

INFORMATION PACKET

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Friday, May 21, 2021



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We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

The Grid

A working draft of Council Meeting Agendas

May 25, 2021 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Followup		5 min	4:30
Link Drive	Direction Requested	30 min	4:35
Agenda Review		20 min	5:05
Legislative Review		20 min	5:25
Council Around the Table		10 min	5:45
Approximate Ending Time:			5:55

May 25, 2021 Councilmembers Absent:

Special Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Downtown Open Container				C	

June 1, 2021 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Approve May 25 Special Meeting Minutes					
Establish Public Hearing for Budget Amendment for 6/15/21	C				
Establish Public Hearing for City Budget for 6/15/21	C				
Establish Public Hearing for Limited Retail Liquor License No. 12 Casper Lodge #22 (Independent Order of Oddfellows) d/b/a Casper Lodge #22, Located at 2125 CY Avenue #101.	C				
Replat Creating Harmony Hills Addition No. 3. 3rd Reading			N		
Replat Creating Kensington Heights Addition No. 3. 3rd Reading			N		
Zone Change of Proposed Lot 3, Methodist Church Addition MBA (Currently Described as a Portion of Lot 1, Methodist Church Addition) from R-1 (Residential Estate) to C-2 (General Business). 2nd Reading			N		
Granting a Franchise to Clarity Telecom, LLC, d/b/a Vast Broadband for the Construction and Operation of a Cable System. 2nd Reading			N		
Resolution of support for a 6th Cent Tax (tentative)				C	
Approving a Contract for Professional Services with Mead & Hunt, Inc., for the Downtown Casper One-Way to Two-Way Conversion Study in an Amount not to Exceed \$39,990.				C	
Authorizing the Inclusion of Fiscal Year 2021-2022 Summary Proposed Budget into the Minutes of the June 1, 2021, Regular Council Meeting.					C
Executive Session - Personnel (tentative)					

The Grid

A working draft of Council Meeting Agendas

June 8, 2021 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Followup		5 min	4:30
Health Department Proposed Fee Schedule Changes	Direction Requested	30 min	4:35
2021 International Building Code		30 min	5:05
Contractor Licensing		30 min	5:35
Agenda Review		20 min	6:05
Legislative Review		20 min	6:25
Council Around the Table		10 min	6:45
Approximate Ending Time:			6:55

June 15, 2021 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Bright Spot - Lemonade Day Proclamation					
Public Hearing for Budget Amendment		N			
Public Hearing for City Budget		N			
Public Hearing for Limited Retail Liquor License No. 12 Casper Lodge #22 (Independent Order of Oddfellows) d/b/a Casper Lodge #22, Located at 2125 CY Avenue #101.		N			
Zone Change of Proposed Lot 3, Methodist Church Addition MBA (Currently Described as a Portion of Lot 1, Methodist Church Addition) from R-1 (Residential Estate) to C-2 (General Business). 3rd Reading			N		
Granting a Franchise to Clarity Telecom, LLC, d/b/a Vast Broadband for the Construction and Operation of a Cable System. 3rd Reading			N		

June 22, 2021 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Followup		5 min	4:30
DEA		30 min	4:35
			5:05
Agenda Review		20 min	
Legislative Review		20 min	
Council Around the Table		10 min	
Approximate Ending Time:			

Future Agenda Items

Council Items:

Item	Date	Estimated Time	Notes
Strategic Plan			2021
Roof Inspections			
Formation of Additional Advisory Committees			
Mike Lansing Field Update			Fall of 2021
Missing Persons			Summer 2021
Bus Stop Safety/Shoveling - Public Awareness			
Excessive Vehicle Storage in Yards			
Graffiti Abatement & Alternatives			
Stormwater Enterprise			After July 1
Parkway Parking			After FY22
LGBTQ Safe Place			

Staff Items:

Sign Code Revision			
Blood Borne Pathogens			
Wyoming State Liquor Code Changes & Limo Exemption			
GIS Demo			

Potential Topics-- Council Thumbs to be Added:

Resolution for Removal of Majestic Trees?			
Restructure of Community Promotions			
Handheld Device Use While Driving?			
One Cent FY21 Cut			After July 1

Future Regular Council Meeting Items:

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Retreat Items:

Economic Development and City Building Strategy



City of Casper
Public Services Department
Casper, Wyoming
82601



May 20, 2021

Ms. Brooke Allen, P.E.
Resident Engineer
Wyoming Department of Transportation
900 Bryan Stock Trail
Casper, Wyoming 82601

Re: Project I254161 & I254167 Combined, I-25 Casper Marginal Combined, Natrona County

Dear Ms. Allen:

Thank you for the opportunity to review WYDOT’s draft plans for the I-25 Casper Marginal Combined, Project No.’s I254161 & I254167. The City of Casper would like to enter into a cooperative agreement with WYDOT to provide landscaping enhancements along the project limits, between Poplar Street and East Yellowstone Highway. For the combined projects, the city understands a total of \$800,000 in enhancement funds are available.

The city does not have any utility replacement needs under the first phase of the project, between Poplar Street and Center Street, but will request a separate coop agreement at a later date to replace a water main under I-25 adjacent Jane Street and sewer main under I-25 adjacent N. Beverly Street. The city understands the second phase of the project, between Center Street and East Yellowstone Highway, isn’t expected to bid until 2024, so that coop request won’t occur until late 2022 or early 2023.

Proposed enhancements along the project corridor are unknown at this time, but will likely incorporate design elements identified in the Interstate 25 Entryway Beautification Project – Design Master Plan & Guidelines manual. The City intends to use the \$800,000 enhancement funds available from WYDOT for the combined projects. The City will work with a landscape/engineering firm to provide the proposed enhancements for inclusion with your bid documents.

