

INFORMATION PACKET

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Friday, July 20, 2018



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A.C.E.S.

Accountable

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Effective & Efficient

Stewards

The Grid

A working draft of Council Meeting Agendas

July 24, 2018**Councilmembers Absent:**

Work Session Meeting Agenda Items	Recommendation	Allotted	Beginning
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
City-wide Operating Software (Michael Szewczyk)	Information Only	20 min	4:30
School Resource Officer MOU (Chief McPheeters)		20 min	4:50
CATC Route Modifications (Aaron Kloke)		20 min	5:10
Agenda Review		20 min	5:30
Legislative Update	Direction Requested	20 min	4:40
Council Around the Table	Information Only	45 min	6:10
Executive Session - Personnel			6:55
Approximate Ending Time			

August 7, 2018**Councilmembers Absent:**

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
C = Item is on Consent N = Item is <u>not</u> on Consent					
Pre-meeting: Executive Session Minutes - July 24 Personnel					
Pre-meeting: Plains RFP					
Approve July 17 Meeting Minutes & July 24 Executive Session Minutes					
Establishing August 21, 2018, as the Public Hearing Date for Consideration of: New Resort Liquor License No. 8 for Trigild, Inc., d/b/a Hilton Garden Inn, Located at 1150 North Poplar Street.	C				
Establishing August 21, 2018, as the Public Hearing Date for Consideration of: New Restaurant Liquor License No. 39 for THW, Inc., d/b/a JS Chinese Restaurant, Located at 116 West 2nd Street.	C				
Authorize the Request to Apply for a Community Enhancement Grant through the Wyoming Business Council for the Lights on Hogadon Project.		CMR			
Community Input for the Proposed Amendment to the FY 2017/2018 Annual Action Plan.		CMR			
Approving Five (5) Professional Services Contracts for Wireless Communication Facility Reviews.				C	
Authorizing Amendment No. 1 to the Contract for Professional Service with Civil Engineering Professionals Inc., in the Amount of \$46,000, for the East Casper Zone 3 Water System Improvements Project.				C	
Authorizing a Procurement Agreement with KROHNE, Inc., in the Amount of \$45,098, for the Purchase of Magnetic Flow Meters to be Installed in the Pratt, North Park, Mountain Road, and Southwest Water Booster Stations. (tentative)				C	
Authorizing the Execution of an M-54 Utility License with the Wyoming Department of Transportation for the Installation of a 3-inch HDPE Casing and 1.5-inch Water Service Line to Provide Water Service to 7475 Highway 220. (tentative)				C	
Authorizing an Agreement with HDR Engineering, Inc., in the Amount Not to Exceed \$75,000.00, for Water Rights/Water Supply Studies, Tasks, and Activities. (tentative)				C	
Authorizing a Cooperative Agreement with the Wyoming Department of Transportation Poplar Street Bridge over BNSF Railroad Project.				C	
Authorizing a Contract for Outside-City Sewer Service with Silver Dollar Properties, LLC.				C	

The Grid

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Authorizing a Contract for Professional Services with Inberg Miller Engineers, in the Amount of \$35,970, for the Lower Eastdale Creek Channel Improvements – Phase 2 Project.				C	
Authorizing an Agreement with Treto Construction, LLC, in the Amount of \$2,511,700, for the Midwest Avenue Reconstruction Project.				C	
Authorizing Release and Assignment Agreements with Western Surety Company, for Erosion Control Bond Claims Against Bonds Held by Gaddis Custom Building, LLC, for Heritage Hills 2, and 3 and 4.				C	
Authorizing a Tender Agreement with United Fire and Casualty Company and Powder River Construction, Inc., in the Amount of \$143,579, for Completion of the Robertson Road South Pathway Project.				C	
Authorizing an Agreement with Recycled Materials, LLC, in the Amount of \$28175, for the 2018 Russian Olive Removal Project.				C	
Authorizing a Natrona County Road License for the Installation of a New 12-inch Water Transmission Main for the West Casper Zone II Water System Improvements Project.				C	
Authorizing the Acceptance of a Grant from the Edward Byrne Memorial Justice Assistance Grant, from the Department of Justice, Bureau of Justice Assistance, Office of Justice Programs, in the Amount of \$29,562, to be Shared with Natrona County.				C	
Authorizing a Lease Agreement between the City of Casper and the Casper Junior Football League for the Use of Crossroads Complex Fields 1, 2, and 3.				C	
Authorizing a Contract for Professional Services with Golder Associates, Inc., in the Amount of _____, to Provide Environmental Consulting for Construction of the First Street Reach of the North Platte River Restoration Project. (tentative)				C	
Council Agenda Sequence				C	
Authorizing the Reappointment of Mike Cometto to the Casper Natrona County Health Department Board.					C
Authorize the Purchase of One (1) New Crew Cab 4x4 Brush Truck Fire Apparatus, in the Total Amount of \$XXX,XXX, for Use by the Casper Fire Department. (tentative)					C
Authorize the Purchase of Two (2) New Articulated Motor Graders, in the Total Amount of \$532,102.58, Before the Trade-in Allowance, for Use by the Streets Division of the Public Services Department. (tentative)					C
Authorize the Purchase of One (1) New John Deere Gas Mower, in the Total Amount of \$12,400, for Use by the Cemetery Section of the Parks and Recreation Department. (tentative)					C
Authorize the Purchase of One (1) New One Ton Truck With Service Body, in the Total Amount of \$55,363.36, for Use by the Water Distribution Division of the Public Services Department.					C

