total Operations</b>	<b>\$ 17,736</b>	<b>\$ 1,864</b>	<b>\$ 19,600</b>
<b>Total Administration</b>	<b>\$ 245,443</b>	<b>\$ 25,795</b>	<b>\$ 271,238</b>
Programs	CPG	Local Match	Total Funding
MPO GIS Support	\$ 72,114	\$ 7,579	\$ 79,693
Advanced GIS Support	\$ 18,098	\$ 1,902	\$ 20,000
Esri Licensing Agreement	\$ 52,937	\$ 5,563	\$ 58,500
TransCAD Support License	\$ 1,629	\$ 171	\$ 1,800
Miscellaneous Programs	\$ 2,715	\$ 285	\$ 3,000
<b>Total Programs</b>	<b>\$ 147,492</b>	<b>\$ 15,501</b>	<b>\$ 162,993</b>
Projects	CPG	Local Match	Total Funding
FY21 Traffic Counts	\$ 27,147	\$ 2,853	\$ 30,000
Casper Rail Trail Extension Plan	\$ 54,294	\$ 5,706	\$ 60,000
E. Yellowstone Intersection Improvements Study	\$ 36,196	\$ 3,804	\$ 40,000
Downtown Casper 2-Way Conversion Study	\$ 36,196	\$ 3,804	\$ 40,000
Casper Complete Streets & Ordinance Plan	\$ 67,868	\$ 7,133	\$ 75,000
Evansville Trail Linkage Plan	\$ 18,098	\$ 1,902	\$ 20,000
Robertson Road to Mills Riverfront Trail Extension Plan	\$ 58,819	\$ 6,182	\$ 65,000
Miscellaneous Projects	\$ 21,217	\$ 2,230	23,447
<b>Total Projects</b>	<b>\$ 319,834</b>	<b>\$ 33,613</b>	<b>\$ 353,447</b>
Summary	CPG	Local Match	Total Funding
Administration	\$ 245,443	\$ 25,795	\$ 271,238
Programs	\$ 147,492	\$ 15,501	\$ 162,993
Projects	\$ 319,834	\$ 33,613	\$ 353,447
<b>Total</b>	<b>\$ 712,770</b>	<b>\$ 74,909</b>	<b>\$ 787,678</b>

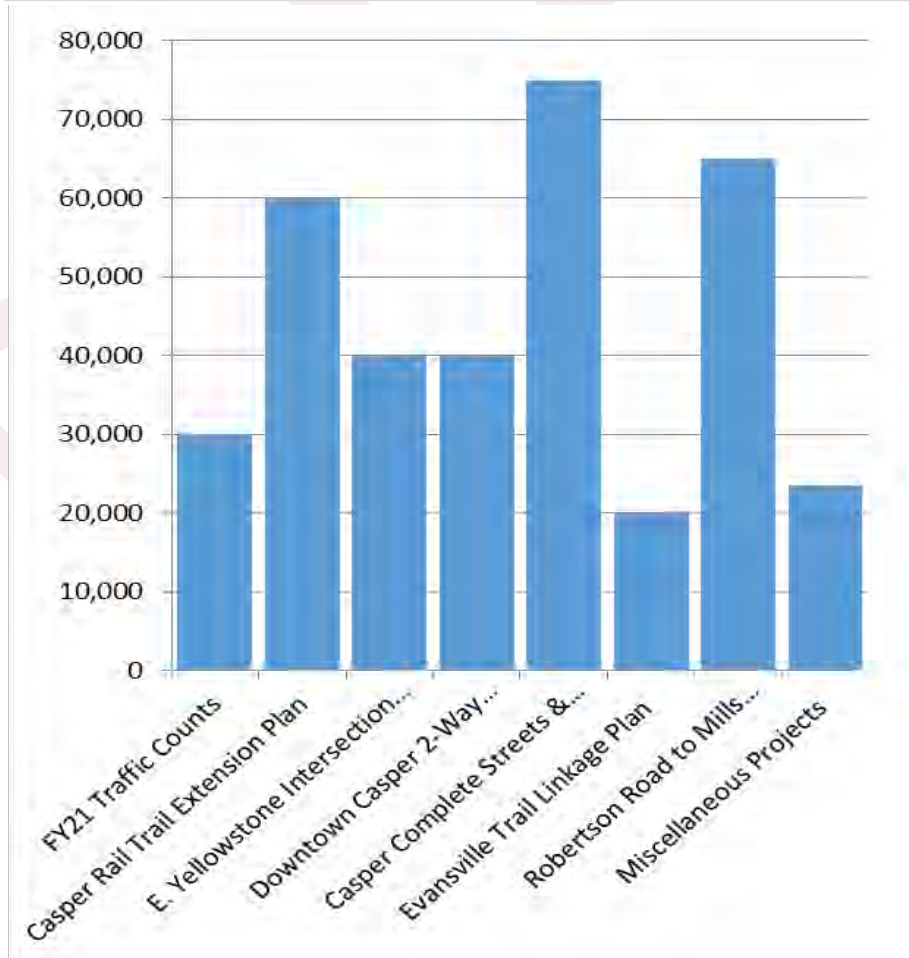
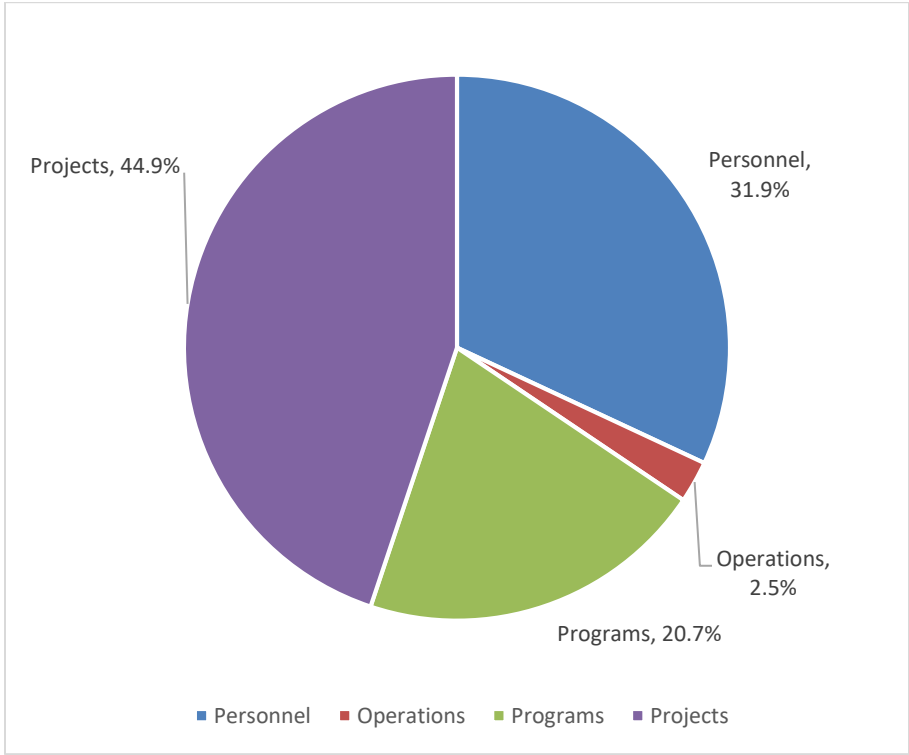
### UPWP Share of Expenses by Jurisdiction

	Casper (73.31%)	Natrona County (15.80%)	Mills (4.59%)	Evansville (3.37%)	Bar Nunn (2.93%)	Total Local Share*
<b>Total per Jurisdiction</b>	<b>\$54,915.81</b>	<b>\$11,8353.63</b>	<b>\$3,438.32</b>	<b>\$2,524.43</b>	<b>\$2,194.83</b>	<b>74,909.03</b>

\*FY21 Allocation only

## Two Year Budget Comparison

<b>Budget Comparison</b>			
	<b>2020 Adopted</b>	<b>2021 Proposed</b>	<b>% Change</b>
Federal Portion	\$ 673,918	\$ 712,778	5.77%
Local Match	\$ 70,825	\$ 74,909	5.77%
Sub Total	\$744,743	\$787,687	5.77%
<b>Administration</b>			
Personnel	\$ 235,985	\$ 251,638	6.63%
Operations	\$ 19,500	\$ 19,600	0.51%
Sub Total	\$ 255,485	\$ 271,238	6.17%
<b>Programs</b>			
GIS Personnel	\$ 74,542	\$ 79,693	6.91%
Advanced GIS Support	\$ 20,000	\$ 20,000	0.00%
Esri Licensing Agreement	\$ 58,500	\$ 58,500	0.00%
TransCAD Support License	\$ 1,800	\$ 1,800	0.00%
Miscellaneous Programs	\$ 3,000	\$ 3,000	0.00%
Sub Total	\$ 157,842	\$ 162,993	3.26%
<b>Projects</b>			
Various Projects	\$ 331,416.00	\$ 353,447.00	6.65%
Sub Total	\$ 331,416	\$ 353,447	6.65%
<b>Summary</b>			
Administration	\$ 255,485.00	\$ 271,238.00	6.17%
Programs	\$ 157,842.00	\$ 162,993.00	3.26%
Projects	\$ 331,416.00	\$ 353,447.00	6.65%
<b>Total</b>	<b>\$ 744,743</b>	<b>\$ 787,678</b>	<b>5.77%</b>



# Metropolitan Transportation Improvement Program



## Fiscal Years 2020-2023 Amendment



CASPER AREA  
METROPOLITAN PLANNING ORGANIZATION

*Working with the public, elected officials, and professional staff to plan our road, trail, bus, and rail systems.*  
Bar Nunn | Casper | Evansville | Mills | Natrona County | WYDOT

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# METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM

FY 2020 - 2023

*Prepared by*  
Casper Area Metropolitan Planning Organization

*in coordination with*  
Wyoming Department of Transportation  
Federal Highway Administration  
Federal Transit Administration

*Approved by the MPO policy Committee on July ??, 2020*

**Paul Bertoglio** | Natrona County Commissioner

**Seth Coleman** | Mayor of Mills

**Patrick Ford** | Mayor of Bar Nunn

**Jennifer Sorenson** | Mayor of Evansville

**Bob Hopkins** | Casper City Councilman

**Carter Napier** | Casper City Manager

**Mark Ayen** | WYDOT District Engineer

*Ex-Officio*

**Steve Kurtz** | CATC/The Bus Board Member

**Glenn Januska** | Casper/Natrona County International Airport Manager

**Julianne Monahan** | WYDOT Planning and Policy Analyst

**Walter Satterfield** | FHWA Planning and Right-of-Way Program Manager

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## INTRODUCTION

Each year, the Casper Area Metropolitan Planning Organization (MPO) receives federal funding from the Federal Highway Administration (FHWA) and the Federal Transportation Administration (FTA), which is used to fund a portion of the area's highway construction, planning projects, and transit programs. Regulations established by FHWA and FTA require that all urbanized areas develop a Metropolitan Transportation Improvement Program (TIP) in order to avoid duplication planning and funding. Development of the TIP is a prerequisite to receiving federal funds.

This TIP covers four Federal Fiscal Years (FYs), from FY 2020 through 2023. This period covers October 1, 2020, through September 30, 2023. FY 2020 is the annual element. The annual element is a list of projects proposed for implementation during the first year of the program. The TIP includes capital, planning, and administration projects. The TIP provides a framework for the efficient expenditure of transportation funds in a manner consistent with local needs and priorities during the planning period.



FIGURE 1. Platte River Trail which stretches from Evansville to Mills and West Casper.

The current TIP was developed through committee work with input from citizens, local organizations, municipalities, and the state, via the MPO. The document lists projects which citizens and committee members have prioritized for construction or administration during the next four years. These projects include highway, Transportation System Management (TSM), transit, and pedestrian-related projects. The projects shown in the TIP are also components of the State Transportation Improvement Program (STIP). The TIP, therefore, implements the various goals and objectives included in the STIP.

As discussed above, the current TIP covers Federal FY 2020 through 2023. All projects are fiscally constrained. These projects are reviewed and reevaluated each year. During the reevaluation process, projects are added depending upon community need. Projects are deleted if they are complete, under construction, or no longer necessary.

## HISTORICAL OVERVIEW

### CASPER AREA TRANSPORTATION PLANNING PROCESS

The Casper Area Transportation Planning Process (CATPP) was initiated in 1962 at the request of the City of Casper in order to provide cooperative, comprehensive, and continuing transportation planning to the Casper urbanized area. These jurisdictions presently include the City of Casper; Towns of Evansville, Mills, and Bar Nunn; the County of Natrona; and the Wyoming Department of Transportation (WYDOT). An organizational chart for the MPO is provided on Page 8. Initial planning efforts conducted by a consultant were completed in 1964 and resulted in the production of the Casper Major Street and Highway Plan.



## METROPOLITAN PLANNING ORGANIZATION

In 1982, when the City of Casper exceeded 50,000 residents, the Casper Metropolitan Area was designated as an MPO. The Metropolitan Planning Organization (MPO) was designated by the Governor in 1982 as the successor to the CATPP. To this end, the MPO invited the various jurisdictions within the Casper urbanized area to join in the transportation planning process. The MPO includes various committees consisting of a Policy Committee, Technical Advisory Committee, and Citizens' Transportation Advisory Committee, and their Subcommittees. These groups identify and analyze transportation needs within the metropolitan area, and establish transportation policy. All recommendations must be approved by official action of appropriate constituent agencies.

## FIXING AMERICA'S SURFACE TRANSPORTATION (FAST) ACT

The FAST Act was signed into law on December 4, 2015 by President Obama. It is the first federal law in over a decade to provide long-term certainty for surface transportation infrastructure planning and investment. The FAST Act authorizes \$305 billion over fiscal years 2016 through 2020. In keeping with prior highway transportation legislation identified in MAP-21, the goals are:

- A. **Improving Safety**—To achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
- B. **Maintaining Infrastructure Condition**—To maintain the highway infrastructure asset system in a state of good repair.
- C. **Reducing Traffic Congestion**—To achieve a significant reduction in congestion on the national highways system.
- D. **Improving System Reliability**—To improve the efficiency of the surface transportation system.
- E. **Freight Movement and Economic Vitality**—To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- F. **Protecting the Environment**—To enhance the performance of the transportation system while protecting and enhancing the natural environment.

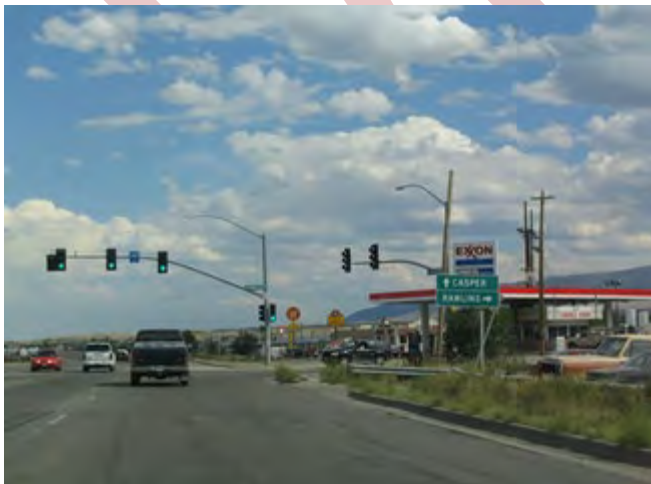


Figure 2. Intersection in Mills that was recently completed.

- G. **Reducing Delays in Project Delivery**—To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

The FAST Act requires that a Transportation Improvement Plan (TIP) be developed for each metropolitan area by the MPO in cooperation with the State and transit operators. The TIP must be developed to make progress toward established performance targets and include a

description of the anticipated achievements. The TIP must be updated and approved at least every two years by the MPO and the Governor. It must include all projects (including pedestrian walkways and bicycle facilities) to be funded under Title 23 and the FTA. There must be reasonable opportunity for public comment prior to approval. The TIP must include a priority list of projects to be carried out in each three-year period after initial adoption of the TIP, and a financial plan that demonstrates how it can be implemented. It must be consistent with funding reasonably expected to be available during the relevant period. Projects in the TIP must be consistent with the long range transportation plan. In developing the TIP, the MPO shall provide citizens, affected public agencies, representatives of transportation agency employees, other affected employee representatives, private providers of transportation, and other interested parties with a reasonable opportunity to comment on the proposed program. (23 USC 134(a)&(h)/FTA-Sec 8(a)&9(h)).



Figure 3. Antelope Blvd in Bar Nunn . The streets were once runways. Photo courtesy of Town of Bar Nunn.

The FY 2020-2023 TIP has been prepared in accordance with provisions contained in the FAST Act. Specific requirements covered by the TIP are discussed in the sections below.

- Development. The Casper Area MPO has developed its FY 2020-2023 TIP in cooperation with the State of Wyoming and affected transit operators.
- The MPO has developed the TIP using its 20-year Metropolitan Area Planning Boundary. The 20-year Metropolitan Area Boundary was developed, reviewed, and approved by the MPO Technical Committee and Policy Committee with guidance from FHWA and WYDOT.
- In preparing the TIP, the MPO shall provide citizens, affected public agencies, representatives of transportation agency employees, other affected employee representatives, private providers of transportation, and other interested parties with a reasonable opportunity to comment on the proposed program.
- The MPO plans to update the program at least once every two years. The TIP shall be approved by the MPO Technical and Policy Committees.
- Priority of Projects. The FY 2020-2023 TIP includes the following:
  - A priority list of projects and project segments to be carried out within a four-year period after adoption of the program.
  - A financial plan that demonstrates how the TIP will be implemented.
- Selection of Projects. Project selection involving Federal participation has been carried out by the State in cooperation with the Casper Area MPO, and conforms with the TIP for the Metropolitan area.
- Included Projects. It is anticipated that the program includes only those projects and phases for which anticipated funding exists, or can reasonably be expected within the time period contemplated for completion of the project.
- Notice and Comment. Through display ads in the *Casper Star Tribune*, the MPO has provided citizens, affected public agencies, representatives of transportation agency employees, private providers of transportation, and other interested parties with reasonable notice of and an opportunity to comment on the proposed program. The public and press were invited to attend the

public meeting to receive information on the TIP.

- A public meeting was held on July 17, 2019 to consider the preliminary draft of the FY 2020-2023 TIP. The MPO also had a copy of the preliminary draft available for public review at its office and on its website.
- The MPO assumes that the same amounts of Surface Transportation Program Urban funds are available for construction projects in Fiscal Years 2020 – 2023.
- Per the MPO’s 2013 Master Agreement, minor revisions to the TIP may be executed by the MPO Policy Committee through email. Minor Revisions are to be executed by the MPO Supervisor. Minor revisions include those items in which no additional funding is required and for which there are no changes in scope. The TIP will be regularly amended every two years; other major amendments may be undertaken at any time upon a full review by the MPO Policy Committee.

## TRANSIT PROJECTS



Figure 4. “The Bus,” Courtesy City of Casper.

The MPO has developed the transit projects contained in the TIP in cooperation with the City of Casper and transit providers in the Metropolitan area. In addition to inviting transit providers to the public meeting discussed above, the MPO invited private carriers and any other persons interested in transit provision to attend a meeting to develop a private sector consultation process, as required by the FTA.

Public notice of public involvement activities and time established for public review and comment on the TIP will satisfy the Program of Projects requirements of the Section 5307 Program.

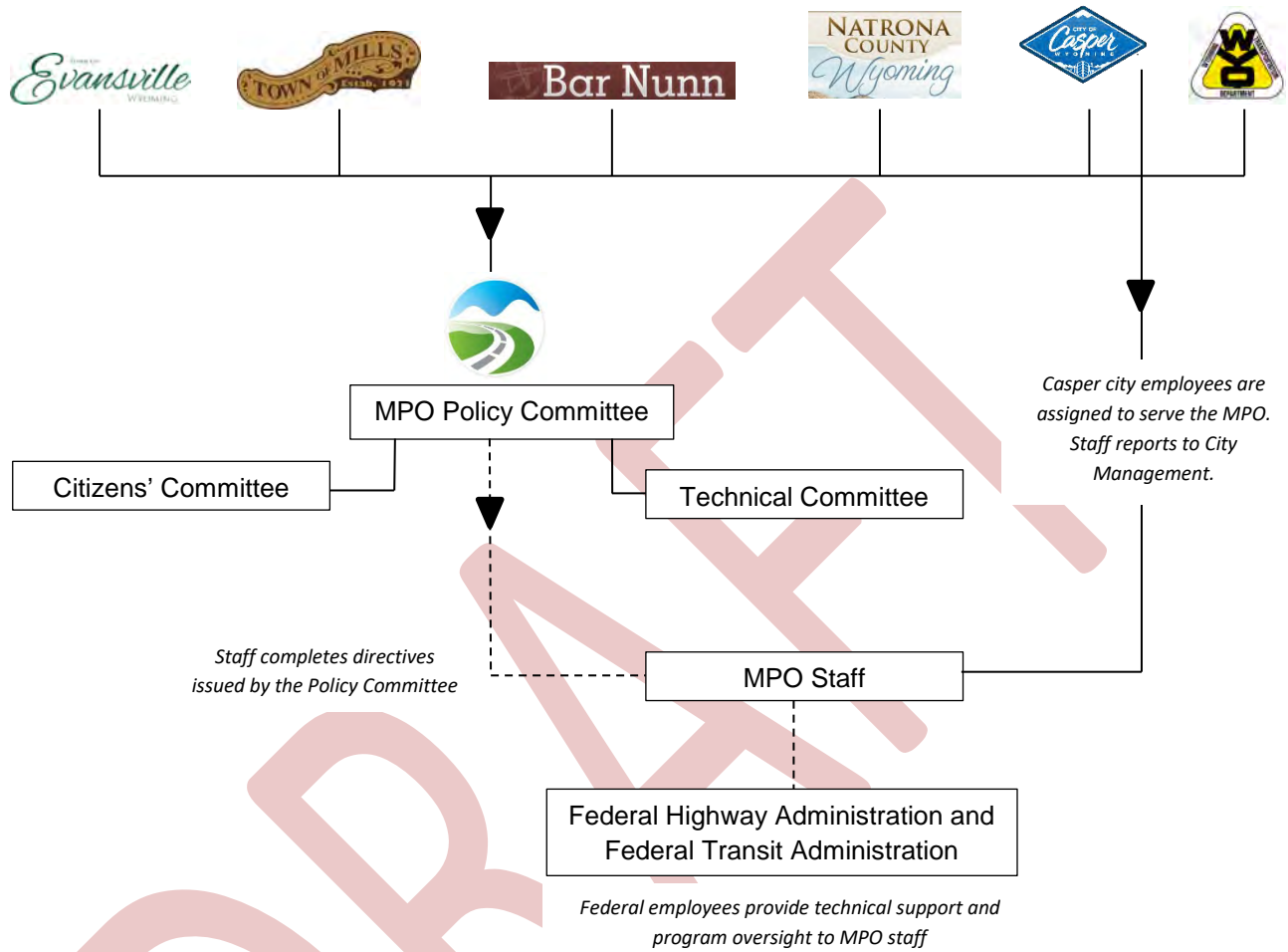
## COOPERATION WITH WYDOT

The MPO has prepared the FY 2020-2023 TIP in cooperation with WYDOT. The TIP includes State projects that are located in the MPO Metropolitan Planning Boundary. The MPO and WYDOT will continue to work together to coordinate planning activities, as required by the FAST Act.

## TRANSPORTATION ALTERNATIVE PROGRAM

The MPO recognizes that Transportation Alternatives Program (TAP) funds provided under the FAST Act are the responsibility of WYDOT. While the MPO may prioritize and suggest enhancement projects to WYDOT, the MPO has informed all applicants that eventual funding and design/construction of these projects is contingent upon their final review and approval by WYDOT. The TIP contains a listing of TAP projects that will be submitted to WYDOT.

# ORGANIZATION CHART



## PROGRAM DEVELOPMENT

### PROGRAM CATEGORIES

Because of limited funding and the need to implement the TIP, projects are selected for inclusion in the TIP using the following classifications:

- Capital projects including streets and highways construction and rehabilitation
- Transportation Systems Management (TSM)
- Pedestrian Safety and Mobility
- Trails and Bikeways
- Transit

### PROJECT SELECTION

Capital Projects: Projects are included in the TIP based on physical condition, traffic volume, and safety. Only some of the capital projects included in the TIP are eligible to receive federal funds. Capital projects located on federal-aid highways as defined in Section 101 of Title 23, *United States Code*, are eligible to receive Surface Transportation Program Urban (STPU) funds. Project funding for eligible STPU projects is as follows:

<b>Fund Source</b>	<b>Percent Share</b>
FHWA Participation	90.49%
Local Participation	9.51%

Capital projects planned on local streets and roads within municipalities are not eligible to receive federal funding, and must be totally funded using local funds, or a combination of state and local funds.

### TRANSPORTATION SYSTEM MANAGEMENT (TSM)

TSM projects study the more productive use of existing arterials and connectors using traffic management strategies to increase roadway efficiency. These strategies include signal system synchronization, carpooling, and other similar methods to decrease traffic or to streamline traffic flow on existing street/roadway systems.



Figure 5. Tate Pumphouse and the Platte River Parkway. Courtesy Platte River Trails Trust.

## PEDESTRIAN SAFETY AND MOBILITY

In an effort to develop a safe interface between pedestrians and highway traffic, the MPO will consider those projects for funding which significantly decrease pedestrian/vehicular conflicts at various intersections and other hazardous locations.

## BIKEWAYS

The MPO will consider funding those projects which reduce vehicular/bicycle conflicts on area roadways, projects which establish street standards for trails, bikeways, and bicycle route development.

## TRANSIT

The MPO considers transit projects based on community need for public, elderly, and disabled transportation service. The MPO will work with appropriate groups in order to increase service based on ridership demand, and the need to improve operating efficiency. The FTA and local match is as follows:

Expense Type	FTA Grant	Local Match
<b>Capital Projects</b>		
ADA Accessible Projects	85%	15%
Other Projects	80%	20%
<b>Operations</b>		
Preventive Maintenance	80%	20%
General Operations	50%	50%
Planning	80%	20%

Additional funds to support transit operations are received from the Wyoming Department of Transportation on an annual appropriation basis.

## UNIFIED PLANNING WORK PROGRAM (UPWP)

The UPWP is developed each year and the projects described in the program are undertaken during the first year of the four-year planning period. The UPWP presented in this TIP covers Federal FY 2020, and allocates funding for the following projects:

- o Program Administration
- o Program Planning
- o Planning Studies
- o Planning Documents

Project funding for eligible MPO Planning work is as follows:

Fund Source	Percent Share
Consolidated Planning Grant	90.49%
Local Match	9.51%

## COMMUNITY PARTICIPATION

The Casper Area TIP is developed through the input of citizens, committees, community organizations, municipalities, and state agencies, and in compliance with the adopted “Public Participation Plan (PPP).” Through the process outlined below and using tools in the PPP, the MPO assigns project priorities as detailed in the TIP.

The MPO Technical Committee (Tech) reviews the TIP in order to remove those projects which are no longer useful or which have gone to construction. Tech also reviews the projects recommended by the Citizens’ Transportation Advisory Committee and evaluates them according to their overall merit and consistency with regional needs. Tech also may add various projects which are important to the urbanized area. Tech then forwards the TIP to the MPO Policy Committee for its review.

The MPO Policy Committee is charged with reviewing the comments and recommendations submitted to it by the Technical Committee. The Policy Committee makes the final determination on project selection, prioritization, and commitment of available funds. The MPO Policy Committee Chairman’s signature on the document certifies the Policy Committee’s approval of the document.

## PRIVATE SECTOR PARTICIPATION

The City of Casper contracts for transit service with the Casper Area Transportation Coalition (CATC), a private, non-profit organization. Each year requests for proposals are published for the provision of capital purchases. Proposals received from the private sector are evaluated on the basis of lowest bid. The City of Casper does not face any impediments to holding service out to competition, and has not received any complaints from the private sector during the past year.

## PUBLIC COMMENT

This document was posted on the MPO’s website from May 21, 2020 to July 1, 2020.

## PERFORMANCE MEASURES

Transportation planning has used performance measures for a long time, but the Federal Highway Act *Moving Ahead for Progress in the Twenty-first Century* (MAP-21) emphasized the linkage between performance measures and the allocation of resources. Performance-based planning encourages Metropolitan Planning Organizations (MPO), and the State Department of Transportation to allocate resources to those areas where improvements are needed. Identified performance measures monitor the performance of the system and should affect the allocation of additional resources. The current Federal Highway Act *Fixing America's Surface Transportation Act* (FAST) continues the requirement of linking performance to the planning and programming process. Congress approved five national priorities, which cover the performance of the transportation system, and two others were developed to evaluate the process of designing and constructing projects with Federal transportation funds. The national priorities are:

- **Safety** - To achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
- **Infrastructure Condition** - To maintain the highway infrastructure asset system in a state of good repair.
- **Congestion Reduction** - To achieve a significant reduction in congestion on the National Highway System.
- **System Reliability** - To improve the efficiency of the surface transportation system.
- **Freight Movement and Economic Vitality** - To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- **Environmental Sustainability** - To enhance the performance of the transportation system while protecting and improving the natural environment.
- **Reduced Project Delivery Delays** - To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

The FHWA worked extensively with the Wyoming Department of Transportation and the two Wyoming MPOs to prepare for the implementation of the required Performance Measures and Targets. On April 24, 2018 the Casper Area MPO Policy Committee approved an agreement for responsibilities in adopting and reporting federal transportation performance targets between the Casper Area MPO, the City of Casper, and the Wyoming Department of Transportation. The agreement was subsequently approved by Casper City Council on May 15, 2018

This following section lists the four main measures which the Casper Urban Area will track. They include Safety, Infrastructure Condition (pavement and bridge), Congestion Reduction (travel time and freight reliability) and Transit Asset Management. Each section shows the state's or MPO's target and current measure or condition for the last available data year (2017). In Tables 1 and 4 the project will identify which performance measure will be benefitted by the construction or application of that project if applicable.



## SAFETY

The five safety performance measures relate to the reduction of fatal and serious injury crashes including non-motorized. The Casper Area MPO has agreed to adopt WYDOT's targets as shown below.

Area	Measure	1-Year Target	Current Condition	Condition Year
Safety	Number of Fatalities	130	123	2017
Safety	Rate of Fatalities	1.400	1.264	2017
Safety	Number of Serious Injuries	470	382	2017
Safety	Rate of Serious Injuries	5.440	3.925	2017
Safety	Number of non-motorized fatalities and number of non-motorized serious injuries	30	28	2017

## INFRASTRUCTURE CONDITION

These include four performance measures on pavement conditions and two for bridge conditions. They identify the percentage of Interstate Highways in good and poor condition, the percentage of non-interstate National Highway System (NHS) in good and poor conditions and the percentage of NHS bridges in good and poor conditions. The Casper Area MPO has agreed to adopt our own targets as shown below.

Area	Measure	4-Year Target	Current Condition	Condition Year
Pavement	Percentage of Interstate pavements in good condition	10%	50.5%	2017
Pavement	Percentage of Interstate pavements in poor condition	25%	4%	2017
Pavement	Percentage of non-Interstate NHS pavements in good condition	5%	15.2%	2017
Pavement	Percentage of non-Interstate NHS pavements in poor condition	40%	10%	2017
Bridge	Percentage of NHS bridges in good condition	13%	17.9%	2017
Bridge	Percentage of NHS bridges in poor condition	50%	43.2%	2017

#### CONGESTION REDUCTION

These include two performance measures on the percentage of person-miles traveled where the Level of Travel Time Reliability (LOTTR) > 1.50. The LOTTR is the Ratio of 80<sup>th</sup> percentile to 50<sup>th</sup> percentile travel time (with overall system performance then normalized for length, volume, and vehicle occupancy). The one concerning freight movement is Truck Travel Time Reliability (TTTR). The TTTR is the ratio of the 95<sup>th</sup> percentile to the 50<sup>th</sup> percentile travel time (weighted by segment lengths). The Casper Area MPO has agreed to adopt our own targets as shown below.

Area	Measure	4-Year Target	Current Condition	Condition Year
Reliability	Percentage of person-miles traveled on the Interstate system that are reliable	0%	100%	2017
Reliability	Percentage of person-miles traveled on the non-Interstate NHS system that are reliable	90%	95.4%	2017
Freight	Truck Travel Time Reliability Index	2.23	1.23	2017

#### TRANSIT ASSET MANAGEMENT

Transit Asset Management (TAM) is a business model that uses the condition of assets to guide the optimal prioritization of funding at transit properties in order to keep our transit networks in a State of Good Repair (SGR). The purpose of the National TAM System is to keep our Nation's assets in a State of Good Repair (SGR). Consequences of not being in a SGR include: safety risks, decreased system reliability, higher maintenance costs, and lower system performance. The Casper Area MPO has agreed to adopt WYDOT's targets as shown below.

Area	Measure	1-Year Target	Current Condition	Condition Year
Transit	Rolling Stock Performance – Percentage of vehicles meeting or exceeding useful life benchmark for mileage	50%	68.8%	2017
Transit	Facilities Performance – Percentage of assets with condition rating at or above 3.0 on FTA TERM Scale	100%	100%	2017

## IMPROVEMENT TYPE

The following sections refer to three different types of transportation improvements. First, “Highway” projects refer to any project that primarily serves roadways classified as a collector or arterial within the metropolitan area. This section may also include projects funded through the Transportation Alternative Program (TAP), with a primary focus on improving bicycle, pedestrian, and trail facilities.

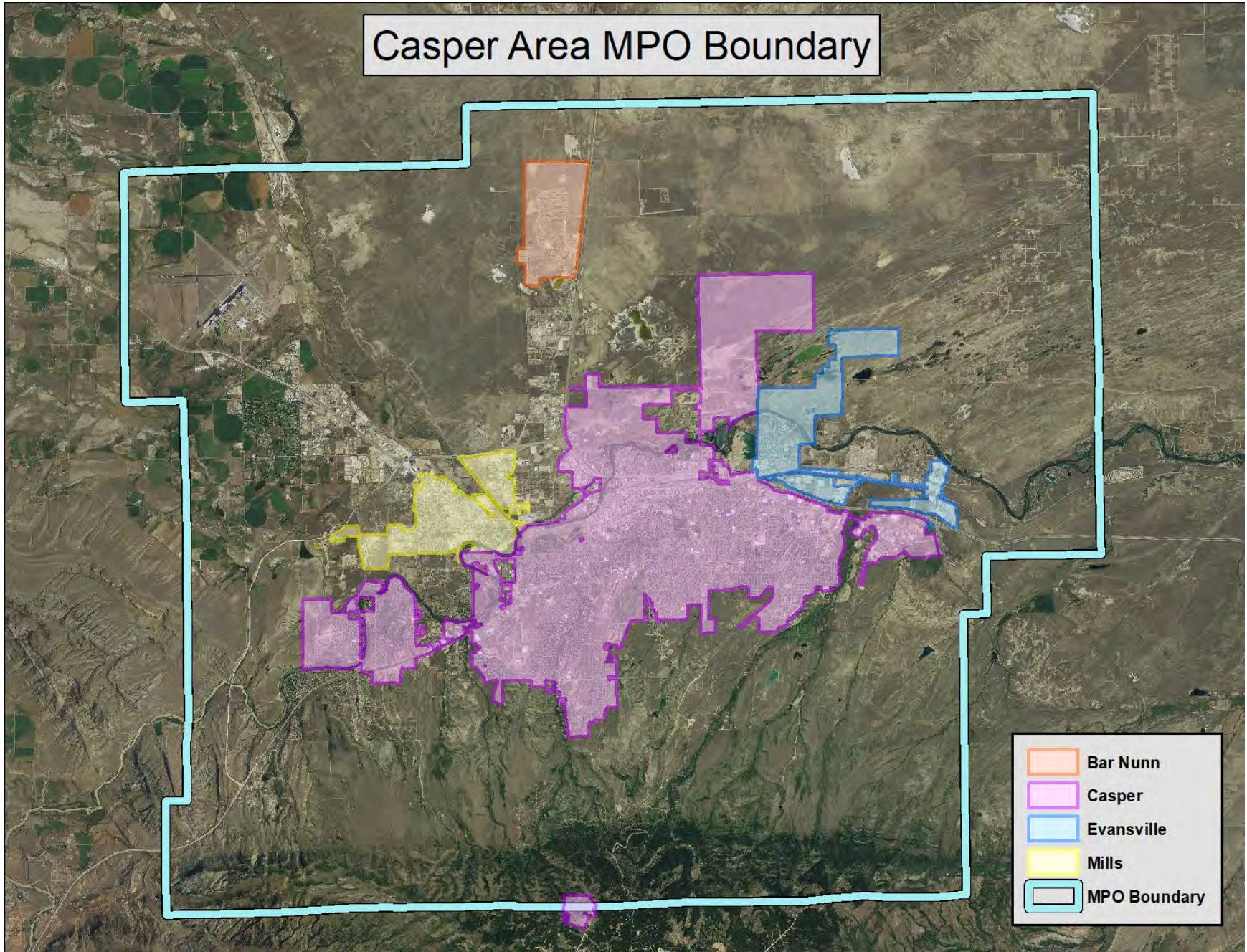
The second section is for public transit projects, which is currently operated by the Casper Area Transportation Coalition.

Each project has been given an identification number (PIN) that can be cross-referenced with actual project locations on a map. PIN numbers are simplified by using the first letter of the appropriate agency’s name followed by a set of numbers. For example:

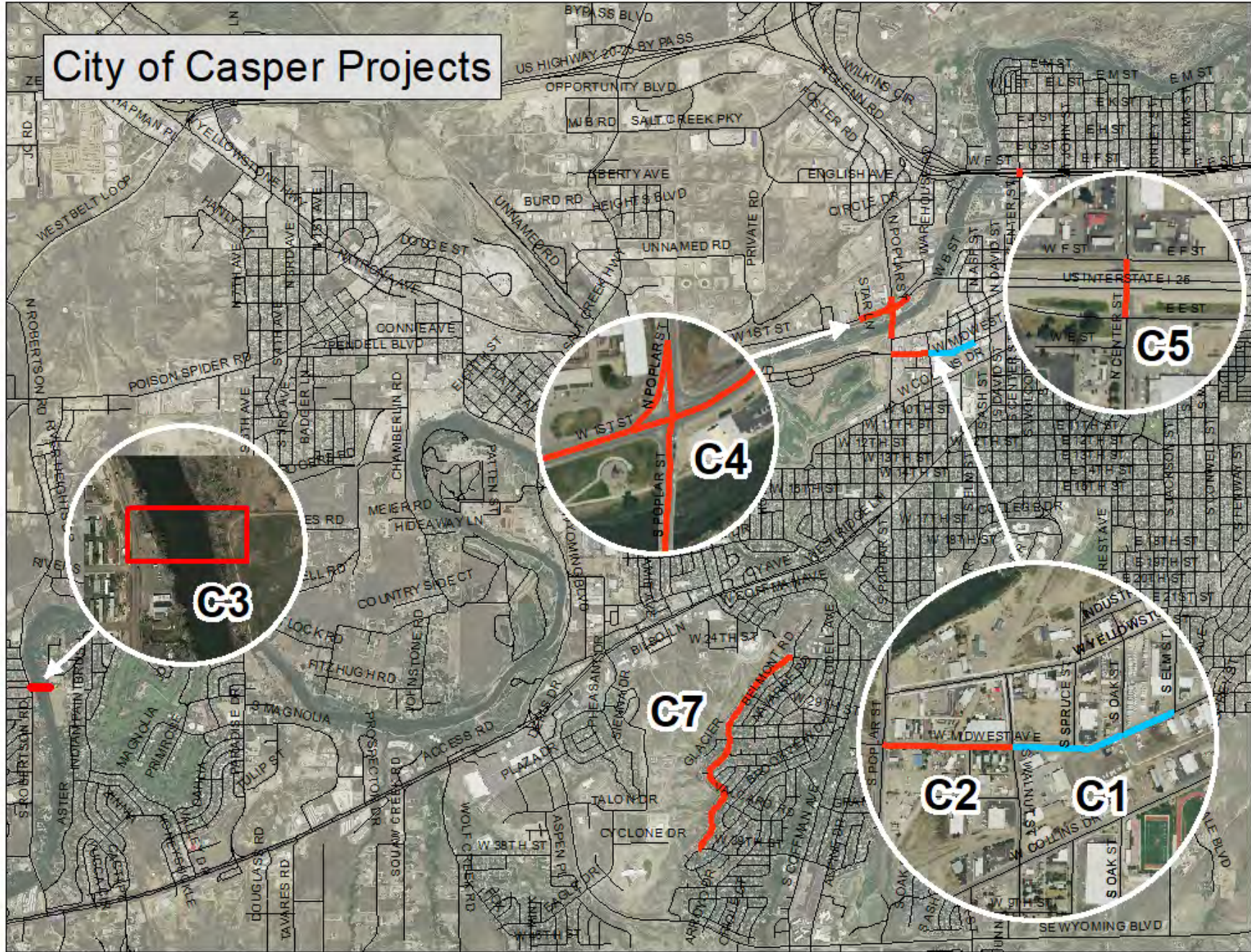
<b>Agency</b>	<b>PIN</b>
Mills Project #1	M1
Casper Project #13	C4
WYDOT Project #10	W8
Transit Project #7	T6

Simply find the PIN number on the map and then refer to the following pages to obtain additional details of the project.