The City will begin soliciting proposals for landscape/engineering services after execution of a cooperative agreement with WYDOT. Please let me know if you have any questions concerning the proposed work. The City of Casper looks forward to working with you on this project.

Sincerely,

Andrew B. Beamer, P.E.
Public Services Director

cc: Carter Napier, City Manager
Bruce Martin, Public Utilities Manager

Fleet Maintenance 1800 E. K Street 307-235-8245 Fax-235-8417	Parks 1800 E. K Street 307-235-8281 Fax-235-8417	Streets 1800 E. K Street 307-235-8283 Fax-235-8417	Public Utilities 200 N. David 307-235-8213 Fax-234-0709	Engineering 200 N. David 307-235-8341 Fax-234-0709	Solid Waste 200 N. David 307-235-8246 Fax-235-7553
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FY 2021 Community Promotions Final Report

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

Organization: Casper Amateur Hockey Club Program/ Event: 2020-2021 Season

Contact Person: Diane Berg Phone Number: 307-315-0188 Date: May 19, 2021

Email Address: clubcasperhockey@gmail.com

1. Mission

Please state the agency's mission/vision:

2. Written Account of your Event

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

3. Financial Information

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

4. Program Significance

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

5. Results

- a. Please describe the outcomes/outputs
- b. Please describe the method of measurement
- c. Please describe the performance results

6. Program Results/Impacts (use bullets)

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

- d. How could the event have worked better?
- e. How will you address this?

7. Attendance and Participation

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

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

Attendance and Participation

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

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

<i>I can only make a Rough Estimate of the number of people who attended my event.</i>	
Number who Actively Participated:	1701
Number who attended as Spectators:	3402

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

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

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

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

ADDITIONAL NOTES (IF NEEDED):



Casper Amateur Hockey Club, Inc. Community Promotions FY 2021 Final Report

Account of Our Event July 1/20-June 30/21

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

For the period July 1, 2020 through June 30, 2021, the CAHC had a total of eleven traveling teams including seven Wyoming Amateur Hockey League teams and four Travel Tournament teams, and hosted three youth tournaments in at home in Casper over the season. The 6U & 8U tournament held January 12-14, 2021 was successful with twelve out-of-town and eight Casper teams competing. Our 10U, 12U and 14U Travel Tournament teams hosted the inaugural John Wold Cup Tournament February 12-14, 2021 with fourteen teams from Salt Lake City, Vail, Douglas, Billings, Glenwood, Hyland Hills and Kearney attending. Finally, our High School division hosted the Wyoming Amateur Hockey League High School A and B State Finals tournament February 26-28, 2021, with ten teams participating. Casper has a reputation for having fun, energetic, competitive and hospitable tournaments and from the compliments received we again stepped up!

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

During the 2020-2021 season, CAHC also hosted six Wyoming Amateur Hockey League (WAHL) game weekends. Each Casper WAHL team played a twenty-game season, including ten games hosted in Casper. Each visiting team stays at least one night and sometimes two depending on the ice availability. Casper typically schedules WAHL games for multiple divisions on the same weekends. For the period from December 19, 2020 to February 28, 2021, CAHC hosted thirty-four Wyoming teams for game play over six weekends. Normally we host these games over ten or more weekends, but we crammed them into six weekends with the help and support of the Casper Ice Arena staff, our officials and our volunteers!

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

Financial Information

As all of our traveling teams are responsible for their own expenses, tournaments hosted by each age division serve as a fundraiser in an effort to offset the cost of participation. Tournament dates and registration forms are posted on our web site, as well as shared with the youth hockey associations around Wyoming and our neighboring states. We consistently research tournament fees for Wyoming and the Rocky Mountain Region to ensure our fees are reasonable and not a deterrent to traveling to Casper. Tournament fees in Colorado range from \$1,250 to \$1,800 per team. With our tournament fees ranging from \$350 to \$750, we have had good participation at our tournaments and bring visitors to our beautiful City. With the help of our volunteers, we work hard to have well planned, well run tournaments to ensure a positive experience for all of our participants. We have a raffle for fun items that are donated by our families and from sponsors and we have souvenirs available for purchase by our visitors, the proceeds from which are used to offset the cost of hosting the tournament. All profits or losses from tournament weekends are split between the players on the hosting team. Profits are used to offset the costs for those families whose player participates on a traveling team.

For the FY 2021 Community Promotions grant, CAHC was allocated \$5,659.38 in in-kind facility usage for the Casper Ice Arena. At our season end, the total amount of ice utilized for the 2020-2021 season that could be considered for in-kind facility usage was \$10,742.19. Please keep in mind that our in-kind ice usage fluctuates a bit from year to year depending on the amount of weekend ice offered to CAHC by the Casper Ice Arena, the number of WAHL teams we field, our ability to host tournaments at each divisional level, and the number of State Finals tournaments we are awarded to host. CAHC also received \$1264.69 in Cash Assistance funding towards the total cost for referees of \$13,395.00 for events that



brought visitors from outside of Casper to the Casper Ice Arena. We were so grateful that CAHC was able to host all of these events considering all the challenges the 2020-2021 brought us!

Attendance and Participation

The Casper Amateur Hockey Club had approximately 220 skaters register during the 2020-2021 season. Our skaters range in age from three to adult. Hockey is truly a lifetime sport and is just as exciting to watch and play at the age of three as it is for our high school age players and our participants in our adult league. Our season looked a lot different from those in the past. With the Casper Ice Arena construction project and the restrictions due to COVID, the Club had to get a little creative with our programming. Our season started in September as it normally does, but we held dryland training at The Wagon Wheel, LifeTime Fitness and Oil City Cross Fit until the rink project was completed in late November to ensure our players would get the conditioning they needed in preparation for game play. We also held on-ice sessions and our regular Travel and WAHL team tryouts at the rinks in Sheridan and Laramie to provide our players with as much on-ice preparation as possible considering the Casper Ice Arena was not available. Once the construction project was completed, we were back at the rink and grateful our "home away from home" was open!