August 14, 2018**Councilmembers Absent:**

Work Session Meeting Agenda Items	Recommendation	Allotted	Beginning
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
WAM Resolutions - Discussion/Review (Councilmember Powell)		20 min	4:30
Open Containers Downtown (Chief McPheeters)		20 min	4:50
Restorative Justice Presentation (Chief McPheeters)		20 min	5:10
Casper Mountain Biathlon Club-Crushing Operations (Andrew Beamer)		20 min	5:30
Agenda Review		20 min	5:50
Legislative Update	Information Only	20 min	6:10
Council Around the Table	Information Only	45 min	6:30
Executive Session - Personnel			7:15
Approximate Ending Time			

The Grid

A working draft of Council Meeting Agendas

August 21, 2018

Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
C = Item is on Consent N = Item is <u>not</u> on Consent					
Pre-meeting: Executive Session Minutes - August 14 Personnel					
Approve August 7 Meeting Minutes & August 14 Executive Session Minutes					
New Resort Liquor License No. 8 for Trigild, Inc., d/b/a Hilton Garden Inn, Located at 1150 North Poplar Street.		CMR			

August 28, 2018

Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Allotted	Beginning
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
One Cent Survey Results & Suggested Projects	Direction Requested	20 min	4:30
Soil Compaction in Residential Areas - Draft Ordinance	Direction Requested	20 min	4:50
Innkeeper & Registration Ordinance	Direction Requested	20 min	5:10
Abandoned Vehicle Ordinance	Direction Requested	20 min	5:30
Agenda Review		20 min	5:50
Legislative Update	Information Only	20 min	6:10
Council Around the Table	Information Only	45 min	6:30
Executive Session - Personnel			7:15
Approximate Ending Time			

September 4, 2018

Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
C = Item is on Consent N = Item is <u>not</u> on Consent					
Pre-meeting: Executive Session Minutes - August 28 Personnel					
Bright Spot - Proclamations for Star Spangled Banner Day & Constitution Week					
Approve August 21 Meeting Minutes & August 28 Executive Session Minutes					

September 11, 2018

Councilmembers Absent:

Meeting to be held at the Life Steps Campus at 4:00 p.m.			
Work Session Meeting Agenda Items	Recommendation	Allotted	Beginning
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
LifeSteps Campus Tour		30 min	4:00
TENTATIVE - Dan Noble			4:30
UBER (Taxi Ordinance Change)			
Smart Water Meters			
Accepting Natrona County Hazard Mitigation Plan & Emergency Response Plan	Move Forward for Approval		
Agenda Review			
Legislative Update	Information Only		
Council Around the Table	Information Only		
Approximate Ending Time			

The Grid

A working draft of Council Meeting Agendas

September 18, 2018

Councilmembers Absent:

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

September 25, 2018

Councilmembers Absent:

Work Session Meeting Agenda Items		Recommendation	Allotted	Beginning
Recommendations = Information Only, Move Forward for Approval, Direction Requested				
Non-Motorized Transportation Plan (Bike/Pedestrian Plan Update)			20 min	4:30
Summer Pool Usage Discussion			20 min	4:50
			20 min	5:10
			20 min	5:30
Agenda Review			20 min	5:50
Legislative Update		Information Only	20 min	6:10
Council Around the Table		Information Only	45 min	6:30
Approximate Ending Time				7:15

Upcoming Work Session Agenda Items	
Spay & Neuter Code Discussion - Review of Needs	
Pre-Annexation & Island Annexation	
City of Casper App/Citizen Engagement	
Liquor Ordinance, Part II	
Demerit Point Revisions (Chief McPheeters) Alcohol Demerit Structure: What is the public position? Do you want us to be proactive like we are going or are we ok with the current state?	
Dog Attacks/Bites - Penalites for Impound	
Downtown Parking Study Implementation	
Goodstein Lot Lease (Long Term Plan)	
6th Cent Funding Study	
Wyoming Business Council Grant for Midwest	
Property Code Revisions	
Event Guide	