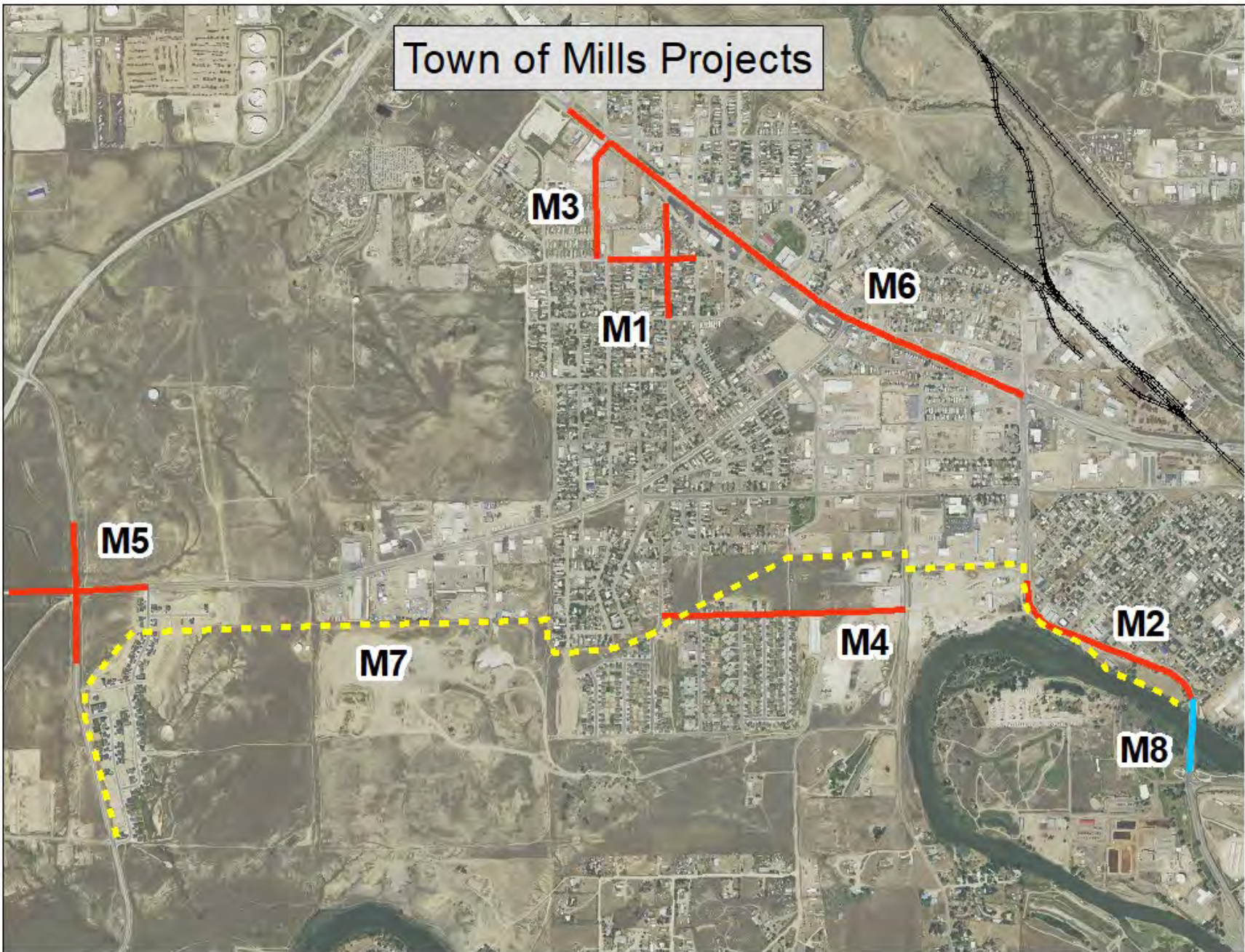
# Casper Area MPO Boundary



# City of Casper Projects



# Town of Mills Projects

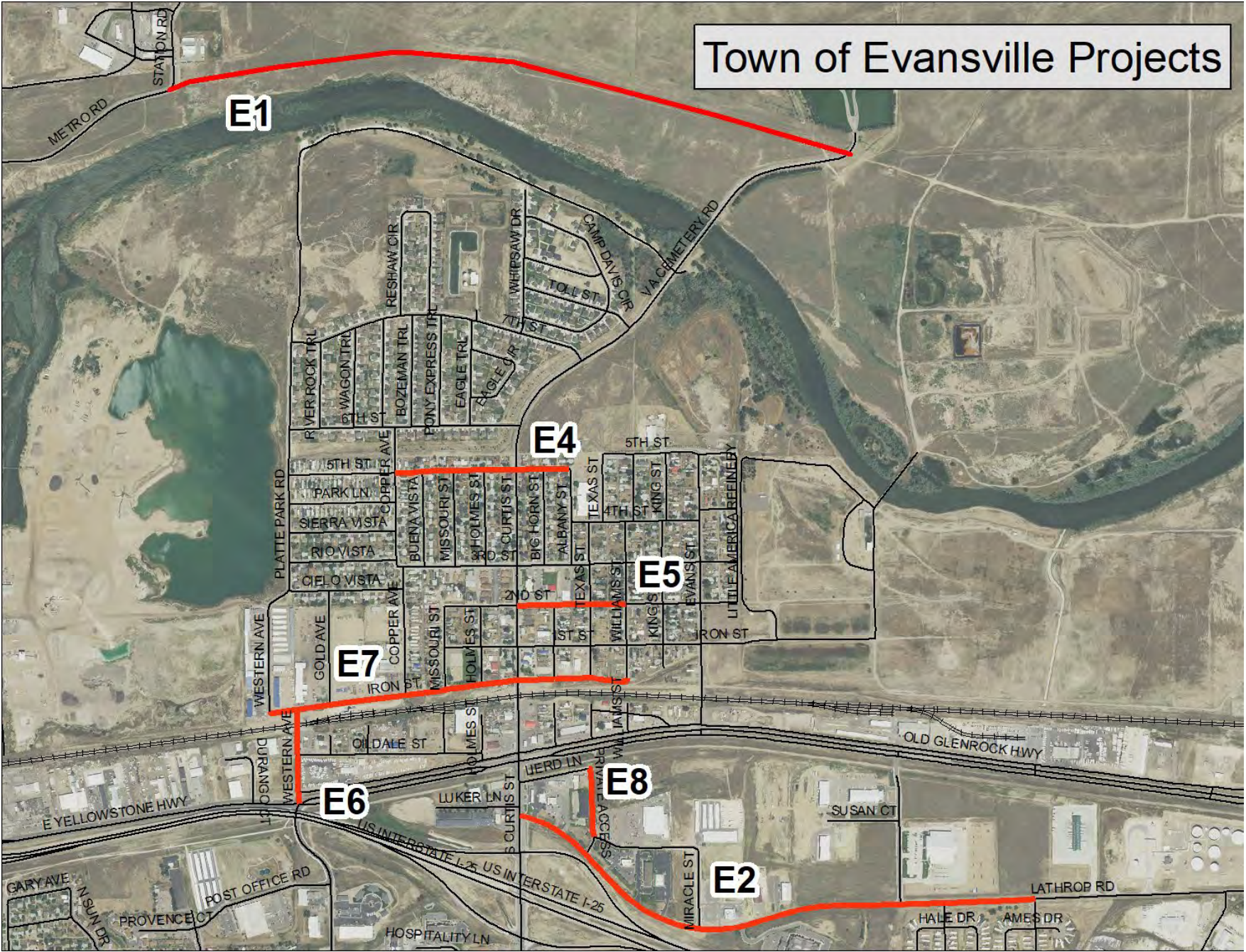


# Town of Bar Nunn Projects



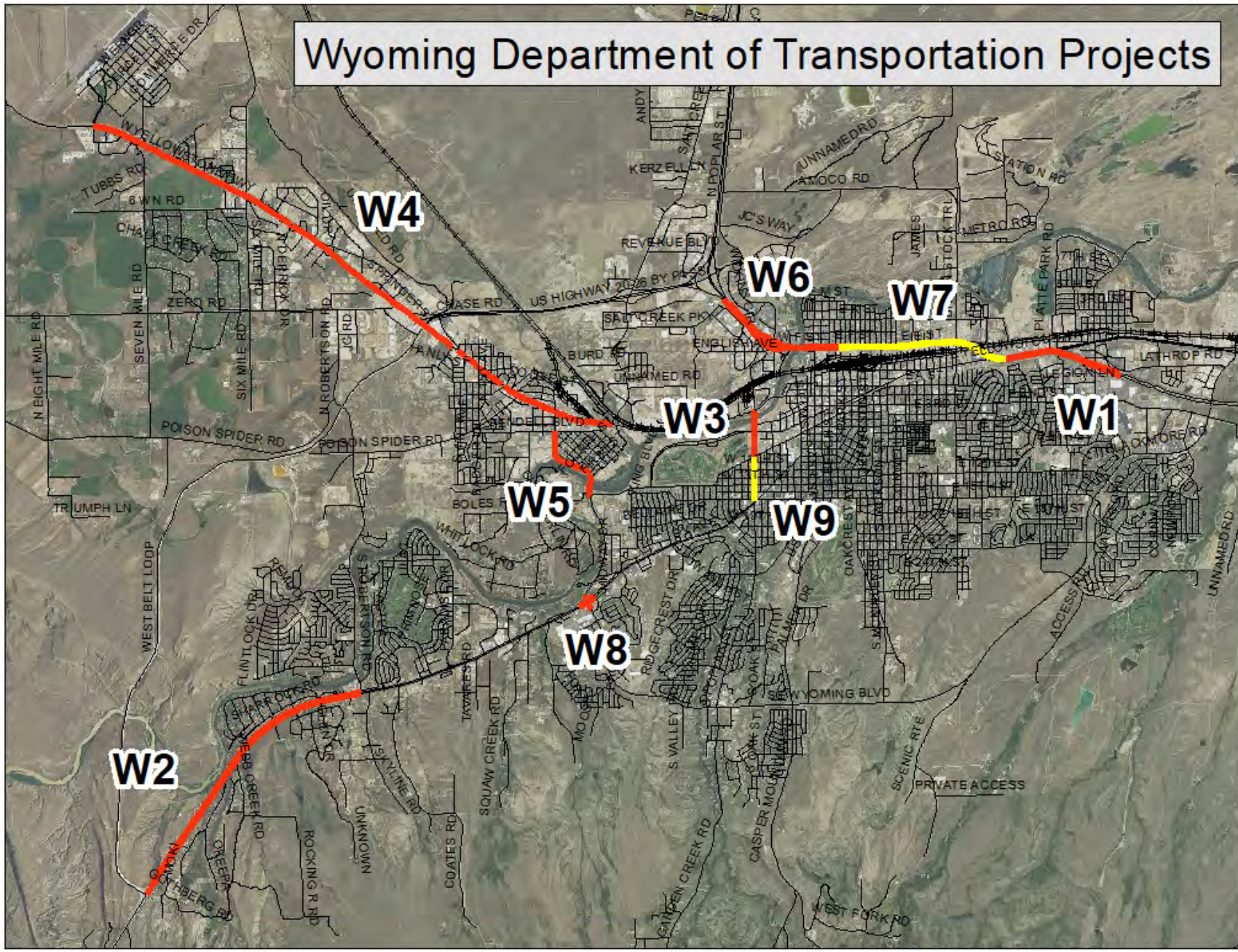
**B1**

# Town of Evansville Projects

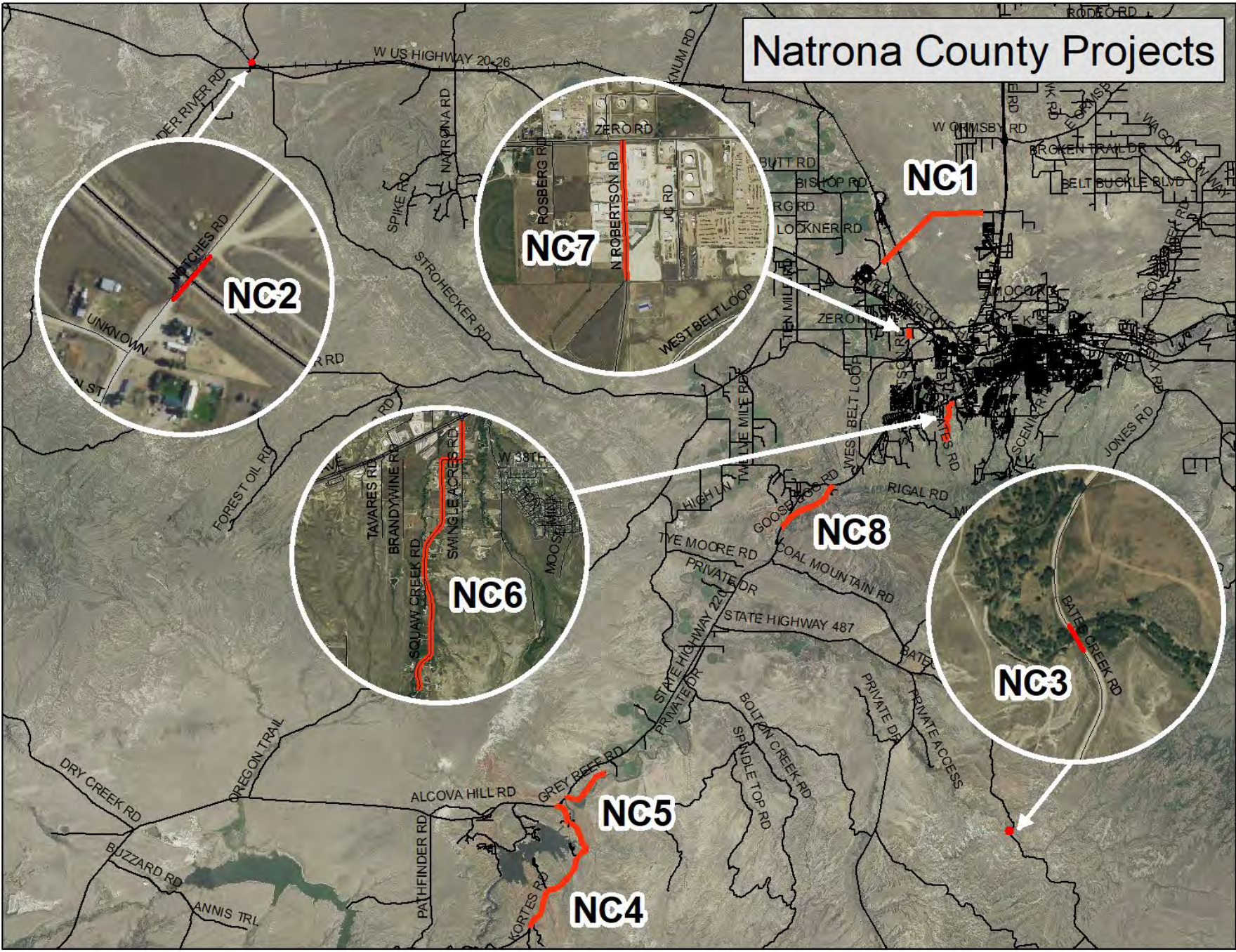




# Wyoming Department of Transportation Projects



# Natrona County Projects



## HIGHWAY AND TRANSPORTATION ALTERNATIVE PROGRAM

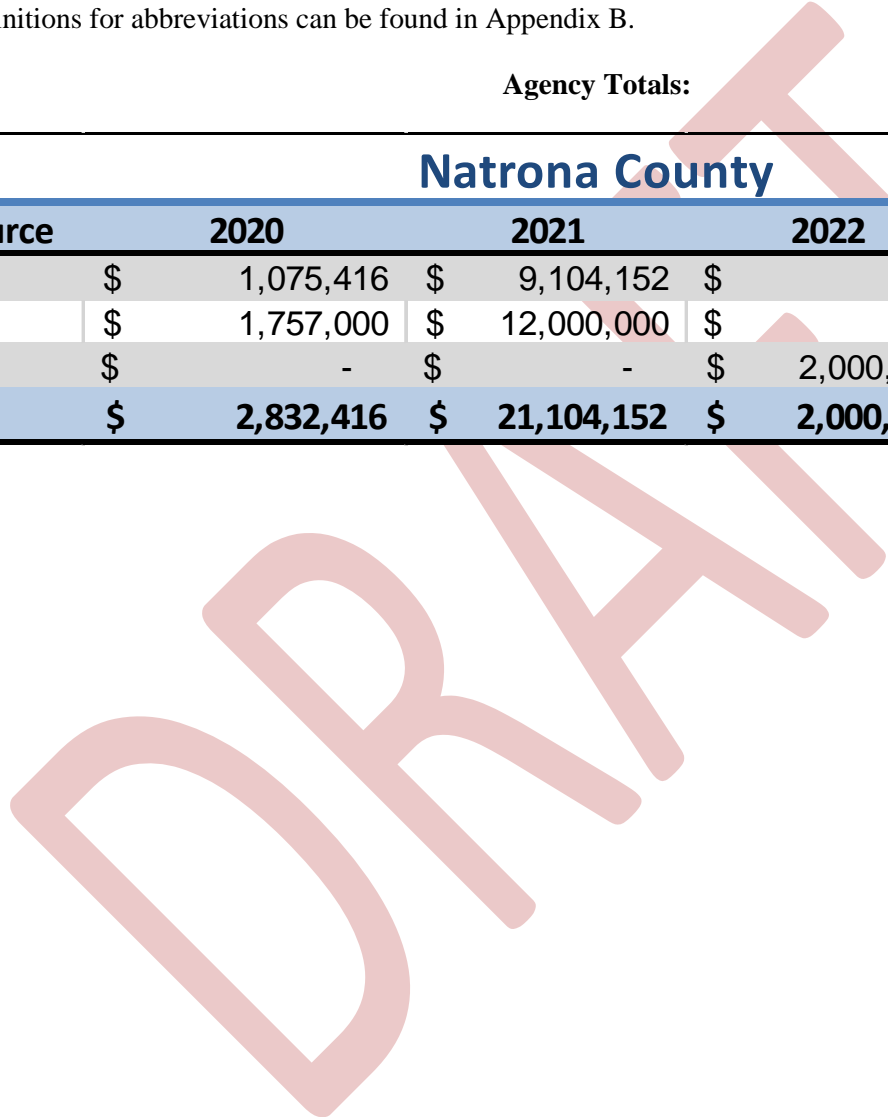
- Natrona County
- City of Casper
- Bar Nunn
- Mills
- Evansville
- Wyoming Department of Transportation District 2

NATRONA COUNTY

The projects listed in this section refer to transportation projects that occur in the unincorporated and urbanized area of Natrona County. They are not aggregate totals for all of Natrona County. Definitions for abbreviations can be found in Appendix B.

Agency Totals:

<b>Natrona County</b>						
<b>Program/Funding Source</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>TOTAL</b>	
CRF	\$ 1,075,416	\$ 9,104,152	\$ -	\$ -	\$ 10,179,568	
Other Federal	\$ 1,757,000	\$ 12,000,000	\$ -	\$ -	\$ 13,757,000	
IRP	\$ -	\$ -	\$ 2,000,000	\$ -	\$ 2,000,000	
<b>TOTAL</b>	<b>\$ 2,832,416</b>	<b>\$ 21,104,152</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ 25,936,568</b>	



## Natrona County

Project Identification Number	Status	Phase	Project Year									
			PIN	Description	2020		2021		2022		2023	
					Cost	Source	Cost	Source	Cost	Source	Cost	Source
NC1	New Construction Westwinds Road extension from CR119 Six Mile Road	Planning										
		Design										
		Engineering										
		Construction					\$2,000,000	IRP				
		<b>Total:</b>	<b>\$0</b>			<b>\$0</b>		<b>\$2,000,000</b>		<b>\$0</b>		
NC2	Bridge Replacement CR106 Notches Road/Powder River	Planning										
		Design										
		Engineering	\$349,000	CRF								
		Construction	\$1,095,000	Federal								
		<b>Total:</b>	<b>\$1,444,000</b>			<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		
NC3	Bridge Replacement CR402 Bates Creek Road	Planning										
		Design	\$81,416	CRF								
		Engineering										
		Construction	\$662,000	Federal								
		<b>Total:</b>	<b>\$743,416</b>			<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		
NC4	Rehabilitation/ Grind & Mill/Overlaid CR 407 Kortess Road	Planning										
		Design			\$1,200,000	CRF						
		Engineering			\$75,000	CRF						
		Construction			\$12,000,000	Federal						
		<b>Total:</b>	<b>\$0</b>			<b>\$13,275,000</b>		<b>\$0</b>		<b>\$0</b>		
Page Yearly Totals:			<u>2020</u>		<u>2021</u>		<u>2022</u>		<u>2023</u>	<u>Total</u>		
			<b>\$2,187,416</b>		<b>\$13,275,000</b>		<b>\$2,000,000</b>		<b>\$0</b>	<b>\$17,462,416</b>		
Page Source Totals:		<u>CPG</u>	<u>One Cent</u>	<u>Consensus</u>	<u>One-Time</u>	<u>STP</u>	<u>WBC</u>	<u>5307</u>	<u>Other</u>	<u>Total</u>		
		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$17,462,416</b>	<b>\$17,462,416</b>		

Project Identification Number	Status	Project Year										
		PIN	Description	Phase	2020		2021		2022		2023	
					Cost	Source	Cost	Source	Cost	Source	Cost	Source
NC5	Rehabilitation/Grind & Mill/Overlay CR 412 Gray Reef Road	Planning										
		Design										
		Engineering			\$310,000	CRF						
		Construction			\$1,690,000	CRF						
		<b>Total:</b>			<b>\$0</b>		<b>\$2,000,000</b>			<b>\$0</b>		<b>\$0</b>
NC6	Mill /Overlay CR 502 Squaw Creek Road	Planning										
		Design										
		Engineering	\$205,000	CRF								
		Construction			\$1,329,152	CRF						
		<b>Total:</b>	<b>\$205,000</b>				<b>\$1,329,152</b>			<b>\$0</b>		<b>\$0</b>
NC7	Mill/Overlay CR 305 Robertson Road	Planning										
		Design										
		Engineering	\$90,000	CRF								
		Construction			\$500,000	CRF						
		<b>Total:</b>	<b>\$90,000</b>				<b>\$500,000</b>			<b>\$0</b>		<b>\$0</b>
NC8	Mill/Overlay CR 310 Goose Egg Road	Planning										
		Design										
		Engineering	\$350,000	CRF								
		Construction			\$4,000,000	CRF						
		<b>Total:</b>	<b>\$350,000</b>				<b>\$4,000,000</b>			<b>\$0</b>		<b>\$0</b>
Page Yearly Totals:				<u>2020</u>		<u>2021</u>		<u>2022</u>		<u>2023</u>	<u>Total</u>	
				\$645,000		\$7,829,152		\$0		\$0	\$8,474,152	
Page Source Totals:		<u>CPG</u>	<u>One Cent</u>	<u>Consensus</u>	<u>One-Time</u>	<u>STP</u>	<u>WBC</u>	<u>5307</u>	<u>Other</u>	<u>Total</u>		
		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,474,152	\$8,474,152		

CITY OF CASPER

Definitions for abbreviations can be found in Appendix B.

**Agency Totals:**

<b>Casper</b>						
<b>Program/Funding Source</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>TOTAL</b>	
Optional 1% Sales Tax	\$ 6,752,807	\$ 4,400,000	\$ 4,200,000	\$ 4,175,000	\$ 19,527,807	
WBC	\$ 1,699,313	\$ -	\$ -	\$ -	\$ 1,699,313	
State of Wyoming	\$ -	\$ 265,000	\$ -	\$ -	\$ 265,000	
BUILD Grant	\$ 1,992,000	\$ -	\$ -	\$ -	\$ 1,992,000	
TAP Grant	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,000,000	
<b>Total</b>	<b>\$ 11,444,120</b>	<b>\$ 4,665,000</b>	<b>\$ 4,200,000</b>	<b>\$ 4,175,000</b>	<b>\$ 24,484,120</b>	

## City of Casper

Project Identification Number	Status	Project Year											
		PIN	Description	Phase	2020		2021		2022		2023		
					Cost	Source	Cost	Source	Cost		Source	Cost	Source
C1	Reconstruction of Midwest Avenue between Elm St. and Walnut St.	Planning											
		Design											
		Engineering	\$280,000	WBC									
		Construction	\$3,500,000	One Cent (\$2,080,687)/WBC (\$1,419,313)									
		<b>Total:</b>	<b>\$3,780,000</b>			<b>\$0</b>		<b>\$0</b>		<b>\$0</b>			
C2	Reconstruction of Midwest Avenue between Walnut St. and Poplar St.	Planning											
		Design											
		Engineering	\$249,000	BUILD Grant/1%#16									
		Construction	\$2,241,000	BUILD Grant/1%#16									
		<b>Total:</b>	<b>\$2,490,000</b>			<b>\$0</b>		<b>\$0</b>		<b>\$0</b>			
C3	PV to Robertson Road Pathway	Planning											
		Design											
		Engineering	\$149,120	1%#15, 1%#16									
		Construction	\$1,250,000	1%#16, TAP Grant									
		<b>Total:</b>	<b>\$1,399,120</b>			<b>\$0</b>		<b>\$0</b>		<b>\$0</b>			
C4	Poplar St. & 1st St. Enhancements	Planning											
		Design											
		Engineering	\$100,000	One Cent									
		Construction			\$665,000	One Cent (\$400,000)/WYDOT (\$265,000)							
		<b>Total:</b>	<b>\$100,000</b>			<b>\$665,000</b>		<b>\$0</b>		<b>\$0</b>			
Page Yearly Totals:			<u>2020</u> <b>\$7,769,120</b>		<u>2021</u> <b>\$665,000</b>		<u>2022</u> <b>\$0</b>		<u>2023</u> <b>\$0</b>	<b>Total</b> <b>\$8,434,120</b>			
Page Source Totals:		<u>CPG</u>	<u>One Cent</u>	<u>Consensus</u>	<u>One-Time</u>	<u>STP</u>	<u>WBC</u>	<u>5307</u>	<u>Other</u>	<b>Total</b>			
		<b>\$0</b>	<b>\$3,477,807</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$280,000</b>	<b>\$0</b>	<b>\$4,676,313</b>	<b>\$8,434,120</b>			



Project Identification Number	Status		Project Year										
			PIN	Description	Phase	2020		2021		2022		2023	
						Cost	Source	Cost	Source	Cost	Source	Cost	Source
C5		Center Street Underpass Enhancements	Planning										
			Design										
			Engineering					\$75,000	One Cent				
			Construction					\$425,000	One Cent				
			<b>Total:</b>			<b>\$0</b>		<b>\$0</b>		<b>\$500,000</b>			<b>\$0</b>
C6		Miscellaneous Street Improvements	Planning										
			Design										
			Engineering	\$375,000	1%#16	\$300,000	1%#16	\$250,000	1%#16	\$400,000	1%#16		
			Construction	\$2,700,000	1%#16	\$3,375,000	1%#16	\$3,125,000	1%#16	\$3,450,000	1%#16		
			<b>Total:</b>	<b>\$3,075,000</b>		<b>\$3,675,000</b>		<b>\$3,375,000</b>		<b>\$3,850,000</b>			
C7		Ridgecrest Drive Rehabilitation	Planning										
			Design										
			Engineering	\$80,000	1%#16								
			Construction	\$520,000	1%#16								
			<b>Total:</b>	<b>\$600,000</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>			
C8		Miscellaneous Pathway Projects	Planning										
			Design										
			Engineering										
			Construction			\$325,000	1%#16	\$325,000	1%#16	\$325,000	1%#16		
			<b>Total:</b>	<b>\$0</b>		<b>\$325,000</b>		<b>\$325,000</b>		<b>\$325,000</b>			
Page Yearly Totals:			<u>2020</u>		<u>2021</u>		<u>2022</u>		<u>2023</u>		<u>Total</u>		
			<b>\$3,675,000</b>		<b>\$4,000,000</b>		<b>\$4,200,000</b>		<b>\$4,175,000</b>		<b>\$16,050,000</b>		
Page Source Totals:			<u>CPG</u>	<u>One Cent</u>	<u>Consensus</u>	<u>One-Time</u>	<u>STP</u>	<u>WBC</u>	<u>5307</u>	<u>Other</u>	<u>Total</u>		
			<b>\$0</b>	<b>\$16,050,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$16,050,000</b>		

TOWN OF BAR NUNN

Definitions for abbreviations can be found in Appendix B.

Agency Totals:

Bar Nunn									
Program/Funding Source	2020		2021		2022		2023		TOTAL
Optional 1% Sales Tax	\$	275,000	\$	442,730	\$	330,000	\$	400,000	\$ 1,447,730
<b>TOTAL</b>	<b>\$</b>	<b>275,000</b>	<b>\$</b>	<b>442,730</b>	<b>\$</b>	<b>330,000</b>	<b>\$</b>	<b>400,000</b>	<b>\$ 1,447,730</b>

DRAFT

## Town of Bar Nunn

Project Identification Number	Status	Project Year											
		PIN	Description	Phase	2020		2021		2022		2023		
					Cost	Source	Cost	Source	Cost		Source	Cost	Source
	<i>Miscellaneous Streets</i>	Planning	\$6,250	One Cent									
		Design	\$6,250	One Cent									
		Engineering	\$12,500	One Cent									
		Construction	\$250,000	One Cent									
		<b>Total:</b>	<b>\$275,000</b>			<b>\$0</b>			<b>\$0</b>		<b>\$0</b>		
	<i>2021 Chip Seal Project</i>	Planning			\$7,500	One Cent							
		Design			\$7,500	One Cent							
		Engineering			\$38,880	One Cent							
		Construction			\$388,850	One Cent							
		<b>Total:</b>	<b>\$0</b>		<b>\$442,730</b>				<b>\$0</b>		<b>\$0</b>		
	<i>Sunset Boulevard Improvements</i>	Planning					\$7,500	One Cent					
		Design					\$7,500	One Cent					
		Engineering					\$15,000	One Cent					
		Construction					\$300,000	One Cent					
		<b>Total:</b>	<b>\$0</b>		<b>\$0</b>		<b>\$330,000</b>				<b>\$0</b>		
	<i>2023 Miscellaneous Streets</i>	Planning								\$16,666.67	One Center		
		Design								\$16,667	One Center		
		Engineering								\$33,333	One Center		
		Construction								\$333,333	One Center		
		<b>Total:</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>			<b>\$400,000</b>			
Page Yearly Totals:			<u>2020</u>		<u>2021</u>		<u>2022</u>		<u>2023</u>		<u>Total</u>		
			<b>\$275,000</b>		<b>\$442,730</b>		<b>\$330,000</b>		<b>\$400,000</b>		<b>\$1,447,730</b>		
Page Source Totals:		<u>CPG</u>	<u>One Cent</u>	<u>Consensus</u>	<u>One-Time</u>	<u>STP</u>	<u>WBC</u>	<u>5307</u>	<u>Other</u>		<u>Total</u>		
		<b>\$0</b>	<b>\$1,447,730</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$1,447,730</b>		

TOWN OF MILLS

Definitions for abbreviations can be found in Appendix B.

**Agency Totals:**

<b>Mills</b>					
<b>Program/Funding Source</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>TOTAL</b>
Optional 1% Sales Tax	\$ 210,000	\$ 616,000	\$ 679,000	\$ 1,000,000	\$ 2,505,000
Local	\$ -	\$ 135,000	\$ -	\$ -	\$ 135,000
CPG	\$ 75,000	\$ 65,000	\$ 35,000	\$ -	\$ 175,000
WYDOT	\$ -	\$ -	\$ 75,000	\$ 18,316,000	\$ 18,391,000
TAP	\$ -	\$ 1,624,000	\$ 1,236,000	\$ -	\$ 2,860,000
<b>TOTAL</b>	<b>\$ 285,000</b>	<b>\$ 2,440,000</b>	<b>\$ 2,025,000</b>	<b>\$ 19,316,000</b>	<b>\$ 24,066,000</b>

## Town of Mills

Project Identification Number	Status	Project Year										
		PIN	Description	Phase	2020		2021		2022		2023	
					Cost	Source	Cost	Source	Cost	Source	Cost	Source
M1	3rd Ave. and Buick St. Widen, Rotomill & Overlay around Mt. Veiw School	Planning										
		Design										
		Engineering	\$10,000	One Cent								
		Construction	\$200,000	One Cent								
		<b>Total:</b>	<b>\$210,000</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>			
M2	Wyoming Blvd. Safety Islands, street light, Pedestrian Tunnel, and Beautification	Planning	\$75,000	CPG								
		Design										
		Engineering			\$30,000	TAP/1%						
		Construction			\$2,000,000	TAP/1%						
		<b>Total:</b>	<b>\$75,000</b>		<b>\$2,030,000</b>		<b>\$0</b>		<b>\$0</b>			
M3	Lewis Ln. Curb, Gutter, Storm Drain, Rotomill & Overlay	Planning										
		Design										
		Engineering			\$10,000	One Cent						
		Construction			\$200,000	One Cent						
		<b>Total:</b>	<b>\$0</b>		<b>\$210,000</b>		<b>\$0</b>		<b>\$0</b>			
M4	Pontiac Street Widen, Rotomill & Overlay	Planning										
		Design										
		Engineering					\$10,000	One Cent				
		Construction					\$100,000	One Cent				
		<b>Total:</b>	<b>\$0</b>		<b>\$0</b>		<b>\$110,000</b>		<b>\$0</b>			
Page Yearly Totals:			<u>2020</u>		<u>2021</u>		<u>2022</u>		<u>2023</u>	<u>Total</u>		
			<b>\$285,000</b>		<b>\$2,240,000</b>		<b>\$110,000</b>		<b>\$0</b>	<b>\$2,635,000</b>		
Page Source Totals:			<u>CPG</u>	<u>One Cent</u>	<u>Consensus</u>	<u>One-Time</u>	<u>STP</u>	<u>WYDOT</u>	<u>Local</u>	<u>TAP</u>	<u>Total</u>	
			<b>\$75,000</b>	<b>\$936,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,624,000</b>	<b>\$2,635,000</b>	

Project Identification Number	Status	Project Year										
		PIN	Description	Phase	2020		2021		2022		2023	
					Cost	Source	Cost	Source	Cost	Source	Cost	Source
M5	<i>Poison Spider &amp; Robertson Rd., Sidewalks, Street light, and Beautification</i>	Planning					\$10,000	CPG				
		Design										
		Engineering					\$20,000	TAP/1%				
		Construction					\$500,000	TAP/1%				
		<b>Total:</b>	<b>\$0</b>		<b>\$0</b>		<b>\$530,000</b>			<b>\$0</b>		
M6	<i>Yellowstone Highway, Sidewalks, Street light, and Beautification</i>	Planning					\$25,000	CPG				
		Design										
		Engineering					\$25,000	TAP/1%				
		Construction					\$1,000,000	TAP/1%				
		<b>Total:</b>	<b>\$0</b>		<b>\$0</b>		<b>\$1,050,000</b>			<b>\$0</b>		
M7	<i>Robertson Hills Park area non-motorized trail to connect to Platte River Trails at Mills Riverfront</i>	Planning			\$65,000	CPG						
		Design					\$60,000	One Cent				
		Engineering							\$200,000	One Cent		
		Construction							\$400,000	One Cent		
		<b>Total:</b>	<b>\$0</b>		<b>\$65,000</b>		<b>\$60,000</b>			<b>\$600,000</b>		
M8	<i>SW Wyoming Blvd bridge over the North Platte River reconstruction, sidewalk widening, bridge widening, and pedestrian underpass</i>	Planning			\$75,000	Local						
		Design					\$75,000	WYDOT				
		Engineering										
		Construction							\$18,316,000	WYDOT		
		<b>Total:</b>	<b>\$0</b>		<b>\$75,000</b>		<b>\$75,000</b>			<b>\$18,316,000</b>		
Page Yearly Totals:			<u>2020</u>		<u>2021</u>		<u>2022</u>		<u>2023</u>	<u>Total</u>		
			\$0		\$140,000		\$1,715,000		\$18,916,000	\$20,771,000		
Page Source Totals:			<u>CPG</u>	<u>One Cent</u>	<u>Consensus</u>	<u>One-Time</u>	<u>STP</u>	<u>WYDOT</u>	<u>Local</u>	<u>TAP</u>	<u>Total</u>	
			\$100,000	\$969,000	\$0	\$0	\$0	\$18,391,000	\$75,000	\$1,236,000	\$20,771,000	

Project Identification Number	Status	Phase	Project Year							
			2020		2021		2022		2023	
			Cost	Source	Cost	Source	Cost	Source	Cost	Source
M9	<i>Pedestrian bridge Mills riverfront to Fort Caspar</i>	Planning			\$60,000	Local				
		Design								
		Engineering								
		Construction					\$200,000	One Cent	\$400,000	One Cent
		<b>Total:</b>	<b>\$0</b>		<b>\$60,000</b>		<b>\$200,000</b>		<b>\$400,000</b>	
		Planning								
		Design								
		Engineering								
		Construction								
		<b>Total:</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	
		Planning								
		Design								
		Engineering								
		Construction								
		<b>Total:</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	
		Planning								
		Design								
		Engineering								
		Construction								
		<b>Total:</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	
		Planning								
		Design								
		Engineering								
		Construction								
		<b>Total:</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	
Page Yearly Totals:			<u>2020</u>		<u>2021</u>		<u>2022</u>		<u>2023</u>	<u>Total</u>
			\$0		\$60,000		\$200,000		\$400,000	\$660,000
Page Source Totals:		<u>CPG</u>	<u>One Cent</u>	<u>Consensus</u>	<u>One-Time</u>	<u>STP</u>	<u>WYDOT</u>	<u>Local</u>	<u>TAP</u>	<u>Total</u>
		\$0	\$600,000	\$0	\$0	\$0	\$0	\$60,000	\$0	\$660,000

TOWN OF EVANSVILLE

Definitions for abbreviations can be found in Appendix B.