The attendance numbers for participants on the attached report were determined using information from the team rosters that were submitted for the league home games and the tournaments that brought visitors to the Casper Ice Arena from outside of Casper. These events are usually well attended by friends and family and normally it is estimated that for each participant/player there would be four additional guests, which is a conservative estimate. However, this year due to COVID, attendance numbers at the rink were restricted. Unfortunately, the Casper Ice Arena does not have an operational door counter to aid us in determining attendance numbers. However, attendance numbers during games and tournaments remained compliant with the maximum capacity allowed for each specific weekend at the time. Please see the attached recap for approximated attendance figures and notes regarding maximum capacity limits for our events.

Additional Notes

We appreciate all the support we have historically received from the City of Casper through the Community Promotions grant funding and the positive working relationship we have with the Casper Ice Arena staff. We are grateful to provide our programming to the hockey loving kids and adults of Casper and look forward to the start of our upcoming 2021-2022 season. As the saying goes, "It takes a village to raise a child" and our village is at the rink!

We are also thankful that we were able to continue our programming for the 2020-2021 season, as we recognize that other programs like ours across the country were not as fortunate as we were. Although we would have preferred to not have had the challenges we faced last season, we also are grateful for the new found relationships that experience brought us and the new perspectives we now have. The community support for our program remained strong throughout last season and many local businesses shared that they appreciated the impact our programming had on the local economy. We remain steadfast in our commitment to improving our program and look forward to facilitating the second sheet of ice project at the Casper Ice Arena with our community partners and the City of Casper, which will continue to positively impact the economy in our great city!

CAHC 2020-2021 season-attendance based on roster numbers per division

Date	Event	Number of Teams	Teams participating	Number of participants	Number of visitors estimated	2020-2021 Rink capacity	Total cost of ice	Promo ice used	Balance not used
October	WAHL games	0	no games scheduled-CIA closed	0	0				
Total October Community Promotions Ice							\$0.00	\$0.00	\$0.00
November	WAHL games	0	no games scheduled-CIA closed	0	0				
Total November Community Promotions Ice							\$0.00	\$0.00	\$0.00
December	WAHL games	4	Casper 12UB vs Riverton Red	30	60	*each game was limited to 100 person rink capacity			
			Casper 14U Black vs Gillette Black	30	60	*spectator estimate allows for 2 family members allowed			
			Casper 12U vs Douglas	30	60	per player for each game			
			Casper 14U Red vs Gillette Black	30	60				
Total December Community Promotions Ice							\$1,512.50	\$756.25	\$756.25
January	WAHL games	18	Casper 10U Red vs Pinedale	30	60	*each game was limited to 100 person rink capacity			
			Casper 14U Red vs Jackson	30	60	*spectator estimate allows for 2 family members allowed			
			Casper 12UA vs Sheridan Blue	30	60	per player for each game			
			Casper 12UA vs Sheridan Gold	30	60				
			Casper 14U Black vs Sheridan	30	60				
			Casper HS vs Sheridan	36	72				
			Casper 10U Red vs Sheridan Blue	30	60				
			Casper 14U Red vs Jackson B	30	60				
			Casper 10U Red vs Laramie	30	60				
			Casper 12UB vs Laramie	30	60				
			Casper 14U Black vs Laramie Green	30	60				
			Casper 10U Black vs Laramie	30	60				
			Casper 14U Red vs Laramie Black	30	60				
			Casper 12UB vs Gillette Black	30	60				
			Casper HS vs Pinedale	36	72				
			Casper 12UA vs Jackson A	30	60				
			Casper 10U Red vs Jackson Black	30	60				
			Casper 12UB vs Jackson A	30	60				
			Casper HS vs Jackson JV	0					
			(cancelled due to COVID quarantining Jackson team)						
	6U & 8U Jamboreee Tournament	20	Casper 6U & 8U	221	442	*each game was limited to 100 person rink capacity			
	6U & 8U: ages 4-8 years		Douglas			*16 games			
			Cheyenne			*spectator estimate allows for 2 family members attended			
			Foothills						
			Park County						

CAHC 2020-2021 season-attendance based on roster numbers per division

Date	Event	Number of Teams	Teams participating	Number of participants	Number of visitors estimated	2020-2021 Rink capacity	Total cost of ice	Promo ice used	Balance not used
			Riverton Gillette						
Total January Community Promotions Ice							\$8,387.50	\$4,193.75	\$4,193.75
February									
	WAHL games	16	Casper 10U Black vs Jackson Red Casper 14U Black vs Gillette Silver Casper HS vs Gillette Casper 10U Black vs Gillette Silver Casper 12UA vs Cheyenne Casper 14U Red vs Cheyenne Casper 10U Black vs Park County Casper 10U Red vs Sheridan Gold Casper 14U Black vs Rock Springs Rec Casper 10U Black vs Sheridan Gold Casper 12UB vs Sheridan Blue Casper HS vs Jackson	30 30 36 30 30 30 30 30 30 30 30 36	60 60 72 60 60 60 60 60 60 60 60 72	*each game was limited to 100 person rink capacity *spectator estimate allows for 2 family members allowed per player for each game			
	John Wold Cup Tournament 10U, 12U & 14U: ages 9-14 years		10U Casper Utah Jr Grizzlies Vail Moutaineers Tri City Storm Lady Jags 12U Casper Tri City Storm Lady Jags Knuckleheads Billings Bulls 14U Casper Tri City Storm Glennwood Springs Grizzly Wyoming Drillers	211	422	*each game was limited to 100 person rink capacity *30 games scheduled *spectator estimate allows for 2 family members attended			
	WAHL State High School State Finals	10	Casper Cheyenne Douglas Gillette Jackson Jackson JV Laramie Park County	225	450	*each game was limited to 152 person rink capacity *12 games *spectator estimate allows for 2 family members attended			