201 MANAGEMENT OVERSIGHT COMMITTEE
MEETING MINUTES

REPRESENTATIVES:

City of Casper: Bruce Martin – Member, City of Casper Public Utilities
Liz Becher – Secretary – Member, City of Casper P & CD
Andrew Beamer – Public Services Director
Megan Lockwood – WWTP Manager
Krista Johnston – Wastewater Collection/Stormwater Manager
Janette Brown – Administrative Technician

Evansville: Dan Adcock – Member

Mills: Mike Coleman – Member

Natrona County: Mike Haigler – Chairman – Member

Wardwell: Larry Keffer – Member

Bar Nunn: Bill Johnston – Vice Chairman – Member

Others: Charlie Chapin – Legal Council

ABSENT:

TIME, DATE: 10:00 a.m., June 6, 2017
Sam Hobbs Regional Wastewater Treatment Plant

AGENDA:

- * 1. Consider minutes of the June 8, 2016 meeting
- 2. Regional Wastewater System 2016-2017 Cost Schedule – July 2016 – March 2017
- * 3. 201 RWWS Flow Measurement Update
- * 4. Discuss Proposed FY 17-18 Regional Wastewater Budget
 - a. 201 RWWS Budget
 - b. New and Replacement Capital Improvement Projects
- * 5. Discuss WWTP Facilities Plan Update
- * 6. Discuss System Investment Charge Study Update
- * 7. Update of Projects (Not covered in FY18 Budget)
 - a. North Platte Sanitary Sewer Rehabilitation Project
 - b. WWTP Emergency Power Project – Awarded to ITC Electrical Technologies

201 MANAGEMENT OVERSIGHT COMMITTEE

MEETING MINUTES

- c. NPSS Corrosion Control Facility – Under Construction
 - d. Digester No. 2 Cover Replacement – Completed
 - e. Primary Clarifier Renovations – Awarded to Carr Coatings
 - f. Primary Sludge Pump Replacements
 - g. PLC/SCADA Project – Completed
 - h. 33 Mile Sewer System – Under Construction
8. Other Business
9. Adjournment

Chairman Haigler called the meeting to order at 10:02 a.m.

1. Chairman Haigler asked for a motion to approve the minutes from the June 8, 2016 meeting. A motion was made by Committee Member Keffer and seconded by Committee Member Adcock to approve the minutes of the June 8, 2016 meeting. Motion passed.

2. Mr. Martin asked the Committee to reference the 2016-2017 Cost Schedule as of March 31, 2017 in their agenda packets. Mr. Martin stated that he expects the fourth quarter costs to be close to \$1 M.

Mr. Martin stated that Septage Revenue is down this year.

3. Mr. Martin asked the Committee to reference the Five Year Flow Measurements. Mr. Martin stated that each meter station has a flow meter that is monitored continuously by the WWTP Operators. Mr. Martin stated that the flows are recorded daily and the meter is calibrated monthly.

4. In Budget Discussion:

- a. Mr. Martin asked the Committee to reference the Preliminary FY17-18 Regional Wastewater Budget. Mr. Martin stated that the RWWS Budget is based on the cost accounting methodology agreed on in the 1980's and updated in 1995.

Mr. Martin stated that the budget expenses have been held close to the FY17 budget.

Mr. Martin stated that an additional \$150,000 was added to Chemicals for the North Platte Sanitary Sewer Corrosion Control Facility.

Mr. Martin stated that \$90,000 was added for cleaning Digester No. 3. Mr. Martin stated that this is a maintenance issue and was removed from capital expenditures.

201 MANAGEMENT OVERSIGHT COMMITTEE

MEETING MINUTES

Mr. Martin stated that the increase to Personnel was due to the Lead Operator retiring and was not re-budgeted when it should have been.

Mr. Martin stated that this is an old WWTP and requires a large amount of equipment maintenance and replacements.

Mr. Martin stated that Hauled Waste and Septage Received have both slowed down due to less non-hazardous waste received from the Oil Industry.

Mr. Martin stated that the total charges to be allocated to the member entities are \$4,610,131. Mr. Martin stated that the allocated costs are based on the previous twelve month percentage of flow measurements. Mr. Martin stated that the flow percentages move up and down and are based on actual flows for the upcoming quarters.

- b. Mr. Martin asked the Committee to reference the New and Replacement Capital projects.

In Replacement Capital Projects, Mr. Martin gave an overview of the following projects:

Buildings – Mr. Martin stated that this line item covers lighting renovations, security upgrades, and the Digester Building roof replacement.