Agency Totals:

<b>Evansville</b>					
<b>Program/Funding Source</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>TOTAL</b>
Local Funds	\$ 390,530	\$ 145,000	\$ 70,000	\$ 187,000	\$ 792,530
WBC	\$ 2,204,547	\$ 725,000	\$ 350,000	\$ 935,000	\$ 4,214,547
<b>TOTAL</b>	<b>\$ 2,595,077</b>	<b>\$ 870,000</b>	<b>\$ 420,000</b>	<b>\$ 1,122,000</b>	<b>\$ 5,007,077</b>

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## Town of Evansville

Project Identification Number	Status	Phase	Project Year							
			2020		2021		2022		2023	
			Cost	Source	Cost	Source	Cost	Source	Cost	Source
E1	<i>Paving of the Secondary Access Road</i>	Planning								
		Design								
		Engineering	\$164,000	Local						
		Construction	\$902,000	WBC						
		<b>Total:</b>	<b>\$1,066,000</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	
E2	<i>Reconstruction of Lathrop Road from East Entrance of Aspends Mobile Home Park to Wyoming Boulevard</i>	Planning								
		Design								
		Engineering	\$226,530	Local						
		Construction	\$1,302,547	WBC						
		<b>Total:</b>	<b>\$1,529,077</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	
	<i>Installation of Sidewalks, Various Locations</i>	Planning								
		Design								
		Engineering			\$70,000	Local				
		Construction			\$350,000	WBC				
		<b>Total:</b>	<b>\$0</b>		<b>\$420,000</b>		<b>\$0</b>		<b>\$0</b>	
E4	<i>5th Street Repavin; Copper to Albany</i>	Planning								
		Design								
		Engineering			\$40,000	Local				
		Construction			\$200,000	WBC				
		<b>Total:</b>	<b>\$0</b>		<b>\$240,000</b>		<b>\$0</b>		<b>\$0</b>	
Page Yearly Totals:			<u>2020</u>		<u>2021</u>		<u>2022</u>		<u>2023</u>	<u>Total</u>
			<b>\$2,595,077</b>		<b>\$660,000</b>		<b>\$0</b>		<b>\$0</b>	<b>\$3,255,077</b>
Page Source Totals:		<u>CPG</u>	<u>One Cent</u>	<u>Consensus</u>	<u>One-Time</u>	<u>STP</u>	<u>WBC</u>	<u>5307</u>	<u>Other</u>	<u>Total</u>
		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,452,000</b>	<b>\$0</b>	<b>\$1,803,077</b>	<b>\$3,255,077</b>

Project Identification Number	Status	Project Year										
		PIN	Description	Phase	2020		2021		2022		2023	
					Cost	Source	Cost	Source	Cost	Source	Cost	Source
E5	2nd Street Reconstruction from Curtis to Williams	Planning										
		Design										
		Engineering					\$70,000	Local				
		Construction					\$350,000	WBC				
		<b>Total:</b>	<b>\$0</b>		<b>\$0</b>		<b>\$420,000</b>			<b>\$0</b>		
E6	Sidewalk Improvements on Western to 20/26	Planning										
		Design										
		Engineering			\$35,000	Local						
		Construction			\$175,000	WBC						
		<b>Total:</b>	<b>\$0</b>		<b>\$210,000</b>		<b>\$0</b>		<b>\$0</b>			
E7	Iron Street Repavin; Western Ave. to Williams St.	Planning										
		Design										
		Engineering							\$117,000	Local		
		Construction							\$585,000	WBC		
		<b>Total:</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$702,000</b>			
E8	Texas Street Extension from Miracle Drive to 20/26	Planning										
		Design										
		Engineering							\$70,000	Local		
		Construction							\$350,000	WBC		
		<b>Total:</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$420,000</b>			
Page Yearly Totals:			<u>2020</u>		<u>2021</u>		<u>2022</u>		<u>2023</u>	<u>Total</u>		
			<b>\$0</b>		<b>\$210,000</b>		<b>\$420,000</b>		<b>\$1,122,000</b>	<b>\$1,752,000</b>		
Page Source Totals:		<u>CPG</u>	<u>One Cent</u>	<u>Consensus</u>	<u>One-Time</u>	<u>STP</u>	<u>WBC</u>	<u>5307</u>	<u>Other</u>	<u>Total</u>		
		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,460,000</b>	<b>\$0</b>	<b>\$292,000</b>	<b>\$1,752,000</b>		

WYOMING DEPARTMENT OF TRANSPORTATION DISTRICT 2

Definitions for abbreviations can be found in Appendix B.

Agency Totals:

WYDOT						
Program/Funding Source	2020	2021	2022	2023	TOTAL	
HSIP	\$ -	\$ -	\$ -	\$ -	\$ -	
NHPP	\$ 3,189,564	\$ 24,833,118	\$ -	\$ 7,000,000	\$ 35,022,682	
NHPPI	\$ -	\$ 42,825,050	\$ 23,045,073	\$ 23,666,282	\$ 89,536,405	
<b>TOTAL</b>	<b>\$ 3,189,564</b>	<b>\$ 67,658,168</b>	<b>\$ 23,045,073</b>	<b>\$ 30,666,282</b>	<b>\$ 124,559,087</b>	

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## WYDOT

Project Identification Number	Status	Phase	Project Year									
			PIN	Description	2020		2021		2022		2023	
					Cost	Source	Cost	Source	Cost	Source	Cost	Source
W1  1254160, combined w/ 1254165 & 1254A01	<i>I-25 Casper Marginal Reconstruction &amp; Structure Replacement over Walsh Drive from Yellowstone (MP 185.35) to Wyoming Blvd (MP 186.24) combined with Enhancements</i>	Planning										
		Design										
		Engineering										
		Construction										
		<b>Total:</b>	<b>\$0</b>		<b>\$42,825,050</b>	<b>NHPP</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	
W2  N2121111	<i>Mill and overlay WYO 220 from the West Belt Loop Bypass (MP 108.41) to Robertson Rd (MP 110.85)</i>	Planning										
		Design										
		Engineering										
		Construction										
		<b>Total:</b>	<b>\$3,189,564</b>	<b>NHPP</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	
W3  N212121, combined w/ N2121125, N2121A04 & N2121A05	<i>Reconstruction of WYO 220 (Poplar Street) and US20/26 (1st Street) Intersection from 1st Street to Collins including Bridge widening, combined with utility work for City of Casper enhancements.</i>	Planning										
		Design										
		Engineering										
		Construction										
		<b>Total:</b>	<b>\$0</b>		<b>\$23,524,008</b>	<b>NHPP</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	
W4  N341116	<i>Microsurfacing on US 20/26 (Yellowstone Hwy) from WYO 254 (MP 3.87) to the Natrona County Airport (MP 10.37)</i>	Planning										
		Design										
		Engineering										
		Construction										
		<b>Total:</b>	<b>\$0</b>		<b>\$1,241,514</b>	<b>NHPP</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	
Page Yearly Totals:			<u>2020</u>		<u>2021</u>		<u>2022</u>		<u>2023</u>		<u>Total</u>	
			<b>\$3,189,564</b>		<b>\$67,590,572</b>		<b>\$0</b>		<b>\$0</b>		<b>\$70,780,136</b>	
Page Source Totals:		<u>CPG</u>	<u>One Cent</u>	<u>Consensus</u>	<u>One-Time</u>	<u>STP</u>	<u>WBC</u>	<u>5307</u>	<u>Other</u>		<u>Total</u>	
		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$70,780,136</b>		<b>\$70,780,136</b>	

Project Identification Number	Status	Phase	Project Year									
			PIN	Description	2020		2021		2022		2023	
					Cost	Source	Cost	Source	Cost	Source	Cost	Source
W5	<i>Microsurfacing on WYO 258 (Wyoming Blvd) from Pendell Blvd (MP 8.07) to CY Ave (MP 9.9)</i>	Planning										
		Design										
		Engineering										
		Construction										
		W258024	<b>Total:</b>	<b>\$0</b>		<b>\$67,596</b>	<b>NHPP</b>	<b>\$0</b>		<b>\$0</b>		
W6	<i>I-25 Casper Marginal Reconstruction &amp; Structure Replacement of Structures over the Platte River from Center St (MP 188.21) to end of Concrete north of Poplar (MP 188.21)</i>	Planning										
		Design										
		Engineering										
		Construction										
		I254161	<b>Total:</b>	<b>\$0</b>		<b>\$0</b>		<b>\$23,045,073</b>	<b>NHPPI</b>	<b>\$0</b>		
W7	<i>Reconstruction of I-25 from just east of Center Street (M.P. 186.45) to just east of the Yellowstone on-ramp (M.P. 188.01)</i>	Planning										
		Design										
		Engineering										
		Construction							\$23,666,282	NHPP		
		I254167	<b>Total:</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$23,666,282</b>		
W8	<i>Mill existing CY Ave and Wyoming Blvd intersection concrete and overlay with asphalt (M.P. 113.36)</i>	Planning										
		Design										
		Engineering										
		Construction							\$3,000,000	NHPP		
		N212123	<b>Total:</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$3,000,000</b>		
Page Yearly Totals:			<u>2020</u>		<u>2021</u>		<u>2022</u>		<u>2023</u>	<u>Total</u>		
			<b>\$0</b>		<b>\$67,596</b>		<b>\$23,045,073</b>		<b>\$26,666,282</b>	<b>\$49,778,951</b>		
Page Source Totals:		<u>CPG</u>	<u>One Cent</u>	<u>Consensus</u>	<u>One-Time</u>	<u>STP</u>	<u>WBC</u>	<u>5307</u>	<u>Other</u>	<u>Total</u>		
		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$49,778,951</b>	<b>\$49,778,951</b>		

Project Identification Number	Status	Phase	Project Year									
			PIN	Description	2020		2021		2022		2023	
					Cost	Source	Cost	Source	Cost	Source	Cost	Source
W9  N212124	<i>Reconstruction of Poplar Street from Collins Ave to CY Ave including replacement of existing storm sewer (M.P. 115.36-115.77)</i>	Planning										
		Design										
		Engineering										
		Construction							\$4,000,000	NHPP		
		<b>Total:</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	<b>\$4,000,000</b>		
		Planning										
		Design										
		Engineering										
		Construction										
		<b>Total:</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>			
		Planning										
		Design										
		Engineering										
		Construction										
		<b>Total:</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>			
		Planning										
		Design										
		Engineering										
		Construction										
		<b>Total:</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>			
		Planning										
		Design										
		Engineering										
		Construction										
		<b>Total:</b>	<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>			
Page Yearly Totals:			<u>2020</u>		<u>2021</u>		<u>2022</u>		<u>2023</u>		<b>Total</b>	
			<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$4,000,000</b>		<b>\$4,000,000</b>	
Page Source Totals:		<u>CPG</u>	<u>One Cent</u>	<u>Consensus</u>	<u>One-Time</u>	<u>STP</u>	<u>WBC</u>	<u>5307</u>	<u>Other</u>	<b>Total</b>		
		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,000,000</b>	<b>\$4,000,000</b>		

## CASPER TRANSIT PROGRAMS

- Casper Area Transportation Coalition (CATC)

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TRANSIT PROGRAM (CATC)

Definitions for abbreviations can be found in Appendix B.

Agency Totals:

Transit						
Program/Funding Source	2020	2021	2022	2023	TOTAL	
Local Funds	\$ 1,331,284	\$ 1,282,839	\$ 1,374,994	\$ 1,351,414	\$ 5,340,531	
FTA Section 5307	\$ 1,310,951	\$ 1,339,184	\$ 1,368,080	\$ 1,397,106	\$ 5,415,321	
FTA Section 5339	\$ -	\$ -	\$ 264,000	\$ 64,800	\$ 328,800	
CPG	\$ -	\$ -	\$ -	\$ -	\$ -	
CARES ACT	\$ 5,603,110	\$ -	\$ -	\$ -	\$ 5,603,110	
FTA 5311	\$ 111,423	\$ 111,423	\$ 111,423	\$ 111,423	\$ 445,692	
<b>TOTAL</b>	<b>\$ 8,356,768</b>	<b>\$ 2,733,446</b>	<b>\$ 3,118,497</b>	<b>\$ 2,924,743</b>	<b>\$ 17,133,454</b>	



## Transit/CATC

Project Identification Number	Capital		Project Year								
			2020		2021		2022		2023		
	PIN	Description	Fund Source	Cost	Source	Cost	Source	Cost	Source	Cost	Source
T1	<i>Purchase Replacement Paratransit Minivan (72)</i>	Local									
		Federal	\$72,000	CARES							
T1	<i>Purchase Replacement Paratransit Bus (41)</i>	Local	\$0							\$16,200	Casper
		Federal	\$72,000	CARES						\$64,800	WY 5339
T1	<i>Purchase Replacement 30-Passenger Buses (75,76)</i>	Local						\$66,000	Casper		
		Federal						\$264,000	5339		
T3	<i>Replace Shelter Panels at Transit Plaza</i>	Local	\$0								
		Federal	\$70,000	CARES							
T4	<i>Paint Garage and Administrative Facilities</i>	Local									
		Federal									
T5											
T5	<i>Purchase CAD/AVL System for all buses</i>	Local	\$0								
		Federal	\$230,000	CARES							
T5	<i>Upgrade to Automatic Fare Collection System</i>	Local	\$0								
		Federal	\$130,000	CARES							
T7	<i>Replace Garage Roof</i>	Local	\$44,000	Casper							
		Federal	\$0	0							
T8	<i>Preventive Maintenance Operations</i>	Local	\$37,994	Casper	\$38,887	Casper	\$39,801	Casper	\$40,736	Casper	
		Federal	\$151,976	5307	\$155,547	5307	\$159,202	5307	\$162,943	5307	
Page Yearly Totals:			<u>2020</u>		<u>2021</u>		<u>2022</u>		<u>2023</u>		<u>Total</u>
			\$807,970		\$194,434		\$529,003		\$284,679		\$1,816,086
Page Source Totals:			<u>CARES</u>	<u>Casper</u>	<u>5307</u>	<u>5316</u>	<u>WYDOT</u>	<u>5339</u>			<u>Total</u>
			\$574,000	\$283,618	\$629,668	\$0	\$0	\$328,800			\$1,816,086

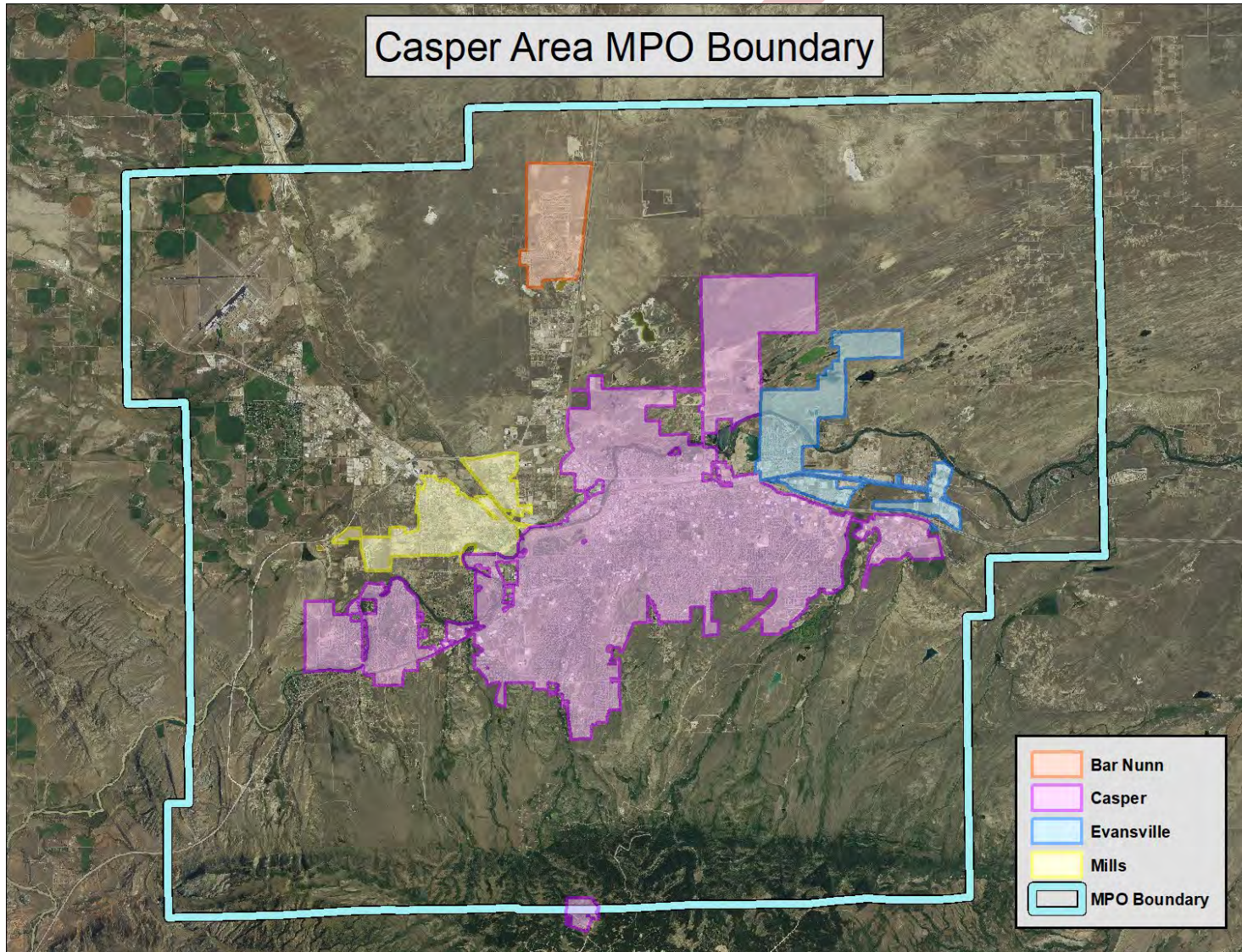
Project Identification Number	Operating		Project Year							
	Description	Fund Source	2020		2021		2022		2023	
			Cost	Source	Cost	Source	Cost	Source	Cost	Source
T9	<i>Transit Operations - Casper</i>	Local	\$1,049,446	Casper	\$1,074,108	Casper	\$1,099,349	Casper	\$1,124,634	Casper
		Federal	\$1,049,446	5307	\$1,074,108	5307	\$1,099,349	5307	\$1,124,634	5307
T10	<i>Transit Operations Mills / Evansville</i>	Local	\$84,122	Mills/ Evansville	\$84,122	Mills / Evansville	\$84,122	Mills / Evansville	\$84,122	Mills / Evansville
		Federal	\$109,529	WY 5307	\$109,529	WY 5307	\$109,529	WY 5307	\$109,529	WY 5307
T11	<i>Tranist Operations - CATC Demand Response</i>	Local	\$85,722	CATC	\$85,722	CATC	\$85,722	CATC	\$85,722	CATC
		Federal	\$111,423	WY 5311	\$111,423	WY 5311	\$111,423	WY 5311	\$111,423	WY 5311
T12	<i>Purchase Replacement 18 Passenger Bus Miulls Evansville (77,78)</i>	Local	\$30,000	Mills/ Evansville						
		Federal	\$2,514,465	Cares						
T13	<i>Transit Operations - Casper</i>	Local	\$0							
		Federal	\$2,514,645	Cares						
Page Yearly Totals:			<u>2020</u>		<u>2021</u>		<u>2022</u>		<u>2023</u>	<u>Total</u>
			\$7,548,798		\$2,539,012		\$2,589,494		\$2,640,064	\$15,317,368
Page Source Totals:			<u>CATC</u>	<u>Casper</u>	<u>Mills/Evans</u>	<u>5307</u>	<u>5311</u>	<u>WYDOT</u>	<u>CARES</u>	<u>Total</u>
			\$342,888	\$4,347,537	\$366,488	\$4,785,653	\$445,692	\$0	\$5,029,110	\$15,317,368

## ALL PROGRAM SUMMARY

Definitions for abbreviations can be found in Appendix B.

<b>Total</b>					
<b>Program/Funding Source</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>TOTAL</b>
Local Funds	\$ 1,721,814	\$ 1,562,839	\$ 1,444,994	\$ 1,538,414	\$ 6,268,061
Optional 1% Sales Tax	\$ 7,237,807	\$ 5,458,730	\$ 5,209,000	\$ 5,575,000	\$ 23,480,537
CRF	\$ 1,075,416	\$ 9,104,152	\$ -	\$ -	\$ 10,179,568
BUILD Grant	\$ 1,992,000	\$ -	\$ -	\$ -	\$ 1,992,000
WBC	\$ 3,903,860	\$ 725,000	\$ 350,000	\$ 935,000	\$ 5,913,860
FTA Section 5307	\$ 1,310,951	\$ 1,339,184	\$ 1,368,080	\$ 1,397,106	\$ 5,415,321
FTA Section 5339	\$ -	\$ -	\$ 264,000	\$ 64,800	\$ 328,800
FTA Section 5331	\$ 111,423	\$ 111,423	\$ 111,423	\$ 111,423	\$ 445,692
IRP	\$ -	\$ -	\$ 2,000,000	\$ -	\$ 2,000,000
CARES Act	\$ 5,603,110	\$ -	\$ -	\$ -	\$ 5,603,110
CPG	\$ 75,000	\$ 65,000	\$ 35,000	\$ -	\$ 175,000
TAP Grant	\$ 1,000,000	\$ 1,624,000	\$ 1,236,000	\$ -	\$ 3,860,000
HSIP	\$ -	\$ -	\$ -	\$ -	\$ -
NHPP	\$ 3,189,564	\$ 24,833,118	\$ -	\$ 7,000,000	\$ 35,022,682
NHPPI	\$ -	\$ 42,825,050	\$ 23,045,073	\$ 23,666,282	\$ 89,536,405
State of Wyoming	\$ -	\$ 265,000	\$ 75,000	\$ 18,316,000	\$ 18,656,000
Other Federal	\$ 1,757,000	\$ 12,000,000	\$ -	\$ -	\$ 13,757,000
<b>TOTAL</b>	<b>\$ 28,977,945</b>	<b>\$ 99,913,496</b>	<b>\$ 35,138,570</b>	<b>\$ 58,604,025</b>	<b>\$ 222,634,036</b>

# APPENDIX A



## APPENDIX B

### LIST OF ABBREVIATIONS

AADT	Average Annual Daily Traffic
ARSCT	Authority for Rendering Service - Contract
BRDG	Highway Bridge Replacement and Rehabilitation
BROS	Bridge Replacement Off System
Consensus	County Consensus funds distributed by the State from mineral royalties
CPG	Consolidated Planning Grant
CRF	County Road Fund
DEMO	Federal Demonstration Program
FAST ACT	Fixing America's Surface Transportation Act
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year
HSIP	Highway Safety Improvement Program
IM	Interstate Maintenance Program
IRP	Industrial Road Program
MPO	Metropolitan Planning Organization
NHPP	National Highway Performance Program
NHPPI	National Highway Performance Program - Interstate
NHS	National Highway System
One Cent	Local Sales Tax
SAFETEA	Safe, Accountable, Flexible and Efficient Transportation Equity Act
SAFETEA-LU	Safe, Accountable, Flexible and Efficient Transportation Equity Act-A Legacy for Users
SCP	State Construction Program
SEC 5307	Federal Transit Section 5307 Formula Funds
SEC 5309	Federal Transit Section 5309 Discretionary Capital Program

SEC 5310	Federal Transit Section 5310 Not-for-Profit Transportation Van Fund
SEC 5339	Federal Transit Section 5339 Bus Purchase and Rehabilitation
STIP	State Transportation Improvement Program
STP	Surface Transportation Program
STPU	Surface Transportation Program Urban
TAP	Transportation Alternative Program
TEA21	Transportation Equity Act for the 21 <sup>st</sup> Century
TIGER	Transportation Investment Generating Economic Recovery
TIP	Transportation Improvement Program
UPWP	Unified Planning Work Program
USC	United States Code
VMT	Vehicle Miles of Travel
WBC	Wyoming Business Council
WYDOT	Wyoming Department of Transportation

## OBLIGATION OF FEDERAL FUNDS

23 U.S.C. 134(j)(7)(B), 23 U.S.C. 135(g)(4)(B), 49 U.S.C. 5303(j)(7)(B), and 49 U.S.C. 5304(g)(4)(B) require:

“An Annual listing of projects, including investments in pedestrian walkways and bicycle transportation facilities, for which Federal funds have been obligated in the preceding year shall be published or otherwise made available by the cooperative effort of the State, transit operator, and metropolitan planning organization for public review. The listing shall be consistent with the funding categories identified in each metropolitan transportation improvement program (TIP).”

The MPO produces a specific list of projects in the *Annual Listing of Federally Obligated Projects* by December 31 of each year.

## SUMMARY OF FEDERAL FUNDS IN THE MTIP

<b>Federal Portion</b>					
<b>Program/Funding Source</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>TOTAL</b>
BUILD Grant	\$ 1,992,000	\$ -	\$ -	\$ -	\$ 1,992,000
FTA Section 5307	\$ 1,310,951	\$ 1,339,184	\$ 1,368,080	\$ 1,397,106	\$ 5,415,321
FTA Section 5339	\$ -	\$ -	\$ 264,000	\$ 64,800	\$ 328,800
FTA Section 5331	\$ 111,423	\$ 111,423	\$ 111,423	\$ 111,423	\$ 445,692
CARES Act	\$ 5,603,110	\$ -	\$ -	\$ -	\$ 5,603,110
CPG	\$ 75,000	\$ 65,000	\$ 35,000	\$ -	\$ 175,000
TAP Grant	\$ 1,000,000	\$ 1,624,000	\$ 1,236,000	\$ -	\$ 3,860,000
HSIP	\$ -	\$ -	\$ -	\$ -	\$ -
NHPP	\$ 3,189,564	\$ 24,833,118	\$ -	\$ 7,000,000	\$ 35,022,682
NHPPI	\$ -	\$ 42,825,050	\$ 23,045,073	\$ 23,666,282	\$ 89,536,405
Other Federal	\$ 1,757,000	\$ 12,000,000	\$ -	\$ -	\$ 13,757,000
<b>TOTAL</b>	<b>\$ 15,039,048</b>	<b>\$ 82,797,775</b>	<b>\$ 26,059,576</b>	<b>\$ 32,239,611</b>	<b>\$ 156,136,010</b>

## PROGRAM CERTIFICATION

The Casper Area Transportation Planning Process (CATPP), designated by agreement as the Metropolitan Planning Organization (MPO) for Casper, certifies that the planning process is addressing the major issues facing the area and is being conducted in accordance with all applicable requirements of:

- (1) 23, U.S.C., 134, 49 U.S.C. Section 5303, and 23 CFR Part 450;
- (2) Sections 174 & 176(c) and (d) of the Clean Air Act as amended (42 USC 7504, 7506(c) and (d) and 40 CFR 93);
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 USC 2000d-1) and 49 CFR part 21;
- (4) 49 WSC 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex or age in employment or business opportunity;
- (5) Section 1101(b) of the FAST Act regarding the involvement of Disadvantaged Business Enterprises in FHWA and FTA funded planning projects (FAST Act Section 1101(b), 1109, 52004(4)(A); 23 USC 104(a), 140(b)-(c), 504(e), 49 CFR Section 26, Subtitle A);
- (6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (7) The provisions of the Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and U.S. DOT implementing regulation;
- (8) Older Americans Act, as amended (42 USC 6101);
- (9) Section 324 of CFR 23, regarding prohibition of discrimination based on gender;
- (10) Section 504 of the Rehabilitation Act of 1973 and 49 CFR part 27 regarding discrimination against individuals with disabilities.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
M. Jeremy Yates  
MPO Supervisor  
Casper Area Metropolitan Planning Organization

\_\_\_\_\_  
Paul Bertoglio  
MPO Policy Committee Chairman

\_\_\_\_\_  
Seth Coleman

\_\_\_\_\_  
Mary Ayen

\_\_\_\_\_  
Paul Bertoglio

\_\_\_\_\_  
Jennifer Sorenson

\_\_\_\_\_  
J. Carter Napier

\_\_\_\_\_  
Bob Hopkins





**CATC – 307-265-1313**

May 15, 2020



**The Bus – 307-237-4287**

The Honorable Elaine Chao  
Secretary, US Department of Transportation  
1200 New Jersey Ave, SE  
Washington, DC 20590

**RE: City of Casper's Midwest Avenue Reconstruction FY20 BUILD grant application**

Dear Secretary Chao:

I am writing on behalf of the Casper Area Transportation Coalition (CATC) to express my strong support for the City of Casper's proposal to the U.S. Department of Transportation (DOT) Better Utilizing Investment to Leverage Development (BUILD) grant program for the Midwest Avenue Reconstruction project. The project will transform a severely worn downtown corridor into a safe, vibrant, and walkable connection that will unleash economic development in Casper's Old Yellowstone District.

CATC is a non-profit transportation provider supplying vital public transportation services to the Casper area's economically disadvantaged, transportation dependent, elderly, and disabled residents. CATC supports the Midwest Avenue Reconstruction project because as a regional hub of air, rail, and highway transportation for Wyoming, Casper's road systems are essential for the State's economy. Improving connectivity and circulation throughout Casper's grid is also critical to facilitating a high level of mobility for persons and goods to support industrial growth in surrounding areas. A new CATC transit stop will be installed as part of the Phase III project to help connect Casper's workforce to downtown jobs, amenities, and services, including a new State Office Building hosting the Department of Workforce Services, Department of Family Services, Department of Health, and several other social service agencies for the State of Wyoming.

CATC is ready to be engaged and supportive of the Midwest Avenue Reconstruction project, and will commit to participating in outreach efforts to the local community to seek input and provide progress updates.

I urge you to award BUILD grant funding to this worthy investment.

Sincerely,

A handwritten signature in blue ink, appearing to read 'John E. Jones', is written over the typed name and title.

John E. Jones, Executive Director  
Casper Area Transportation Coalition



# CASPER AREA

METROPOLITAN PLANNING ORGANIZATION  
Casper - Mills - Evansville - Bar Nunn - Natrona County

May 6, 2020

The Honorable Elaine Chao  
Secretary, US Department of Transportation  
1200 New Jersey Ave, SE  
Washington, DC 20590

RE: City of Casper's Midwest Avenue Reconstruction FY20 BUILD grant application

Dear Secretary Chao:

We are writing on behalf of the Citizens Committee of the Casper Area Metropolitan Planning Organization (MPO) to express our support for the City of Casper's proposal to the U.S. Department of Transportation (DOT) Better Utilizing Investment to Leverage Development (BUILD) grant program for the Midwest Avenue Reconstruction project. The project will transform a severely worn downtown corridor into a safe, vibrant, and walkable connection that will unleash economic development in Casper's Old Yellowstone District.

The Casper Area MPO is composed of the City of Casper, the Towns of Bar Nunn, Evansville, and Mills, and Natrona County and provides cooperative, comprehensive, and continuous transportation planning to the Casper urbanized area. We support, in the strongest possible terms, the Midwest Avenue Reconstruction project. The reconstruction of Midwest Avenue has been a long-range goal of the Casper Area MPO Citizens Committee and is identified as such in our 2020 Long Range Transportation Plan. Additionally, directly adjacent to Midwest Avenue are bike lanes, walking paths, and a transit system station, all of which would benefit from the reconstruction. Improvements to Midwest Avenue will have a ripple effect to all adjacent projects and goal areas that will improve traffic flow, traffic safety, and reduce gaps in the Casper area trails system, across the Casper Metropolitan Area.

The Citizens Committee of the Casper Area MPO is ready to be engaged and supportive of the Midwest Avenue Reconstruction project and supports Casper's efforts in our community. We urge you to award BUILD Grant funding to this investment

Sincerely,

A handwritten signature in blue ink that reads "Ruth Heald".

Ruth Heald  
Chair of the Casper Area MPO  
Citizen's Committee

**From:** Justin Schilling <jschilling@wyomuni.org>  
**Sent:** Tuesday, May 12, 2020 1:32 PM  
**Subject:** WAM Legislative Update

Good Afternoon Members,

Please find below this week's legislative update from WAM Legislative Specialist Bob McLaurin. The special session of the Wyoming Legislature at the end of this week will hopefully start to bring some clarity as to the recipients and allocations of the Federal CAREs Act money. We're also tracking new proposed Federal stimulus funds in the form of HR 6800, the Heroes Act, that was released by House Speaker Pelosi today. It includes \$375 billion to assist local governments with the fiscal impacts caused by the coronavirus. We encourage you to reach out to Representative Liz Cheney and urge her to support this aid that would be distributed directly to cities, towns and counties. I've attached the summary of the bill as provided to us by National League of Cities.

### **Legislative Update**

The purpose of this email is to provide an update on upcoming legislative activity and the status of the CAREs funding.

As noted in the update last week, Wyoming was allocated \$1.25 billion in federal funding through the CAREs Act.

Since the receipt of these funds, the Legislature's Management Council and the Governor have been working to determine how these funds will be allocated amongst those individuals, agencies and businesses who have been affected by the COVID crisis.

The Management Council approved three bills to address the distribution of these funds. The substance of these bills are detailed in last week's update. On Monday May 11<sup>th</sup>, the Minerals Committee met and approved a bill to establish COVID aid to small businesses in Wyoming.

The Legislature will convene on Friday May 15<sup>th</sup> in a special session to consider these four bills. This will be a zoom virtual meeting and is expected to be a one-day session. Although the press will be allowed in the capital during the session, legislators are being discouraged from coming to Cheyenne. You may watch the proceedings via zoom by going to [www.wyoleg.gov](http://www.wyoleg.gov) and clicking on the link for live meeting streams.

While the principal purpose of the session is to pass these bills, the first order of business for this session is to amend the House and Senate Rules. This is being done in order limit debate and expedite the passage of the bills. This amendment will take a 2/3 majority to pass and will be interesting to watch.

We are hearing there will be another special session in late June to consider additional legislation.

We continue to work with the Governor's office to understand how much aid will be provided to cities and towns, and how these funds will be allocated.

If you have questions, or need additional information, please contact me, or Justin or Dave.

-Bob McLaurin, WAM Legislative Specialist

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

**97 Municipalities,  
One Voice**

**Building Strong  
Communities for the  
Betterment of All**

**wam**  
The Wyoming Association  
of Municipalities  
[www.womuni.org](http://www.womuni.org)

# THE HEROES ACT

A Bold Response to the Coronavirus Pandemic and the Economic Collapse



## [H.R. 6800, The Heroes Act]

### *Title-By-Title Summary*

*[House Democrats' bold, transformative legislation meets the challenge of the coronavirus pandemic, increasing aid for state, local, and tribal governments on the frontlines of the coronavirus crisis; extending unemployment insurance benefits; and providing more direct payments to Americans.]*

## **DIVISION A – Coronavirus Recovery Supplemental Appropriations Act, 2020**

*Prepared by the Democratic staff of the House Committee on Appropriations*

### **Title I – Agriculture, Rural Development, Food and Drug Administration, and Related Agencies**

**Supplemental Nutrition Assistance Program (SNAP)** – Provides \$10 billion to support anticipated increases in participation and to cover program cost increases related to flexibilities provided to SNAP by the Families First Coronavirus Response Act.

**Special Supplemental Nutrition Program for Women Infants and Children (WIC)** – Provides an additional \$1.1 billion to provide access to nutritious foods to low-income pregnant women or mothers with young children who lose their jobs or are laid off due to the COVID-19 emergency.

**The Emergency Food Assistance Program (TEFAP)** – Includes \$150 million to help local food banks meet increased demand for low-income Americans during the emergency. Including funding provided by the Families First Coronavirus Response Act and the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), TEFAP has received a total of \$1 billion.

**Child Nutrition Programs** – Includes \$3 billion in additional funding to provide emergency financial relief to school meal providers and USDA's Child and Adult Care Food Program.

**Farm and Ranch Stress Assistance Network program** – Provides \$20 million to strengthen activities and services that connect farmers and ranchers to stress assistance resources and programs.

**USDA Office of Inspector General** – Provides \$2.5 million to increase monitoring and oversight activities.

## **Title II – Commerce, Justice, Science, and Related Agencies**

**Census Bureau, Periodic Censuses and Programs** – \$400 million for expenses due to delays in the 2020 Decennial Census in response to the coronavirus.

**Census Bureau, Current Surveys and Programs** – \$10 million for expenses incurred as a result of the coronavirus.

**National Oceanic and Atmospheric Administration (NOAA)** – \$100 million for Fishery Disaster Assistance for tribal, subsistence, commercial, and charter fishery participants, in response to economic injury precipitated by the coronavirus.

**Department of Commerce, Office of Inspector General** – \$1 million for auditing and oversight of supplemental funds provided to the Commerce Department in the earlier CARES Act and this Act.

**Bureau of Prisons** – \$200 million to prevent, prepare for, and respond to coronavirus in Federal prisons, including funding for medical testing and services, personal protective equipment, hygiene supplies and services, and sanitation services

**Violence Against Women Act (VAWA) programs** – \$100 million, with a waiver of the local match requirement, including \$30 million for grants to combat violence against women, \$15 million for transitional housing assistance grants, \$15 million for sexual assault victims assistance, \$10 million for rural domestic violence and child abuse enforcement assistance, \$10 million for legal assistance for victims, \$4 million for assistance to tribal governments, and \$16 million to support families in the justice system.

**Byrne Justice Assistance Grants** – \$300 million to help prevent, prepare for, and respond to coronavirus, including for purchasing personal protective equipment and controlling outbreaks of coronavirus at prisons, with waivers of the local match and non-supplanting requirements. Public defender funding is also an authorized use of Byrne-JAG grants. The bill additionally prevents the Department of Justice from preventing these funds from going to sanctuary jurisdictions.

**Community Oriented Policing Services (COPS)** – \$300 million for law enforcement hiring grants and for the purchase of personal protective equipment, with waivers of the local match and non-supplanting requirements.

**Second Chance Act grants** – \$250 million for grants to help facilitate the reintegration of ex-prisoners back into society and to prevent recidivism.

**Pandemic Justice Response Act Grants** – \$600 million, including: (1) \$500 million to prevent, detect, and stop the presence of COVID-19 in correctional institutions, and for pre-trial citation and release grants, (2) \$25 million for Rapid COVID-19 Testing at correctional institutions, and (

3) \$75 million for Juvenile Specific Services.

**National Science Foundation (NSF) Research and Related Activities** – \$125 million to prevent, prepare for, and respond to coronavirus.

**Legal Services Corporation** – \$50 million to address legal needs arising from coronavirus.

**Department of Justice, Office of Inspector General** – \$3 million to prevent, prepare for, and respond to coronavirus, including by providing auditing and oversight of supplemental funds provided to the Justice Department.

### **Title III – Financial Services and General Government**

**State Fiscal Relief** – \$500 billion in funding to assist state governments with the fiscal impacts from the public health emergency caused by the coronavirus.