CAHC 2020-2021 season-attendance based on roster numbers per division									
Date	Event	Number of Teams	Teams participating	Number of participants	Number of visitors estimated	2020-2021 Rink capacity	Total cost of ice	Promo ice used	Balance not used
			Pinedale Sheridan						
Total February	Community Promotions Ice						\$11,584.38	\$5,792.19	\$5,792.19
March			No events applicable	0					
Total March	Community Promotions Ice						\$0.00	\$0.00	\$0.00
Year End	Totals (per grant period FY2021)			1701	3402		\$21,484.38	\$10,742.19	\$10,742.19

*Community Promotion In Kind Facility Usage for FY21 granted to CAHC was \$5,659.38. Amount CAHC spent on ice for events that brought visitors from outside of Casper to the Casper Ice Arena for the 2020-2021 season was \$15,825.00 (\$21,484.38 total ice cost season minus the \$5,659.38 In Kind grant funding).

*Community Promotion Cash Assistance for FY21 granted to CAHC to offset referee costs was \$1,264.69. Amount CAHC spent on referees for events that brought visitors from outside of Casper to the Casper Ice Arena for the 2020-2021 season was \$12,130.31 (\$13,395.00 total referee cost minus the \$1,264.69 Cash Assistance).

*Total CAHC ice cost for 2020-2021 including all events \$68,543.75 with \$67,925.00 billed at full user rate of \$137.50 per hour (494 hours) and \$618.75 billed at non-peak user rate of \$68.75 per hour (9 hours).

*In addition, due to the rink construction project and delay in rink opening, CAHC spent \$27,896.14 on dryland training and on-ice sessions outside of Casper for the 2020-2021 season.

*Due to the restrictions with COVID and attendance limitations, we did not advertise our events as extensively as done in the past to ensure family members and close friends would be able to attend our events with minimal issues.

*Since the Casper Ice Arena does not have an operational door counter, attendance has always been estimated. CAHC maintained compliance with the maximum attendance limits at the Casper Ice Arena during events, which was limited to 100 persons in the rink at one time for the majority of the season, with the limit increasing slightly to 152 persons at one time in the rink for our last event. The visitor number estimate provided allowed for two family members in attendance, which would be a conservative estimate for most of the games hosted.



**CITY OF CASPER-NATRONA COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH MEETING**

THURSDAY, MAY 20TH, 2021

Virtual by Zoom or in person

<https://us02web.zoom.us/j/83393106941>

Phone 1-253-215-8782 passcode 833 9310 6941

5:30 PM

- I. AGENDA/MINUTES**
 - a. Previous Meeting Minutes/Notes**
 - i. April meeting minutes*
- II. BUDGET/FINANCIAL**
 - a. Financials**
 - i. March financial report *
 - ii. April financial report *
- III. BOARD**
 - a. Next Meeting Date**
 - i. Proposed Meeting Date June 17th, 2021 *
- IV. HEALTH OFFICER**
 - a. Health Officer Report
- V. DIVISION REPORTS**
 - a. ADMINISTRATION**
 - 1. COVID-19 UPDATE**
 - a. Update-Testing/Vaccination
 - b. CVC Plans
 - 2. General Administration**
 - a. Reporting grid
 - b. Strategic Planning for Board –tabled
 - c. LGLP Board Training June 24th
 - d. FOIA policy-tabled
 - e. Performance evals plan to have completed July 1
 - f. RFP for IT-tabled
 - g. Health One request
 - h. Tia Hansuld re-appointment
 - i. Building update
 - j. City/County funding



3. PUBLIC HEALTH PREPAREDNESS/CPR-

4. WYAETC/HIV CASE/RW PROGRAMS/WCRS/WYCC-

b. COMMUNITY PREVENTION PROGRAM-

c. ENVIRONMENTAL HEALTH DIVISION-

i. Proposed fee schedule

d. NURSING-

1. DISEASE PREVENTION CLINIC

a. Proposed sliding fee schedule

2. ADULT HEALTH PROGRAM

3. MATERNAL CHILD HEALTH PROGRAM

a. WDH MCH contract- reviewed previous edition two months ago, this is the final version

VI. CITY/COUNTY LIASION REPORTS

VII. BOARD MEMBER REPORTS

VIII. ADJOURN

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

Thursday, May 20, 2021 at 11:30 AM

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

1. Roll call & introduction of guests
2. Review of the previous month's minutes & approval of minutes
3. City Council Representative to address any City of Casper business that may affect or be of interest to the CCPD.
4. Question & Answer (Q&A) with the City Council Representative.
5. Old Business:
 - Discuss updates from Committees since the previous CCPD meeting to address established priorities as listed below:
 - QOL Committee – Zulima Lopez, Chairperson
 - Update on Transportation Priorities
 - Public Relations (PR) Committee – John Wall, Chairperson
 - Updates on CCPD Facebook page
 - Events Committee – Nikki Green, Chairperson
 - Update regarding Casper Parade Day, July 13, 2021
 - Fundraising Committee – Linda Jones, Chairperson
 - Update on calendar fundraising project sales
6. New Business:
 - Financial Report – Presented by the Treasurer
 - Any other new business or public comment
7. Next scheduled meeting is June 24, 2021 at 11:30 AM.