Improvements Other Than Buildings – Mr. Martin stated that this line item includes replacements of a sludge grinder, lab equipment, UV Disinfection equipment, WWTP valves and piping, Roll Off Boxes, Headworks Building roof handrails, Bar Nunn Lift Station No. 2 generator, a strainer for the PW2 water system, one Primary Sludge pump, MCC replacements which will be done in phases, and a large boiler for the digesters will also be replaced.

Mr. Martin stated that funds have also been budgeted for unanticipated equipment replacements and for computer replacements.

In New Capital Projects, Mr. Martin gave an overview of the following projects:

Shop Equipment – Mr. Martin stated that funds have been budgeted for a press for working on unit processes equipment.

Middle North Platte Watershed – Mr. Martin stated that this is the payment to the Natrona County Conservation District for selenium mitigation.

5. Mr. Martin stated that CH2M was retained a little over a year ago to complete the WWTP Facilities Plan Update. Mr. Martin stated that CH2M is close to completing the report.

201 MANAGEMENT OVERSIGHT COMMITTEE

MEETING MINUTES

Mr. Martin stated that currently CH2M is reviewing current flows and loadings to the WWTP and comparing that to the design. Mr. Martin stated that they are projecting flows and loadings out for the next twenty years.

Mr. Martin stated that CH2M is working with EPA and DEQ to try and understand what regulations will be changing over the next several years. Mr. Martin stated that CH2M is looking particularly at nutrient and selenium removal requirements. Mr. Martin stated that upgrades to meet nutrient and selenium removal requirements could cost upwards of \$20 M.

Mr. Martin stated that CH2M has evaluated the existing secondary treatment processes at the WWTP and will be recommending what capital upgrades could be done over the short term that would still be usable after a major upgrade.

Mr. Martin stated that CH2M will provide treatment alternatives that could be used to meet future flows/loadings and regulations.

Mr. Martin stated that CH2M will provide a cost estimate for short and long term capital projects, including major upgrades.

Mr. Martin stated that CH2M is wrapping up the facilities plan and should be ready to present to a combined meeting of the 201 MOC and the CPU Advisory Board in August, after which they will give a presentation to the Casper City Council.

6. Mr. Martin stated that Raftelis Financial Consultants Inc. (Raftelis) was retained to provide a system investment charge study and cost of services study. Mr. Martin stated that this study will look at our system and current capital improvement plans and make recommendations on system investment charges.

Mr. Martin stated that the kick off meeting for the system development charge study was held on March 1st at a combined meeting of the 201 Management Oversight Committee, the CPU Advisory Board, and the Central Wyoming Regional Water System Joint Powers Board.

Mr. Martin stated that data was collected during March and April. Mr. Martin stated that since that time, Raftelis has been compiling the data and working it into models that will help them with their recommendations. Mr. Martin stated that currently, Raftelis is working to gain a better understanding of our systems and the data.

Mr. Martin stated that Raftelis should have some system investment charge and financial plans for the City to review in about three weeks. Mr. Martin stated that the cost of services portion will take about six weeks to complete.

Mr. Martin stated that the information will be presented at another combined meeting of the board in late August or early September. Mr. Martin stated that any comments

201 MANAGEMENT OVERSIGHT COMMITTEE
MEETING MINUTES

or concerns that the boards have will be addressed and then the final study will be presented to the Casper City Council.

7. In Project Updates:

- a. Mr. Martin stated that the assessment of the North Platte Sanitary Sewer (NPSS) Rehabilitation Project was completed in 2012. Mr. Martin stated that this project will cost approximately \$8 M and may need SRF funding.
- b. Mr. Martin stated that the WWTP Emergency Power Project was awarded to ITC Electrical Technologies. Mr. Martin stated that this project is for one generator at the head of the WWTP. Mr. Martin stated that the current generator is over thirty years old. Mr. Martin stated that the kick off meeting for this \$2 M project will be held soon.
- c. Mr. Martin stated that the NPSS Corrosion Control Building is under construction. Mr. Martin stated that this project will add ferrous to the North Platte Sanitary Sewer and should be completed in July or August. Mr. Martin stated that this is an \$850,000 project.
- d. Mr. Martin stated that the Digester No. 2 Cover Replacement Project has been completed and is back on line.