**Local Fiscal Relief** – \$375 billion in funding to assist local governments with the fiscal impacts from the public health emergency caused by the coronavirus.

**Tribal Fiscal Relief** – \$20 billion in funding to assist Tribal governments with the fiscal impacts from the public health emergency caused by the coronavirus.

**Fiscal Relief for Territories** – \$20 billion in funding to assist governments of the Territories with the fiscal impacts from the public health emergency caused by the coronavirus.

**CARES Act Coronavirus Relief Fund Repayment to DC** – Provides an additional \$755 million for the District of Columbia to assist with the fiscal impacts from the public health emergency caused by the coronavirus

**Treasury Inspector Generals** – \$35 million for the Treasury Inspector General for oversight of Coronavirus Fiscal Relief Fund payments to state and local governments, and \$2.5 million for the Treasury Inspector General for Tax Administration for oversight of IRS payments.

**Community Development Financial Institutions (CDFI)** – \$1 billion for economic support and recovery in distressed communities by providing financial and technical assistance to CDFIs.

**Tax Credit Implementation** – \$599 million for implementation of additional payments to individuals.

**Assistance to Homeowners**--\$75 billion to states, territories, and tribes to address the ongoing needs of homeowners struggling to afford their housing due directly or indirectly to the impacts of the pandemic by providing direct assistance with mortgage payments, property taxes, property insurance, utilities, and other housing related costs.

**Elections** – \$3.6 billion for grants to States for contingency planning, preparation, and resilience of elections for Federal office.

**Broadband** – \$1.5 billion to close the homework gap by providing funding for Wi-Fi hotspots and connected devices for students and library patrons, and \$4 billion for emergency home connectivity needs.

**Assisting Small Businesses** – \$10 billion in grants to small businesses that have suffered financial losses as a result of the coronavirus outbreak.

**Office of Personnel Management Inspector General Office (OPM IG)** – \$1 million for the OPM IG to combat healthcare fraud associated with COVID-19.

**General Services Administration Technology Modernization Fund** – \$1 billion in funding for technology-related modernization activities to prevent, prepare for, and respond to coronavirus.

**Postal Service** – \$25 billion for revenue forgone due to the coronavirus pandemic, plus language providing additional protections to Postal workers. An additional \$15 million is provided for the Postal Service Inspector General for oversight of this funding.

#### **Title IV – Homeland Security**

**Federal Emergency Management Agency** – \$1.3 billion to prevent, prepare for, and respond to coronavirus, including \$200 million for the Emergency Food and Shelter Program; \$500 million for Assistance to Firefighter Grants (AFG); \$500 million for Staffing for Adequate Fire and Emergency Response (SAFER) grants; and \$100 million for Emergency Management Performance Grants (EMPG).

In addition –

- Prohibits the use of funds provided in the bill from being used for other purposes.
- For AFG and SAFER, waives cost sharing requirements for cash-strapped fire departments and waives certain other program requirements in order to help expedite grant awards.

**Office of Inspector General** – \$3 million for oversight of the Department of Homeland Security’s pandemic response activities.

#### **Title V – Interior, Environment, and Related Agencies**

**Fish and Wildlife Service** – \$71 million to support activities related to wildlife-borne disease prevention, with \$50 million for grants through the State and Tribal Wildlife grant program.

**United States Geological Survey** – \$40 million for biosurveillance and research related to wildlife-borne disease.



**Bureau of Indian Affairs** – \$900 million to meet Tribal government needs necessary to prevent, prepare for, and respond to coronavirus, including:

- \$780 million to continue Tribal government operations and programs and to clean Tribal facilities.
- \$100 million to address overcrowded housing which is prohibiting social isolation.
- \$20 million for sanitation needs to provide for water hydration and hygiene issues to mitigate and respond to coronavirus.

**Department of the Interior** – \$1 billion for building hospitals and critical infrastructure in the Insular Areas, as well as for general technical assistance in responding to Coronavirus; and \$5 million to perform oversight, accountability, and evaluation of programs, projects, or activities in the Department of the Interior pandemic response.

**Environmental Protection Agency** – \$50 million for environmental justice grants, including investigating links between pollution exposure and the transmission and health outcomes of coronavirus in environmental justice communities.

**Indian Health Service** – \$2.1 billion to address health care needs related to coronavirus for Native Americans, including:

- \$1 billion to account for lost third party revenues as a result of reduced medical care.
- \$64 million to assist Urban Indian Organizations.
- \$10 million to assist with sanitation, hydration and hygiene needs in Indian Country necessary to prevent, prepare for, and respond to coronavirus.
- \$500 million to provide health care, including telehealth services to Native Americans, and to purchase medical supplies and personal protective equipment.
- \$140 million to expand broadband infrastructure and information technology for telehealth and electronic health records system purposes.
- \$20 million to provide health care, housing and isolation units for domestic violence victims and homeless Native Americans.
- No less than \$366 million to provide isolation or quarantine space.

**National Endowment for the Arts**- \$10 million for the National Endowment for the Arts for grants to support the general operations of recipients and language to permit the waiver of matching requirements.

**National Endowment for the Humanities**- \$10 million for the National Endowment for the Humanities for grants to support the general operations of recipients and language to permit the waiver of matching requirements.

## **Title VI – Labor, Health and Human Services, Education, and Related Agencies**

**Department of Labor** – \$3.1 billion to support workforce training and worker protection activities related to coronavirus, including:

- \$2 billion to support worker training;
- \$25 million for migrant and seasonal farmworkers, including emergency supportive services;
- \$925 million to assist States in processing unemployment insurance claims;
- \$15 million for the federal administration of unemployment insurance activities;
- \$100 million for the Occupational Safety and Health Administration for workplace protection and enforcement activities in response to coronavirus, including \$25 million for Susan Harwood training grants that protect and educate workers;
- \$6.5 million for the Wage and Hour Division to support enforcement and outreach activities for paid leave benefits; and
- \$5 million for the Office of the Inspector General.

**Health Resources and Services Administration** – \$7.6 billion to support expanded health care services for underserved populations, including:

- \$7.6 billion for Health Centers to expand the capacity to provide testing, triage, and care for COVID-19 and other health care services at approximately 1,000 existing health centers across the country; and
- \$10 million to Ryan White HIV/AIDS clinics to support extended operational hours, increased staffing hours, additional equipment, and additional home delivered meals and transportation needs of clients, who disproportionately suffer from co-morbidities and underlying immunosuppression that puts them at greater risk for COVID-19 complications.

**Centers for Disease Control and Prevention** – \$2.1 billion to support federal, state, and local public health agencies to prevent, prepare for, and respond to the coronavirus, including:

- \$2 billion for State, local, Territorial, and Tribal Public Health Departments and
- \$130 million for public health data surveillance and analytics infrastructure modernization.

**National Institutes of Health** – \$4.745 billion to expand COVID-19-related research on the NIH campus and at academic institutions across the country and to support the shutdown and startup costs of biomedical research laboratories nationwide.

**Assistant Secretary for Preparedness and Response** – \$4.575 billion to respond to coronavirus , including:

- \$3.5billion for Biomedical Advanced Research and Development Authority (BARDA) for therapeutics and vaccines;
- \$500 million for BARDA to support U.S.-based next generation manufacturing facilities;
- \$500 million for BARDA to promote innovation in antibacterial research and development; and
- \$75 million for the Office of Inspector General.

**Public Health and Social Services Emergency Fund** – \$175 billion to reimburse for health care related expenses or lost revenue attributable to the coronavirus, as well as to support testing and contact tracing to effectively monitor and suppress COVID-19, including:

- \$100 billion in grants for hospital and health care providers to be reimbursed health care related expenses or lost revenue directly attributable to the public health emergency resulting from coronavirus; and
- \$75 billion for testing, contact tracing, and other activities necessary to effectively monitor and suppress COVID-19.

**Substance Abuse and Mental Health Services Administration** – \$3 billion to increase mental health support during this challenging time, to support substance abuse treatment, and to offer increased outreach, including:

- \$1.5 billion for the Substance Abuse Prevention and Treatment Block Grant;
- \$1 billion for the Community Mental Health Services Block Grant;
- \$100 million for services to homeless individuals;
- \$100 million for Project AWARE to identify students and connect them with mental health services;
- \$10 million for the National Child Traumatic Stress Network;
- \$265 million for emergency response grants to address immediate behavioral health needs as a result of COVID-19;
- \$25 million for the Suicide Lifeline and Disaster Distress Helpline; and
- Not less \$150 million for tribes, tribal organizations, urban Indian health organizations, or health service providers to tribes across a variety of programs.

**Centers for Medicare & Medicaid Services – Nursing Strike Team** – \$150 million for States to establish and implement strike teams to deploy to skilled nursing facilities or nursing facilities within 72 hours of three residents or employees being diagnosed with or suspected of having COVID-19.

**Centers for Medicare & Medicaid Services – Health Care Fraud and Abuse Control** – \$25 million to support program integrity activities, including investigations and prosecutions of illegal or fraudulent activity affecting funds provided through Medicare, Medicaid, or the Children’s Health Insurance Program.

**Administration for Children and Families** – \$10.1 billion to provide supportive and social services for families and children through programs including:

- \$7 billion for Child Care and Development Block Grants;
- \$1.5 billion for the Low-Income Home Energy Assistance Program (LIHEAP);
- \$1.5 billion to support paying water bills for low income families \$50 million for Family Violence Prevention and Services;
- \$20 million for Child Abuse Prevention and Treatment Act (CAPTA) State Grants; and
- \$20 million for Community Based-Child Abuse Prevention Grants.

**Administration for Community Living** – \$100 million to provide direct services such as home-delivered and prepackaged meals, and supportive services for seniors and disabled individuals, and their caregivers.

**Health and Human Services Office of Inspector General** – \$75 million to provide necessary oversight and enforcement related to the COVID-19 pandemic.

**Department of Education** – \$100.15 billion to support the educational needs of States, school districts, and institutions of higher education in response to coronavirus, including:

- \$90 billion for a State Fiscal Stabilization Fund for grants to States to support statewide and local funding for elementary and secondary schools and public postsecondary institutions. This flexible funding can support:
  - costs associated with making up instructional time, including teacher, school leader, and classified school employee personnel costs;
  - providing school-based supports for impacted students, families, and staff, including counseling, mental health services, family engagement efforts, and the coordination of physical health services;
  - costs associated with sanitation and cleaning for schools and school transportation;
  - professional development for school-based staff on trauma-informed care to restore the learning environment;
  - purchasing educational technology, including assistive technology, that aids in regular and substantive interactions between students and their classroom instructor;
  - coordination efforts between State educational agencies and public health departments for emergency planning, response, and recovery;
  - authorized activities under education statutes including ESEA, IDEA, McKinney-Vento Homeless Assistance Act, the Adult Education and Family Literacy Act, and the Perkins Act;
  - training and professional development for college and university faculty and staff to use technology and services related to distance education;
  - general expenditures for institutions of higher education for expenses associated with a disruption in services or operations related to coronavirus, including defraying expenses due to lost revenue, reimbursement for expenses already incurred, and payroll; and,
  - emergency financial aid to postsecondary students for housing, food, technology, health care, and child care.
- \$10.15 billion to help alleviate burdens associated with the coronavirus for both colleges and students, including \$1.7 billion for Historically Black Colleges and Universities and Minority Serving Institutions, \$20 million for Howard University, \$11 million for Gallaudet University, \$11 million for the National Technical Institute for the Deaf, and \$8.4 billion for other institutions of higher education.

**Institute for Museum and Library Services** – \$5 million to support libraries and museums with costs and expenses associated with coronavirus, including operational supports and providing technology and resources for their communities.

**Railroad Retirement Board** – \$5 million to support the processing of unemployment benefits under the Railroad Unemployment Insurance Act, including \$500,000 for the Office of the Inspector General.

### **Title VII – Legislative Branch**

**House of Representatives** – \$5 million to support an upgraded imaging solution required to expediently and efficiently meet the demand for House imaged laptops due to COVID-19. In addition, this funding will support an increase in inventory of satellite phone, Mobile Wi-Fi Hotspots, and updated satellite bandwidth technologies to meet escalating demand of District Offices during COVID-19, as well as provide funding for the newly formed Select Committee that will provide oversight of the funds provided for coronavirus and economic aid.

**Government Accountability Office (GAO)** – \$30 million for GAO to conduct oversight of funding provided to federal departments and agencies for coronavirus response and recovery efforts.

### **Title VIII – State, Foreign Operations, and Related Programs**

**Oversight** – \$2 million to the Department of State Inspector General to conduct oversight of coronavirus response activities.

### **Title IX – Transportation, Housing and Urban Development, and Related Agencies**

#### **Department of Transportation (DOT)**

**FAA, Operations** – \$75 million for additional janitorial services at air traffic control towers and other FAA facilities; hazard pay, and overtime pay to prevent, prepare for, and respond to coronavirus; and a study on mitigating pathogens in airliner cabin air.

**Airport and Airway Trust Fund Relief (AATF)** – The combination of reduced air passenger traffic and the suspension of certain aviation taxes through January 2021 in the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) (P.L. 116-136) will significantly reduce aviation-related excise tax revenue remitted to the AATF and may result in the AATF being unable to rely solely on aviation taxes to meet its obligations, such as grants to airports, air traffic control operations, and research in fiscal year 2020. Section 10901 ensures that the AATF can meet its obligations using the General Fund of the Treasury.

**Highways** – \$15 billion for grants to support the ongoing work of State, Tribal, and Territorial Departments of Transportation and certain local governments to mitigate the effects of coronavirus including the salaries of staff and other administrative expenses.

**Transit Emergency Relief** – \$15.75 billion for operating assistance grants to support the transit agencies that require significant additional assistance to maintain basic transit services. Of these amounts \$11.75 billion will be distributed by formula and \$4 billion will be available to any grantee or sub-recipient by application to the Secretary.

## **Department of Housing and Urban Development (HUD)**

**Tenant-Based Rental Assistance** – \$4 billion to allow public housing agencies (PHAs) to respond to coronavirus and the ability to keep over 2.2 million families stably housed even when facing a loss of income, including \$1 billion for new, temporary, vouchers for individuals and families who are homeless or at risk of becoming homeless, or fleeing domestic violence. Allows PHAs the flexibility necessary for the safe and effective administration of these funds while maintaining fair housing, nondiscrimination, labor standards, and environmental protections.

**Public Housing Operating Fund** – \$2 billion for PHAs to carry out coronavirus response for the operation and management of almost 1 million public housing units. Allows PHAs the flexibility necessary for the safe and effective administration of these funds while maintaining fair housing, nondiscrimination, labor standards, and environmental protections.

**Housing for Persons with AIDS** – \$15 million to maintain operations, rental assistance, supportive services, and other necessary actions to mitigate the impact of coronavirus on low-income persons with HIV/AIDS.

**Community Development Block Grant** – \$5 billion for coronavirus response and to mitigate the impacts in our communities to be distributed by formula to current grantees. The legislation continues to waive the public services cap to allow communities to respond to the impacts of the pandemic.

**Homeless Assistance Grants** – \$11.5 billion for Emergency Solutions Grants to address the impact of coronavirus among individuals and families who are homeless or at risk of homelessness and to support additional homeless assistance, prevention, and diversion activities to mitigate the impacts of the pandemic.

**Emergency Rental Assistance** – \$100 billion to provide emergency assistance to help low-income renters at risk of homelessness avoid eviction due to the economic impact of the coronavirus pandemic.

**Project-Based Rental Assistance** – \$750 million to ensure the continuation of housing assistance for low-income individuals and families living in project-based rental assistance properties, and to ensure housing providers can take the necessary actions to prevent, prepare for, and respond to the pandemic.

**Housing for the Elderly** – \$500 million to maintain operations at properties providing affordable housing for low-income seniors and to ensure housing providers can take the necessary actions to prevent, prepare for, and respond to the coronavirus pandemic. To ensure access to supportive services for this vulnerable population, this includes \$300 million for service coordinators and the continuation of existing congregate service grants for residents of assisted housing projects.

**Housing for Persons with Disabilities** – \$200 million to maintain operations at properties providing affordable housing for low-income persons with disabilities, and to ensure housing providers can take the necessary actions to prevent, prepare for, and respond to the coronavirus pandemic.

**Housing Counseling Assistance** – \$100 million to enable housing counselors to respond to the surge of demand for services, which include foreclosure and eviction mitigation counseling, in light of the economic impact of the COVID-19 pandemic. The bill allows the purchase of technology and equipment so services can be provided through electronic means.

**Office of Fair Housing and Equal Opportunity** – \$14 million to address fair housing issues resulting from coronavirus. This includes \$4 million for Fair Housing Organization Initiative grants and \$10 million for Education and Outreach grants to educate the public and the housing industry about fair housing rights and responsibilities during the COVID-19 pandemic.

## **Title X – General Provisions**

Technical budgetary provisions.

### **DIVISION B – Revenue Provisions**

*Prepared by the Democratic staff of the House Committee on Ways and Means*

### **DIVISION C – Health Provisions**

*Prepared by the Democratic staff of the House Committees on Energy and Commerce, Ways and Means, and Education and Labor*

## **Title I – Medicaid**

**Section XX. FMAP increase.** Increases Federal Medical Assistance Percentage (FMAP) payments to state Medicaid programs by a total of 14 percentage points starting July 1, 2020 through June 30, 2021.

**Section XX. MFAR.** Prevents the Secretary of Health and Human Services (HHS) from finalizing the Medicaid Fiscal Accountability Regulation (MFAR) until the end of the COVID-19 public health emergency.

**Section XX. Home and Community Based Services.** Increases the federal payments to state Medicaid programs by an additional 10 percentage points starting July 1, 2020 through June 30, 2021 to support activities that strengthen their home- and community-based services (HCBS) benefit.

**Section XX. No cost-sharing for COVID-19 treatment.** Eliminates cost sharing for Medicaid beneficiaries for COVID-19 treatment and vaccines during the COVID-19 public health emergency.

**Section XX. Covering the uninsured for COVID-19 treatment.** Ensures that uninsured individuals whom states opt to cover through the new Medicaid eligibility pathway will be able to receive treatment for COVID-19 without cost-sharing during the COVID-19 public health emergency.

**Section XX. Temporary extension of 100 percent FMAP to Indian health providers.** Clarifies that services received through urban Indian providers are matched at 100 percent FMAP through June 30, 2021.

**Section XX. Medicaid coverage for citizens of Freely-Associated States.** Restores Medicaid eligibility to individuals who are residents of the freely-associated states.

**Section XX. Increase DSH payments.** Temporarily increases Medicaid disproportionate share hospital (DSH) allotments by 2.5 percent.

**Section XX. Extension of existing section 1115 demonstration projects.** Authorizes states with section 1115 demonstration projects that expire on or before February 28, 2021 to extend them through December 31, 2021.

**Section XX. Allowance for medical assistance under Medicaid for inmates during 30-day period preceding release.** Provides Medicaid eligibility to incarcerated individuals 30 days prior to their release.

**Section XX. Non-emergency medical transportation.** Codifies the regulatory requirement that state Medicaid programs cover non-emergency medical transportation (NEMT).

## **Title II – Medicare**

**Section XX. Hold Medicare beneficiaries harmless for specified COVID-19 treatment services furnished under Part A or Part B of the Medicare program.** Establishes zero cost-sharing (out-of-pocket costs) for COVID-19 treatment under Medicare Parts A and B during the COVID-19 public health emergency.

**Section XX. Ensure communications accessibility for residents of skilled nursing facilities during the COVID-19 emergency period.** Ensures skilled nursing facilities provide a means for residents to conduct “televisitation” with loved ones while in-person visits are not possible during the COVID-19 public health emergency.

**Section XX. Medicare hospital inpatient prospective payment system expanded outlier payment for COVID-19 patients.** Provides an outlier payment for inpatient claims for any amount over the traditional Medicare payment to cover excess costs hospitals incur for more expensive COVID-19 patients until January 31, 2021.



**Section XX. Coverage of treatments for COVID-19 at no cost sharing under the Medicare Advantage program.** Establishes zero cost-sharing (out-of-pocket costs) for COVID-19 treatment under Medicare Advantage during the COVID-19 public health emergency.

**Section XX. Coverage under Prescription Drug Plans (PDPs) and Medicare Advantage-Prescription Drug plans (MA-PDPs) without cost-sharing.** Requires coverage under Medicare PDPs and MA-PDPs without cost-sharing or Utilization Management Requirements for drugs intended to treat COVID-19 during the COVID-19 public health emergency.

**Section XX. Improve the Accelerated and Advance Payment Program.** Lowers the interest rate for loans to Medicare providers made under the Accelerated and Advance Payment Program, reduces the per-claim recoupment percentage, and extends the period before repayment begins.

**Section XX. Create a new special enrollment period for Medicare.** Creates a new special enrollment period for Medicare Parts A & B eligible individuals during the COVID-19 public health emergency.

**Section XX. Skilled nursing facility incentive payments.** Provides incentives for nursing facilities to create COVID-19-specific facilities and includes safety and quality protections for patients.

**Section XX. Nursing home strike teams.** Directs HHS to allocate money to the states to create strike teams to help facilities manage outbreaks when they occur.

**Section XX. Infection control in nursing facilities.** Requires the Secretary of HHS to provide additional assistance to facilities struggling with infection control through Medicare's Quality Improvement Organizations (QIOs).

**Section XX. Nursing homes demographic data reporting.** Requires HHS to collect data on COVID-19 in nursing homes and to publicly report demographic data on COVID-19 cases in nursing homes on *Nursing Home Compare*.

**Section XX. Imputed Rural Floor.** Requires the Centers for Medicare and Medicaid Services (CMS) to re-establish a rural floor for the Medicare hospital area wage index for hospitals in all-urban states.

### **Title III – Private Insurance**

**Section XX. Special enrollment period through exchanges; federal exchange outreach and Activities.** Provides for a two-month open enrollment period to allow individuals who are uninsured, for whatever reason, to enroll in coverage. Currently, Americans can only enroll in an Affordable Care Act (ACA) plan during open enrollment period, or because of a qualifying life event if they were previously insured.

**Section XX. Ensuring access to COVID-19 prevention care.** Requires the Advisory Committee on Immunization Practices (ACIP) to meet and provide a recommendation no later than 15 days after a COVID-19 vaccine is listed under the Public Health Service Act.

**Section XX. Coverage of COVID-19 related treatment at no cost sharing.** Requires coverage of items and services related to the treatment of COVID-19 in group and individual market health plans and waives cost-sharing requirements for consumers during the COVID-19 public health emergency.

**Section XX. Requiring prescription drug refill notifications during emergencies.** Requires group and individual market health plans to notify consumers if their plan permits advance prescription drug refills during an emergency period.

**Section XX. Improvement of certain notifications provided to qualified beneficiaries by group health plans in the case of qualifying events.** Improves the information provided to workers who lose their employer-sponsored coverage so that they are aware of all affordable coverage options, including coverage available under the ACA.

**Section XX. Earlier coverage of testing for COVID-19.** Makes the requirement for free coverage of COVID-19 testing retroactive to the beginning of the COVID-19 public health emergency.

**Section XX. Preserving health benefits for workers.** Provides approximately nine months of full premium subsidies to allow workers to maintain their employer-sponsored coverage if they are eligible for COBRA due to a layoff or reduction in hours, and for workers who have been furloughed but are still active in their employer-sponsored plan.

#### **Title IV – Other Health Provisions**

**Section XX. Coverage of COVID-19 related treatment at no cost sharing in TRICARE.** Establishes zero cost-sharing (out-of-pocket costs) for COVID-19 treatment under TRICARE.

**Section XX. Coverage of COVID-19 related treatment at no cost sharing for Veterans.** Establishes zero cost-sharing (out-of-pocket costs) for COVID-19 treatment under the Department of Veterans Affairs health plans.

**Section XX. Coverage of COVID-19 related treatment at no cost sharing for Federal Civilians.** Establishes zero cost-sharing (out-of-pocket costs) for COVID-19 treatment under the Federal Employee Health Benefit Program.

#### **Title V – Public Health**

##### **Subtitle A—Supply Chain Improvements**

**Section XX. Medical Supplies Response Coordinator.** Requires the President to appoint a Medical Supplies Response Coordinator. A Medical Supplies Response Coordinator would serve as the point of contact for the health care system, supply chain officials, and states on medical supplies, including personal protective equipment (PPE), medical devices, drugs, and vaccines. The appointee is required to have health care training and an understanding of medical supply chain logistics.

**Section XX. Information to be included in list of devices determined to be in shortage.** Clarifies that the medical device identifier or national product code shall be included with any required shortage reporting, which will help facilitate identification of acceptable alternatives.

**Section XX. Device shelf life dates.** Provides authority to the Food and Drug Administration (FDA) to require manufacturers to provide the agency with information pertinent to an extension of medical device shelf life dates in cases of shortages or material slowdowns during public health emergencies.

**Section XX. Authority to destroy counterfeit devices.** Extends FDA's administrative destruction authority to medical devices. This would allow FDA to destroy certain imported medical devices, such as counterfeit tests or masks, in instances where FDA believes such medical devices are adulterated, misbranded, or unapproved and may pose a threat to the public health as they currently do for drugs.

**Section XX. Reporting requirement for drug manufacturers.** Requires drug manufacturers to report foreign drug manufacturing sites and to report quarterly on the volume of drugs manufactured.

**Section XX. Recommendations to encourage domestic manufacturing of critical drugs.** Requires National Academies of Science, Engineering, and Medicine (NASEM) to conduct a symposium of experts to discuss recommendations to encourage domestic manufacturing of critical drugs and devices of greatest priority to providing health care.

**Section XX. Failure to notify of a permanent discontinuance or an interruption.** Provides FDA with an enforcement mechanism to require timely notifications related to a permanent discontinuance or interruption in the manufacturing of certain drugs and the reasons for such discontinuance or interruption, as required under current law.

**Section XX. Failure to develop risk management plan.** Provides FDA with an enforcement mechanism to require drug manufacturers to develop a risk management plan, as required under current law

**Section XX. National Centers of Excellence in Continuous Pharmaceutical Manufacturing.** Directs FDA to designate National Centers of Excellence in Continuous Pharmaceutical Manufacturing (NCEs). NCEs will work with FDA and industry to craft a national framework for the implementation of continuous manufacturing of drugs, including supporting additional

research and development of this technology, workforce development, standardization, and collaborating with manufacturers to support adoption of continuous manufacturing of drugs.

**Section XX. Vaccine manufacturing and administration capacity.** Requires the Secretary of HHS to award contracts, grants, cooperative agreements, and enter into other transactions, as appropriate, to expand and enhance manufacturing capacity of vaccines and vaccine candidates to prevent the spread of COVID-19. It also requires a report on the vaccine supply necessary to stop the spread of COVID-19, the manufacturing capacity to produce vaccines, activities conducted to enhance such capacity, and plans for continued support of vaccine manufacturing and administration.

### **Subtitle B—Strategic National Stockpile Improvements**

**Section XX. Equipment maintenance.** Requires the Secretary of HHS to ensure that contents of the Strategic National Stockpile (SNS) are in good working order and, as necessary, conduct maintenance on contents of the stockpile.

**Section XX. Supply chain flexibility manufacturing pilot.** Improves the SNS domestic product availability by enhancing medical supply chain elasticity, improving the domestic production of PPE, and partnering with industry to refresh and replenish existing stocks of medical supplies.

**Section XX. Reimbursable transfers from Strategic National Stockpile.** Improves the SNS financial security by allowing the SNS to sell products to other Federal departments or agencies within six months of product expiration.

**Section XX. Strategic National Stockpile action reporting.** Requires the SNS to report to Congress about every request made to the SNS during the COVID-19 public health emergency and details regarding the outcomes of every request.

**Section XX. Improved, transparent processes for the Strategic National Stockpile.** Requires the SNS to develop improved, transparent processes for SNS requests and identify clear plans for future communication between the SNS and States.

**Section XX. GAO study on the feasibility and benefits of a Strategic National Stockpile user fee agreement.** Requires the Government Accountability Office (GAO) to conduct a study to investigate the public sector procurement process for single source materials from the SNS.

### **Subtitle C—Testing and Testing Infrastructure Improvements**

**Section XX. COVID-19 testing strategy.** Requires the Secretary of HHS to update the COVID-19 strategic testing plan required under the Paycheck Protection Program and Health Care Enhancement Act no later than June 15, 2020. The updated plan shall identify the types and levels of testing necessary to monitor and contribute to the control of COVID-19 and inform any reduction in social distancing. In addition, the updated strategic testing plan must include

specific plans and benchmarks with clear timelines, regarding how to ensure sufficient availability and allocation of all testing materials and supplies, sufficient laboratory and personnel capacity, and specific guidelines to ensure adequate testing in vulnerable populations and populations at increased risk related to COVID-19, including older individuals, and rural and other underserved areas. This plan must also involve testing capacity in non-health care settings in order to help expand testing availability and make testing more accessible, as well as how to implement the testing strategy in a manner that will help to reduce disparities with respect to COVID-19.

**Section XX. Centralized testing information website.** Requires the Secretary of HHS to establish and maintain a public, searchable website that lists all in vitro diagnostic and serological tests used in the United States to analyze critical specimens for detection of COVID-19 or antibodies for the virus. The website will also list relevant information about the tests, including the sensitivity and specificity of the test and the numbers of tests available.

**Section XX. Manufacturer reporting of test distribution.** Requires in vitro diagnostic test manufacturers to notify the Secretary of HHS with information regarding distribution of tests, including quantity distributed.

**Section XX. State testing report.** Requires States authorizing the development of in vitro COVID-19 tests to provide the Secretary of HHS with a weekly report identifying all authorized laboratories and providing relevant information about the laboratories, including their testing capacity, listing of all authorized tests, and providing relevant information about such tests.

**Section XX. State listing of testing sites.** Requires States receiving funding through this Act to establish a public, searchable webpage identifying and providing contact information for COVID-19 testing sites within the State.

**Section XX. Reporting of COVID-19 testing results.** Requires every laboratory that performs or analyzes COVID-19 tests to submit daily reports to the Secretary of HHS. This information would then be required to be made available to the public in a searchable, electronic format.

**Section XX. GAO report on diagnostic tests.** Requires a GAO report on the response of laboratories, diagnostic test manufacturers, state, local, Tribal, and territorial governments, and relevant federal agencies, related to the COVID-19 epidemic with respect to the development, regulatory evaluation, and deployment of diagnostic tests.

**Section XX. Public health data system transformation.** Requires HHS to expand, enhance, and improve public health data systems used by the Centers for Disease Control and Prevention (CDC). This includes: grants to State, local, Tribal, or territorial public health departments for the modernization of public health data systems in order to assist public health departments in assessing current data infrastructure capabilities and gaps; to improve secure public health data collection, transmission, exchange, maintenance, and analysis; to enhance the interoperability of public health data systems; to support and train related personnel; to support earlier disease and health condition detection; and to develop and disseminate related information and improved

electronic case reporting.

**Section XX. Pilot program to improve laboratory infrastructure.** Authorizes grants to states and localities to improve, renovate, or modernize clinical laboratory infrastructure in order to help increase COVID-19 testing capacities.

**Section XX. Core public health infrastructure for State, local, and Tribal health departments.** Authorizes \$6 billion for public health departments to expand workforce, improve laboratory systems, health information systems, disease surveillance, and contact tracing capacity to account for the unprecedented spread of COVID-19.

**Section XX. Core public health infrastructure and activities for CDC.** Authorizes \$1 billion for CDC to expand and improve their core public health infrastructure and activities in order to address unmet and emerging public health needs.

#### **Subtitle D—COVID-19 National Testing and Contact Tracing (CONTACT) Initiative**

**Section XX. National system for COVID-19 testing, contact tracing, surveillance, containment and mitigation.** Requires CDC to coordinate with State, local, Tribal, and territorial health departments to establish and implement a national evidence-based system for testing, contact tracing, surveillance, containment and mitigation of COVID-19, including offering guidance on voluntary isolation and quarantine of positive COVID-19 cases.

**Section XX. COVID-19 testing, contact tracing, surveillance, containment, and mitigation grants.** Requires CDC to award grants to State, local, Tribal, and territorial health departments to carry out evidence-based systems for testing, contact tracing, surveillance, containment and mitigation of COVID-19. CDC shall provide a minimum level of funding for all State, local, Tribal, and territorial health departments, and prioritize additional funding for areas with high number of cases of COVID-19, areas with a surge in cases of COVID-19, and those proposing to serve high numbers of low-income and uninsured populations, including underserved populations. Funding shall be used to leverage or modernize existing systems, identify specific strategies for testing in medically underserved populations, establish culturally competent and multilingual strategies for contact tracing, hire and compensate a locally-sourced workforce, and support individuals who have been infected with or exposed to COVID-19.

**Section XX. COVID-19 testing, contact tracing, surveillance, containment, and mitigation guidance.** Requires CDC and other relevant agencies to issue guidance, provide technical assistance and information, and establish clear communication pathways for State, local, Tribal, and territorial health departments for the establishment and maintenance of their testing, contact tracing, surveillance, containment, and mitigation systems.

**Section XX. Awareness campaign.** Provides grants for a multilingual and culturally appropriate national, science-based COVID-19 campaign, to include information related to availability of testing and promote the importance of contact tracing. Grants can be issued to public or private entities, including faith-based organizations.

**Section XX. Research and development.** Requires CDC, in collaboration with the National Institutes of Health (NIH), the Agency for Healthcare Research and Quality (AHRQ), FDA, and CMS to support research and development on efficient and effective testing, contact tracing, and surveillance strategies.

**Section XX. Grants to the Local Workforce Development System and Community-based Organizations.** Authorizes grants to support the recruitment, placement, and training of individuals in COVID-19 contact tracing and related positions, with a focus on recruiting from impacted local communities and building a culturally competent workforce. This section also provides for transitional assistance and support post-employment.

**Section XX. Authorization of Appropriations.** Authorizes \$75 billion for these efforts.

#### **Subtitle E—Demographic Data and Supply Reporting Related to COVID-19**

**Section XX. COVID-19 reporting portal.** Requires the Secretary of HHS, within 15 days, to establish and maintain an online portal for health entities to track and transmit data regarding their inventory and capacity related to COVID-19. This portal will enable hospitals and long-term care facilities to report their inventory related to PPE, medical supplies (like available ventilators and beds), and facility capacity (like number of needed doctors, nurses, and lab personnel). Facilities should be required to report these figures on a biweekly basis.

**Section XX. Regular CDC reporting on demographic data.** Requires the Secretary of HHS, no later than 14 days following enactment, to update and make publicly available the report to Congress required by the Paycheck Protection and Health Care Enhancement Act on the collection of data on race, ethnicity, age, sex, and gender of individuals diagnosed with COVID-19. The updated report must include how the Secretary will provide technical assistance to State, local, and territorial health departments to improve collection and reporting of demographic data, and requirements for the report to be updated every 30 days and to identify any barriers for such health departments in collecting such data.

**Section XX. Federal modernization for health inequities data.** Authorizes funding to AHRQ, CDC, CMS, FDA, the Office of the National Coordinator for Health Information Technology, and NIH to modernize their data collection methods and infrastructure in order to increase data collection related health inequities.

**Section XX. Modernization of state and local health inequities data.** Authorizes grants to state, local, and territorial health departments in order to support the modernization of data collection methods and infrastructure in order to increase data collection related health inequities.

**Section XX. Tribal funding to research health inequities, including COVID-19.** Requires the Indian Health Service (IHS), in coordination with CDC and NIH, to conduct research and field studies to improve understanding of tribal health inequities.

**Section XX. CDC field studies pertaining to specific health inequities.** Requires CDC to establish field studies to better understand health inequities that are not currently tracked by the Secretary of HHS.

**Section XX. Additional reporting to Congress on the race and ethnicity rates of COVID-19 testing, hospitalization, and mortalities.** Requires the Secretary of HHS, by August 1, to expand on the report to Congress as required by the Paycheck Protection Program and Health Care Enhancement Act describing the testing, positive diagnoses, hospitalization, intensive care admissions, mortality rates, associated with COVID-19, disaggregated by race, ethnicity, age, sex, and gender. The Secretary of HHS must also now propose evidence-based response strategies to reduce disparities related to COVID-19 and a final report in 2024.

#### **Subtitle F— Miscellaneous**

Makes technical corrections to the CARES Act.

### **Title VI – Public Health Assistance**

#### **Subtitle A—Assistance to Providers and Health System**

**Section XX. Health Care Provider Relief Fund.** Codifies the CARES Act health care provider relief fund for the purposes of reimbursing eligible health care providers for expenses related to preventing, preparing for, and responding to COVID-19, as well as lost revenues that have resulted from the COVID-19 pandemic.

**Section XX. Public Health Workforce Loan Repayment Program.** Establishes a loan repayment program to enhance recruitment and retention of state, local, tribal, and territorial public health department workforce.

**Section XX. Expanding capacity for health outcomes.** Authorizes grants to expand the use of technology-enabled collaborative learning and capacity building models to respond to COVID-19. To be eligible for funding under this section, health entities must have experience providing services to rural, frontier, health professional shortage areas, medically underserved populations, or Indian Tribes.

**Section XX. Additional funding for Medical Reserve Corps.** Authorizes additional funding for the Medical Reserve Corps (MRC), which is a national network of local volunteer units who engage their local communities to strengthen public health, reduce vulnerability, build resilience, and improve preparedness, response, and recovery capabilities.

**Section XX. Grants for schools of medicine in diverse and underserved areas.** Authorizes grants to schools of medicine in rural, underserved, or Minority-Serving Institutions. Grants can be used to build new schools of medicine and expand, enhance, modernize, support existing schools of medicine. Funding priority is given to rural, underserved, or Minority-Serving Institutions, including Historically Black Colleges and Universities, Hispanic-Serving



Institutions, Tribal Colleges and Universities, and Asian American and Pacific Islander Serving Institutions.

**Section XX. GAO study on public health workforce.** Requires the GAO to conduct a study to investigate gaps, challenges, and recommended steps for improvement associated with the Federal, State, local, Tribal, and territorial public health workforce.

**Section XX. Longitudinal study on the impact of COVID-19 on recovered patients.** Directs NIH to carry out a study on the short- and long-term impact of COVID-19 on infected and recovered individuals.

**Section XX. Research on the mental health impact of COVID-19.** Directs the NIH's National Institute of Mental Health to support research on the mental health consequences of COVID-19, including the impact on health care providers.

**Section XX. Emergency mental health and substance use training and technical assistance center.** Establishes a technical assistance center at the Substance Abuse and Mental Health Services Administration (SAMHSA) that will support public or nonprofit entities and public health professionals seeking to establish or expand access to mental health and substance use services associated with the COVID-19 public health emergency.

**Section XX. Importance of the blood plasma supply.** Updates the blood donation public awareness campaign authorized by the CARES Act to include blood plasma.

#### **Subtitle B— Assistance for Individuals and Families**

**Section XX. Reimbursement for additional health services relating to coronavirus.** Authorizes COVID-19 treatment to be reimbursed for uninsured individuals.

**Section XX. Centers for Disease Control and Prevention COVID-19 response line.** Requires CDC to maintain a toll-free telephone number to address public health questions related to COVID-19.

**Section XX. Grants to address substance use during COVID-19.** Authorizes SAMHSA to award grants to support local, tribal, and state substance use efforts that need further assistance as a result of COVID-19.