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

MEETING PROCEEDINGS

April 20, 2021

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, April 20, 2021 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, Freel, Knell, and Powell.

City of Casper – Cathey, Freel, Knell, Powell, Andrew Beamer, Jill Johnson, Bruce Martin, Brian Schroeder, Seth Van Wyck, Janette Brown, Andrew Colling

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.; John Naquin

The Board meeting was called to order at 11:33 a.m.

1. There were no Announcements.

2. Chairman King asked for a motion to approve the minutes from the March 23, 2021 Regular and Executive meetings. A motion was made by Board Member Knell and seconded by Secretary Waters to approve the minutes from the March 23, 2021 Regular and Executive meetings. Motion put and carried with Treasurer Bertoglio and Board Member Powell abstaining from the vote.
3. Mr. Martin informed the Board that two additional vouchers were added to the voucher listing that was sent out in the agenda packet: Voucher 8281 for KROHNE Inc. in the amount of \$9,153.82 for Groundwater Well Turbidimeters; Voucher 8282 for Automation & Electronics, Inc. in the amount of \$20,356.20 for the WTP Raw Water Building MCC's & Switchgear Replacement, Project No. 18-078. 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 2021 vouchers. A motion was made by Secretary Waters and seconded by Vice-Chairman Keffer to approve the April 2021 voucher listing to include voucher numbers 8270 through 8282 in the amount of \$348,772.75. 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 2021 was 179 MG, which is 15 MG more than the five-year average of 164 MG. Mr. Martin stated that year to date production is 2.88 BG, which is 122 MG more than the five-year average of 2.75 BG.

Board Member Freel arrived at 11:33 a.m.

Mr. Martin asked the Board to reference the Balance Sheet in the monthly compilation. Mr. Martin stated that the Total Fund Balance is \$38.5 M. Mr. Martin stated that this includes \$30.7 M in Net Investment Capital Assets, \$1 M in Restricted Reserves for the WWDC Reserve Requirement, and \$6.7 M in Unrestricted Net Position, of which \$5 M is designated per the Reserve Policy, leaving \$1.7 Undesignated. Mr. Martin stated that if you take out the pre-paid expenses and inventory, it leaves approximately \$1.3 M in Undesignated funds.

Mr. Martin stated that Water Utility Charges for FY2021 is \$5,836,881, which is an increase of approximately \$415,734 more than FY2020 due to the water rate increase and higher than average water sales this year.

Mr. Martin stated that Reimbursable Contract Expense is \$2,520,850, which is approximately \$10,000 less than last year. Mr. Martin stated that this due to the timing of chemical purchases, and is right about where staff expected it to be.

Chairman King asked for a motion to approve the March 2021 Financial Report as presented. A motion was made by Vice-Chairman Keffer and seconded by Secretary Waters to approve the March 2021 Financial Report as presented.

Board Member Powell asked if the Board is on track to save funds for the upcoming UV Project. Mr. Martin stated no, the Board is not on track to have the funds for the UV project, but that will be reviewed during the rate model discussion for long-term planning in the next couple of months.

Motion put and carried.

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

Mr. Schroeder stated that he will give the update for Water Distribution first. Mr. Schroeder stated that the Wardwell Tank roof has been repaired and is back in service.

Mr. Schroeder stated that the Water Distribution staff has been working on the pumps at the Pioneer and Mountain View Boosters.

Mr. Schroeder stated that Water Distribution staff took the Sandy Lake Tank out of service to be cleaned, and also replaced the tank mixer. Mr. Schroeder stated that the tank is back in service at this time.

Mr. Schroeder stated that Water Distribution staff has the seeding for the Pioneer Tank drain, but is waiting on the weather to be better before they spread it.

Mr. Schroeder stated that the chloramine residual in the distribution system is in good shape.

Mr. Schroeder stated that testing of the Raw Water MCCs was completed and the contractor was granted substantial completion. Mr. Schroeder stated that the pumps were run as part of the testing, and everything came on. Mr. Schroeder stated that there is just a little bit of work left to do.

Mr. Schroeder stated that he has been ordering chemicals so the tanks are all full when the surface water plant is turned on.

Mr. Schroeder introduced Mr. Seth Van Wyck, who is the new Lead Operator.

Mr. Schroeder stated that there are several retirements that will be taking place in the near future. Mr. Schroeder stated that Danny Tanner, Operator, will be retiring on May 3rd, and Debbie Williams, Admin. Assistant, will be retiring on Thursday. Mr. Schroeder stated that he is also retiring at the end of this week and this is his last Board meeting.

Board Member Powell asked how many years Mr. Schroeder has worked at the WTP. Mr. Schroeder stated that he has been at the WTP for 30 years. The Board thanked Mr. Schroeder for his 30 years of service and for the great work he has done over the years.

6. There was no Public Comment.

7. In Old Business:

- a. Ms. Brown handed out the annual financial disclosure letter to Treasurer Bertoglio. Ms. Brown informed him the letter must be completed and signed in open session. The financial disclosure letter was completed and signed by Treasurer Bertoglio.
- b. There was no Other Old Business.

8. In New Business:

- a. Mr. Martin stated that West Plains Engineering is under contract for the design of the WTP HVAC Chiller Replacement Project. Mr. Martin stated that the project consists of the full removal and replacement of the chiller, evaporative refrigerant condenser, chilled water system pumps, hot water heating system pumps, and system controls.