Mr. Martin stated that Digester No. 3 will be cleaned and will have valves replaced this year.
- e. Mr. Martin stated that the Primary Clarifier Renovations Project was awarded to Carr Coatings. Mr. Martin stated that Clarifier No. 1 was completed in FY17 and Clarifier No. 2 will start this month. Mr. Martin stated that the project should be completed before the eclipse.
- f. Mr. Martin stated that the Primary Sludge Pump Replacements Project will replace the piston style pumps.
- g. Mr. Martin stated that the PLC/SCADA Project has been completed. Mr. Martin stated that this 20 year old equipment was replaced at eleven remote meter stations. Mr. Martin stated that the contractor still needs to submit schematics for the project.
- h. Mr. Martin stated that the 33 Mile Sewer System is under construction. Mr. Martin stated that the project is behind schedule but should be completed next month. Chairman Haigler asked if this is an injection sewer line. Mr. Martin stated that it is gravity flow. Ms. Johnston stated that the fencing, grading, and SCADA still need completed. Mr. Beamer clarified that the SCADA still needs tied in to the existing SCADA at the WWTP.

201 MANAGEMENT OVERSIGHT COMMITTEE
MEETING MINUTES

8. In Other Business, Mr. Martin turned the time over to Ms. Johnston to discuss plan review for 201 Sewer tie ins. Ms. Johnston stated that the City of Casper is responsible for the maintenance of the 201 sewer lines. Ms. Johnston stated that some contractors have installed drop manholes on the 201 sewer lines which help create H₂S that corrodes the sewer lines. Ms. Johnston requested that all member entities of the 201 Sewer System submit plans to the City for any work that includes 201 sewer lines for a curtesy review.

9. A motion was made by Vice Chairman Johnston and seconded by Committee Member Coleman to adjourn the meeting at 10:34 a.m. Motion passed.


Secretary

July 17, 2018

MEMO TO: J. Carter Napier, City Manager

FROM: Liz Becher, Community Development Director

SUBJECT: Hotels in the Old Yellowstone District

In response to your question asking if hotels are an allowable land use and building use in the Old Yellowstone District (OYD), Yes – they are, in certain areas. Here are the details:

The Form-Based Code (Chapter 17.94), adopted into our City Municipal Code in June 2008, created a Land Use Plan which designates particular land use types for specific areas within the redevelopment area and a Regulating Plan which governs the allowable building type by zone.

Hotels are allowed in the Riverfront Mixed Use area (all along the river); with a podium tower structure or perimeter block building style. Hotels are also allowed in the Corridor Mixed Use area (former Plains Furniture site); only with a perimeter block building style which has a 5 story maximum height.

Hotels are not designated for the former Source Gas site, which is within the Neighborhood Mixed Use area, a predominately residential land use. The allowable building types for that zone do not support a hotel development.

I will be happy to answer any further questions you may have about the OYD.



**CITY OF CASPER-NATRONA COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Thursday, July 19, 2018; ELKHORN ROOM
5:30 PM**

- I. Presentation of Natrona County Maternal and Child Health Data – Dr. Kelly Weidenbach**
- II. AGENDA/MINUTES**
 - a) Previous Meeting Minutes/Notes**
June Board Meeting Minutes*
- III. BUDGET/FINANCIAL**
 - a) Financials***
 - i. FY18 Final Budget Revisions*
 - ii. June 2018 Financials*
- IV. BOARD**
 - a) Next Meeting Date**
Proposed for August 16, 2018 at 5:30pm*
- V. HEALTH OFFICER**
 - a) Health Officer Report
- VI. DIVISION REPORTS**
 - 1) ADMINISTRATION**
 - a) General Administration**
 - i) Update on Community Health Needs Assessment Process
 - ii) Update on Substance Abuse and Suicide Prevention funding and contract
 - b) Public Health Preparedness/Medical Reserve Corp/CPR**
 - i) Proposed Contract for Medical Reserve Corp facilitation
 - c) Wyoming AETC/HIV Case Management/Ryan White Programs**
 - 2) ENVIRONMENTAL HEALTH DIVISION**
 - a) Discussion
 - 3) NURSING**
 - a) Adult Health Program**
 - b) Disease Prevention**
 - i) Wyoming Department of Health Immunization Program Contract*

CasperPublicHealth.org

Phone: 307.235.9340 **Fax:** 307.237.2036 **Address:** 475 S. Spruce Street, Casper, WY 82601



ii) Wyoming Health Council Title X Contract Extension*

c) Maternal and Child Health Program

i) Contract with Wyoming Medical Center for referrals to CNCHD MCH program*

VII. CITY/COUNTY LIAISON REPORTS

VII. BOARD MEMBER REPORTS



**CITY OF CASPER- NATRONA COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Thursday June 21, 2018; 5:30 pm
Elk Horn Room**

BOARD MEMEBERS PRESENTS:

Mary Lynne Shickich
Michael Miller, DO

Tia Hansuld, FNP

BOARD MEMBERS ABSENT:

Mike Cometto, CPA

Sara Smith, DDS

STAFF PRESENT:

Kelly Weidenbach, DrPH, Executive Director
Tammy Smith, Office Manager
Ruth Heald, EH Program Manager
Jamee McKittrick, Admin. Assistant

Mark Dowell, CHO
Wendy Matson, MCH Program Manager
Audrey Gray, PHP Program Manager

OTHERS PRESENT:

Forrest Chadwick, Natrona County Commissioners
Charmaine Reed, Deputy County Attorney

Meeting Called to order 5:36 pm

I. MINUTES/AGENDA

- a. Previous Meeting Minutes

**ACTION: Ms. Hansuld motioned to approve the May 2018 meeting minutes:
seconded by Ms. Shickich. Motion carried.**

II. BUDGET/FINANCIALS

- a. Financials



Tammy Smith reported that Mike Cometto had looked at the May financials, and found no issues.

ACTION: Ms. Hansuld motioned to approve the May 2018 financials; seconded by Ms. Shickich. Motion Carried

III. BOARD BUSINESS

a. Next Meeting Date

The board members discussed the next possible meeting date in July. There will be quorum for July 19th, 2018.

ACTION: Ms. Hansuld motioned to schedule the next board meeting for Thursday, July 19, 2018 at 5:30 pm; seconded by Mr. Cometto. Motion Carried.

IV. HEALTH OFFICER

a. HIV Clinics in Fremont County

- i. Dr. Dowell reports that he went to Riverton for an HIV clinic. They did do teleconference appointments, which work very well.
 1. Teleconferencing will be a great tool to use in the future. A nurse can be with patients and move camera/phone around to see any of the physically things they need to check.

V. DIVISION REPORTS

a. General Administration

- i. Dr. Weidenbach stated the department is still waiting for final word on funding from city and county.
 1. July 3rd will be county budget meeting.
- ii. Prevention Funds.
 1. County Commissioners must vote to appoint a new fiscal agent for these funds. CNCHD is expected to receive these funds.
 2. CNCHD has been working with Mercer Family Resource Center on possible scope of work/subcontract.
 3. CNCHD plans on hiring three staff members, if we become the fiscal agent.

b. Public Health Preparedness

- i. Ms. Gray met with State Public Health Emergency Preparedness Program last week. Our local public health emergency preparedness program will

CasperPublicHealth.org

Phone: 307.235.9340 **Fax:** 307.237.2036 **Address:** 475 S. Spruce Street, Casper, WY 82601



be taking a significant hit to our Cities Readiness funding, which is shared with Laramie County. The state program has given verbal confirmation that FY19 contracts will be honored, but we expect huge program changes in FY20.

c. Wyoming AETC/Ryan White

- i. Nothing new to report.

d. Environmental Health

- i. Ms. Heald reported to the Board about the USDA's Summer Lunch Program and how our inspection program provides mandatory food safety inspections as part of this federal program. We have one entity in Natrona County that was slated to provide summer lunches through this federal program, but did not meet state/local food safety regulations as a licensed facility. This facility is Wyoming Food for Thought. Ms. Heald has reached out to this organization and is providing technical assistance and navigation assistance to try to get the facility licensed. Ms. Heald stated that she spoke with Wyoming Dept. of Ag, and there has been no exception/exemption made for Wyoming Food for Thought in regards to its requirement to be licensed facility to participate in federal Summer Lunch program.

e. Adult Health

Nothing to Report

f. Disease Prevention

- i. Wyoming Department of Health Immunization Program Vaccines for Children/Vaccines for Uninsured Adults contracts –Tabled until County Attorney can complete review and request changes from State Attorney General's office.

g. Maternal Child Health

- i. The Board voted to establish fees/fee schedule for Maternal and Child Health home visitation programs in an effort to improve sustainability of this state mandated program. Home visit fees were established based on Medicaid rates. Nurse-only clinic visit fees had been previously established for Disease Prevention Clinic. CNCHD is establishing a financial policy that dictates how insurance is billed and how write-offs are applied consistently.

ACTION: Ms. Shickich motion to approve the MCH fee schedule, seconded by Ms. Hansuld. Motion Carried.

VI. CITY/COUNTY LIAISON REPORTS

CasperPublicHealth.org

Phone: 307.235.9340 **Fax:** 307.237.2036 **Address:** 475 S. Spruce Street, Casper, WY 82601



CASPER-NATRONA
COUNTY HEALTH DEPARTMENT

- a. Commissioner Chadwick reported two companies will be paying their taxes and the County is expecting an addition \$1 million in revenue.

VII. BOARD MEMBER REPORTS

- a. Nothing to report

Meeting was adjourned at 6:51 p.m.