**Section XX. Grants to support increased behavioral health needs due to COVID-19.** Authorizes SAMHSA to award grants to States, tribes, and community-based entities to enable such entities to increase capacity and support or enhance behavioral health services.

#### **Subtitle C —Public Health Assistance to Tribes**

**Section XX. Improving State, local, and Tribal public health security.** Extends eligibility for the CDC's Public Health Emergency Preparedness (PHEP) program to Tribes.

**Section XX. Provision of items to Indian programs and facilities.** Guarantees IHS and other Tribal health organizations direct access to the Strategic National Stockpile, just like all 50 other states.

**Section XX. Ensure parity for urban Native veterans.** Allows the Urban Indian Health Organizations (UIHO) to bill VA for care provided to qualified urban native veterans.

**Section XX. Ensure coverage for Native veterans.** Clarifies VA coverage for Native Veterans who qualify for both VA benefits and IHS services.

## **DIVISION D – Retirement Provisions**

*Prepared by the Democratic staff of the House Committee on Ways and Means*

**Sec. 100. Short title.** The short title of the legislation is the Emergency Pension Plan Relief Act of 2020 (“EPPRA”).

### **Title I – Relief for Multiemployer Pension Plans**

**Sec. 101. Special Partition Relief.** About 10 million Americans participate in multiemployer pension plans and about 1.3 million of them are in plans that are quickly running out of money. Many of these troubled multiemployer plans cover workers who are on the front lines of the COVID-19 public health crisis, such as trucking, food processing, grocery store workers, and others. Even before the pandemic, workers, businesses, and retirees faced a crisis and were in dire need of our help. With work drying up around the country and the market downturn, the economic catastrophe resulting from COVID-19 has exacerbated the multiemployer pension crisis and threatened the hard-earned pensions of even more workers and retirees. This threatens to bankrupt the Pension Benefit Guaranty Corporation (“PBGC”), impose damaging liabilities on thousands of businesses, and devastate communities across the country.

Under current law, PBGC has limited authority to partition certain troubled multiemployer pension plans. In a partition, PBGC takes on the financial responsibility of some of the benefits of an eligible plan, so that the plan can stay solvent. EPPRA creates a special partition program that would expand PBGC’s existing authority, increase the number of eligible plans, and simplify the application process—allowing more troubled plans to obtain much-needed relief. Just like the bipartisan Butch Lewis Act (H.R. 397), eligible plans would include: plans in critical and declining status, plans with significant underfunding with more retirees than active workers, plans that have suspended benefits, and certain plans that have already become insolvent. In contrast, EPPRA allows plans to become eligible for the special partition program through 2024. Because the COVID-19 crisis has already caused significant investment losses to pension plan assets and decreased the number of hours worked, plan funding may deteriorate over time. Consequently, plans may need to access the special partition relief program in coming years.

PBGC is required to issue regulations within 120 days of enactment of this legislation and may prioritize the processing of applications of plans most in need. A qualifying plan may apply to

PBGC and, upon approval, would receive financial assistance. Under the special partition program, a plan would receive enough financial assistance to keep it solvent and well-funded for thirty years—with no cuts to the earned benefits of participants and beneficiaries. Plans that previously cut benefits would have to restore them to the retirees who earned them. In exchange for the financial assistance, each plan would have to comply with certain conditions, and would be required to file regular comprehensive reports to PBGC and to the Congressional committees of jurisdiction.

This legislation also includes important accountability and transparency provisions. PBGC would be required to annually report to Congress. The Government Accountability Office (“GAO”) would be required to regularly evaluate PBGC’s implementation and administration of the special partition relief program. PBGC’s Inspector General would receive funding to audit the special partition relief program to prevent against waste, fraud, and abuse. PBGC would be required to establish and regularly update a user-friendly website so that plan administrators, employers, participants, beneficiaries, interested stakeholders, and the public can track the implementation and administration of the special partition relief program. Because PBGC currently receives no appropriations, the legislation includes additional funding to cover the costs of the program.

By stabilizing these pensions, the special partition relief program would protect retirees who worked for decades to earn their benefits. It would also help businesses avoid crushing liabilities and support communities around the country.

**Sec. 102. Repeal of Benefit Suspensions for Multiemployer Plans in Critical and Declining Status.** Upon date of enactment, no plan would be permitted to apply, or be approved, for a suspension of benefits under the Multiemployer Pension Reform Act (“MPRA”). This restores the promise of a secure retirement for millions of workers currently in danger. Going forward, no participant or beneficiary in a multiemployer pension plan would suffer a cut to their earned benefits under MPRA.

**Sec. 103. Temporary Delay of Designation of Multiemployer Plans as in Endangered, Critical, or Critical and Declining Status.** Under the legislation, a plan could retain its funding zone status as of a plan year beginning in 2019 for plan years that begin in 2020 or 2021. A plan in endangered or critical status would not have to update its plan or schedules until the plan year beginning March 1, 2021. This would provide a plan with flexibility and ease an administrative burden given the economic and financial turmoil resulting from the COVID-19 public health crisis.

**Sec. 104. Temporary Extension of the Funding Improvement and Rehabilitation Periods for Multiemployer Pension Plans in Critical and Endangered Status for 2020 or 2021.** Under the bill, a plan in endangered or critical status for a plan year beginning in 2020 or 2021 could extend its rehabilitation period by five years. This would give a plan additional time to improve its contribution rates, limit benefit accruals, and maintain plan funding—all on its own terms. This provision is effective for plan years beginning after December 31, 2019.

**Sec. 105. Adjustments to Funding Standard Account Rules.** Funding shortfalls as a result of investment losses are generally required to be made up over a period of 15 years. Following the financial crisis of 2008, multiemployer plans were allowed to amortize investment losses from 2008 or 2009 over a period of 30 years. Now, the market downturn resulting from the COVID-19 pandemic is already damaging the funding of multiemployer pension plans. Under the legislation, for investment losses in plan years beginning in 2019 and 2020, a plan could use a 30-year amortization base to spread out losses over time. Pension plans, participants, and plan sponsors need more stability and a longer period over which to pay for long-term liabilities that can stretch out for decades. This would help a plan weather this economic and financial storm. This provision is effective for plan years ending on or after February 29, 2020.

**Sec. 106. PBGC Guarantee for Participants in Multiemployer Plans.** PBGC provides a maximum guaranteed benefit of \$12,870 to a participant in a multiemployer plan, if that participant had 30 years of service. The guarantee is 100% of the first \$11 of the monthly benefit rate, plus 75% of the next \$33 of the monthly benefit rate, multiplied by the participant's years of credited service. This legislation would double the guarantee to 100% of the first \$15 in monthly benefits per year of service and 75% of the next \$70 in monthly benefits per year of service, and indexes it thereafter. This would help participants and beneficiaries receive more of the benefits they earned through their hard work and service. All plans receiving financial assistance beginning December 16, 2014, would see the improved guarantee take effect. A plan that becomes insolvent in the future would be subject to the increased guarantee in the calendar year in which it becomes insolvent.

## **Title II – Relief for Single Employer Pension Plans**

**Sec. 201. Extended Amortization for Single Employer Plans.** In light of an ongoing pattern of interest rate and market volatility due to the COVID-19 public health crisis, the current law requirement to amortize funding shortfalls over seven years is no longer appropriate. Pension plans, participants, and plan sponsors need more stability and a longer period over which to pay for long-term liabilities that can stretch out for more than 50 years. Accordingly, under the bill, the following rules would apply to all single employer pension plans, effective for plan years beginning after December 31, 2019:

All shortfall amortization bases for all plan years beginning before January 1, 2020 (and all shortfall amortization installments determined with respect to such bases) would be reduced to zero.

All shortfalls would be amortized over 15 years, rather than seven years.

**Sec. 202. Extension of Pension Funding Stabilization Percentages for Single Employer Plans.** In 2012, 2014, and 2015, Congress provided for pension interest rate smoothing in order to address concerns that historically low interest rates were creating inflated pension funding obligations, diverting corporate assets away from jobs and business recovery. Under interest rate smoothing, the interest rates used to value pension liabilities must be within 10% of 25-year interest rate averages. The smoothed interest rates would begin phasing out in 2021, with the 10% corridor around the 25-year interest rate averages increasing five percentage points each year until interest rates need only be within 30% of the 25-year averages. Because of this phase-out, smoothing would soon cease to have much effect. In order to preserve the stabilizing effects

of smoothing:

The 10% interest rate corridor would be reduced to 5%, effective in 2020.

The phase-out of the 5% corridor would be delayed until 2026, at which point the corridor would , as under current law, increase by 5 percentage points each year until it attains 30% in 2030, where it would stay.

A 5% floor would be put on the 25-year interest rate averages. This floor would establish stability and predictability on a longer-term basis, so that interest rate variations do not create excessive volatility. In addition, this floor would protect funding rules from the extremes of interest rate movements.

This provision is effective for plan years beginning after December 31, 2019.

### **Title III – Other Retirement Related Provisions**

**Sec. 301. Waiver of Required Minimum Distributions for 2019.** Under current law, generally at the age of 72, individuals must take a required minimum distribution (“RMD”) from their defined contribution plans and IRAs. Due to the market downturn resulting from the COVID-19 pandemic, the balances in these accounts have sharply decreased – in many instances, the market has reduced taxpayers’ accounts more than what their RMD would have been. Therefore, the recently enacted CARES Act waived RMDs for 2020, allowing individuals to keep funds in their retirement plans. This provision expands this relief further by providing that 2019 RMDs would be waived for defined contribution plans and IRAs.

**Sec. 302. Waiver of 60-Day Rule in case of Rollover of Otherwise Required Minimum Distributions in 2019 and 2020.** This provision further expands the 2020 RMD relief in the CARES Act by providing that:

- The RMDs made for 2019 would be permitted to be rolled back to a plan or IRA without regard to the 60-day requirement if the rollover is made by November 30, 2020.
- RMDs made for 2020 would be permitted to be rolled back to a plan or IRA without regard to the 60-day requirement if the rollover is made by November 30, 2020.

**Sec. 303. Employee Certification as to Eligibility for Increased CARES Act Loan Limits from Employer Plan.** The CARES Act permits eligible retirement plans to rely on an employee’s certification that the employee qualifies to receive a coronavirus-related distribution. Technically, it appears that a plan cannot rely on such a certification for purposes of determining whether an employee is eligible for the special loan rules. In past disaster relief, the IRS has generally permitted reliance on reasonable representations by an employee in a similar context, absent actual knowledge to the contrary. But in the past, the statute has not had a specific employee certification provision that applies for distributions but not loans. This provision provides a statutory clarification.

**Sec. 304. Exclusion of Benefits Provided to Volunteer Firefighters and Emergency Medical Responders Made Permanent.** Almost 70 percent of firefighters and emergency medical services (“EMS”) personnel are volunteers, 71 percent of fire departments are exclusively staffed by volunteers, and 91 percent of all US fire department use volunteer firefighters and EMTs to some degree. Therefore, at the end of last year, the SECURE Act reinstated for one year the

exclusions for qualified State or local tax benefits and qualified reimbursement payments provided to members of qualified volunteer emergency response organizations and increases the exclusion for qualified reimbursement payments to \$50 for each month during which a volunteer performs services. This would allow volunteer fire and EMS personnel for 2020 to receive nominal recruitment and retention incentives without those incentives being considered as taxable income.

The COVID-19 pandemic places an enormous amount of strain on these volunteer personnel as they are exposing themselves to COVID-19 and are responding to a much higher than normal call volume. Therefore, the provision would make permanent these amendments to Code Section 139B.

**Sec. 305. Application of Special Rules to Money Purchase Pension Plans.** The CARES Act provided for early distribution and loan relief for retirement plans during the coronavirus relief period. While this relief was intended to apply to all qualified retirement plans, there were questions as to whether it would apply to money purchase pension plans (“MPPP”). MPPPs are a type of defined-contribution retirement plan offered by some employers. This provision would clarify that MPPPs would benefit from the legislation.

**Sec. 306. Grants to Assist Low-Income Women and Survivors of Domestic Violence in Obtaining Qualified Domestic Relations Orders.** Certain states under stay-at-home orders have seen domestic violence rates rise as much as 30 percent since the beginning of the COVID-19 pandemic. This provision directs the Secretary of Labor, acting through the Director of the Women’s Bureau in conjunction with the Assistant Secretary of the Employee Benefits Security Administration, to award grants of at least \$250,000 to established community-based organizations on a competitive basis to assist low-income women and survivors of domestic violence in obtaining qualified domestic relations orders to ensure that these women actually obtain the benefits to which they are entitled through those orders.

**Sec. 307. Modification of Special Rules for Minimum Funding Standards for Community Newspaper Plans.** Community newspapers are generally family-owned, non-publicly traded, independent newspapers. The recently enacted SECURE Act provided pension funding relief for a number of community newspaper plan sponsors by increasing the interest rate to calculate those funding obligations to 8%. Additionally, the SECURE Act provided for a longer amortization period of 30 years from 7 years. These two changes enable struggling community newspapers to stretch out their required pension plan contributions over a longer time period. The legislation would expand the SECURE Act relief to additional community newspapers.

**Sec. 308. Minimum Rate of Interest for Certain Determinations Related to Life Insurance Contracts.** In order to qualify as life insurance contracts for tax purposes, permanent life insurance policies must meet several requirements under Internal Revenue Code section 7702. These requirements include two interest rate assumptions for determining the premiums that can be used to fund the contracts. The interest rate assumptions were set by statute at 4 percent and 6 percent when the requirements were put in place in 1984. At the time, the average long-term Treasury rate was around 12 percent. The recent public health and economic crisis has prompted the Federal Reserve to reduce already persistently low interest rates to around 0 percent, and the

daily long-term Treasury rate has hovered at 1 percent. Without adjusting the section 7702 interest rates to reflect economic realities, consumer access to financial security via permanent life insurance policies—which represent approximately 60 percent of the individual life insurance market—could decrease significantly. This legislation updates section 7702 to reflect the interest rate environment that has been exacerbated by the current crisis, and ensures that the rates will continue to appropriately reflect economic conditions, by tying the rates to either a floating rate prescribed in the National Association of Insurance Commissioners’ Standard Valuation Law or a floating rate based on the average applicable Federal mid-term rates over a 60-month period.

**DIVISION E – Continued Assistance to Unemployed Workers**  
*Prepared by the Democratic staff of the House Committee on Ways and Means*

**Sec. 101. Extension of Federal Pandemic Unemployment Compensation (FPUC).**

**Subsection (a).**

This subsection would extend the \$600 per week FPUC supplement to state and federal unemployment benefits through January 31, 2021. It would also add a transition rule (sometimes called a “soft cutoff”) to allow individuals already receiving regular state unemployment benefits on January 31 to continue receiving the FPUC supplement until the end of the period of benefits to which they are entitled so long as they would end by March 31, 2021.

**Subsection (b).**

This subsection would require federal programs and state and local programs which receive any federal funding to disregard FPUC payments when calculating income for the purposes of determining eligibility for benefits or assistance, and to exclude it from resource limits for 9 months following receipt.

**Sec. 102. Extension and benefit phaseout rule for Pandemic Unemployment Assistance.**

This section would extend Pandemic Unemployment Assistance benefits (PUA) provided to workers who do not qualify for regular unemployment compensation through January 31, 2021. Under this provision, workers would be able to apply for PUA through January 31, 2021. Individuals would receive all of the weeks of benefits they so long as they are for weeks ending by March 31, 2021.

**Sec. 103. Extension and benefit phaseout rule for Pandemic Extended Unemployment Compensation.** This section would extend Pandemic Extended Unemployment Compensation (PEUC), which provides 13 additional weeks of unemployment benefits to individuals who have exhausted other benefits, through January 31, 2021. Workers would be able to apply for PEUC through January 31, 2021, and to receive the full 13 weeks so long as they are for weeks ending no later than March 31, 2021.

**Sec. 104. Extension of full federal funding for the first week of compensable regular unemployment for states with no waiting week.** This section would extend the provision in the CARES Act which reimbursed states that waived the “waiting week” for the first week of regular

unemployment compensation through January 31, 2021.

**Sec. 105. Extension of emergency relief and technical corrections for governmental entities and nonprofit organizations.** This section would extend the financial relief provided to reimbursable employers in the CARES Act through January 31, 2021, and make technical corrections to ensure that states can simply waive 50 percent of the amount owed by such employers.

**Sec. 106. Reduction of state administrative burden in determination of amount of Pandemic Unemployment Assistance (PUA).** This clarifies state flexibility to use the most readily available sources of income verification for PUA applicants, including data from the mobile apps used by many gig workers.

**Sec. 107. Extension of temporary assistance to states with advances.** The Families First Coronavirus Response Act provided states with interest-free loans through December 31, 2020. This provision extends that duration through June 30, 2021.

**Sec. 108. Extension of full federal funding of extended unemployment compensation.** The Families First Coronavirus Response Act increased federal reimbursement for extended unemployment compensation (EB) from 50 percent to 100 percent for benefits provided through December 31, 2020. This section extends the 100 percent reimbursement to cover benefits paid through June 30, 2021.

**Sec. 109. Extension of temporary financing of Short-Time Compensation payments to states with programs in law.** This section would extend the period in which payments under short-time compensation programs in state law were 100 percent federally reimbursable through January 31, 2021.

**Sec. 110. Extension of temporary financing of Short-Time Compensation payments.** This section would extend the 50 percent reimbursement for Short-Time Compensation payments not made under a state law through January 31, 2021.

**Sec. 111. Grace period for full financing of new short-time compensation programs.** This provision ensures that any states that enacts a short-time compensation (STC) law will receive full federal financing for all agreements in place after March 29, even if agreement began before a new state STC law became effective.

## **DIVISION F – Assistance to Agricultural Producers and Other Matters Relating to Agriculture**

*Prepared by the Democratic staff of the House Committee on Agriculture*

### **Title I – Livestock**

**Section 60101.** Ensures livestock producers are paid for their animals by requiring dealer trusts, for the benefit of all unpaid cash sellers of livestock.



**Section 60102.** Provides emergency assistance to support livestock producers who are forced to euthanize market-ready livestock due to local processing plant disruptions because of COVID-19

**Section 60103.** Provides \$300 million to support improved animal health surveillance and laboratories, some of which are performing COVID-19 tests in this public health emergency.

### **Title II – Dairy**

**Section 60201.** Establishes a direct dairy donation program to prevent dumped milk and facilitate rapid donations of displaced dairy products directly to feeding programs. Milk associated with donated products would be reimbursed at current Class I prices.

**Section 60202.** Provides necessary cash flow assistance to small and mid-sized dairies that have grown over the last seven years by establishing supplemental margin coverage based on the difference between 2019 actual production and Dairy Margin Coverage production history.

**Section 60203.** Authorizes an USDA recourse loan program for dairy processors, packagers, merchants, marketers, wholesalers, and distributors.

**Section 60204.** Reduces the cost of Dairy Margin Coverage premiums for operations that commit to participating in the program for 2021-2023 by providing a payment worth 15% of annual premium costs.

### **Title III – Specialty Crops and Other Commodities**

**Section 60301.** Provides \$100 million in additional funding to address COVID-19 specialty crop supply chain issues at the state level via Specialty Crop Block Grant Program. Temporarily waives matching requirements for these additional funds.

**Section 60302.** Provides \$50 million in additional funding to support local farmers, farmers markets, and other local food outlets who are impacted by COVID-19 market disruptions. Temporarily waives matching requirements for these additional funds.

**Section 60303.** Provides \$50 million to support beginning farmers and ranchers with financial, operational, and marketing advice in this difficult market. Temporarily waives matching requirements for these additional funds.

**Section 60304.** Provides \$28 million to be distributed as block grants to State departments of agriculture for use to support existing farm stress programs.

**Section 60305.** Provides support for renewable fuels and cotton textile mills.

**Section 60306.** Provides \$16.5 billion for direct payments to agricultural producers.

### **Title IV – Commodity Credit Corporation**

**Section 60401.** Amends the CCC Charter Act to add authority for the Secretary to deal with removal and disposal of livestock and poultry due to supply chain interruption during a public health emergency. Amends the CCC Charter Act to add authority to provide assistance to agricultural processing plants in the event of a public health emergency in order to assure the continuation of markets for agricultural commodities

**Section 60402.** Amends the CCC Charter Act to require Congressional notification before disbursement of CCC funding.

## **Title V – Conservation**

**Section 60501.** Expands the Conservation Reserve Program Soil Health Incentive Pilot Program to 5 million acres.

## **Title VI – Nutrition**

**Section 60601.** Definitions.

**Section 60602.** Provides \$25 million for Farm to Food Bank and makes program improvements for these additional funds.

**Section 60603.** Waives the non-Federal match requirement for TEFAP administrative funds.

**Section 60604.** Provides additional administrative flexibilities for the Senior Farmers Market Nutrition Program.

**Section 60605.** Provides flexibilities for the Food Distribution Program on Indian Reservations.

**Section 60606.** Increases the SNAP benefit level by 15%. Excludes the Pandemic Unemployment Compensation as countable income for SNAP benefit calculation. Increases the minimum SNAP benefit to \$30 per month. Waives all work requirements for SNAP and prevents funding for USDA to implement or finalize the Able-Bodied Adults Without Dependents, Broad Based Categorical Eligibility, and Standard Utility Allowance rules. Provides additional funding to States for SNAP administration this fiscal year, to meet the increased need for SNAP.

**Section 60607.** Directs USDA to allow the use of SNAP to purchase hot foods or hot food products ready for immediate consumption from authorized retail food stores.

**Section 60608.** Provides flexibility for SNAP Nutrition Education.

## **DIVISION G – Accountability and Government Operations** *Prepared by the Democratic staff of the House Committee on Oversight and Reform*

### **Title I – Accountability**

**Sec. 70101. Membership of the Pandemic Response Accountability Committee.**

This section would provide the Chair of the Council of the Inspectors General for Accountability and Efficiency greater flexibility in choosing a Chair of the Committee by expanding the Inspectors General eligible to be named Chair of the Committee to all Inspectors General on the Committee.

**Sec. 70102. Congressional Notification of Change in Status of Inspector General.**

This section would require the President to notify Congress 30 days prior to placing an Inspector General in paid or unpaid non-duty status (administrative leave).

**Sec. 70103. Presidential Explanation of Failure to Nominate an Inspector General.**

This section would require the President to inform Congress of the reasons for not filling a vacancy in an Inspector General position if that position is vacant for more than 210 days.

**Sec. 70104. Inspector General Independence.**

This section would allow an Inspector General to be removed only for specified causes including permanent incapacity, inefficiency, neglect of duty, malfeasance, conviction of a felony or conduct involving moral turpitude, knowing violation of a law, rule, or regulation, gross mismanagement, gross waste of funds, or abuse of authority.

**Sec. 70105. U.S. Postal Service Inspector General Oversight Responsibilities.**

This section would require the Postal Service Inspector General to conduct audits and investigations of activities carried out with funds provided by this Act.

## **Title II – Census Matters**

**Sec. 70201. Modification of 2020 Census Deadlines and Tabulation of Population**

This section would implement an Administration request to allow a delay of the publication of apportionment and state redistricting data by 120 days. The delay is necessary due to the postponement of major census operations caused by the coronavirus. The section also requires the Census Bureau to use the same data quality standards used for the 2010 Census.

**Sec. 70202. Reporting Requirement for the 2020 Census.**

This section would require monthly reporting by the Census Bureau to the House Committee on Oversight and Reform, the Senate Committee on Homeland Security and Governmental Affairs, the Appropriations Committees of the House and Senate of detailed operational information about the 2020 Census.

**Sec. 70203. Providing the Bureau of the Census Access to Information from Institutions of Higher Education.**

This section would clarify that colleges and universities are permitted to provide the Census Bureau information about students living on campus for purposes of responding to the 2020 Census. With many colleges closed due to the coronavirus outbreak, this section would ensure that the Census Bureau will still be able to get an accurate count of students by receiving information directly from schools. This section would require schools to provide ten days public notice and an opportunity for students to opt-out before transmitting this information. This section would apply only to the 2020 Census.

**Sec. 70204. Limitation on Producing Non-Census Data in Connection with 2020 Census.**

This section would prohibit the compiling or production of any data products in connection with the 2020 Census based on data that is not collected during the 2020 Census, except for data products that are required by 13 U.S.C. 141(b) and (c), use the same methodology as a tabulation produced by the Census Bureau prior to January 1, 2019, or use a methodology finalized and made public prior to January 1, 2018.

**Title III – Federal Workforce**

**Sec. 70301. Teleworking Requirements for Federal Employees.**

This section would require agency leaders to allow telework for all eligible federal employees during the coronavirus pandemic. The provisions would require agencies to expand telework by creating incentives to increase its use and disincentives to reducing it.

**Sec. 70302. Retirement for Certain Employees**

This section would allow federal first responders to stay in their current retirement plans if they are unable to meet the physical requirements of their position due to exposure to the coronavirus and are moved to other jobs in the civil service as a result.

**Sec. 70303. Workers’ Compensation for Certain Federal Employees Diagnosed with**

**Coronavirus.** This section would create a presumption that the coronavirus was contracted in the workplace for employees whose duties require substantial contact with the public.

**Title IV – Federal Contractors**

**Sec. 70401. Mandatory Telework.**

This section would mandate that agencies allow contractor personnel to telework during the coronavirus health emergency if their work can be conducted remotely and to provide periodic reports to Congress.

**Sec. 70402. Guidance on the Implementation of Section 3610 of the CARES Act.**

This section would require OMB to issue governmentwide guidance to implement Section 3610 of the CARES Act, which allows agencies to reimburse contractors to keep their employees and subcontractors in a ready state.

**Sec. 70403. Past Performance Ratings.**

This section would ensure that contractors are not penalized by adverse performance ratings due to contract disruptions caused by the coronavirus crisis.

**Sec. 70404. Accelerated Payments.**

This section would require contracting officers to pay prime contractors within 15 days of the submission of an invoice.

**Title V – District of Columbia**

**Sec. 70501. Special Borrowing Authority by the District of Columbia.**

This section would authorize the District of Columbia to participate in the Municipal Liquidity Facility (MLF) established by the Federal Reserve to support lending to states, cities, and counties in response to the coronavirus, as well as in any future such facilities. Under the rules of the MLF, the District is expressly eligible to participate, but the District Home Rule Act does not authorize the District to so.

**Title VI – Other Matters**

**Sec. 70601. Estimates of Aggregate Economic Growth Across Income Groups**

This section would require the Bureau of Economic Analysis to include in its quarterly and annual reports on Gross Domestic Product and estimate of the impact on each decile of income and the highest 1% of income.

**Sec. 70602. Waiver of Matching Funds Requirement for the Drug Free Community Support Program.**

This section would allow the Administrator of the Office of National Drug Control Policy to modify or waive the matching requirements for Drug Free Community grants for the duration of the coronavirus emergency.

**Sec. 70603. U.S. Postal Service Borrowing Authority**

This section would repeal certain restrictions on the \$10 billion in borrowing authority provided to the U.S. Postal Service in the CARES Act.

**DIVISION H – Veterans and Servicemembers Provisions**

*Prepared by the Democratic staff of the House Committee on Veterans' Affairs*

**Section XXXX. Flexibility for the VA to care for homeless veterans during the COVID-19 public health emergency.** Allows VA to provide transportation, purchase food, shelter, telecommunication equipment, clothing, blankets, and toiletry items for homeless veterans.

Authorizes VA to setup homeless encampments on the grounds of VAMCs during a public health emergency, and make improvements to allow homeless veterans to stay temporarily in VA parking lots.

Amends the CARES Act to expedite additional funding for Grant Per Diem (GPD) providers and the award of additional grants to service providers. Authorizes Grant Per Diem providers to use per diem payments for food, basic supplies, and housing to assist homeless veterans and formerly homeless veterans to self-isolate during a public health emergency.

**Section XXXX. Streamlining provision of HUD-VASH vouchers to homeless veterans during the COVID-19 pandemic.** Allows public housing agencies administering HUD-VASH rental assistance vouchers to process applications electronically and waive in-person inspection requirements to rapidly house veterans during the COVID-19 public health emergency.

**Section XXXX. Grant Per Diem for children of homeless veterans.** Authorizes VA to provide reimbursements to social service providers receiving grants for the costs of services for minor children of homeless veterans. This provision would modify the calculation of grants to providers to ensure children are included in calculations.

**Section XXXX. Increase in aid and attendance for disabled veterans during the COVID-19 public health emergency.** Increases by 25% the amount being paid to disabled veterans to assist with daily activities including purchase of personal protective equipment for veterans and their caregivers or home health aides.

**Section XXXX. Streamlining payment of emergency care claims to community providers during the COVID-19 public health emergency.** Grants prior authorization for any emergency care sought by veterans at non-VA hospitals, including COVID-19-related diagnosis and treatment, and ambulance transportation.

**Section XXXX. VA health care for veterans without health insurance.** Authorizes veterans without a disability but determined to have a financial hardship to qualify for enrollment in VA's health care system, and be exempt from payment of hospital and medical care copays.

**Section XXXX. No copays for COVID-19 preventative services at VA medical facilities.** Eliminates the payment of copays or cost-sharing for preventative treatment or services for COVID-19, including the administration of a vaccine.

**Section XXXX. Suspension of VA debt collection activities during the COVID-19 public health emergency.** Prohibits the Secretary from taking enforcement actions to collect payments for benefit debts, establishing new benefit debts, sending notices regarding benefit debts to individuals or consumer reporting agencies, allowing interest to accrue on benefit debts, or applying administrative fees on benefit debts. Suspension of debt collection applies for 60 days past the end of the COVID-19 public health emergency.

**Section XXXX. Extending deadlines for veterans to file claims and appeals for VA benefits.** Extends the deadline for veterans to file claims and appeals for VA benefits, including disability compensation, during the COVID-19 public health emergency and 90 days after the emergency has ended.

**Section XXXX. Consumer protections for military servicemembers under stop-movement orders during the COVID-19 pandemic.** Allows servicemembers to terminate home and vehicle leases, and cable, internet, and phone contracts without penalty when a servicemember under orders to report to a new duty station receives a stop movement order of at least 30 days.

**Section XXXX. Consumer protections for military servicemembers and their families due to death or catastrophic disability.** Authorizes the families of fallen and catastrophically injured servicemembers to terminate their phone, television, or internet contracts, and housing and vehicle leases without being financially penalized.

**Section XXXX. Technical correction authorizing existing salaries for senior health care leaders at VA.** Clarifies a conflict in the law that caused senior VA health care leaders to be paid at a rate above a statutory pay cap for over 10 years.

**Section XXXX. Vet Center mental health care and services for National Guard and Reserve members responding to the COVID-19 public health emergency.** Permits any National Guard or Reserve member to receive mental health care at Vet Centers if deployed for more than 14 days in support of the COVID-19 public health emergency.

## **DIVISION I – Small Business Provisions**

*Prepared by the Democratic staff of the House Committee on Small Business*

## **DIVISION J – Support for Essential Workers, At-Risk Individuals, Families, and Communities**

*Prepared by the Democratic staff of the House Committee on Ways and Means*

### **Sec. 100. Short title; table of contents.**

Titles this division the “COVID-19 Tax Relief Act of 2020.”

## **Title I – Economic Stimulus**

### **SUBTITLE A – 2020 RECOVERY REBATE IMPROVEMENTS**

#### **Sec. 101. Dependents taken into account in determining credit and rebates.**

Makes all dependents eligible for the \$500 qualifying child amount in the Economic Impact Payments made under the CARES Act, previously only applicable to children below age 17. This allows households with dependents who are full-time students below age 24 and adult dependents to also receive the \$500 amount. This provision is effective retroactive to the date of enactment of the CARES Act.

#### **Sec. 102. Individuals providing taxpayer identification numbers taken into account in determining credit and rebates.**

Allows Economic Impact Payments to be made to an individual who provides a Taxpayer Identification Number, rather than a Social Security Number. This provision is effective retroactive to the date of enactment of the CARES Act.

#### **Sec. 103. 2020 recovery rebates not subject to reduction or offset with respect to past-due support.**

Exempts Economic Impact Payments from reduction or offset with respect to past-due child support.

#### **Sec. 104. Protection of 2020 Economic Impact Payments.**

Protects Economic Impact Payments from any form of transfer, assignment, execution, levy, attachment, garnishment, legal process, bankruptcy or insolvency law, and any other means of capture prohibited for payments made under Chapter 7 Subchapter 2 of the Social Security Act.

**Sec. 105. Payments to representative payees and fiduciaries.**

Amends the CARES Act to clarify that, for an individual whose Economic Impact Payment was paid based on a Social Security Benefit Statement or Social Security Equivalent Benefit Statement, any Economic Impact Payment made to a representative payee or fiduciary shall only be used for the benefit of the person for whom the payment was intended. This provision is effective retroactive to the date of enactment of the CARES Act.

**Sec. 106. Application to taxpayers with respect to whom advance payment has already been made.**

When the amendments to the Economic Impact Payments described above increase the amount of advance payments a taxpayer is eligible for, Treasury shall issue a rebate equal to the taxpayers' redetermined rebate less the previously issued rebate.

**SUBTITLE B – ADDITIONAL RECOVERY REBATES TO INDIVIDUALS**

**Sec. 111. Additional recovery rebates to individuals.**

Provides a \$1,200 refundable tax credit for each family member that shall be paid out in advance payments, similar to the Economic Impact Payments in the CARES Act. The credit is \$1,200 for a single taxpayer (\$2,400 for joint filers), in addition to \$1,200 per dependent up to a maximum of 3 dependents. The credit phases out starting at \$75,000 of modified adjusted gross income ( \$112,500 for head of household filers and \$150,000 for joint filers) at a rate of \$5 per \$100 of income.

Treasury shall issue this credit as an advance payment based on the information on 2018 or 2019 tax returns. Treasury shall issue advance payments for Social Security Old-Age, Survivors, and Disability Insurance beneficiaries, Supplemental Security Income recipients, Railroad Retirement Board beneficiaries, and Veterans Administration beneficiaries who did not file returns for 2018 or 2019 based on information provided by the Social Security Administration, the Railroad Retirement Board, and the Veterans Administration. Treasury shall conduct outreach to non-filers to inform them of how to file for their advance payment.

Taxpayers receiving an advance payment that exceeds their maximum eligible credit based on 2020 information will not be required to repay any amount of the payment to the Treasury. If the credit based on 2020 information exceeds the amount of the advance payment, taxpayers can claim the difference on their 2020 tax returns.

The recovery rebate improvements in sections 201 through 205 of this division generally apply to these additional rebates. Additionally, Treasury is instructed to make payments to the territories that relate to the cost of providing the credits for each territory.

**SUBTITLE C – EARNED INCOME TAX CREDIT**

**Sec. 121. Strengthening the earned income tax credit for individuals with no qualifying children for 2020.**

Expands the eligibility and the amount of the earned income tax credit for taxpayers with no qualifying children (the “childless EITC”) for 2020. In particular, the minimum age to claim the childless EITC is reduced from 25 to 19 (except for full-time students) and the upper age limit for the childless EITC is increased from age 65 to age 66. This section also increases childless



EITC amount by increasing the credit percentage and phaseout percentage from 7.65 to 15.3 percent, increasing the earned income amount to \$9,720, increasing the phaseout amount to \$11,490. Under these parameters, the maximum credit amount in 2020 increases from \$538 to \$1,487

**Sec. 122. Taxpayer eligible for childless earned income credit in case of qualifying children who fail to meet certain identification requirements.**

Repeals the provision prohibiting an EITC-eligible taxpayer with qualifying children from taking the childless EITC if he or she cannot claim the EITC with respect to qualifying children due to failure to meet child identification requirements (including a valid SSN for qualifying children). Accordingly, individuals who do not claim the EITC with respect to qualifying children due to failure to meet identification requirements would now be able claim the childless EITC.

**Sec. 123. Credit allowed in case of certain separated spouses.**

Allows a married but separated individual to be treated as not married for purposes of the EITC if a joint return is not filed. Thus, the EITC may be claimed by the individual on a separate return. This rule only applies if the taxpayer lives with a qualifying child for more than one-half of the taxable year and either does not have the same principal place of abode as his or her spouse for the last six months of the year, or has a separation decree, instrument, or agreement and doesn't live with his or her spouse by the end of the taxable year. This change aligns the EITC eligibility requirements with present-day family law practice.

**Sec. 124. Elimination of disqualified investment income test.**

Eliminates the disqualified investment income test so that individuals are able to claim the EITC without regard to the amount of certain investment income.

**Sec. 125. Application of earned income tax credit in possessions of the United States.**

Instructs Treasury to make payments to the territories that relate to the cost of each territory's EITC. The possessions must provide Treasury with annual reports on the estimate of costs and a statement of costs with respect to the preceding year.

**Sec. 126. Temporary special rule for determining earned income for purposes of earned income tax credit.**

Allows taxpayers in 2020, for purposes of computing the EITC, to substitute their 2019 earned income for their 2020 earned income if their 2020 earned income is less than their 2019 earned income.

**SUBTITLE D – CHILD TAX CREDIT**

**Sec. 131. Child tax credit improvements for 2020.**

Makes the child tax credit ("CTC") fully refundable for 2020 and increases the amount to \$3,000 per child (\$3,600 for a child under age 6). The provision also makes 17-year-olds qualifying children. The provision requires the Secretary to make best efforts to provide the enhanced credit in the form of an advanced payment.

**Sec. 132. Application of child tax credit in possessions.**

Instructs Treasury to make payments to each "mirror code" territory for the cost of the territories' CTC. This amount is determined by Treasury based on information provided by the territorial governments. Puerto Rico, which does not have a mirror code, will receive the

refundable CTC by having its residents file for the CTC with the IRS. For American Samoa, which does not have a mirror code, Treasury is instructed to make payments in an amount estimated by Treasury as being equal to the aggregate benefits that would have been provided if American Samoa had a mirror code in place.

#### **SUBTITLE E – DEPENDENT CARE ASSISTANCE**

##### **Sec. 141. Refundability and enhancement of child and dependent care tax credit for 2020.**

Makes the child and dependent care tax credit (“CDCTC”) fully refundable for 2020 and increases the maximum credit rate to 50 percent. Amends the phaseout threshold to begin at \$120,000 instead of \$15,000. Doubles the amount of child and dependent care expenses that are eligible for the credit to \$6,000 for one qualifying individual and \$12,000 for two or more qualifying individuals.

##### **Sec. 142. Increase in exclusion for employer-provided dependent care assistance for 2020.**

Increases the exclusion for employer-provided dependent care assistance from \$5,000 to \$10,500 (from \$2,500 to \$5,250 in the case of a separate return filed by a married individual) for 2020.

#### **SUBTITLE F – FLEXIBILITY FOR CERTAIN EMPLOYEE BENEFITS**

##### **Sec. 151. Increase in carryover for health flexible spending arrangements in 2020.**

Permits cafeteria plans and health flexible spending arrangements to allow participants to carry over up to \$2,750 in unused benefits or contributions from 2020 to 2021.

##### **Sec. 152. Carryover for dependent care flexible spending arrangements in 2020.**

Permits cafeteria plans and dependent care flexible spending arrangements to allow participants to carry over up to the annual maximum amount of unused dependent care assistance benefits or contributions from 2020 to 2021.

##### **Sec. 153. Carryover of paid time off in 2020.**

Permits cafeteria plans to allow participants to carry over unused paid time off from 2020 to 2021.