Mr. Martin stated that along with these parts of the system is the Building Management System (BMS), which is the main control panel that handles all the controls for the full system. Mr. Martin stated that the BMS is antiquated, and it is proposed to replace it at the same time as the HVAC system is replaced. Mr. Martin stated that this amendment is to include the design of the BMS in the amount of \$10,600. Mr. Martin stated that this will increase the total contract amount for design to \$21,550. Mr. Martin stated that this project was budgeted in the FY21 budget. Mr. Martin stated that replacement of the HVAC system will take place this fall.

Mr. Martin stated that Mr. Andrew Colling, with the City Engineering Department is in attendance today to answer any questions the Board may have on this amendment.

A motion was made by Board Member Powell and seconded by Treasurer Bertoglio to approve Amendment No. 1 to the contract with West Plains Engineering, Inc. for the design of the WTP HVAC Chiller Replacement, Project No. 20-030 in the amount of \$10,600, which increased the total design contract amount to \$21,550. Motion put and carried.

- b. Mr. Martin stated that in September 2018 the Board and the Office of State Lands and Investments (OSLI) executed a Drinking Water State Revolving Fund (DWSRF) Loan Agreement in the amount of \$1.6 M for the WTP SCADA Improvements, Project No. 17-038. Mr. Martin stated that the project has been completed and at a meeting held in February the Board approved relinquishment of \$173,170.23 in remaining funds and an initial interest payment of \$27,886.64.

Mr. Martin stated that with the interest payment, OS LI awarded Principle Forgiveness in the amount of \$356,707.54 and has drafted an amended promissory note to establish a new schedule for the repayment of the principle in

the amount of \$1,070,122.23 plus interest at the rate of 2.5% per annum. Mr. Martin stated that this will put the loan into repayment with annual payments of \$68,645.27.

A motion was made by Treasurer Bertoglio and seconded by Secretary Waters to approve the Amended Promissory Note for DWSRF213 with a loan balance of \$1,070,122.23. Motion put and carried.

- c. Mr. Martin stated that at the meeting last month the Board discussed audit services for FY2021 and FY2022. Mr. Martin stated that the Board asked staff to request a proposal from Skogen, Cometto & Associates P.C. for the audits. Mr. Martin stated that the proposal from Skogen, Cometto & Associates P.C. is before the Board today for consideration.

Mr. Martin stated that the proposal is the same price as the last two years, \$30,000 per year, for a total of \$60,000 for FY2021 and FY2022. Mr. Martin stated that after the discussion last month about the costs for audits that were done for other entities by different auditing firms, he feels this is a fair deal.

A motion was made by Treasurer Bertoglio and seconded by Vice-Chairman Keffer to approve the Audit Engagement Agreement with Skogen, Cometto & Associates P.C. for Auditing Services for FY2021 and FY2022 in the amount of \$30,000 per year, with a total amount of \$60,000.

Chairman King stated that he feels this is a good choice as Skogen, Cometto & Associates P.C. knows the Board's system and has treated the Board fairly in the past.

Motion put and carried.

- d. Chairman King stated that he is the Chairman of Wyoming Community Gas and will be abstaining from the discussion on Choice Gas Selection, and turned the time over to Mr. Martin.

Mr. Martin asked the Board to reference the chart for Choice Gas on the screen. Mr. Martin stated that the blue column on the top is actual costs from 2020 with the Pass-On Rate, and the other columns are the same usage with pricing from the different natural gas suppliers. Mr. Martin stated that the last column on the bottom is the Pass-On Rate. Mr. Martin stated that the Board has been on the Pass-On Rate for several years.

Treasurer Bertoglio stated that on the natural gas bills there are supply costs, which is the Choice Gas cost, and then there are distribution costs. Treasurer Bertoglio stated that the distribution costs have to be added to the price of the various suppliers. Treasurer Bertoglio stated that the Pass-On Rate is the actual total cost. Treasurer Bertoglio stated that if you strip the supply cost out of it, the

cost drops almost in half.

Treasurer Bertoglio stated that he has tracked Choice Gas since it started, and it is getting less and less transparent to people, as they are getting less information out. Treasurer Bertoglio stated that it is difficult to find the CIG Index now. Treasurer Bertoglio stated that the adder on the CIG has 3-5¢ profit.

Treasurer Bertoglio stated that you can't go from January to December because it crosses two periods. Treasurer Bertoglio stated that the Fixed Price changes in that period, from January to May 31st, then from June to December 31st is a different price. Treasurer Bertoglio stated that a good example is that right now Black Hills Energy is quoting 37.2 for the period June 1st to May 31st and the Pass-On is 34.56. Treasurer Bertoglio stated that the Pass-On Rate very rarely exceeds this price, which is based on projections, while the others have a cushion to make money. Treasurer Bertoglio stated that with the price fight that we saw this winter there might be a slight balancing of the Fixed Rates. Treasurer Bertoglio stated that in general with the Pass-On Rate, it will typically beat the Fixed Rates by 10 – 30 %.

Board Member Knell asked what is the best way to go. Treasurer Bertoglio stated that the Pass-On Rate works the best for 99% of the people as there is no profit in it, and they have to go before the Public Utilities Commission to set their prices every three months, and they have to document where they got the gas. Treasurer Bertoglio stated that for the average user, the Pass-On Rate has saved them 20% consistently, except for one year. Treasurer Bertoglio stated that the Pass-On Rate gives the best protection from crazy pricing.

Board Member Cathey asked Treasurer Bertoglio if approximately \$20,000 of the \$42,000 that was spent last year is the distribution charge that needs to be added to the pricing of all the others. Treasurer Bertoglio stated that was correct.

Board Member Knell stated that the distribution charge is almost equal to the cost of the gas. Treasurer Bertoglio stated that was correct. Board Member Knell asked if all the rest of the suppliers then have to pay Black Hills for the distribution on top of the gas price. Treasurer Bertoglio stated that was correct.