BALANCE SHEET
As of 6/30/2018

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

ASSETS

CASH AND INVESTMENTS

10000-00-000-000	CASH	0.00
10200-00-000-000	PETTY CASH DRAWER	0.00
10200-50-100-000	PETTY CASH DRAWER AD	500.00
10200-56-600-000	PETTY CASH DRAWERS: CC & CLINIC RECEPTION	925.00

Total CASH AND INVESTMENTS:

1,425.00

CASH WITH FISCAL AGENT

10340-00-000-000	FIRST INTERSTATE BANK OPERATING ACCOUNT	472,095.19
10350-00-000-000	INVESTMENTS COUNTY POOL	533,216.94
10355-00-000-000	INVESTMENTS WYOSIP	0.00
10360-00-000-000	INVESTMENTS SWEEP ACCOUNT	0.00
10370-00-000-000	INVESTMENTS MARKET ADJUSTMENTS	0.00

Total CASH WITH FISCAL AGENT:

1,005,312.13

CASH ALLOCATED FOR SPECIFIC USES

10445-00-000-000	FIRST INTERSTATE BANK RESERVE ACCOUNT	84,783.73
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Total CASH ALLOCATED FOR SPECIFIC USES:

84,783.73

ACCOUNTS RECEIVABLE

12100-00-000-000	INVOICED AMTS TO BE RECEIVED	50,424.00
12100-50-100-000	INVOICED AMTS TO BE RECEIVED AD	0.00
12100-50-130-000	INVOICED AMTS TO BE RECEIVED PHP	4,800.00
12100-50-140-100	INVOICED AMTS TO BE RECEIVED HIV/ED GT	0.00
12100-50-140-110	INVOICED AMTS TO BE RECEIVED - WYAETC FRO	28,791.33
12100-52-200-000	INVOICED AMTS TO BE RECEIVED EH	0.00
12100-52-210-000	INVOICED AMTS TO BE RECEIVED IC	0.00
12100-54-000-000	INVOICED AMTS TO BE RECEIVED CN	8,703.83
12100-56-000-000	INVOICED AMTS TO BE RECEIVED: DP	6,659.00
12500-00-000-000	GRANT REIMBURSEMENTS RECEIVABLE	0.00

Total ACCOUNTS RECEIVABLE:

99,378.16

OTHER CURRENT ASSETS

14100-52-210-000	CHEMICAL INVENTORY INSECT CONTROL	0.00
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Total OTHER CURRENT ASSETS:

0.00

FIXED ASSETS

15100-00-000-000	PROPERTY AND EQUIPMENT	630,503.55
15500-00-000-000	ACCUMULATED DEPRECIATION	-473,005.71

Total FIXED ASSETS:

157,497.84

OTHER ASSETS

19100-00-000-000	DEFERRED PENSION OUTFLOWS	561,025.02
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Total OTHER ASSETS:

561,025.02

Total ASSETS:

1,909,421.88

BALANCE SHEET
As of 6/30/2018

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

LIABILITIES

CURRENT LIABILITIES

20100-00-000-000	WARRANTS PAYABLE	0.00	
20150-00-000-000	OUTSTANDING PURCHASE ORDERS	215.27	
20200-00-000-000	ACCOUNTS PAYABLE	0.00	
20200-50-100-000	ACCOUNTS PAYABLE AD	0.00	
20200-50-110-000	ACCOUNTS PAYABLE BOH	0.00	
20200-50-130-000	ACCOUNTS PAYABLE BT	0.00	
20200-50-140-000	ACCOUNTS PAYABLE HIV/ED AD	0.00	
20200-52-200-000	ACCOUNTS PAYABLE EH	0.00	
20200-52-210-000	ACCOUNTS PAYABLE IC	0.00	
20200-54-000-000	ACCOUNTS PAYABLE CN	0.00	
20200-56-000-000	ACCOUNTS PAYABLE DP	0.00	
20300-00-000-000	DUE TO OTHER FUNDS	0.00	
20400-00-000-000	JEANS FUND	0.00	
22000-00-000-000	FICA AND FWT ACCRUAL: GEN	0.00	
22100-00-000-000	UNEMPLOYMENT INSURANCE ACCRUAL	6,984.10	
22200-00-000-000	WORKERS' COMP ACCRUAL	7,434.87	
22300-00-000-000	WY RETIREMENT ACCRUAL	0.00	
22400-00-000-000	NC MEDICAL INSURANCE ACCRUAL	0.00	
22500-00-000-000	OTHER DEDUCTIONS ACCRUAL	0.00	
	Total CURRENT LIABILITIES:		14,634.24