##### **Sec. 154. Change in election amount in 2020.**

Permits cafeteria plans and health flexible spending arrangements to allow participants to make one-time elections for any reason to a health FSA or to the amount of paid time off. Such one-time election is allowed between the date of enactment and December 31, 2020.

##### **Sec. 155. Extension of grace periods, etc. in 2020.**

Permits cafeteria plans, health flexible spending arrangements, and dependent care flexible spending arrangements to provide an extension of the grace period for the 2020 plan year to 12 months after the end of the 2020 plan year. Extension of the grace period will allow benefits or contributions from these plans or arrangements to be used for expenses incurred up to 12 months after the end of the plan year.

Permits cafeteria plans and health flexible spending arrangements to allow employees who cease participation in the plan (e.g. due to being terminated) to continue to receive reimbursements from unused contributions for the rest of the plan year (including the grace period as extended above).

##### **Sec. 156. Plan amendments.**

Permits retroactive amendments to cafeteria plans, health flexible spending arrangements, and dependent care arrangements for the purposes of this subtitle.

## **SUBTITLE G – DEDUCTION OF STATE AND LOCAL TAXES**

### **Sec. 161. Elimination for 2020 and 2021 of limitation on deduction of state and local taxes.**

Eliminates the limitation on the deduction for state and local taxes for taxable years beginning on or after January 1, 2020 and on or before December 31, 2021.

## **Title II – Additional Relief For Workers**

### **SUBTITLE A – ADDITIONAL RELIEF**

#### **Sec. 201. Increase in above-the-line deduction for certain expenses of elementary and secondary school teachers.**

Doubles the above-the-line deduction for certain unreimbursed out-of-pocket expenses for elementary and secondary school teachers from \$250 to \$500. This amount is adjusted for inflation.

#### **Sec. 202. Above-the-line deduction allowed for certain expenses of first responders.**

Provides a \$500 above-the-line deduction for unreimbursed expenses of professional first responders related to the cost of uniforms or tuition and fees related to training. This deduction is indexed to inflation.

#### **Sec. 203. Temporary above-the-line deduction for supplies and equipment of first responders and COVID-19 front-line employees.**

Provides a \$500 above-the-line deduction for 2020 for the uniforms, supplies, and equipment of first responders and COVID-19 front-line employees. COVID-19 front-line employees are those that perform at least 1,000 hours of essential work, as defined for pandemic premium pay reimbursable from the COVID-19 Heroes Fund.

#### **Sec. 204. Payroll credit for certain pandemic-related employee benefit expenses paid by employers.**

Provides a 30% refundable payroll tax credit for expenses reimbursed or paid for the benefit of an employee for reasonable and necessary personal, family, living, or funeral expenses incurred as a result of the presidentially declared disaster related to COVID-19. The credit percentage is 50% for expenses paid to employees if a substantial portion of the services performed by the employee is essential work, as defined for pandemic premium pay reimbursable from the COVID-19 Heroes Fund. No credit is allowed if the expenses are provided in a manner which discriminates in favor of highly compensated employees. The Social Security Equivalent Benefit Account are held harmless under this provision, through a General Fund transfer of lost receipts as a result of this credit.

### **SUBTITLE B – TAX CREDITS TO PREVENT BUSINESS INTERRUPTION**

#### **Sec. 211. Improvements to employee retention credit.**

Increases the applicable percentage of qualified wages reimbursed through the employee retention credit from 50% to 80%.

Modifies the gross receipts requirement to allow a partial credit, phased in for a decline in gross receipts between 10% and 50% compared to the same calendar quarter of the previous year.

Increases the limit on wages taken into account per employee from \$10,000 for the year to \$15,000 per quarter (limited to \$45,000 for the calendar year).

Replaces the 100-employee delineation for determining the relevant qualified wage base with a definition of large employer. A large employer is an employer with greater than 1,500 full time employees and gross receipts of greater than \$41,500,000 in 2019.

Allows state and local governments and certain federal instrumentalities to claim the credit in the event they are paying wages to employees while their operations are fully or partially shut down.

Clarifies that group health plan expenses can be considered qualified wages even when no other wages are paid to the employee, consistent with recent revisions to IRS guidance on this issue.

This provision also clarifies that wages paid by an employer for lost tips will not trigger the wage limitation in section 2301(c)(3)(B) of the CARES Acts.

All provisions apply retroactively to the effective date included in section 2301 of the CARES Act.

### **Sec. 212. Payroll credit for certain fixed expenses of employers subject to closure by reason of COVID-19.**

Provides a 50% refundable payroll tax credit for qualified fixed costs. Qualified fixed costs include covered rent obligations, covered mortgage obligations, and covered utility payments. These terms have the same definitions as the definitions provided in section 1106 of the CARES Act, relating to forgiveness of Paycheck Protection Program loans. For each quarter, qualified expenses eligible for this credit are limited to 25% of qualified wages (as defined in the employee retention credit) or 6.25% of 2019 gross receipts (which annualizes to 25%), with an absolute maximum of \$50,000.

This credit is limited to employers with no more than 1,500 full-time equivalent employees or no more than \$41,500,000 in gross receipts in 2019. Additionally, employers must be subject to a full or partial suspension due to a COVID-19 government order or have a decline in gross receipts of at least 20% compared to the same calendar quarter of the preceding year. This credit is phased in for employers with a decline in gross receipts between 10% and 50%.

The Social Security Equivalent Benefit Account are held harmless under this provision, through a General Fund transfer of lost receipts as a result of this credit.

The section applies to qualified fixed expenses paid or accrued from March 12, 2020 until December 31, 2020.

### **Sec. 213. Business interruption credit for the self-employed.**

Provides a 90% refundable individual income tax credit for certain self-employed individuals who have experienced a significant loss of income. The credit may be claimed on “qualified self-employment income” which is the loss in gross income for self-employment that exceeds a 10% reduction from 2019 to 2020, scaled using the ratio of net earnings from self-employment to gross income from self-employment in 2019. The amount of qualified self-employment income taken into account cannot exceed the reduction in adjusted gross income from 2019 to 2020, and is capped at \$45,000. The credit phases out starting at \$60,000 of adjusted gross income (\$120,000 for married filing jointly) at a rate of \$50 for every \$100 of income.

## **SUBTITLE C – CREDITS FOR PAID SICK AND FAMILY LEAVE**

**Sec. 221. Extension of credits.**

Extends the refundable payroll tax credits for paid sick and family leave, enacted in the Families First Coronavirus Response Act, through the end of 2021. This provision is effective as if included in FFCRA.

**Sec. 222. Repeal of reduced rate of credit for certain leave.**

Coordinates changes made to the requirement to provide paid sick time to allow employers to claim up to \$511 per day, rather than \$200 per day for leave for caregivers of individuals subject to a coronavirus related stay at home order and parents providing for children affected by a coronavirus related school closure. This provision applies to days on or after the date of enactment of this Act.

**Sec. 223. Increase in limitations on credits for paid family leave.**

Coordinates changes made to the requirement to provide emergency paid family and medical leave to allow employers to claim up to \$12,000 in refundable payroll tax credits, rather than \$10,000. Allows individuals to claim the credit for a maximum of 60 days (corresponding to the \$12,000 amount) rather than 50 days. This provision is effective as if included in FFCRA.

**Sec. 224. Election to use prior year net earnings from self-employment in determining average daily self-employment income.**

Allows individuals to elect to use their average daily self-employment income from 2019 rather than 2020 to compute the credit. This provision is effective as if included in FFCRA.

**Sec. 225. Federal, state, and local governments allowed tax credits for paid sick and paid family and medical leave.**

Removes the exclusion disallowing the paid sick and family leave credits enacted in the Families First Coronavirus Response Act for Federal, state, and local governments. It makes conforming changes to the definition of qualified wages to align the credit with the intent that the credit cover the leave required by the respective mandates. This provision is effective as if included in FFCRA.

**Sec. 226. Certain technical improvements.**

Makes technical changes coordinating the definitions of qualified wages within the paid sick leave, paid family and medical leave, and the exclusion of such leave from employer OASDI tax. This provision is effective as if included in FFCRA.

**Sec. 227. Credits not allowed for certain large employers.**

Provides that, notwithstanding other changes in this Act requiring that employers with 500 or more employees provide required paid sick leave and paid family and medical leave, these employers are not eligible for payroll tax credits for these wages. This restriction does not apply to federal, state, and local governments. This provision applies to wages paid after the date of enactment.

**SUBTITLE D – OTHER RELIEF**

**Sec. 231. Payroll tax deferral allowed for recipients of certain loan forgiveness.**

Allows businesses receiving Paycheck Protection Program loan forgiveness to defer payment of payroll taxes under Section 2302 of the CARES Act.

**Sec. 232. Emergency financial aid grants.**

Excludes emergency financial aid grants made to students from gross income and holds students harmless for purposes of determining eligibility for higher education tax incentives.

**Sec. 233. Certain loan forgiveness and other business financial assistance under CARES Act not includable in gross income.**

Excludes certain loan forgiveness by the Small Business Administration, emergency EIDL grants, and certain loan payments from the gross income of the ultimate recipient.

**Sec. 234. Authority to waive certain information reporting requirements.**

Provides the Secretary of the Treasury with the authority to waive information reporting requirements under Chapter 61 of the Code with respect to income that is exempt from tax as excludible loan forgiveness under the Paycheck Protection Program or under sections 332 or 333 of this Act.

**Sec. 235. Clarification of treatment of expenses paid or incurred with proceeds from certain grants and loans.**

Clarifies that expenses paid or incurred with proceeds from Payment Protection Program loans that are forgiven pursuant to section 1106(b) of the CARES Act and certain loan forgiveness by Small Business Administration, emergency EIDL grants, and certain loan payments that are not included in gross income under section 333 of this Act do not result in a denial of any deduction or basis of any asset for federal tax purposes. This provision also clarifies the order in which section 1106(i) of the CARES Act and relevant provisions of the Internal Revenue Code apply.

**Sec. 236. Reinstatement of certain protections for taxpayer return information.**

Restores certain taxpayer protections under Section 6103 of the Internal Revenue Code that were modified by the CARES Act, retroactively effective as of the date of the FUTURE Act.

**Title III – Net Operating Losses**

**Sec. 301. Limitation on excess businesses losses of non-corporate taxpayers restored and made permanent.**

Amends changes made by the CARES Act to section 461(l) of the Code, which provides that an excess business loss of a taxpayer (other than a corporation) is not allowed for a taxable year. Excess business losses are treated as net operating losses in the next succeeding taxable year. An excess business loss exists if taxpayer's total deductions from all trades or businesses exceed all income from such trades or businesses, plus \$250,000 (\$500,000 for joint filers). The CARES Act suspended this provision for taxable years beginning in 2018, 2019 and 2020. Under current law (as amended by CARES), this provision applies for taxable years beginning on or after January 1, 2021, and beginning before December 31, 2025. This section amends current law to apply the provision to taxable years beginning on or after January 1, 2018, as was the case before CARES passed. In addition, this section makes the provision permanent, and repeals section 461(j) of the Code as a deadwood provision. This provision is made effective retroactive to the date of enactment of the CARES Act.

**Sec. 302. Certain taxpayers allowed carryback of net operating losses arising in 2019 and 2020.**

Amends the CARES Act changes to section 172 of the Code. Under current law (as amended by CARES), taxpayers with a loss in 2018, 2019 or 2020 may apply those losses to the preceding five taxable years. This section amends the provisions of CARES that provide for net operating loss carrybacks by limiting carrybacks to taxable years beginning on or after January 1, 2018. In addition, this provision prohibits taxpayers with excessive executive compensation or excessive stock buybacks and dividends from carrying back losses. This provision is made effective retroactive to the date of enactment of the CARES Act.

## **Title I—Family Care for Essential Workers**

### **Sec. 100101. Family Care for Essential Workers.**

#### **Subsection (a). Increase in Funding.**

This section increases the overall authorization level for the Social Services Block Grant (SSBG) to \$12.15 billion in 2020 and directly appropriates \$850 million to SSBG to fund child and family care for essential workers.

#### **Subsection (b). Rules Governing Use of Additional Funds.**

This section specifies that states can only use the \$850 million appropriated in this section to provide care for members of the households of essential workers that are incapable of self-care, including children and adult family members who require daytime care.

The section gives states several options for providing care, including reimbursing workers directly for care they obtain themselves, paying child care and adult care providers, and setting up emergency child care. It specifies that there is no income test for receiving this emergency child care help, and waives some existing SSBG funding restrictions that prevent states from working directly with health care facilities or otherwise providing these services.

In cases where the state works with child care providers or sets up child care facilities, they would be required to follow state and local licensing laws unless the state determined that a specific requirement would prevent them from providing the services, in which case they are required to report specifically to the Secretary on the requirement and why it is an impediment.

The section specifies that states cannot supplant state funding used for child care with these new federal dollars, or exclude essential workers by requiring a means test for services.

Finally, the section defines “essential worker” to include:

- Health care sector workers
- Emergency response workers
- Sanitation workers
- Workers at businesses which state or local officials have determined must stay open to serve the public during the COVID-19 emergency

- Any other worker who cannot telework and who the State or local government deems to be essential during the COVID-19 pandemic

## **Title II—Pandemic Emergency Assistance and Services**

### **Sec. 100201. Funding to States, Localities, and Community-Based Organizations for Emergency Aid and Services.**

#### **Subsection (a). Funding for States.**

This subsection directly appropriates \$9.6 billion to the Social Services Block Grant for the sole purpose of providing emergency aid and services to disadvantaged children, families, and households. It requires the Department of Health and Human Services to distribute the funds to all 50 states, the District of Columbia, and all U.S. Territories within 45 days, and requires states and territories to obligate the funds by December 31, 2020.

Under this section, states would be required to pass through at least 50 percent of the funds to county governments, local governments working in partnership with community-based organizations, or directly to community-based organizations with experience serving disadvantaged individuals or families. States are required to distribute the funds expeditiously, ensure that the pass-through funds are distributed to sub-state areas based on the area's share of disadvantaged individuals, and report to HHS on their plan for distribution within 90 days.

The funds could be used to provide basic economic and well-being necessities, provide necessary supplies to protect against infection, help connect individuals and families to payments and services for which they are eligible, provide short-term cash, non-cash, or in-kind disaster relief, and pay operational costs directly related to providing the services and maintaining local social service operations to assist needy families.

This section also prohibits imposition of burdensome individual eligibility determinations for emergency assistance and waives section 2005(a)(2) of the Social Security Act to allow emergency payments to ensure that families or individuals do not lose their housing.

Finally, it prohibits states from using any of the funds to supplant existing state spending or to pay for services which would be reimbursed by the Federal Emergency Management Agency.

#### **Subsection (b). Funding for Federally Recognized Indian Tribes and Tribal Organizations.**

This subsection provides \$400 million to federally recognized Indian Tribes and Tribal organizations to fund emergency aid and services for disadvantaged individuals and families. Funds would be distributed on the basis of population and could not be used for services that would be reimbursed by the Federal Emergency Management Agency.

### **Sec. 100202. Emergency Assistance to Older Foster Youth.**

#### **Subsection (a). Funding Increases.**

This section increases fiscal year 2020 funding for the John H. Chafee Foster Care Independence Program, which serves older youth who were in foster care at age 14, by \$50 million for 2020. It



also increases authorized funding for the specific program that provides Education and Training Vouchers (ETV) to these youth by 30 percent, and provides flexibility to better serve youth.

#### **Subsection (b). Programmatic Flexibility.**

This section provides states with various temporary flexibilities needed to serve vulnerable older foster youth during the COVID-19 pandemic. Those include:

- Eliminating the age limit on receiving Chafee-funded services, so states can serve more former foster youth in need
- Suspending work and educational progress requirements for older youth receiving assistance due to current or past foster care during the time period in which they may be impossible to comply with
- Giving states authority to waive limits on providing housing assistance to older youth, who may have lost their current housing due to university and other closings
- 
- Waiving educational progress and employment requirements for older foster youth who are unable to work or go to school during the pandemic

All flexibilities expire January 31, 2021.

#### **Sec. 100203. Emergency Assistance to Families Through Home Visiting Programs.**

This section temporarily allows home visiting programs funded under the Maternal, Infant, and Early Childhood Home Visiting program (MIECHV) to

- Conduct virtual home visits, when needed to comply with public health directives
  - Help families acquire needed technology to participate in virtual home visits
  - Train home visitors in conducting virtual home visits
- Train home visitors to assist families with emergency preparedness and response
- Provide emergency supplies to families, such as diapers, formula, non-perishable food, water, soap, and hand sanitizer.
- Provide prepaid debit cards to families to help meet emergency needs.

The section also provides an additional \$100 million for home visiting in 2020, and allows HHS to extend contracts and delay reporting deadlines as is reasonable during the COVID-19 pandemic.

The flexibilities end January 31, 2021.

### **Title III. Program Flexibility During the Pandemic**

#### **Sec. 100301. Emergency Flexibility for Child Welfare Programs.**

This section provides state child welfare programs with flexibility to provide services, including caseworker visits, virtually when necessary to comply with public health directives.

#### **Sec. 100302. Emergency Flexibility for Child Support Programs.**

This section provides states with the option to suspend penalties for non-custodial parents for inability to pay child support during the COVID-19 pandemic, since some courts have suspended non-emergency proceedings, including those related to modifying child support orders. It also suspends federal requirements to penalize custodial parents (via TANF) and non-custodial parents (via Child Support Enforcement) for failure to comply with paternity establishment rules, since paternity establishment requires in-person action which may not be possible during the pandemic. In some states, using this flexibility may require a change in state law.

The section does not change that the state’s duty to make all reasonable efforts to deliver child support funds to custodial parents, but does suspend financial penalties and generally holds states financially harmless for failure to meet strict targets and state plan and operational requirements during the pandemic. The flexibility means states can continue to receive federal child support incentive payments even if they fall below the 90 percent paternity establishment threshold.

The section also allows the Secretary of HHS to, wherever possible, provide tribal child support programs with the same flexibilities as those afforded to state programs.

The flexibilities expire January 31, 2021.

### **Sec. 100303. Emergency Flexibility for TANF Programs.**

In order to allow compliance with social distancing, shelter-in-place, and other public health guidance, this section suspends the federal work participation rate requirements and the federal time limit for the federal Temporary Assistance for Needy Families (TANF) Program during the COVID-19 emergency, and creates penalties for any state or Tribal TANF program that fails to “stop the clock” on federal time limits for families, and/or that sanctions families for failure to work or participate in “work participation” activities. The policy suspensions expire January 31, 2021.

## **DIVISION K – COVID-19 HERO Act**

*Prepared by the Democratic staff of the House Committee on Financial Services*

Sec. 1. Short title; table of contents.

- Establishes the short title of the bill and provides a table of contents

### **Title I – Providing Medical Equipment for First Responders and Essential Workers**

#### **Sec. 101. COVID–19 Emergency Medical Supplies Enhancement.**

- This section would expand the use and oversight of Defense Production Act (DPA) authorities to: increase the production and supply of critical medical supplies and equipment, such as diagnostic tests and personal protection equipment; focus efforts on supply chain mobilization; decrease the disruption of critical deliveries to state and local governments; and require assessments for both immediate and longer term needs and plans to meet those needs, as well as requiring longer-term planning to ensure

that the United States is better prepared for future pandemics.

## **Title II – Protecting Renters and Homeowners from Evictions and Foreclosures**

### **Sec. 201. Emergency rental assistance.**

- This section would authorize \$100 billion for an Emergency Rental Assistance program that would allocate funding to states, territories, counties, and cities to help renters pay their rent and utility bills during the COVID-19 pandemic, and help rental property owners of all sizes continue to cover their costs.

### **Sec. 202. Homeowner Assistance Fund.**

- This section provides \$75 billion to states, territories, and tribes to address the ongoing needs of homeowners struggling to afford their housing due directly or indirectly to the impacts of the COVID-19 pandemic by providing direct assistance with mortgage payments, property taxes, property insurance, utilities, and other housing related costs.

### **Sec. 203. Protecting renters and homeowners from evictions and foreclosures.**

- This section extends and expands the eviction moratorium and foreclosure moratorium in the CARES Act to include all renters and homeowners, improves the forbearance provided under the CARES Act, and specifies the loan modifications and loss mitigation that should be available to homeowners following a moratorium to prevent any homeowner from facing a lump sum payment that they cannot afford.

### **Sec. 204. Liquidity for mortgage servicers and residential rental property owners.**

- This section would require the Federal Reserve facility established by Section 4003 of the CARES Act to be implemented for the benefit of mortgage servicers and residential rental property owners, contingent on compliance with certain reporting requirements and protections for borrowers and renters.

### **Sec. 205. Rural rental assistance.**

- This section would authorize \$700 million in supplemental funding for USDA's rental assistance programs, including \$25 million for rural vouchers, to absorb reductions in tenant rent contributions and to provide rental assistance to unassisted households living in USDA subsidized properties who are struggling to pay rent during the COVID-19 pandemic.

### **Sec. 206. Funding for public housing and tenant-based rental assistance.**

- This section would authorize \$5 billion for the public housing operating fund and \$3.5 billion for the Housing Choice Voucher program, including \$500 million for administrative fees, to help public housing authorities (PHAs) absorb reductions in tenant rent contributions and mitigate other costs associated with the COVID-19 pandemic.

### **Sec. 207. Supplemental funding for supportive housing for the elderly.**

- This section would authorize \$1.2 billion in funding for the HUD Section 202 Supportive Housing for the Elderly program to ensure sufficient staffing, services, and other resources for 3,500 senior and disabled resident communities during the COVID-19 pandemic.

**Sec. 208. Fair Housing.**

- This section authorizes \$297.5 million to ensure individuals are protected from housing-related hate crimes and increasing forms of housing discrimination from Coronavirus-motivated bias through adequate and accessible housing discrimination complaint intake, investigations, and public education of housing rights, as well as robust enforcement of the Fair Housing Act.

**Sec. 209. Funding for housing counseling services.**

- This section would authorize \$700 million in funding for NeighborWorks to support housing counseling services that help homeowners, renters, people experiencing homelessness, and people at risk of homelessness navigate their housing options and rights, including protections and resources provided through COVID-19 relief legislation.

### **Title III – Protecting People Experiencing Homelessness**

**Sec. 301. Homeless assistance funding.**

- This section would authorize \$11.5 billion for the Emergency Solutions Grants program to enable state and local governments to finance housing and health related services for the hundreds of thousands of people currently experiencing homelessness

**Sec. 302. Emergency rental assistance voucher program.**

- This section would authorize \$10 billion for Housing Choice Vouchers targeted to people experiencing or at risk of homelessness and survivors of domestic violence.

### **Title IV – Suspending Negative Credit Reporting and Strengthening Consumer and Investor Protections**

**Sec. 401. Reporting of information during major disasters.**

- This section would suspend negative consumer credit reporting during the COVID-19 pandemic and other declared major disasters plus 120 days. Credit score furnishers would be prohibited from implementing new credit scoring models that would lower existing consumer credit scores during the COVID-19 pandemic or during other major disaster periods. This section also permanently bans the reporting of medical debt arising out of COVID-19 treatments.

**Sec. 402. Restrictions on collections of debt during a national disaster or emergency.**

- This legislation provides a temporary moratorium on consumer debt collection during this COVID-19 crisis, and for 120 days thereafter.

**Sec. 403. Repayment period and forbearance for consumers.**

- This section ensures reasonable forbearance and repayment options for consumers when payments resume following the moratorium provided by Section 402, including simply maintaining the same payment schedule by extending the maturity by the same period of time payments were suspended under Section 402.

**Sec. 404. Credit facility.**

- This section provides creditors access to a Federal Reserve facility to receive a low- interest, long-term loan where payments would be deferred until a borrower resumes making payments to the creditor pursuant to the debt collection moratorium and forbearance provided in this title.

**Sec. 405. Protection of 2020 recovery rebates.**

- This section would prohibit the garnishment, withholding or reduction of COVID-19 stimulus payments by financial institutions to pay other debts.

**Title V – Forgiving Student Loan Debt and Protecting Student Borrowers**

**Sec. 501. Payments for private education loan borrowers as a result of the COVID–19 national emergency.**

- This section extends existing CARES Act student loan payment and consumer protections, such as debt collection prohibitions, to private loan borrowers, who are currently not covered by the CARES Act, and provides up to \$10,000 in debt relief to be applied to a private student loan. The Treasury Department will make monthly payments on behalf of the borrower up to \$10,000 until September 2021.

**Sec. 502. Additional protections for private student loan borrowers.**

- As Treasury will be making payments on behalf of borrowers under this title, this section requires private student servicing companies that receive funds to offer income driven repayment plans, and payments or forbearance under this title will not impact applicable State statutes of limitation. Furthermore, this section instructs Treasury to apply any unused portion of the up to \$10,000 forgiveness amount to any remaining outstanding private loan balance when borrower payments resume.

**Title VI – Standing Up for Small Businesses, Minority-Owned Businesses, and Non-Profits**

**Sec. 601. Restrictions on collections of debt during a national disaster or emergency.**

- This legislation provides a temporary moratorium on small business and nonprofit debt collection during this COVID-19 crisis, and for 120 days thereafter.

**Sec. 602. Repayment period and forbearance for small businesses and nonprofit organizations.**

- This section ensures reasonable forbearance and repayment options for small businesses and nonprofit organizations when payments resume following the debt collection moratorium provided by Section 601.

**Sec. 603. Credit facility.**

- This section provides creditors access to a Federal Reserve facility to receive a low- interest, long-term loan where payments would be deferred until a borrower resumes making payments to the creditor pursuant to the debt collection moratorium and forbearance provided in this title.

**Sec. 604. Main Street Lending Program requirements.**

- This section mandates that the Federal Reserve’s Main Street Lending Program, which was established utilizing CARES Act funds and is backstopped by the Treasury Department, include non-profit organizations as eligible borrowers, and stipulates that the Fed immediately offer a low-cost loan option tailored to the unique needs of non-profit organizations with deferred payments, and the loan may be forgiven solely for non- profits predominantly serving low-income communities that are ineligible for a PPP loan.

**Sec. 605. Options for small businesses and non-profits under the Main Street Lending Program.**

- This section mandates that the Federal Reserve, through the Main Street Lending Program, shall provide at least one low-cost loan option that small businesses and small non-profits are eligible for that does not have a minimum loan size, overriding the current \$500,000 minimum loan size to participate in the program.

**Sec. 606. SAFE Banking.**

- This section would allow cannabis-related legitimate businesses, that in many states have remained open during the COVID-19 pandemic as essential services, along with their service providers, to access banking services and products, as well as insurance. This section also requires reports to Congress on access to financial services and barriers to marketplace entry for potential and existing minority-owned cannabis-related legitimate businesses.

**Title VII – Empowering Community Financial Institutions**

**Sec. 701. Community Development Financial Institutions Fund.**

- This section authorizes an emergency appropriation of \$5 billion to the Community Development Financial Institutions (CDFI) Fund, of which \$1.5 billion would be set aside for minority-owned lenders, including minority depository institutions (MDIs), to support small businesses, minority-owned businesses and underserved communities.

**Title VIII – Providing Assistance for State, Territory, Tribal, and Local Governments**

**Sec. 801. Emergency relief for State, territorial, Tribal, and local governments.**

- This section expands the Federal Reserve’s assistance to local governments by allowing U.S. territories, as well as a greater number of cities and counties, to be eligible issuers in the Federal Reserve’s municipal liquidity facility.

**Sec. 802. Community development block grants.**

- This section would authorize \$15 billion in Community Development Block Grant funding to provide states and local governments with additional flexible resources to mitigate and address the health and economic impacts of COVID-19.

**Title IX – Providing Oversight and Protecting Taxpayers**

**Sec. 901. Mandatory Reports to Congress.**

- This section would amend the Act by requiring the Treasury Secretary to provide the same reports to Congress for its programs that the Federal Reserve submits for Federal Reserve programs under Section 13(3)(C) of the Federal Reserve Act and to submit to Congress and the Special Inspector General for Pandemic Recovery monthly summaries of Treasury's CARES Act and related activities.

**Sec. 902. Discretionary reports to Congress.**

- This section would amend the Act by authorizing the Congressional Oversight Commission to share additional information with the Financial Services Committee beyond the existing specifications listed under “Regular Reports” (Section 4020(b)(2)).

**Sec. 903. Definition of appropriate congressional committees.**

- This section would amend the Act by adding the Financial Services Committee to the list of appropriate congressional committees that receive reports from (1) the Pandemic Response Accountability Committee and (2) the GAO.

**Sec. 904. Reporting by inspectors general.**

- This section would (1) require inspectors general at certain federal agencies to include in their semiannual reports information about their respective agencies' COVID-related rulemaking, supervisory, and oversight activities and (2) in addition to reporting such information in their semiannual report, Inspectors General must also provide such information to the Special Inspector General for Pandemic Recovery, the Pandemic Response Accountability Committee, and the Congressional Oversight Commission.

**DIVISION L – Families, Workers, and Community Support Provisions**

*Prepared by the Democratic staff of the House Committee on Education and Labor*

**Community and Family Support**

**Sec. \_\_\_ Matching Funds Waiver for Formula Grants and Subgrants Under the Family Violence Prevention and Services Act.** This section waives the matching requirement for grantees and subgrantees under the Family Violence Prevention and Services Act (FVPSA)

during the COVID-19 pandemic. This will provide relief to domestic violence providers who rely on volunteer support to meet their matching requirements, but have been unable to maintain volunteers due to the pandemic.

**Sec. \_\_\_ Distribution of Certain Funds Appropriated for the Community Services Block Grant Act.** This section ensures that all states receive the appropriate share of Community Services Block Grant (CSBG) funds under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), raises the poverty line for all CSBG funds appropriated during fiscal years 2020-2022 to 200 percent, and ensures that states distribute CSBG funds received under the CARES Act to local community action agencies in a timely manner.

**Sec. \_\_\_ Low Income Home Energy Assistance Program (LIHEAP)**

This section expands energy assistance for low-income families, reduces barriers to LIHEAP participation during the COVID-19 emergency, and temporarily increases LIHEAP agencies' administrative resources to process the higher volume of applications remotely.

**Sec. \_\_\_ Water Assistance (shared w/ EC and TI)**

This section provides emergency funding to help low-income families who face high costs for drinking water and wastewater services pay these bills and avert shut-offs and late fees during the COVID-19 crisis.

**Child Nutrition and Related Programs**

**Sec. \_\_\_ 0001. Short Title: Child Nutrition and Related Programs Recovery Act.**

**Sec. \_\_\_ 0101. Emergency Costs for Child Nutrition Programs During COVID-19 Pandemic.** This section provides emergency funding to the school meal and child adult care food programs to help cover operational costs during COVID-19. These programs operate on a per-meal reimbursement, making additional funding necessary to cover fixed costs at a time when the number of meals served is drastically reduced due to the pandemic. This funding will help to ensure that these child nutrition programs have sufficient funding to continue feeding children in need. The funding will be administered by states and distributed to providers based on a formula that takes into account the typical level of reimbursement a program would receive to operate the program, and the reimbursement being received during the pandemic.

**Sec. \_\_\_ 0102. Amendments to the Pandemic EBT Act.** This section extends the Pandemic EBT program (which provides resources to families with children who would have otherwise received free or reduced price meals in school but for pandemic-related school closures) through the summer and until schools reopen, and allows states to include children who would have otherwise received meals through child care.

**Sec. \_\_\_ 0103. Fresh Produce for Kids in Need.** This section extends the waiver authority provided to the Department of Agriculture under the Families First Coronavirus Response Act to the Fresh Fruit and Vegetable Program (FFVP). FFVP provides fresh fruit and vegetable snacks



to children in low-income schools. This waiver authority will provide more flexibility for schools to serve FFVP foods, such as serving in bulk.

**Sec. \_\_\_ 0104. WIC Benefit Flexibility During COVID-19 Act.** This section allows the Secretary of Agriculture to increase the value of the WIC Cash Value Voucher (CVV) from \$9 for children and \$11 for women per month to \$35 per month for women and children through the end of fiscal year 2020. The WIC CVV may be used to purchase fruits and vegetables.

**Sec. \_\_\_ 0105. Calculation of Payments and Reimbursements for Certain Child Nutrition Programs.** This section ensures that certain calculations under the Richard B. Russell National School Lunch Act and the Child Nutrition Act that are based on reimbursements for school year 2019-2020, such as commodity allocations and administrative funding amounts, may not be less than the amounts provided for school year 2018-2019.

**Sec. \_\_\_ 0106. Reporting on Waiver Authority.** This section requires the Secretary of Agriculture to make public all child nutrition waiver applications authorized by the Families First Coronavirus Response Act, as well as the Department's response to such applications in a timely manner. It also requires all guidance related to such waivers to be dated to avoid confusion among child nutrition providers.

**Sec. \_\_\_ Short Title.** This division may be cited as the "COVID-19 Every Worker Protection Act of 2020".

**Sec. \_\_\_ Emergency Temporary and Permanent Standards.**

Requires OSHA to issue an emergency temporary standard (ETS) within 7 days of enactment to protect health care and other workers at occupational risk of exposure to COVID-19. The ETS:

- Requires employers to develop and implement a comprehensive infectious disease exposure control plan to protect workers from exposure to the SARS-CoV-2 virus that causes COVID-19.
- Incorporates, as appropriate, guidance issued by the Centers for Disease Control and Prevention, the National Institute for Occupational Safety and Health, and OSHA which are designed to prevent the transmission of infectious agents in healthcare settings and relevant scientific research on novel pathogens.
- Requires the ETS to be no less protective than the infectious disease precautions for novel pathogens issued by any OSHA state plan.
- Permits OSHA to exercise enforcement discretion in the event of equipment shortages.
- Requires OSHA state plan states to adopt an ETS within 14 days of enactment.
- Covers public employees in the 24 states where they are not currently covered by OSHA
- Requires OSHA to issue a permanent infectious disease standard within 24 months of enactment.
- Requires employers to comply with existing OSHA recordkeeping regulations.
- Prohibits employers from retaliating against workers for reporting or publicizing health and safety hazards, or for using their own more protective personal protective equipment if not provided by the employer.

**Sec. \_\_\_ - Surveillance, Tracking, And Investigation of Work-Related Cases of COVID-19.**

Requires the CDC, in conjunction with the National Institute for Occupational Safety and Health, to collect and, as appropriate, investigate reports of work-related transmission of COVID-19 to health care and other workers, and make recommendations on needed actions or guidance based on those reports and investigations.

**Sec. \_\_\_. Short Title. This division may be cited as the “COVID-19 Protections under the Longshore and Harbor Workers’ Compensation Act.”**

**Sec. \_\_\_ .Entitlement to Compensation.**—Establishes a presumption that COVID-19 is work related and authorizes eligibility for benefits under the LHWCA to those maritime employees who were employed between January 27, 2020 and January 27, 2022 who are diagnosed with COVID-19, or who were ordered not to return to work by the employer or by a public health agency because of exposure or risk of exposure in the workplace to 1 or more individuals diagnosed with COVID-19.

An employer or carrier is entitled to reimbursement for the costs of compensation paid for COVID-19 claims from the Special Fund established under the LHWCA Section 44, provided such employer is in compliance with requirements and guidance related to the prevention of exposure to COVID-19 issued by the Occupational Safety and Health Administration, Centers for Disease Control, the U.S. Coast Guard, or state or local health authority related. Insurance premiums and experience ratings cannot be adjusted based upon compensation paid by the carrier, if the carrier is reimbursed for the costs of claim from the Special Fund for purposes of this Title. Claims for reimbursement shall be submitted to the Department of Labor pursuant to regulations established under the War Hazards Compensation Act.

Funds are appropriated to the Special Fund. DOL shall report to Congress on claims paid, claims denied and claims pending, and expenditures from the Special Fund related to COVID-19 claims under this Title.

## **Title \_\_ – Amendments to Emergency Family and Medical Leave Expansion Act and Emergency Paid Sick Leave Act**

### **Subtitle A - Emergency Family and Medical Leave Expansion Act Amendments**

#### **Section \_\_. References.**

**Section \_\_. Employee Eligibility and Employer Clarification.** This section temporarily suspends, until December 31, 2022, the current 1,250 hour eligibility requirement and reduces the tenure eligibility requirement from 12 months to 90 days under non-emergency Family and Medical Leave Act (FMLA). This will ensure rampant unemployment and furloughs do not leave workers unable to qualify for FMLA benefits in the near future. This section also clarifies that public agencies are covered under the Family and Medical Leave Act of 1993, regardless of the number of employees.

**Section \_\_. Emergency Leave Extension.** This section extends the availability of Emergency Family and Medical Leave benefits from December 31, 2020 to December 31, 2021.

**Section \_\_. Emergency Leave Definitions.** This section

- Provides private sector and public sector employees who have been on the job for at least 30 calendar days with the right take up to 12 weeks of job-protected paid leave under the Family and Medical Leave Act, *regardless of the size of their employers.*
- Employees can take this leave to: (1) self-isolate because they were diagnosed with COVID-19, (2) obtain a medical diagnosis or to care for symptoms of COVID-19, (3) comply with a recommendation or order to self-isolate because physical presence at work would jeopardize the health of the employee, other employees, or a person in the employee's household, (4) care for a family member who is self-isolating, (5) care for a child whose school has closed or child care provider is unavailable due to COVID-19, or (6) care for a family member who is individual with a disability or senior citizen whose place of care or direct care provider is unavailable.

**Section \_\_. Regulatory Authorities.** This section removes the Secretary of Labor's authority to issue regulations, authorized under Families First Coronavirus Response Act, to exempt employees of businesses with fewer than 50 employees, or to issue regulations to exempt health care providers and emergency responders from the right to paid leave. Any regulations that have been issued under that previous authority shall have no effect.

**Section \_\_. Paid Leave.** This section ensures that workers are provided with a full 12 weeks of paid emergency FMLA leave and such leave does not count towards an employee's 12 weeks of non-emergency unpaid FMLA leave. This section also clarifies that only the employee can decide to take emergency FMLA leave concurrently with any other paid leave they have available.

**Section \_\_. Wage Rate.** This section ensures employees will receive a benefit from their employers that will be no less than two-thirds of the employee's usual pay, up to \$200 a day, but no less than the applicable minimum wage in their area.

**Section \_\_. Notice.** This section requires that employees provide their employers with notice as soon as is practicable.

**Section \_\_. Intermittent Leave.** This section clarifies that employees can take leave intermittently or on a reduced work schedule, regardless of a previous agreement between an employer and employee.

**Section \_\_. Certification.** This section states employers may require requests for emergency leave to be supported by basic documentation, but not before five weeks after the employee has started the leave.

**Section \_\_. Authority of the Director of the Office of Management and Budget to Exclude Certain Federal Employees.** This section eliminates the authority of the Director of the Office of Management and Budget to exclude certain federal employees from paid leave.

**Section \_\_.** **Technical Amendments.** This section makes technical amendments.

**Section \_\_.** **Amendments to the Families First Emergency Family and Medical Leave Expansion Act.**

- Clarifies that employees who work under a multiemployer collective bargaining agreement and whose employers pay into a multiemployer plan are provided with leave.
- Eliminates provisions that allow employers of health care providers and emergency responders the ability to exclude their employees from emergency FMLA leave.
- Eliminates provisions that restrict employees from exercising a private right of action against employers, with fewer than 50 employees.