Treasurer Bertoglio stated that if you have to pick one, Wyoming Community Gas and Black Hills Energy have the best pricing.

A motion was made by Board Member Powell and seconded by Secretary Waters to stay with the Pass-On Rate for the Choice Gas Selection for 2021. Motion put and carried.

- e. Mr. Martin stated that this month the Board will review the Preliminary Budget for FY2022, and then in June it will be brought back to the Board for approval. Mr. Martin stated that the Board reviewed the capital projects in detail last month.

Mr. Martin informed the Board they could ask questions at any time during the review of the budgets.

Mr. Martin stated that staff has made serious efforts to maintain the Operations budget at FY21 levels. Mr. Martin stated that the RWS Agency Budget is driven by new and replacement capital projects more than by operational expenditures.

Mr. Martin stated that many Operations Budget line items will be status quo, or close to the FY21 budget; however, increases will be seen in the areas of personnel, chemicals, maintenance agreements, and refuse collection.

Mr. Martin stated that an increase in the Agency Budget revenues is anticipated to come from a proposed rate increase.

Mr. Martin stated the new and replacement capital expenditures in the Agency Budget generally follow the WTP capital improvement plan and recommendations in the facilities plan completed in 2017. Mr. Martin stated that the FY22 capital budget is slightly higher than that of FY21.

Water Treatment Plant Operations Budget

Personnel Services

- a) Personnel Costs - \$1,099,045 – This represents an increase of \$40,353 over the FY21 budget. Health insurance costs have increased, no furloughs are anticipated, and no COLA has been included in the FY22 budget.

Board Member Knell asked if the salaries for the positions of the three retirees will stay the same. Mr. Martin stated that the salaries for the people filling those positions will be lower as they will start at the bottom of the pay scale for each position.

Materials and Supplies

- a) General Supplies and Materials - \$125,500 – This amount is unchanged from the FY21 budget. The General Supplies and Materials line includes office supplies, safety equipment, machinery supplies, booster station supplies, well field supplies, and laboratory supplies.
- b) Chemicals - \$800,000 – This is an increase of \$50,000 from the FY21 budget. The increase covers an increase in chemical costs and associated charges such as fuel and truck cleaning charges.

Treasurer Bertoglio asked if staff is seeing large increases in chemicals. Mr. Martin stated staff has not seen large increases in chemicals yet. Treasurer Bertoglio stated that there has been substantial increases in PVC and steel.

- c) Postage and Printing - \$1,950 – This amount is unchanged from the FY21 budget.
- d) Electricity - \$855,500 – This amount is unchanged from the FY21 budget. Electric usage is greatly dependent upon summertime water sales.
- e) Natural Gas - \$50,000 – This amount is unchanged from the FY21 budget.
- f) Bulk Fuel - \$10,000 – This amount is unchanged from the FY21 budget. Mr. Martin stated that this fuel is for the emergency generator.
- g) Maintenance/Repair (non-contract) - \$50,000 – This amount is unchanged from the FY21 budget.
- h) Employee Uniforms - \$1,000 – This amount is unchanged from the FY21 budget.

Contractual Services

- a) Professional Services - \$8,000 – This amount is unchanged from the FY21 budget. This line is used for instrumentation and controls maintenance and repairs.
- b) Maintenance Agreements - \$43,400 – This represents a \$15,000 increase from the FY21 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 ozone monitors will require outside service this FY, which is anticipated to be a \$15,000 expense.
- c) Lab Testing - \$46,500 – This amount is unchanged from the FY21 budget.
- d) Laundry and Towel Service - \$2,000 – This amount is unchanged from the FY21 budget.
- e) Interdepartmental Services - \$286,004 – This is a decrease of \$346 from the FY21 budget. These amounts are calculated by the City Finance Department and are based on the number of employees and/or amount of work/work orders that are generated for the division, and on General Fund budgets.
 - \$19,024 – Information Technology – Increase of \$2,189
 - \$21,466 – Finance – Decrease of \$7,637
 - \$11,951 – Human Resources – Increase of \$409
 - \$5,479 – City Council – Increase of \$336
 - \$21,165 – City Manager – Increase of \$5,037
 - \$11,854 – City Attorney – Decrease of \$680
 - \$195,065 – WDG Personnel – No Change

Board Member Knell asked if the budgets will be tightened up before June. Mr. Martin stated that the budgets will be finalized before approval in June. Mr. Martin stated that these various departments do their budgets and are then allocated out for the Fiscal Year.

Other Costs

- a) Travel/Training - \$4,000 – This amount is unchanged from the FY21 budget.
- b) Insurance & Bonds - \$27,390 – This is a \$31 increase from the FY21 budget. This line item covers liability insurance, etc. for the eleven WTP employees who are City of Casper employees.
- c) Advertising - \$900 – This amount is unchanged from the FY21 budget.
- d) Dues and Subscriptions - \$1,200 – This amount is unchanged from the FY21 budget.

Utility Costs

- a) Communication - \$2,200 – This amount is unchanged from the FY21 budget.
- b) Refuse Collection - \$60,000 – This is an increase of \$20,000 from the FY21 budget. This line item is mainly for sludge disposal. The two backwash water ponds and the two Actiflo sludge ponds are cleaned yearly. Waste sludge capacity in these ponds is critical to the operations of the surface water treatment plant. In addition to the ponds, there is material in the drying area that needs to be disposed of.
- c) Sewer - \$400 – This amount is unchanged from the FY21 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 FY22 Operations Budget is 3.8% greater than the FY21 Operations Budget. The increases are attributable to a slight increase in personnel costs, an increase in chemical costs, the addition of ozone monitor service maintenance agreements, and an increase to refuse collection.

Central Wyoming Regional Water System Agency Budget

Revenue

- a) Water Rate Revenue - \$7,763,361 – This reflects an increase of \$443,497 over

the FY21 budget. These revenues are proportioned to each wholesale entity based on the July 2019 – June 2020 percentage of RWS production based on a five-year average of total RWS production. Mr. Martin stated that the rate model discussion will be held next month, and staff will be recommending a 5% rate increase.

- b) Interest on Investments - \$20,000 – This is a decrease of \$60,000 from FY21 based on data from the previous year.
- c) System Development Charges (SIC) - \$245,000 – This amount is unchanged from the FY21 budget. The SIC rates recommended from the recent cost of services and SIC study went into effect January 1, 2019.

Contractual Services

- a) Consulting Fees - \$15,000 – This amount for outside consulting work is unchanged from the FY21 budget.
- b) Legal Fees - \$30,000 – This amount is unchanged from the FY21 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 FY2021 and FY2022. This also includes the BusinessWorks annual update and checks.
- d) Insurance & Bonds - \$106,000 – This is an increase of \$6,000 from the FY21 budget.
- e) Travel & Training - \$2,000 – This amount is unchanged from the FY21 budget. This is for RWS Board travel and training.

Treasurer Bertoglio asked if the Board has insurance under WARM. Mr. Martin stated that the RWS is not covered under WARM. Treasurer Bertoglio stated that if a certain percentage of revenue is made up from one entity, it could be considered a part of that entity. Ms. Johnson stated that it would be considered a component unit. Mr. Martin stated that as part of one of the agreements between the City and RWS, the Board would carry separate insurance.

Mr. Martin introduced Ms. Jill Johnson, the new City Finance Director to the Board.

Debt Service

- a) Principal Payments - \$2,150,649 – 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 #115 (Emerg. Power) - \$ 101,014
- DWSRF #129 (Zone IIB Imp.) - \$ 24,220
- DWSRF #153 (Backwash Tank) - \$ 70,053
- DWSRF #213 (PLC/SCADA) - \$ 66,471

b) Interest Expense - \$436,647 – 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 #115 (Emerg. Power) - \$ 51,511
- DWSRF #129 (Zone IIB Imp.) - \$ 10,650
- DWSRF #153 (Backwash Tank) - \$ 35,722
- DWSRF #213 (PLC/SCADA) - \$ 37,813

Capital – New

Mr. Martin stated that Capital was discussed in detail last month.

- a) Buildings - \$50,000 – Filter Monorail Hoist System. Install man hoist needed to make confined space entries into the filters for maintenance.
- b) Improvements Other Than Buildings - \$52,000 – This covers the following:
 - 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 groundwater wells to allow for optimized flow control directly from the WTP control room.
- c) Light Equipment - \$10,000 – Shop tools and equipment needed for in-house WTP maintenance and repair.

Capital – Replacement

- a) Buildings - \$365,000 – This is for the following:
 - Security - \$25,000 – This is an on-going project that includes the installation of security equipment including entrance gate upgrades, door-card access system, etc.
 - Roof Replacement - \$300,000 – This is to replace the roofing systems

over the Actiflo area.

- Pipe Gallery Lighting Upgrades - \$15,000 – This project is to upgrade pipe gallery lighting to LED.
- Pipe Chase #2 Concrete Sealing - \$25,000 – This project is to apply sealant in the pipe chase to stop and prevent leaks.

b) Improvements Other Than Buildings - \$845,000 – This includes:

- Major Equipment and Valve Replacements - \$100,000 – This is for unanticipated equipment and valve replacements during the year.
- Groundwater Well Turbidimeter Replacement - \$30,000
- Actiflo Sand Pumps - \$45,000
- Well Pumps - \$65,000 – 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 – This project is part of a multi-year project to rehabilitate the groundwater wells. Caisson #2 will be done in FY22.
- Surface Water High Service Pump VFD Replacement - \$100,000
- Ozone Actuated Contactor Control Valve Replacement - \$6,000
- Decant Pump Station Check Valves - \$24,000
- SW High Service Valve Actuator Replacement - \$75,000

c) Intangibles - \$80,000 – These funds are for the completion of a design report for the disinfection system upgrade project as required by EPA.

d) Light Equipment - \$100,000 – This is for the purchase of a service truck with crane, air compressor, and snow plow to replace the existing 2001 F450.

Summary

The Agency budget anticipates an increase in revenues based on a wholesale water rate increase of 5%. The total amount budgeted for FY22 capital expenditures is \$1,502,000, an increase of \$322,000 from FY21. This amount is in line with what was presented to the JPB in the FY21 rate model.

Mr. Martin stated that this is the preliminary budget for FY22, and the finalized budget will be presented to the Board at the June meeting.

f. There was no Other New Business.

9. Chairman King asked for a motion to move into Executive Session to discuss potential property acquisition and potential litigation. A motion was made by Secretary Waters and seconded by Board Member Cathey to adjourn into Executive Session at 12:13 p.m. to discuss potential property acquisition and potential litigation. Motion put and carried.


A motion was made by Secretary Waters and seconded by Board Member Cathey to adjourn from Executive Session at 12:59 p.m. Motion put and carried.

A motion was made by Secretary Waters and seconded by Board Member Cathey to open the Regular Session at 12:59 p.m. Motion put and carried.

10. In the Chairman's Report, Chairman King stated that the next regular meeting would be held on May 18, 2021.

A motion was made by Board Member Cathey and seconded by Board Member Freel to adjourn the meeting at 1:01 p.m. Motion put and carried.


Chairman


Secretary