**Subtitle B – Emergency Paid Sick Leave Act Amendments**

**Section \_\_.** **References.**

**Section \_\_.** **Paid Sick Time Requirement.** This section—

- Allows eligible employees to use paid sick leave for the uses allowed under the emergency FMLA (see above).
- For each 12-month period, entitles eligible full-time employees to two workweeks (80 hours) of emergency paid sick leave. For each 12-month period, eligible part-time employees are entitled to the hours of emergency paid sick leave that equals the typical number of hours that they work in a typical two-week period.
- Ensures employees receive emergency paid sick leave in addition to any existing employer-provided paid leave.
- Clarifies that employees can take leave intermittently or on a reduced work schedule, regardless of a previous agreement between an employer and employee.
- Allows employers to require requests for paid sick leave to be supported by basic documentation, but not before 7 days after the employee has returned to work.
- Requires employees to provide their employers with notice of need to take leave as soon as is practicable.
- Clarifies that full emergency paid sick leave is available to employees where they begin employment with a new employer.
- Requires employers to restore employees to their positions after returning from paid sick leave.

**Section \_\_\_\_.** **Sunset.** This section extends the availability of emergency paid sick leave from December 31, 2020 to December 31, 2021.

**Section \_\_\_\_.** **Definitions.** This section eliminates the large employer exemption and clarifies that nonprofit organizations are covered employers. This section ensures that full-time and part-time employees earn full wage replacement (up to \$511 per day) for all emergency paid sick leave uses.

**Section \_\_\_\_ . Emergency Paid Sick Leave for Employees of the Department of Veterans Affairs and the Transportation Security Administration for Purposes Relating to COVID-19.** This section ensures employees of the Department of Veterans Affairs and Transportation Security Administration are eligible for paid sick days.

**Section \_\_ . Authority of the Director of the Office of Management and Budget to Exclude Certain Federal Employees.** This section eliminates the authority of the Director of the Office of Management and Budget to exclude certain federal employees from paid sick leave.

**Section \_\_\_\_ . Regulatory Authorities.** This section eliminates the Secretary of Labor’s authority to issue regulations, provided under the Families First Coronavirus Response Act, to exempt certain employers with fewer than 50 employees, health care providers, and emergency responders from the emergency paid sick leave provisions. This section also eliminates the Secretary’s authority to issue regulations to align Divisions C (Emergency Family and Medical Leave Act), E (Emergency Paid Sick Leave Act) and G (Tax Credits for Paid Sick and Paid Family and Medical Leave) of the Family First Coronavirus Response Act. Any such regulations issued by the Department shall have no force and effect.

## **TITLE \_\_\_\_ - COVID-19 Workforce Development Response Activities**

**Section 101. Definitions and Special Rule:** Defines coronavirus, COVID-19 national emergency, “Secretary” as the Secretary of Labor, apprenticeship programs as Registered Apprenticeship programs, and clarifies that any funds for apprenticeships under this bill can only be used for Registered Apprenticeships.

### **Subtitle A—Workforce Development Activities in Response to the COVID–19 National Emergency**

**Section 111. Workforce Response Activities:** Provides additional flexibilities to state and local workforce systems in responding to the COVID-19 national emergency, including expanding eligibility to include individuals eligible for Pandemic Unemployment Assistance under Section 2102 of the CARES Act (P.L. 116-136); allows for all eligible individuals to receive individualized career services, such as individualized employment plans, career planning, counseling, financial literacy training, and comprehensive skills assessments; allows local workforce boards to use up to 40 percent of funds for incumbent worker training, and to take into account the COVID-19 national emergency when determining employer and participant eligibility; allows local workforce boards to use up to 40 percent of funds for transitional jobs, including for public sector employment; allows the Governor and local workforce boards to take the COVID-19 national emergency into account when determining whether to allow for up to 75 percent of wages to be reimbursed while an employee is participating in on-the-job training; allows the Governor to reserve an additional 10 percent of funds beyond their existing reservation of funds under this Act to support areas within their state most impacted by COVID-19; and requires states to supplement their workforce development plan to include a strategy for use of additional funds received under this Act to recover from the COVID-19 national emergency.

**Section 112. National Dislocated Worker Grants:** Authorizes funds under this bill to support training and temporary employment responding to the COVID-19 national emergency including for health care, direct care and frontline workers, layoff response activities for employers and workers, and requires the Secretary to release no less than 50 percent of the funds to States within 60 days of enactment of this Act.

**Section 113. State Dislocated Worker Activities Responding to the COVID–19 National Emergency:** Authorizes funds under this bill for state rapid response activities including layoff aversion strategies, dislocated worker activities including reemployment and navigation supports, short-term retraining (including to fill immediate health care frontline worker needs), and supportive services (such as childcare, housing, and needs-based payments).

**Section 114. Youth Workforce Investment Activities Responding to the COVID–19 National Emergency:** Authorizes funds under this bill to provide for subsidized youth employment up to age of 24, including for partnerships with employers and community-based organizations, counseling and navigation supports, and supportive services.

**Section 115. Adult Employment and Training Activities Responding to the COVID–19 National Emergency:** Authorizes funds under this bill to support employers providing incumbent worker training, including requiring at least one-third of funds to be used for such purposes, and employment supports such as work-based learning (e.g., Registered Apprenticeship, paid internships, etc.), transitional jobs, supportive services, and moving training and WIOA services online.

#### **Subtitle B—Employment Service COVID–19 National Emergency Response Fund**

**Section 121. Employment Service:** Authorizes funds under this bill to support job matching, reemployment activities, individualized career services, and support for employers who are facing layoffs or who are working to bring employees back. Funding will also help with modernizing the job matching data infrastructure across the country.

#### **Subtitle C—Job Corps Response to the COVID–19 National Emergency**

**Section 131. Job Corps Response to the COVID–19 National Emergency:** Authorizes funds under this bill to be used to provide for retaining capacity at Job Corps Centers during the COVID-19 national emergency, to provide for extended graduate services for recently graduated Job Corps students, to support the cleaning and improvements needed for Job Corps Centers to safely operate, and for stipends for students whose participation has been interrupted due to COVID-19. Provides additional programmatic flexibilities, including for eligibility, enrollment length, advanced career training programs, counseling, job placement and assessments, and transition support for Job Corps participants.

## **Subtitle D—National Programs**

**Section 141. Native American Programs:** Authorizes a 1-year extension on the 4-year grant cycle due to the COVID-19 national emergency.

**Section 142. Migrant and Seasonal Farmworkers:** Authorizes a 1-year extension on the 4-year grant cycle due to the COVID-19 national emergency, and expands eligibility to individuals not exceeding 150 percent of the poverty line.

**Section 143. YouthBuild:** Expands eligibility for individuals who turned 25 during the COVID-19 national emergency, and expands enrollment length beyond 2 years for individuals participating in the program during the COVID-19 national emergency.

**Section 144. Reentry Employment Opportunities:** Authorizes funds under this bill be used to support justice-involved youth, young adults, formerly incarcerated adults, and former offenders during and following the COVID-19 national emergency for employment-related opportunities including subsidized employment, transitional jobs, and bolstering alignment with the workforce system and participant supports, and requires that one-fourth of funds be used for grants to national and regional intermediaries.

**Section 145. Registered Apprenticeships:** Authorizes funds under this bill to be used to support states and intermediaries who are assisting employers that are participating in existing registered apprenticeships, including pre-apprenticeship and youth apprenticeship programs, to expand registered apprenticeship opportunities, and to pay for activities such as related instruction and supportive services.

## **Subtitle E—Community College and Industry Partnership Grants**

**Section 151. Community College and Industry Partnership Grants:** Authorizes the Secretary to award grants through 2024 to restart the Trade Adjustment Assistance for Community College Career Training (TAACCCT) grants, which were initially awarded during the Great Recession by the Department of Labor to support community college and industry partnerships in creating education and training programs. The program is designed to ensure participants receive stackable, portable credentials in in-demand industries and sectors, and provide additional student services to support program completion. Allows community colleges to use funds for equipment to support training.

## **Subtitle F—General Provisions**

**Section 161. General Provisions:** Authorizes funds under this bill to be used for program administration, performance evaluations and audits by the Inspector General. Requires the Secretary of Labor to establish an interagency agreement with the Secretary of Education for carrying out grants and coordinating funding priorities, and to make information available on recognized postsecondary credentials awarded under this Act. Requires the Secretary of Labor to provide guidance on using funds under this act in accordance with WIOA within 30 days.

**DIVISION M – Consumer Protection and Telecommunications Provisions**  
*Prepared by the Democratic staff of the House Committee on Energy and Commerce*

**Title I – Covid-19 Price Gouging Prevention**

**Sec. 101. Short Title.** Stipulates that the short title of this section is the “COVID-19 Price Gouging Prevention Act”.

**Sec. 102. Prevention of Price Gouging.** Prohibits the sale of consumer goods and services at unconscionably excessive prices. Goods and services include personal protective equipment, drugs, hand sanitizers, and healthcare services, among others. It also authorizes the Federal Trade Commission and State attorneys general to enforce the law and impose civil penalties on price gougers. No state laws would be preempted by the title.

**Title II – E-Rate Support for Wi-Fi Hotspots, Other Equipment, and Connected Devices**

**Sec. 201. E-Rate Support for Wi-Fi Hotspots, Other Equipment, and Connected Devices During Emergency Periods Related to COVID-19.** Authorizes \$5 billion in funding for a temporary disbursement to be administered through the Federal Communications Commission’s (FCC) E-rate Program for schools and libraries to provide internet service in a technologically neutral way to students and teachers, prioritizing those without internet access at home. It allows authorized funding to be used for internet service and providing connected devices, like laptops and tablets, Wi-Fi hotspots, modems, and routers, to students and teachers to help keep them in the digital classroom during the COVID-19 pandemic. Five percent of the emergency funds authorized are set aside to help serve schools and libraries that serve people living on tribal lands

**Title III – Emergency Benefit for Broadband Service**

**Sec. 301. Benefit for Broadband Service During Emergency Periods Relating to COVID-19.** Entitles households in which a member has been laid off or furloughed to get a \$50 benefit, or a \$75 benefit on tribal lands, to put toward the monthly price of internet service during the COVID-19 public health emergency. Internet service providers would be required to provide eligible households service at a price reduced by an amount up to the emergency benefit, and those providers can seek a reimbursement from the FCC for such amount. This would authorize nearly \$9 billion to cover the costs of reimbursements.

**Sec. 302. Enhanced Lifeline Benefits During Emergency Periods.** Requires that Lifeline providers make unlimited minutes and unlimited data available to those that rely on the Lifeline program to stay connected to phone or internet service and provides additional support.



**Sec. 303. Grants to States to Strengthen National Lifeline Eligibility Verifier.** Authorizes \$200 million in funding to help states participate in the National Lifeline Eligibility Verifier.

#### **Title IV – Continued Connectivity**

**Section 401. Continued Connectivity During Emergency Periods Relating to COVID-19.** Prohibits broadband and telephone providers from terminating service due to a customer’s inability to pay their bill because of financial hardships caused by the COVID-19 pandemic or imposing late fees incurred because of hardships caused by the COVID-19 pandemic. It also prohibits broadband providers from employing data caps or charging customers from going over data caps and requires them to open Wi-Fi hotspots to the public at no cost during the COVID-19 public health emergency.

#### **Title V – Don’t Break Up the T-Band**

**Section 501. Repeal of Requirement to Reallocate and Auction T-Band Spectrum.** Allows public safety organizations to continue using a portion of the airwaves critical for their radios, specifically, the T-Band.

#### **Title VI – National Suicide Hotline Designation**

**Sec. 601. Findings.** Includes findings related to suicide and mental health crisis counseling and the importance of designating a three-digit code for the National Suicide Prevention Lifeline.

**Sec. 602. Universal Telephone Number for National Suicide Prevention and Mental Health Crisis Hotline System.** Designates 9-8-8 as the universal dialing code for the National Suicide Prevention Lifeline.

**Sec. 603. State Authority Over Fees.** Allows states to impose a fee or charge on voice service subscribers’ bills for the support or implementation of 9-8-8 services for the support of the National Suicide Prevention Lifeline.

**Sec. 604. Location Identification Report.** Requires the FCC to evaluate and submit a report to Congress on the feasibility and cost of automatically providing the dispatchable location of calls to 9-8-8.

**Sec. 605. Report on Certain Training Programs.** Requires the Assistant Secretary for Mental Health and Substance Use to submit a report to Congress that details a strategy for offering support or providing technical assistance for training programs for National Suicide Prevention Lifeline counselors to increase competency in serving LGBTQ youth.

## **Title VII – COVID-19 Compassion and Martha Wright Prison Phone Justice**

**Sec. 701. Findings.** Includes findings regarding the need to connect families and incarcerated family members, particularly during the COVID-19 pandemic.

**Sec. 702. Requirement for Confinement Facility Communications Services, During the Covid-19 Pandemic and Other Times.** Sets a mandatory, immediate, interim cap on all rates charged in connection with voice calls and video calls made to or from prisons or jails —both for calls within a state and calls between states — of .04 cents per-minute for debit calls and .05 cents per-minute for collect calls. It also gives the FCC the authority to set rates in connection with voice calls and video calls in prisons and jails both for calls within a state and calls between states. Finally, it requires the FCC to adopt rules to replace the mandatory interim caps within 18 months of passage and to review those rates every two years. Prohibits prisons or jails from charging site commissions.

**Sec. 703. Authority.** Preempts any state law that permits a higher rate for voice or video calling but allows state laws mandating a lower rate to persist.

## **Title VIII – Healthcare Broadband Expansion During COVID-19**

**Section 801. Expansion of Rural Health Care Program of FCC in Response to COVID-19.** Authorizes \$2 billion for a temporary expansion of the FCC’s Rural Health Care Program ( RHCP) to partially subsidize their health care providers’ broadband service. Authorized subsidies would flow to all nonprofit and public hospitals, not just rural ones. Increases the broadband subsidy rate from 65 percent to 85 percent. Also uses authorized funds to expand eligibility of the RHCP to ensure mobile and temporary health care delivery sites are eligible and temporarily modifies administrative processes to ensure funding is delivered expediently.

### **DIVISION N – Giving Retirement Options to Workers Act**

*Prepared by the Democratic staff of the House Committee on Education and Labor*

**Sec. \_\_\_0001. Short Title: This division may be cited as the “COVID-19 Protections under the Longshore and Harbor Workers’ Compensation Act.”**

#### **Sec. \_\_\_0002. Composite Plans**

The section changes the multiemployer pension system by authorizing what is referred to as a “composite plan.” This new plan is composed of features of a traditional defined benefit plan and of a 401(k)-style defined contribution plan.

A composite plan may be a stand-alone plan or a part of an existing multiemployer plan as long as such plan is not in critical status or anticipated to be in critical status in the next five years. An eligible existing plan (referred to as a “legacy plan”) that establishes a composite plan must satisfy certain requirements for funding the composite plan. Whether it is a stand-alone plan or part of an existing multiemployer plan, a composite plan must be professionally managed and must maintain a projected funding ratio of 120 percent on a 15-year going forward basis. If the

amount of plan assets is not enough to pay 120 percent of participants' promised benefits, the plan would have to take remedial action by adopting what is referred to as a "realignment program." The realignment program consists of several tiers of options to be undertaken by the plan to enable it to achieve a 120 percent funding ratio. The first options include increasing contribution rates (negotiated by the bargaining parties), reducing future accrual rates, and reducing adjustable benefits for non-retirees. If necessary, the last option is reducing retiree benefits. Consequently, a participant's benefit may increase or decrease depending on the funding level of the composite plan. Ensuring that a composite plan maintains a 120 percent funding target is viewed as beneficial and could help mitigate against the kind of volatility in the financial markets that has occurred during the COVID-19 public health crisis.

There are requirements to provide annual notices to composite plan participants. Composite plans do not pay PBGC premiums and are not covered by the PBGC guarantee. If a composite plan were to become insolvent, it could not obtain financial assistance from PBGC, and its participants and beneficiaries would not be covered by the PBGC guarantee. Those employers who contribute to a composite plan negotiate a fixed contribution rate and do not have withdrawal liability, which is a payment or series of payments by an employer that no longer participates in a multiemployer plan. A legacy plan that establishes a composite plan, however, must continue to pay PBGC premiums and comply with existing funding rules, among other requirements. Participants and beneficiaries in a legacy plan continue to be covered by PBGC and their benefits would be covered by the PBGC guarantee.

## **DIVISION O – Education Provisions and Other Programs**

*Prepared by the Democratic staff of the House Committee on Education and Labor*

### **Title I – Higher Education Provisions**

#### **Sec. \_\_\_\_ . Definitions.**

This section provides definitions for terms such as "award year", "authorizing committees", and "FAFSA", which stands for the Free Application for Federal Student Aid.

#### **Subtitle A – CARES Act Amendments**

#### **Sec. \_\_\_\_ . Application of Waiver to Participating Nonprofit Employers.**

This section clarifies that the Secretary will waive the non-federal match requirement for non-profit employers for award years 2019-2020 and 2020-2021.

#### **Sec. \_\_\_\_ . Extension of Federal Work-Study During a Qualifying Emergency.**

This section extends flexibility into the fall that allows institutions of higher education (institutions) to pay federal work-study students even if they are unable to complete their jobs due to COVID-19.

#### **Sec. \_\_\_\_ . Continuing Education at Affected Foreign Institutions.**

This section clarifies that a foreign institution is eligible to offer courses via distance education based on a declaration of an emergency in the applicable country rather than the qualifying emergency in the United States. Further, it allows foreign institutions to enter into agreements

with US based institutions for the duration of the emergency in the applicable country as well as in the United States.

**Sec. \_\_\_\_ . Funding for HBCU Capital Financing.**

This section replaces the \$62 million cap on mandatory funding provided for the Historically Black Colleges and Universities (HBCU) Capital Financing program with “such sums.”

**Sec. \_\_\_\_ . Waiver Authority for Institutional Aid**

This section repeals a provision in the *Coronavirus Aid, Relief, and Economic Security Act* ( CARES Act) that allows the Secretary of Education to waive the special allotment rule for HBCUs with direct HEA appropriations.

**Sec. \_\_\_\_ . Scope of Modifications to Required and Allowable Uses.**

This section clarifies that the Department of Education cannot use the authority provided under the CARES Act to grant waivers that would allow grant funds to be used in a way that deviates from the overall purpose of the grant program. This section additionally allows the Secretary of Education to grant waivers related to the required and allowable uses for the Minority Science and Engineering Improvement Program.

**Subtitle B – Financial Aid Access**

**Sec. \_\_\_\_ . Emergency Financial Aid Grants Excluded from Need Analysis.**

This section specifies that emergency financial aid grants shall not be included as income or assets for the purposes of calculating a student’s expected family contribution (EFC) or treated as estimated financial assistance not received under Title IV of the *Higher Education Act of 1965* ( HEA). As a result, emergency financial aid provided to a student in response to the COVID-19 emergency will not impact that student’s eligibility for federal financial aid.

The term “emergency financial aid grant” includes emergency aid awarded under the Higher Education Emergency Relief Fund of the CARES Act, emergency aid supported with Supplemental Educational Opportunity Grant (SEOG) program funds, and any other emergency aid provided by a Federal agency, state, Indian tribe, institution, or scholarship-granting organization for the purpose of providing relief in response to a qualifying emergency.

**Sec. \_\_\_\_ . Facilitating Access to Financial Aid for Recently Unemployed Students.**

This section specifies that any individual who has applied for, or is receiving, unemployment benefits at the time that they submit an application for federal financial aid will be treated as a dislocated worker on the FAFSA, which can qualify a FAFSA applicant for the simplified needs test or an automatic zero EFC. This provision is effective for the duration of the COVID-19 emergency and the following award year. The Department of Education is required to implement this provision within 30 days of enactment.

This section also requires the Department of Education to work with the Department of Labor and institutions to provide guidance and conduct outreach to recently unemployed individuals informing them of their potential eligibility for aid, including their treatment as dislocated workers on the FAFSA. The Department of Education is additionally required to work with

institutions to inform applicants for federal student aid of the availability of other means-tested federal benefit programs and to inform institutions of their authority to share information from a student's FAFSA (with the student's consent) with organizations that assist students in applying for and receiving Federal, State, local, or tribal assistance.

This section specifies that guidance released by the Department of Education on May 8, 2009, shall be effective for the duration of the COVID-19 emergency and the following award year, including guidance regarding the ability of financial aid administrators to conduct professional judgement for recently unemployed students and adjustments to the Department of Education's risk-based model for selecting institutions for program reviews.

**Sec. \_\_\_\_ . Student Eligibility for Higher Education Emergency Relief Fund**

This section prohibits the Secretary of Education from imposing restrictions on the populations of students who may receive funds under section 18004 of the CARES Act, which creates the Higher Education Emergency Relief Fund. This section specifies that the Personal Responsibility and *Work Opportunity Reconciliation Act of 1996* does not apply to funds made available under section 18004 of the CARES Act.

**Sec. \_\_\_\_ . Definition of Distance Education.**

This section applies the definition of distance education that was included in the Department of Education's proposed rule on Distance Education and Innovation published on April 2, 2020 that was reached by consensus, to programs that begin on or after August 15, 2020. Distance education is defined as education that uses technology to deliver instruction to students who are separated from the instructor(s) and to support regular and substantive interaction between the students and the instructor(s), either synchronously or asynchronously. This provision is effective until the end of the 2020-2021 award year.

**Sec. \_\_\_\_ . Institutional Stabilization Program.**

This section creates the Institutional Stabilization Program (ISP) which allows eligible institutions, in lieu of submitting a letter of credit to be considered financially responsible in order to participate in title IV, to enter into a COVID-19 provisional program participation agreement (CVPPPA) after meeting certain requirements.

To participate in the ISP, a non-profit institution, that offered on campus classes during award year 2018-2019, must have a composite score below 1.0 and a liquidity level of 180 days or below. An institution that does not currently have a composite score below 1.0 but estimates that it will have a composite score below 1.0 for the following year can also opt into the program if it meets the liquidity threshold. Institutions with a liquidity level above 180 days are not eligible to participate.

An eligible institution must submit an application to the Secretary of Education no later than December 31, 2020 and include in the application: an estimated liquidity level; assurance that the institution will submit a record management plan and teach-out plan; and an assurance that the institution will meet the requirements of the teach-out agreement if applicable. Eligible institutions that want to opt into the ISP have 10 days to notify the institutional state authorizer and accreditor of such application and 60 days to procure an auditor attestation of its liquidity

level (calculated under the FASB ASU 2016-14) and submit a teach-out plan and record management plan as approved by the Department of Education and the institution's accreditor. If the institution closes, it must release all financial holds placed on student records and provide access to transcripts at no cost for three years after the institution closes. Institutions with 90 days or less in liquidity must meet additional requirements after the application is approved. While applications are pending, the Secretary of Education cannot collect a letter of credit. The Secretary of Education is required to approve or deny complete applications within 10 days of receiving them and institutions must notify the state authorizer and accreditor within 5 days of such decision.

All institutions must also meet other eligibility requirements regarding administrative capability and cash reserve requirements under the HEA. The institution will be required to meet the teach-out plan or agreement requirement based on the liquidity level verified by the auditor – not the institution's estimate in the initial application. Once the institution is in the program, changes in liquidity level will no longer impact eligibility or treatment under the program, until it is up for renewal. However, if there is a consistent decline in liquidity, the Secretary may require an institution to make substantial progress on a teach-out agreement.

After an institution has met the above requirements, the institution is now approved to enter the ISP under a COVID-19 Provisional Program Participation Agreement (CVPPPA). Institutions with 90 days or less in liquidity must additionally make sufficient progress on the teach-out agreement (requiring that a minimum of 75% of students are covered) within 30 days of being approved for the CVPPPA and must submit updates on subsequent progress every 14 days as determined by its accreditor thereafter until the teach-out agreement(s) covers all students. All participating institutions must also report regularly (i.e. every 15 days for those with 90 days or below in liquidity and every 30 days for those with 91-180 days in liquidity) to the Secretary of Education regarding liquidity and student enrollment. If these requirements are not met, the institution is no longer eligible for the CVPPPA and the Secretary can collect a letter of credit.

The CVPPPA may be renewed through June 30, 2022, and if the Secretary of Education determines that it is in the benefit of the institution to extend such participation, the agreements may be renewed through June 30, 2024. The Secretary of Education must also submit reports to Congress with a summary of each agreement 90 days after enactment and every 90 days thereafter until all agreements have expired or been terminated.

If a student attending an institution participating in a CVPPPA at the time of closure, and 120 days prior, is entitled to an automatic closed school discharge if such student has not re-enrollment in a new institution within three years of such closure.

This section also defines “liquidity level”, “teach-out agreement”, “teach-out institution”, and “teach-out plan”.

The Secretary is authorized \$300 million to provide grants to participating institutions that meet the CVPPPA requirements in order to fulfill the requirements of the agreements, and defray costs related to COVID-19.

## **Subtitle C – Federal Student Loan Relief**

### ***Part A – Temporary Relief for Federal student Loan Borrowers Under the CARES Act***

#### **Sec. \_\_\_\_ . Expanding Loan Relief to all Federal Student Loan Borrowers.**

This section amends the CARES Act to define the term “Federal student loan” to include Direct Loans, Department- and commercially-held Federal Family Education Loans (FFEL), Department- and institutionally-held Perkins loans, and Health and Human Services (HHS) student loans under subpart II of part A of Title VII and part E of Title VIII of the *Public Health Service Act* that are eligible for consolidation with Direct Loans under the HEA.

#### **Sec. \_\_\_\_ . Extending the Length of Borrower Relief due to the Coronavirus Emergency.**

This section amends the CARES Act to extend suspension of payments for Federal student loans through September 30, 2021 and adds a 30-day transition period where any missed payments after payment suspension ends do not result in collection fees and are not reported to consumer reporting agencies. Adds a provision that requires the Secretary or, as applicable, the HHS Secretary to make the borrowers with loans that were excluded from the CARES Act (i.e., commercially-held FFEL, institutionally-held Perkins loans, and HHS student loans) whole as if those loans were part of the original CARES Act. Allows borrowers repaying under an income-driven repayment plan to not recertify their income or family size until after December 30, 2021.

#### **Sec. \_\_\_\_ . No Interest Accrual.**

This section amends the CARES Act to extend no interest accrual on Federal student loans ( regardless of repayment status) until September 30, 2021 or until the economy shows initial signs of recovery (as defined in the Act), whichever is longer. For commercially-held FFEL and institutionally-held Perkins loans, the Secretary is required to pay the amount of interest due on the unpaid principal to the holder on a monthly basis. The payments cannot affect payment calculations under the special allowance rules in the HEA. The HHS Secretary must also pay the amount of interest due on the unpaid principal to the holder of the loan on a monthly basis. Adds a provision that requires the Secretary or, as applicable, the HHS Secretary to make the borrowers with loans that were excluded from the CARES Act (i.e., commercially-held FFEL, institutionally-held Perkins loans, and HHS student loans) whole as if those loans were part of the original CARES Act.

Clarifies that accrued interest prior to March 13, 2020 cannot be capitalized as a consequence of the implementation of pause payments or the no interest accrual provisions.

#### **Sec. \_\_\_\_ . Notice to Borrowers.**

This section makes conforming amendments to the CARES Act such as requiring the HHS Secretary to notify HHS borrowers that the benefits provided to them under the CARES Act, as amended in this Act will end. Also requires the Secretary of Education and, as applicable, the HHS Secretary to notify Perkins loan and HHS borrowers of income-driven repayment plans available to them if they consolidate.

#### **Sec. \_\_\_\_ . Writing Down Balances for Federal Student Loan Borrowers.**

This section amends the CARES Act to provide \$10,000 of up-front debt relief for all Department of Education loan borrowers. Borrowers owing less than \$10,000 will receive up to the amount owed on their balance. Unless otherwise requested by the borrower, the discharge is applied first toward the loan with the highest interest rate. Borrowers with the same interest rate on all loans, the discharge is applied first toward the loan with the highest principal balance. The discharged amount is excluded from gross income and not required to be reported to the Internal Revenue Services.

**Sec. \_\_\_\_ . Implementation.**

This section amends the CARES Act to facilitate implementation of the temporary relief provided to borrowers. Requires holders of commercially-held FFEL, institutionally-held Perkins loans, and HHS loans to report information that allows the Secretary of Education and, as applicable, the HHS Secretary to verify borrower payments that are to be provided or suspended and calculate the amount of interest due to the holder for reimbursement.

**Sec. \_\_\_\_ . Effective Date.**

This section requires that the amendments made under this Part take effect as if enacted as part of the CARES Act.

***Part B – Consolidation Loans and Public Service Loan Forgiveness***

**Sec. \_\_\_\_ . Special Rules Relating to Federal Direct Consolidation Loans.**

This section establishes special rules for borrowers consolidating loans between the date of enactment and September 30, 2021 or until the economy shows initial signs of recovery (as defined in this Act), whichever is longer. The special rule allows borrowers to consolidate without losing prior payments for purposes of Public Service Loan Forgiveness (PSLF) and income-driven repayment plans. To determine the number of monthly qualifying payments, the Secretary of Education must calculate the weighted factor of each component loan, determine the number of qualifying monthly payments made on each component loan before consolidation, add the number of qualifying monthly payments on each loan, and round to the nearest whole number. When determining the new interest rate, the standard rules for consolidation apply except that the Secretary must not round up the weighted average of the interest rate. The Secretary of Education and the HHS Secretary must undertake a campaign to alert borrowers on the benefits of consolidating.

This section also requires the Government Accountability Office to submit a report within six months after the date of enactment of this Act on the implementation of this section.

**Sec. \_\_\_\_ . Treatment of PSLF.**

This section removes the requirement that a borrower must be employed in a public service employer at the time of forgiveness under PSLF. This section also allows a borrower with a full-time job as a health care practitioner working at a public or non-profit hospital or health care facility but prohibited by State law from being employed directly by the hospital or health care facility to be eligible for PSLF.

***Part C – Emergency Relief for Defrauded Borrowers***



**Sec. \_\_\_\_ . Emergency Relief for Defrauded Borrowers.**

This section provides full student loan relief to borrowers who attended an institution that, according to findings made by the Department of Education on or before the date of enactment of this Act, made a false or misleading job placement representation. Full student loan relief is also provided to borrowers who attended an institution that, according to findings made by the Department of Education on or before the date of enactment, made a false or misleading guaranteed employment or credit transferability representation and submitted a claim to the Department of Education. Under this section, borrowers covered under these findings who have already received partial relief are entitled to the rest of relief on their loans.

Not later than 30 days after enactment, the Secretary of Education must notify each eligible borrower with information about the relief, the borrower’s eligibility to receive federal financial aid, and any additional relief the Secretary deems appropriate. Not later than 45 days after enactment, the Secretary of Education will cancel or repay the full balance of interest and principle (including fees and charges) and refund the borrower with the full amount of payments such borrower made on their loans. Not later than 60 days after enactment, the Secretary of Education is required to remove all adverse credit history related to such loans.

Additionally, this section requires the Secretary of Education to adjudicate claims submitted by State Attorneys General (AGs) within 180 days of enactment. For each claim where the State AG proves misrepresentation and the borrower has not yet received full relief, the Secretary of Education is required to provide full relief. While the claims are being adjudicated, the Secretary of Education must suspend payments, involuntary collections and interest on the eligible loans. Further, not later than 10 days after relief is provided, the Secretary of Education must notify borrowers. The Secretary of Education must provide detailed documents to the authorizing committees regarding claims pertaining to 20 or more individuals not later than 10 days after the claims are adjudicated.

Regarding each loan cancelled or repaid under this section, the Secretary of Education shall initiate an appropriate proceeding to require the institution whose act or omission resulted in relief provided to the borrowers in this section to repay the Secretary of Education.

Relief provided under this section is excluded from gross income and not required to be reported to the Internal Revenue Services.

***Subtitle D – Notifications and Reporting***

**Sec. \_\_\_\_ . Notifications and Reporting Relating to Higher Education.**

This section requires the Secretary of Education to submit written notification to the authorizing committees each time an HEA provision (including regulation or subregulatory guidance) will be modified or waived due to COVID-19, other than a provision authorized to modify or waive under the CARES Act. This notification must also be published online. Each notification must include certain elements outlined in the Act. The Secretary of Education must also submit quarterly reports through the end of the first fiscal year after the qualifying emergency ends. For flexibilities already granted prior to enactment of this Act, the Secretary must submit a report

outlining those flexibilities and include the elements outlined in the Act.

This section also requires institutions that exercise an authority provided under specific sections in the CARES Act to submit to the Secretary of Education a report that describes how the institution used the authority and the number of students affected by the use of such authority. The Secretary of Education is then required to submit a summary of this information to the authorizing committees, along with other information as outlined in this Act.

The Secretary of Education must submit a report to the authorizing committees summarizing modifications to any contracts with servicers and amendments to program participation agreements with institutions. The Secretary of Education must also submit randomly selected sample copies of program participation agreements.

This section amends other sections in the CARES Act to add certain reporting requirements.

## **Title II – Other Programs**

### ***Subtitle A – Child Care Stabilization Fund***

#### **Sec. \_\_\_\_ . Child Care Stabilization Fund.**

This section establishes a child care stabilization fund that requires the HHS Secretary to award grants to lead agencies in states, territories, Indian tribes, and tribal organizations to make subgrants to qualified child care providers to support the stability of the child care sector during and after the COVID-19 public health emergency. The HHS Secretary is required, within 21 days of the enactment of the Act, to make such grants according to the definitions and formula specified in section 6580 of the *Child Care Development Block Grant Act of 1990* (CCDBG) and is allowed to reserve no more than 1 percent of funds for administrative activities.

This section requires lead agencies to reserve no more than 10 percent of funds allotted to them for administrative costs, including for technical assistance to help providers apply for and access subgrants and outreach to providers. Lead agencies are required to use the remainder of the funds allotted to them to award subgrants to qualified child care providers. Qualified child care providers are those who are eligible under CCDBG, were providing child care services on or before March 1, 2020, and are either open and available to provide child care services or closed due to COVID-19. The subgrant amount must cover the provider's operating expenses, account for increased costs of providing child care as a result of COVID-19, and account for and not duplicate payments or reimbursements made to a provider through CCDBG, Head Start, or the Paycheck Protection Program (PPP).

In order to receive a subgrant, a child care provider must submit an application to the lead agency as outlined in the Act, including assurances that all providers will pay providers and employees full compensation, provide families relief from copayments and tuition, and prioritize such relief for families struggling to make payments. Providers that are open must also provide assurances that they will implement policies and practices that abide by public health guidance for child care providers and give priority for available slots to children of workers whose places of employment require their attendance, homeless children, children at risk of child abuse and

neglect, and children in foster care. Providers that are open and in states with stay-at-home orders shall also give priority to children of essential workers. Providers that are closed must provide an assurance that children enrolled as of March 1, 2020 will maintain their slots.

The lead agency is required to accept and process applications on a rolling basis. In states where the lead agency has an existing grant program for child care providers, the lead agency shall treat an application submitted for such a program as an application for this section if such application contains the information required in this section. Additionally, the lead agency is required to make all materials and resources, including notification of subgrant opportunities and the application, available in the languages most commonly spoken in the State. The lead agency is further required to make the application accessible on the state website and accessible to all qualified child care providers.

In making subgrants, the lead agency must give priority to certain providers (as outlined in the Act) and award subgrants equitably among center-based providers, family child care providers, group home providers, and other non-center-based child care providers such that providers are able to access subgrants regardless of their setting, size, or administrative capacity.

This section requires the lead agency to obligate at least 50 percent of funds appropriated to award subgrants by December 31, 2020.

The allowable uses of funds for subgrants to providers includes but is not limited to payroll, employee benefits, mortgage or rent obligations, premium pay for provider and other employees who provide services during the COVID-19 public health emergency, sanitation and cleaning, personal protective equipment and other equipment necessary to carry out the functions of the provider, training and professional development related to health and safety practices, and adaptations to child care services as a result of COVID-19. Funds can be used to reimburse providers for sums obligated or expended before the enactment of the Act if such sums were used to respond to COVID-19.

This section requires the lead agency to submit to the HHS Secretary an initial report within 60 days of awarding the first subgrant and a final report. Reporting requirements are specified in the Act. The HHS Secretary is then required to provide a report to the authorizing committees that summarizes the information provided in the lead agency initial reports and a report that summarizes the information provided in the lead agency final reports.

This section requires that funds made available under this Subtitle be used to supplement and not supplant other Federal, State, and local public funds expended to provide child care services. Requires states, Indian tribes, and tribal organizations to return to the HHS Secretary any funds that are not obligated by September 30, 2021, which shall be reallocated to States that did not return funds. Such re-allotted funds are to remain available through fiscal year 2022.

All CCDBG provisions (except for section 658E(c)(3)(C)-(E), 658G, and 658J(c)) apply to this Subtitle to the extent that such provisions do not conflict with provisions in this section.

This section authorizes funds appropriated through CCDBG to be used to carry out this Subtitle and specifies that the HHS Secretary shall exclude funds appropriated for this Subtitle when calculating state, territory, and tribal allotments for supplemental CCDBG funding.

***Subtitle B - Carl D. Perkins Career and Technical Education Act of 2006 and Adult Education and Literacy COVID-19 National Emergency Response***

**Sec. \_\_\_\_ . Definitions.**

This section provides definitions for terms such as “apprenticeship” and “apprenticeship program”.

**Sec. \_\_\_\_ . COVID-19 Career and Technical Education Response Flexibility.**

This section provides legislative flexibility for programs under the *Perkins Career and Technical Education Act of 2006* (Perkins CTE) in response to COVID-19 such as allowing Perkins CTE entities to retain funds at the local level instead of returning unspent academic year funds to the state. Authorizes supplemental funds for Perkins CTE to be used for expanding or modernizing digital, physical, or technology infrastructure; providing incentives for students and employers to participate in work-based learning; expanding or adapting program offerings in response of the economic impact of COVID-19; and providing professional development and training activities.

**Sec. \_\_\_\_ . Adult Education and Literacy Response Activities.**

This section provides legislative flexibility for the *Adult Education and Family Literacy Act* to allow for program administration and state leadership funds to be used for online service delivery and requires the Secretary of Education to provide guidance on virtual proctoring of adult education. Authorizes supplemental funds for adult education programs, and requires not less than 10 percent of funds be used for correctional education and expanding the infrastructure needed for online or digital educational resources, creating or expanding digital literacy curriculum, and partnering more closely with the workforce development system to implement strategies such as integrated education and training.

**Sec. \_\_\_\_ . General Provisions.**

This section requires that funds under this Act for activities under the Perkins CTE and the Adult Education and Family Literacy Act are subject to performance accountability as described in the appropriate authorizing statute and a rigorous evaluation. Funds used for program administration must be used by the Secretary of Education to establish an interagency agreement with the Department of Labor among other administrative functions.

This section also requires that funds used under this Subtitle for apprenticeships be only used for registered apprenticeships. Allows Perkins CTE and Adult Education eligible agencies to apply for waivers under the General Education Provisions Act for the 2019-2020 academic year.

***Subtitle C - Corporation for National and Community Service COVID-19 Response Activities***

**Sec. \_\_\_\_ . Corporation for National and Community Service Provisions.**

This section provides legislative flexibility for certain programs under the Corporation for National and Community Service (CNCS) in response to COVID-19 such as allowing

AmeriCorps to waive the match requirement for existing grantees who may no longer be able to meet the requirements due to funding constraints as a result of COVID-19. This section also allows AmeriCorps volunteers whose service is interrupted due to COVID-19 to receive a cash stipend in lieu of the education award.

**Sec. \_\_\_\_.** **National Service Expansion Feasibility Study.**

This section requires CNCS to conduct a study on the feasibility of increasing the capacity of national service programs to respond to the economic and social impacts of COVID-19.

**DIVISION P – ACCESS Act**

*Prepared by the Democratic staff of the Committee on House Administration*

**Section 160001: Short Title.** The “American Coronavirus/COVID-19 Election Safety and Security Act” or the “ACCESS Act”.

**Section 160002. Requirements for Federal Election Contingency Plans In Response To Natural Disasters And Emergencies.**

- Requires states and jurisdictions to establish and make publicly available contingency plans that enable voting in federal elections during a state of emergency, public health emergency or national emergency and to update such plans at least every 5 years.
- Requires contingency plans to include initiatives to provide equipment and resources necessary to protect the health and safety of poll workers and voters and to recruit poll workers from resilient and unaffected populations.
- Permits the Attorney General to bring a civil action in an appropriate United States District Court as may be necessary to carry out the requirements of this section and permits a private right of action.

**Section 160003. Early Voting and Voting by Mail.**

- Requires at least 15 consecutive days of early voting for federal elections. Goes into effect in the November 2020 election and for each succeeding federal election.
  - Requires the early voting period to be no less than 10 hours each day, to have uniform hours for each day, and to allow for voting prior to 9:00am and after 5:00pm.
  - Requires polling places with early voting periods to be located within walking distance of a stop on a public transportation route and to be available in rural areas of states.
  - Directs the Election Assistance Commission to issue election administration standards for early voting that include standards for nondiscriminatory geographic placement of polling places and that permit deviation (provided there is adequate public notice) in the case of unforeseen circumstances.

- Requires states to begin processing and scanning ballots cast during the early voting period at least 14 days prior to election day.
- Ensures that every voter can access no-excuse absentee vote-by-mail. Goes into effect in the November 2020 election and for each succeeding federal election.
  - Prohibits states from imposing additional conditions or requirements for eligibility to vote by absentee ballot upon individuals who are already eligible voters.
  - Prohibits states from requiring any form of identification to obtain an absentee ballot, although requiring a signed affirmation of identity is permitted.
  - Prohibits states from requiring notarization or witness signatures to obtain or cast an absentee ballot.
  - Ensures that voters can opt-in to voting permanently by absentee ballot by mail in their absentee voting applications.
  - Requires states that conduct signature verification of voters submitting an absentee ballot to provide due process protections that must include a notice and an opportunity to cure a discrepancy in signatures or a missing signature. Provides voters with a 10-day period to cure which begins on the date the voter is notified.
  - Requires states to submit a report to Congress containing information on invalidated ballots no later than 120 days after each federal election cycle.
  - Ensures that every voter can submit an online request for an absentee ballot.
  - Requires states to deliver an absentee ballot and related voting materials to voters prior to election day if the request for such materials is received prior to 5 days before election day.
- With respect to the COVID-19 pandemic and all future emergencies declared between 120 days before election day and 30 days before election day, requires states to automatically mail absentee ballots and balloting materials to all registered voters no later than two weeks before election day (and for states that do not register voters, to all voters in the state's central voter file). Requires a voter to attest that the voter has not and will not cast another ballot.
- Provides standards for absentee ballots cast by mail.
  - Ensures that absentee ballots and related voting materials are accessible to voters with disabilities.
  - Requires that submitted absentee ballots be accepted and processed if postmarked, signed or otherwise indicated by the United States Postal Service to have been mailed on or before election day and if received within ten days after election day.
  - Permits voters to return absentee ballots by mail, by casting it at a polling place on election day, by submitting it at a designated ballot drop-off location, or by designating another person to return the ballot to the post office, a ballot drop-off location, a tribally designated building or an election office.
  - Requires states to begin processing and scanning ballots cast by mail at least 14 days prior to election day.

- Requires states to establish an absentee ballot tracking program. Goes into effect in the November 2020 election and for each succeeding federal election.
- Ensures that notwithstanding the precinct or polling place at which a provisional ballot is cast within the state, the appropriate election official shall count each vote on such ballot for each election in which the individual who cast such ballot is eligible to vote. Goes into effect in the November 2020 election and for each succeeding federal election.
- Provides voters with a private right of action for violations of requirements under Subtitle C of Title III under the Help America Vote Act of 2002.

**Section 160004. Permitting Use of Sworn Written Statement To Meet Identification Requirements For Voting.**

- Provides that if a state has a voter identification requirement to cast a ballot in-person or by mail, an individual may make a sworn written statement attesting to their identity to fulfill the identification requirement. Does not affect the Help America Vote Act's requirements for certain first-time voters who submitted their voter registration by mail.

**Section 160005. Postage-Free Voting Materials.**

- Ensures that voter registration application forms, absentee ballot application forms, and absentee ballots in federal elections are mailed to voters expeditiously with self-sealing envelopes and prepaid postage.

**Section 160006. Requiring Transmission of Blank Absentee Ballots Under UOCAVA To Certain Voters.**

- Amends the Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA) to require states to transmit blank absentee ballots electronically to qualified individuals. Goes into effect in the November 2020 election and for each succeeding federal election.
  - Defines qualified individuals as voters who have requested an absentee ballot but have not received it at least 2 days before election day, voters who reside in an area where an emergency has been declared within 5 days of election day and have not already requested an absentee ballot, voters who will be absent on election day due to professional or volunteer service, voters who are hospitalized or expect to be on election day, or voters who have a disability and reside in a state that does not offer secure remote ballot marking.
- Requires blank absentee ballots transmitted to qualified voters to comply with the language requirements under section 203 of the Voting Rights Act of 1965 and the disability requirements under section 508 of the Rehabilitation Act of 1973.

- Requires qualified individuals to provide the state with an attestation in electronic form that they are qualified, that they have not and will not cast another ballot and that they acknowledge the consequences of stating a material misstatement of fact.
- Requires electronic blank absentee ballots transmitted to qualified individuals to have prepaid return postage.
- Prohibits states from refusing to accept and process an absentee ballot from a qualified individual based on notarization or witness signature, paper type, or envelope type requirements.

### **Section 160007. Voter Registration.**

- Amends the National Voter Registration Act of 1993 to ensure that voters can register to vote online, can submit an EAC-prescribed mail voter registration application online, and can update their voter registration information online.
  - Requires states to establish technological security measures to protect information provided through online voter registration services.
  - Ensures that online voter registrations services are available to individuals with disabilities.
  - Ensures that online voter registration services are also available through the use of an automated telephone-based system.
- Amends the Help America Vote Act of 2002 to ensure that all eligible individuals can register to vote on the same day that they vote. Goes into effect in the November 2020 election and for each succeeding federal election.
- Amends the National Voter Registration Act of 1993 to prohibit states from requiring voter registration applicants to provide more than the last 4 digits of their social security numbers. Goes into effect in the November 2020 election and for each succeeding federal election.

### **Section 160008. Accommodations for Voters Residing in Indian Lands.**

- Permits an Indian Tribe to designate buildings as ballot pickup and collection locations and to designate one building per precinct located within Indian lands at no cost to the Indian Tribe.
- Requires states or political subdivisions to collect ballots from designated locations and to provide Indian Tribes with accurate precinct maps for all precincts located within Indian lands at least 60 days before an election.
- Requires states or political subdivisions to provide absentee ballots for federal elections to each individual who is registered to vote and who resides on Indian lands without requiring a residential address or a mail-in or absentee ballot request.



- Ensures that voters living on Indian lands may use the address of a designated building for ballot pickup and collection as their residential and mailing address if such building is in the same precinct of the voter, and if the building is not in the same precinct, may use the address of another tribally designated building within Indian lands.
- Requires that states or political subdivisions covered under section 203 of the Voting Rights Act of 1965 provide all applicable language accessibility requirements.
- Permits the Attorney General to bring a civil action in an appropriate United States District Court as may be necessary to carry out the requirements of this section and permits a private right of action.
- Goes into effect in the November 2020 election and for each succeeding federal election.

**Section 160009. Payments by Election Assistance Commission to States to Assist with Costs of Compliance.**

- Requires the Election Assistance Commission to make payments to eligible states for the costs of complying with the ACCESS Act, including the costs for pre-paying the postage on absentee ballots and balloting material, for public education campaigns regarding the requirements of the ACCESS Act, and for voluntarily electing to comply with the ACCESS Act in the 2020 primary elections.
- For party-run primaries, requires the Election Assistance Commission to make payments to eligible political parties for costs incurred in transmitting absentee ballots and balloting materials in accordance with the ACCESS Act in the 2020 primary elections.
- Requires states to pass through funds to local jurisdictions or Tribal Governments.
- Requires states and political parties of states to submit an application to the Election Assistance Commission to receive payment assistance.
- In the case of an emergency, permits states to submit a payment request to the Election Assistance Commission and requires that payment be made to the states no later than 7 days after receipt of the request.
- Prohibits funding for costs attributable to the electronic return of marked ballots.
- Requires states to submit reports to the Election Assistance Commission no later than 6 months after the end of each fiscal year on the activities conducted with the funds provided.
- Requires the Election Assistance Commission to submit a report on such payments each fiscal year to the Committee on House Administration of the House of Representatives and the Committee on Rules and Administration of the Senate.

**Section 160010. Grants to States for Conducting Risk-Limiting Audits of Results of Elections.**

- Permits the Election Assistance Commission to make grants to eligible states to conduct risk-limiting audits with respect to federal general elections. Goes into effect in the November 2020 election and for each succeeding federal election.
- Authorizes the appropriation of \$20 million for fiscal year 2020 for risk-limiting audit grants.
- Authorizes a GAO analysis no later than 6 months after the first grants are awarded on the extent to which risk-limiting audits improve the administration and security of elections.

**Section 160011. Additional Appropriations for the Election Assistance Commission.**

- Authorizes the additional appropriation of \$3 million to the Election Assistance Commission for fiscal year 2020 in order for the Commission to provide additional assistance and resources to states to improve election administration.

**Section 160012: Definition.**

- Clarifies that the definition of election for Federal office in Titles I to III in the Help America Vote Act apply to primaries, special, runoff and general elections.

**DIVISION Q – COVID-19 Heroes Fund**

*Prepared by the Democratic staff of the House Committee on Oversight and Reform*

**DIVISION R – Child Nutrition and Related Programs**

*Prepared by the Democratic staff of the House Committee on Education and Labor*

**DIVISION X – Other Matters**

*Prepared by the Democratic staff of the House Committees on Natural Resources, Transportation and Infrastructure, Energy and Commerce, Judiciary, and Appropriations*

**Section XX. Home Energy and Water Service Continuity.** Requires states and utilities receiving federal emergency funds to adopt or maintain in force policies to prevent shutoffs and ensure safety and continuity of home energy and water services to residential customers during the COVID-19 public health emergency.

**Section XX. Grants for Environmental Justice Communities Disproportionally Affected by COVID-19.** Authorizes the Environmental Protection Agency's (EPA) environmental justice grants and provides up to \$50 million in additional FY 2020 funds for the sole purpose of investigating or addressing the disproportionate impacts of COVID-19 in environmental communities.

**Section XX. Low-Income Household Drinking Water and Wastewater Assistance.** Provides financial assistance to low income and other adversely affected consumers to assist with payments for drinking water and wastewater expenses by authorizing \$1.5 billion for grants to states, territories and Indian Tribes.

**Section XX. Water Service Continuity.** Adds additional requirements to protect water services to residential customers during the COVID-19 public health emergency. Ensures all occupied residences are connected to water services throughout the emergency's duration, and that any reconnections are conducted in a manner that minimizes health risks. It also prohibits providers from assessing late fees for nonpayment occurring during the emergency period.

### **Bankruptcy Protections for Homeowners**

#### **Short**

**Bankruptcy Protections.** Protects federal relief payments from being taken in bankruptcy proceedings; ensuring that homeowners in bankruptcy proceedings can participate in the mortgage forbearance program created by the CARES Act and other COVID-19 mortgage assistance; increases the amount of home equity protected in the bankruptcy process to \$100,000; makes it easier for homeowners to exit bankruptcy so they can resume normal economic activity and continue paying off their mortgages; and opens Chapter 13 to more homeowners and small business by raising the limits for debt to qualify for a bankruptcy through Chapter 13.

#### **Expanded**

##### **→ Bankruptcy Protections.**

- **Bankruptcy Protections for Federal Coronavirus Relief Payments.** Ensures that federal coronavirus assistance can be used by the families who need relief rather than creditors. Exempts federal coronavirus relief payments from being treated as property of the estate in bankruptcy proceedings.
- **Protection Against Discriminatory Treatment of Homeowners in Bankruptcy.** Ensures that homeowners in bankruptcy are eligible for mortgage forbearance or other COVID-19 mortgage assistance.
- **Increasing the Homestead Exemption.** Ensures that families who need to file for bankruptcy in response to the COVID-19 pandemic will be able to keep their

homes. In many cases, homeowners are not able to file for bankruptcy without losing their homes, because only a small amount of home equity is protected from creditors. By increasing the amount of home equity protected to \$100,000, this provision would allow more struggling families to get a fresh financial start.

- **Effect of Missed Mortgage Payments on Discharge.** Ensures that families in Chapter 13 bankruptcy cases who have completed all of their plan payments will not be denied a discharge because they have fallen behind on their mortgage payments during this crisis. Makes clear that a debtor will not be denied a Chapter 13 discharge if the debtor misses 6 or fewer mortgage payments. The mortgage payments would continue to be owed to the home mortgage creditor, but the homeowner would not lose the benefits of a bankruptcy discharge for other debts.
- **Expanded Eligibility for Chapter 13.** Raises the limits for debt to qualify for a bankruptcy through Chapter 13 of the Bankruptcy Code to \$850,000 in unsecured debt and \$2,600,000 for secured debt. Chapter 13 is the primary way bankruptcy is used to save homes from foreclosure. But people with debts over certain amounts are not eligible for chapter 13. Those amounts have not gone up as much as home prices in some parts of the country (and therefore home mortgages), so unless the chapter 13 debt limits are increased, many families will be unable to use bankruptcy to save their homes. Raising the chapter 13 debt limits will also help many small businesses, because sole proprietors can use chapter 13 to restructure their debts (and save their homes, usually pledged as collateral) much less expensively than in chapter 11.
- **Extended Cure Period for Homeowners Harmed by COVID-19 Pandemic.** Gives individuals who have lost income or incurred large medical expenses because of COVID-19 up to two additional years to cure any mortgage defaults while still being able to exit bankruptcy and resume normal economic activity under the standard timeframe.

## **Criminal Justice Provisions for Title-by-Title Summary**

### **Title I – Prisons and Jails**

**Sec. XX2. Emergency Community Supervision Act-** During a declared national emergency relating to a communicable disease, mandates the release into community supervision of federal prisoners and pretrial detainees who are non-violent and, for instance, pregnant women, juveniles, older prisoners and detainees, and those with certain medical conditions. Modifies probation and supervised release policies to avoid unnecessary in-person contact with probation officers and to reduce the numbers of those supervised and those imprisoned for violations. Mandates the release of non-violent pretrial defendants on their own recognizance.

**Sec. XX3. Court Authority to Reduce Sentences and Temporary Release Authority-** During the COVID-19 emergency, expands court authority to order compassionate release for federal

prisoners and to reduce sentences, and removes administrative barriers that slow the ability of prisoners to seek compassionate release. Authorizes courts to temporarily release persons who have been sentenced, but have not yet been transported to a Bureau of Prisons facility, to protect them from COVID-19.

**Sec. XX4. Exemption for Prisoners from Exhausting Administrative Remedies-** Exempts individuals from having to exhaust administrative remedies before bringing their concerns to a judge about conditions of incarceration that present a significant risk of harm during the COVID-19 emergency.

**Sec. XX5. Increasing Availability of Home Detention for Elderly Offenders-** Increases the availability of home detention for non-violent elderly prisoners by ensuring that participants in the elderly prisoner home confinement pilot program get credit for good conduct time earned and lowers the eligibility for participation during the COVID-19 emergency period.

**Sec. XX6. Effective Assistance of Counsel in the Digital Era Act-** Directs the Attorney General to put in place an electronic communication system to be used by persons in federal custody that ensures confidential communication between those in custody and their attorneys.

**Sec. XX7. COVID-19 Correctional Facility Emergency Response Act-** Provides \$600 million in funding to address the COVID-19 crisis in state and local prisons and jails, including \$500 million to states and local governments that operate correctional facilities to provide testing and treatment of COVID-19 for incarcerated individuals by creating two grant programs—one focused on the release of low-risk individuals who are currently incarcerated and another aimed at reducing COVID-19 exposure for those individuals who are arrested; \$75 million in funding to a new grant program to encourage states and localities to adopt practices that promote juvenile safety and rehabilitation without unnecessarily exposing youth to incarceration during this crisis; and \$25 million for a grant program for state and local governments that operate correctional facilities for rapid testing of inmates who are leaving correctional custody.

**Sec. XX8. Moratorium on Fees and Fines-** Authorizes the establishment of a grant program that distributes funds directly to state and local courts, with the condition that they impose a moratorium on the imposition and collection of court-imposed fees and fines during the COVID-19 crisis.

**Sec. XX9. Definition-** Defines the “emergency covered period” consistent with the CARES Act.

**Sec. XX10. Severability-** Includes a severability clause for this title.

## **Other Matters**

### **Title I – Death and Disability Benefits for Public Safety Officers Impacted by COVID-19**

**Sec. XX2. Death and Disability Benefits for Public Safety Officers Impacted by COVID-19-** Amends the Public Safety Officers’ Benefits Program (PSOB) to establish a presumption that officers

who die or are disabled because of COVID-19 infection are eligible to receive disability and death benefits. Ensures that officers who were injured or disabled during or because of the September 11, 2001 attacks, and whose injuries in combination with a COVID-19 illness result in disability or death, may apply for PSOB disability or death benefits.

## **Title II – Victims of Crime Act Amendments**

**Sec. YY1. Victims of Crime Act Fix of 2020-** Directs funding from deferred prosecution agreements and non-prosecution agreements to support victims of crime and waives state-matching requirement during the COVID-19 pandemic.

**Sec. YY2. Waiver of Matching Requirement-** Waives state matching requirement during the COVID-19 pandemic.

### **The “Jabara-Heyer National Opposition to Hate, Assault, and Threats to Equality Act of 2019, or “Jabara-Heyer NO HATE Act”**

**The “No HATE Act”:** This Act would provide grant funding incentives to state and local law enforcement agencies for the collection of hate crimes data and reporting it to the Department of Justice, which would report the data to Congress.

**Sec 1. Short Title.** Section 1 of the bill contains the short title, the “Jabara-Heyer National Opposition to Hate, Assault, and Threats to Equality Act of 2019, or “Jabara-Heyer NO HATE Act”

**Sec 2. Findings.** Section 2 of the bill makes a number of findings related to the recent rise of violent hate crimes and problems concerning inaccurate and incomplete hate crimes data.

**Sec 3. Definitions.** Section 3 of the bill defines several terms, including “priority agency,” which means (A) “a law enforcement agency of a unit of local government that serves a population of not less than 100,000, as computed by the Federal Bureau of Investigation; or (B) a law enforcement agency of a unit of local government that (i) serves a population of not less than 50,000 and less than 100,000, as computed by the Federal Bureau of Investigation; and (ii) has reported no hate crimes through the Uniform Crime Reports program in each of the 3 most recent calendar years for which such data is available.”

**Sec 4. Reporting of Hate Crimes.** Section 4 of the bill authorizes the Attorney General to give grants to States and local governments to assist in implementing the National Incident-Based Reporting System (NIBRS) and to train employees to identify and classify hate crimes in NIBRS . Priority will be given to areas with larger populations. Section 4 also includes a reporting requirement, mandating that three years after receiving a grant, the grantee must report information related to hate crimes committed in the previous year. Extensions of 120 days will be allowed if the Attorney General believes a State or local government is operating in good faith , and exemptions will be made if such a requirement violates state law. If a State or local government does not comply, the grant must be repaid.

**Sec 5. Grants for State-Run Hate Crime Hotlines.** Section 5 of the bill authorizes the Attorney General to give grants to States to create hate crime hotlines. Grants would be for periods of 5 years or less. Hotlines should direct individuals to law enforcement when appropriate, as well as local support services. Any personally identifiable information disclosed to a hotline cannot be given out to another agency, State, Federal Government, or other entity, without consent. Hotline operators will be trained in applicable Federal, State, and local crime laws as well as local law enforcement and support services. The Attorney General should provide guidance to States on best practices for operating hotlines.

**Sec 6. Information Collection by States and Units of Local Government.** Section 6 of the bill authorizes the Attorney General to give grants to local law enforcement agencies to conduct law enforcement activities or crime reduction programs to prevent, address, or otherwise respond to hate crimes, particularly related to reporting hate crimes. This includes (1) adopting a policy on identifying, investigating, and reporting hate crimes, (2) developing a standardized system of collecting analyzing, and reporting the incidence of hate crimes, (3) establishing a unit specialized in identifying, investigating, and reporting hate crimes, and (4) engaging in community relations functions related to hate crime prevention and education (e.g., establishing a liaison to community-based organizations; conducting public meetings or education forums; providing hate crime trainings for agency personnel). States that receive grants may award subgrants to local governments.

Each year that a grant is received, a State and local government grantees must collect information summarizing activities or programs conducted to prevent, address, or otherwise respond to hate crimes. This information must be submitted to the Attorney General. Section 6 also requires that law enforcement agencies submit a semiannual report that includes a summary of activities and programs conducted by the agency to prevent, address, or otherwise respond to hate crimes. Such semiannual reports should also include (1) whether the agency has adopted a policy on identifying, investigating, and reporting hate crimes, (2) whether the agency has developed a standardized system of collecting, analyzing, and reporting hate crime incidents, (3) whether the agency has established a specialized unit, (4) whether the agency has engaged in community relations, and (5) the number of trainings that have been conducted for agency personnel.

**Sec 7. Requirements of the Attorney General.** Section 7 requires the Attorney General to collect and analyze information submitted by States and local governments for the purposes of developing policies related to the provision of accurate data. Each calendar year, the Attorney General must publish and submit a report to Congress based on the information collected and analyzed. The report should include (1) an analysis of the number of hate crimes reported and law enforcement activities done to address hate crimes, and (2) an analysis of the number of law enforcement agencies that have (a) adopted a policy on identifying, investigating, and reporting hate crimes, (b) developed a standardized system of collecting analyzing, and reporting the incidence of hate crimes, (c) established a unit specialized in identifying, investigating, and reporting hate crimes, (d) engaged in community relations functions, and (e) conducted hate crime trainings for agency personnel.

**Sec 8. Alternative Sentencing.** For individuals convicted under the Matthew Shepard and James Byrd, Jr. Hate Crimes Prevention Act, Section 8 allows a condition of supervised release where the defendant takes educational classes or performs community service directly related to the community harmed by the defendant's offense.

## **Title XX – Immigration Matters**

**Sec. XX1. Extension of Filing and Other Deadlines.** This section creates protections for certain noncitizens in the United States, as well as certain immigrant visa applicants, affected by processing delays and travel restrictions related to the COVID-19 public health emergency. Certain noncitizens who were lawfully present in the United States when HHS declared a public health emergency are protected from negative immigration consequences due to the inability to meet filing deadlines or leave the country. Temporary immigration status or work authorization that is set to expire during the emergency is automatically extended for a temporary period. Expiration dates of issued immigrant visas are extended for the duration of the emergency. Immigrant visa numbers that go unused at the end of the fiscal year are rolled over for use in subsequent fiscal years. And voluntary departure deadlines are extended for the duration of the emergency.

**Sec. XX2. Temporary Accommodations for Naturalization Oath Ceremonies Due to Public Health Emergency.** This section requires the Secretary of Homeland Security to establish procedures for remotely administering naturalization oath ceremonies during the COVID-19 emergency. Individuals who have been approved for naturalization may opt to participate in a remote swearing-in ceremony given the current suspension of in-person public ceremonies. The Department of Homeland Security (DHS) must provide written notice to eligible individuals and, to the greatest extent practicable, ensure that remote oath ceremonies are held expeditiously. The Secretary must also submit a report to Congress 180 days after the end of the public health emergency providing statistics on the use of remote oath ceremonies.

**Sec. XX3. Temporary Protections for Essential Critical Infrastructure Workers.** This section provides temporary protections to undocumented workers in the United States engaged in essential critical infrastructure work, as defined by DHS-issued guidance, during the COVID-19 emergency. Such workers are deemed to be in a period of deferred action and to be authorized for employment, and employers are shielded from certain immigration-related violations for employing such workers.

**Sec. XX4. Supplementing the COVID response workforce.** This section would temporarily ease certain immigration-related restrictions to allow immigrant physicians and other critical healthcare workers to better assist in the fight against COVID-19. This section would:

- Allow immigrant physicians who have lived and worked lawfully in the United States for years, and who have been approved for immigrant visas but are stuck in visa backlogs, to immediately apply for green cards if they will engage in COVID-19 work.
- Require DHS and the Department of State to expedite the processing of nonimmigrant petitions and visa applications for medical professionals and researchers who will engage in COVID-19 work.



- Provide flexibility to hospitals, medical facilities, and other employers of healthcare workers to quickly transfer employees to administer direct patient care or telemedicine in COVID-19 hot spots, engage in research and development of COVID-19 vaccines and cures, and provide other services as needed to address the emergency.
- Permanently authorize the “Conrad 30” Waiver Program, which allows States to sponsor immigrant physicians to work in medically underserved areas in exchange for a waiver of the physicians’ 2-year foreign residence requirement. The base number of annual Conrad waivers available to each State is increased from 30 to 35, with a demand-based sliding scale to determine the number of available waivers in future years.
- Provide independent temporary work authorization documents to nonimmigrant physicians and other healthcare workers, giving them maximum mobility and flexibility to engage in COVID-19 work during the present emergency.
- Provide special immigrant status for certain nonimmigrant COVID-19 workers and ensure that the spouses and children of such workers are not subject to removal if the worker dies.

**Section XX5. ICE Detention.** This section requires DHS to review the immigration files of all individuals in the custody of Immigration and Customs Enforcement (ICE) to assess the need for continued detention. Individuals who are not subject to mandatory detention shall be prioritized for release, either on recognizance or into an alternative to detention program, unless the individual is a threat to public safety or national security. DHS shall also ensure that all individuals who continue to be detained by ICE:

- Have access to free telephonic and video communications, including unmonitored telephone calls with attorneys.
- May receive legal correspondence by fax or email.
- Are provided sufficient soap, hand sanitizer and other hygiene products.
- Have access to virtual “know your rights” and legal orientation programming conducted by approved nonprofit organizations.

## **Title \_\_\_\_\_--Wildlife-Borne Disease Prevention Act of 2020**

**Section X2. Measures to address species that pose a risk to human health.** This section authorizes \$21,000,000 for U.S. wildlife agencies to work with the CDC to identify wildlife species that pose a risk to human health and to perform risk analyses to determine which species should be listed as “injurious” under the Lacey Act in order to limit trade of such species.

**Section X3. Trade of injurious species and species that pose a risk to human health.** This section amends the Lacey Act of 1900 to allow for species that transmit pathogens that pose risks to human health to be listed as “injurious,” which would prohibit the import and transport of those species, and to allow for emergency listings in the case of threats to human health. It also prohibits transportation of injurious species across state lines to limit spread of disease.

**Section X4. National Wildlife Health Center.** This section directs the U.S. Geological Service’s National Wildlife Health Center to establish a national database for wildlife diseases, including diseases that have the potential to infect humans, and to provide technical and scientific support for surveillance of emerging wildlife-borne diseases with the potential to infect

humans, to coordinate surveillance, and to provide models and risk assessments of species and diseases.

**Section X5. Surveillance by States, Tribes, and Insular Areas.** This section directs the Fish and Wildlife Service to provide funds to States, the District of Columbia, Tribes, and territories to conduct surveillance of emerging wildlife-borne diseases with the potential to infect humans.

## **DIVISION Y – Additional Other Matters**

*Prepared by the Democratic staff of the House Committees on Transportation and Infrastructure and House Administration*

**Section X. Architect of the Capitol.** This section authorizes the Architect of the Capitol to, in the case of an emergency, reimburse employees for commuting costs between their residence and place of employment. This section is intended to mitigate against the significant reduction in public transportation services in the National Capitol Region for workers essential to the operations of the Legislative Branch.

**Section X. Library of Congress.** This section authorizes the Library of Congress to extend the period of performance or delivery of services under severable service contracts for an additional twelve months if the contract is delayed or otherwise affected by the COVID-19 pandemic.

## **Committee on Transportation and Infrastructure (DIVISION X AND DIVISION Y TOGETHER)**

### **Summaries of Provisions**

#### **AVIATION**

**Title \_\_.** Pandemic Relief for Aviation Workers and Passengers

**Sec. \_\_. Pandemic relief for aviation workers.** Extends the prohibition on involuntary furloughs of employees of airlines or contractors that receive financial assistance (i.e., payroll grant) under the CARES Act through full exhaustion of such assistance, rather than ending on September 30, 2020. Clarifies that the CARES Act prohibition on the Treasury Department conditioning airline and contractor payroll grants on changes to current collective bargaining agreements applies regardless of when the grants are issued.

**Sec. \_\_. Transparency of financial assistance.** Improves transparency of the Treasury Department's issuance of payroll grants to airlines and contractors under the CARES Act by requiring the Department to publish descriptions of each issued grant, including the grant recipient and amount, on the Department's public website within 72 hours of issuance. The Department will also be required to submit this information to Congress.

**Sec. \_\_. Air carrier maintenance outsourcing.** Prohibits airlines that receive a loan or loan guarantee under the CARES Act from increasing their share of heavy maintenance work done overseas.

**Sec. \_\_. National aviation preparedness plan.** Requires the Department of Transportation, in coordination with heads of other Federal departments and agencies, to develop a national aviation preparedness plan for communicable disease outbreaks, as the Government Accountability Office recommended in 2015, to ensure that Federal, State, and local governments, airports, airlines, and other aviation industry and labor stakeholders are better prepared for a future public health crisis.

**Sec. \_\_. Working and travel conditions.** Mandates that airlines, during the COVID-19 pandemic: (1) require flight attendants and passengers on airplanes to wear masks or other face coverings; (2) require pilots to wear a mask or face covering while outside the flight deck and submit to the Federal Aviation Administration a proposal and safety risk assessment to allow pilots to wear such materials while in the flight deck; (3) provide pilots, flight attendants, and customer-facing employees with masks or protective face coverings, gloves, hand sanitizer, and alcohol wipes; (4) ensure aircraft and enclosed facilities are cleaned, disinfected, and sanitized frequently in accordance with Centers for Disease Control and Prevention guidance; (5) ensure cleaning workers are provided masks or protective face coverings and gloves; and (6) establish guidelines for notifying employees of a confirmed COVID-19 diagnosis.

**Sec. \_\_. Protection of certain Federal Aviation Administration employees.** Mandates that the Federal Aviation Administration, during the COVID-19 pandemic: (1) provide air traffic controllers and airway transportation systems specialists with masks or protective face coverings, gloves, hand sanitizer, and alcohol wipes; (2) ensure air traffic control facilities are cleaned, disinfected, and sanitized frequently in accordance with Centers for Disease Control and Prevention guidance; and (3) ensure cleaning workers are provided masks or protective face coverings and gloves.

## HIGHWAYS AND TRANSIT

**Sec. \_\_. Transit COVID-19 Requirements.** This section applies to large transit agencies in urbanized areas with at least 500,000 individuals (covered transit agencies) and would: (1) for covered transit agencies, require public transit passengers to wear masks or other face coverings; (2) require covered transit agencies to provide all customer-facing employees with masks or protective face coverings, gloves, and hand sanitizer and wipes with sufficient alcohol content; (3) ensure that public transit vehicles are sanitized frequently in accordance with CDC guidance; (4) ensure that transit stations and facilities in which transit employees work are sanitized on a regular basis in accordance with CDC guidelines; and (5) require covered transit agencies to establish or adhere to applicable guidelines for notifying employees of confirmed COVID-19 diagnoses.

## RAIL

**Sec. \_\_. Amtrak COVID-19 Requirements.** This provision provides that, for the duration of the COVID-19 pandemic, Amtrak must require passengers and employees to wear masks or protective face coverings while onboard an Amtrak train. Amtrak must also provide masks or protective face coverings, gloves, hand sanitizer, and wipes to all employees whose job responsibilities include passenger interaction. It also ensures that Amtrak trains, stations, and enclosed facilities are frequently cleaned and disinfected, and that employees who do this work are provided masks or protective face coverings and gloves.

**Sec. \_\_. Additional Enhanced Benefits Under the Railroad Unemployment Insurance Act.** For railroad workers receiving unemployment benefits under the Railroad Unemployment Insurance Act, this provision would extend the temporary recovery benefit that provides \$1,200 every two weeks (per registration period) in addition to regular benefits, creating parity for railroad workers.

**Sec. \_\_. Extended Benefits Under the Railroad Unemployment Insurance Act.** This provision extends the timeframe in which railroad workers may apply for the 13-week extension of unemployment benefits established under the CARES Act, providing parity for railroad workers.

**Sec. \_\_. Waiving the 7-Day Waiting Period.** The CARES Act waived the waiting week for unemployment and sickness benefits under the Railroad Unemployment Insurance Act through December 31, 2020. This provision extends that waiver, providing parity for railroad workers.

**Sec. \_\_. Treatment of Payments from the Railroad Unemployment Insurance Account.** This provision would eliminate the Balanced Budget and Emergency Deficit Control Act sequester that automatically cuts unemployment and sickness benefits provided to railroad workers under the Railroad Unemployment Insurance Act. This change would allow railroad workers to receive the full benefit amounts to which they are entitled and would create parity with the treatment of other unemployment insurance benefit programs.

**Sec. \_\_. Technical Correction for Extended Unemployment Benefits under the Railroad Unemployment Insurance Act.** Provides a technical correction to a provision in the CARES Act that extended railroad unemployment benefits to allow for easier implementation of the extended benefits.

**Sec. \_\_. Technical Correction.** Provides a technical correction to a provision in the CARES Act by fixing an incorrect title reference to the Railroad Retirement Act.

**Sec. \_\_. Clarification of Oversight and Implementation of Relief for Workers Affected by Coronavirus Act.** Provides a technical correction to ensure that the Railroad Retirement Board (RRB) and its Inspector General have implementation and oversight authority over the RUIA-related provisions of the CARES Act.

## **ECONOMIC DEVELOPMENT, PUBLIC BUILDINGS, AND EMERGENCY MANAGEMENT**

**Federal Emergency Management Agency:**

**Sec. \_\_. Application of Buy American.** The Stafford Act has a Buy American requirement limited only to Washington, D.C., Puerto Rico, the U.S. Virgin Islands, and American Samoa. This provides a waiver – only during the COVID-19 pandemic – so these four entities may source crucial personal protective and medical equipment internationally, if necessary, just as other States can.

**Sec. \_\_. Premium Pay Authority.** Expands the premium pay cap waiver for FEMA employees for 2020 and 2021 due to heightened operational activity from Stafford Act-declared major disasters and emergencies.

**Sec. \_\_. Cost Share.** Adjusts the cost share for assistance provided under any Stafford Act declaration for the COVID-19 pandemic from 75% Federal/25% non-Federal to 100% Federal.

**Sec. \_\_. Clarification of Assistance.** Provides assistance for activities, costs, and purchases of States, local, or eligible private non-profits, including activities eligible under the Stafford Act including, but not limited to: backfill costs for first responders, increased operating costs for essential government services, costs of providing public guidance and information, costs for establishing virtual services and operating remote test sites, training provided in anticipation of, or response to, to the next emergency declaration, personal protective equipment for first responders, public health and medical supplies, non-congregate sheltering, food preparation and delivery to impacted communities, and funeral benefits.

#### **Economic Development Administration (EDA):**

**Sec. \_\_. Application of Law.** Temporarily waives prohibition on using federal funds to pay for consultants or counsel to allow EDA grantees to pay consultants to help develop grant applications for funds under the CARES Act.

**Sec. \_\_. Federal Share.** Temporarily waives matching fund requirements due to plummeting local government revenues for grants funded under the FY 19 disaster supplemental, CARES Act supplemental funding, and FY 20 appropriations.

**Sec. \_\_. Disaster Recovery Office.** Grants EDA disaster hiring authority, which it currently does not have, and defederalizes the EDA revolving loan funds, which are vital lifelines to small, family-owned businesses.

#### **General Services Administration (GSA):**

**Sec. \_\_. Safety Upgrades in GSA Facilities.** Requires the General Services Administration (GSA) to take action to prevent airborne transmission of COVID-19 through air conditioning, heating, ventilating, and water systems in facilities owned or leased by the GSA to ensure safe and healthy indoor environments for Federal employees. It also states that GSA should prioritize indoor air and water environmental quality in facilities and energy-saving building technologies and products.

**Sec. \_\_. Non-Federal Tenants in GSA Facilities.** Prohibits GSA from referring any non-Federal tenants in GSA-owned facilities to a debt collection agency during the COVID–19 pandemic, and requires GSA to submit to Congress a report containing all requests for rent deferrals related to COVID–19 from non-Federal tenants of facilities owned by the GSA.

### **COAST GUARD AND MARITIME TRANSPORTATION**

**Sec. \_\_. Regulation of Anchorage and Movement of Vessels During National Emergency.** Expands the Coast Guard’s authority under 46 USC 70051 (formerly part of the Magnuson Act under 50 USC 191) to go beyond strict war/national security type incidents to also include public health emergencies.

**Sec. \_\_. MSP Operating Vessels.** Waives the minimum vessel operating days for Maritime Security Program (MSP) operators for FY20-21 to ensure the MSP stipend is paid in full to all 60 enrolled vessels to keep critical U.S.-flag national and economic security assets available.

# Wyoming Air National Guard to honor health care professionals with C-130 flyovers

Posted on May 13th, 2020

CHEYENNE, Wyo. –The Wyoming Air National Guard's 153rd Airlift Wing will be conducting an aerial salute to the health care professionals on the frontlines in the fight against the COVID-19 pandemic. On Friday, May 15, the Air National Guard will present a two-ship C-130 flyover across the skies of each hospital around the state, culminating in the Capitol City.

"We salute all those, both around the state of Wyoming and across the nation who have sacrificed so much to serve on the frontlines of this pandemic," said Col. Justin Walrath, 153rd Airlift Wing commander and pilot, WYANG, "it's truly an honor for the men and women of the Wyoming Air National Guard to provide a 'thank you' to the first responders, medical professionals, and essential personnel providing support at this time."

The aerial demonstration is part of Operation American Resolve, a nationwide salute to all those supporting the COVID-19 response effort. Anyone who gets video or photos of the C-130s flying overhead are encouraged to post on social media using the hashtags #AirForceSalutes and #AFFlyover.

2:25 Wyoming Medical Center, Casper

2:25 Wyoming Behavioral Institute, Casper

2:25 Elkhorn Valley Rehabilitation Hospital, Casper

2:25 Summit Medical Center, Casper

<https://casperwyoming.org/news/2020/wyoming-air-national-guard-to-honor-health-care-professionals-with-c-130-flyovers>