DEFERRED REVENUE

23100-00-000-000	DEFERRED REVENUE	0.00	
	Total DEFERRED REVENUE:		0.00

DEFERRED REVENUE - ADMIN

23150-50-000-000	OFFSET FOR GRANTS RECEIVABLE	0.00
23150-50-100-000	DEFERRED CITY OF CASPER	0.00
23150-50-100-709	DEFERRED PANDEMIC FLU - AD	0.00
23150-50-110-050	DEFERRED BG FOR HEALTH OFFICER	0.00
23150-50-125-500	DEFERRED H1N1 PHASE I AND II	0.00
23150-50-125-503	DEFERRED H1N1 PHASE III	0.00
23150-50-130-900	DEFERRED CAPABILITY IMP BASE	0.00
23150-50-130-908	DEFERRED GRANT - BT - 2008	0.00
23150-50-130-909	DEFERRED BT '09	0.00
23150-50-130-910	DEFERRED BT '10	0.00
23150-50-130-911	DEFERRED BT '11	0.00
23150-50-130-912	DEFERRED BT '12	0.00
23150-50-130-913	DEFERRED BT '13	0.00
23150-50-130-914	DEFERRED BT '14	0.00
23150-50-130-915	DEFERRED BT '15	0.00
23150-50-130-916	DEFERRED BT '16	0.00
23150-50-130-917	DEFERRED 2017 BT	0.00
23150-50-135-808	DEFERRED CRI AD '08	0.00
23150-50-135-809	DEFERRED CRI ENDING 09/30/09	0.00
23150-50-135-810	DEFERRED CRI ENDING 09/30/10	0.00
23150-50-135-811	DEFERRED CRI ENDING 09/30/11	0.00
23150-50-135-812	DEFERRED CRI ENDING 9/30/12	0.00
23150-50-135-813	DEFERRED CRI ENDING 9/30/13	0.00
23150-50-135-814	DEFERRED CRI ENDING 9/30/14	0.00
23150-50-135-815	DEFERRED CRI ENDING '15	0.00
23150-50-135-816	DEFERRED CRI ENDING '16	0.00
23150-50-135-817	DEFERRED 2017 CRI	0.00
23150-50-140-100	DEFERRED HIV-ED AD	0.00
23150-50-140-110	DEFERRED HIV-ED AD SPECIAL PROJECTS	0.00
23150-50-150-000	DEFERRED UNABLE TO SELF EVACUATE	0.00

BALANCE SHEET
As of 6/30/2018

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

DEFERRED REVENUE - ADMIN		(Continued)	
23150-50-150-151	DEFERRED MRC 10318		0.00
23150-50-150-152	DEFERRED MRC 11 318		0.00
23150-50-150-153	DEFERRED MRC 12 318		0.00
23150-50-150-154	DEFERRED MRC 14 318		0.00
23150-50-150-155	DEFERRED MRC 15 318		0.00
23150-50-150-156	DEFERRED- MRC 16 318		5,011.55
23150-50-150-170	DEFERRED HPP		0.00
23150-50-150-171	DEFERRED REVENUE HPP BP3		0.00
23150-50-151-150	DEFERRED MEDICAL RESERVE		0.00
Total DEFERRED REVENUE - ADMIN:			5,011.55
DEFERRED REVENUE - ENVIRONMENTAL HEALTH			
23152-52-000-000	OFFSET GRANT RECEIVABLES		0.00
23152-52-210-000	DEFERRED IC FUNDS		0.00
23152-52-210-200	DEFERRED IC (STATE)		0.00
23152-52-210-210	DEFERRED IC (CITY)		0.00
23152-52-210-220	DEFERRED IC (COUNTY)		0.00
Total DEFERRED REVENUE - ENVIRONMENTAL HEALTH:			0.00
DEFERRED REVENUE - COMMUNITY NURSING			
23154-50-135-817	DEFERRED- CRI 2017 CRI		0.00
23154-50-140-120	DEFERRED---WY AETC-PREP		5,046.80
23154-52-000-000	DEFERRED EH		0.00
23154-54-000-000	OFFSET FOR GRANTS RECEIVABLE		0.00
23154-54-400-420	DEFERRED WEED & SEED MCH/CITY		0.00
23154-54-400-430	DEFERRED GIRL POWER GRANT		0.00
23154-54-400-450	DEFERRED WY COMM:CN		0.00
23154-54-410-400	DEFERRED MCH GRANT		0.00
23154-54-410-450	DEFERRED WY TANF GT CN WH		0.00
23154-54-425-000	DEFERRED-COMMUNITY NURSING-DIABETES		10,000.00
Total DEFERRED REVENUE - COMMUNITY NURSING:			15,046.80
DEFERRED REVENUE - DISEASE PREVENTION			
23156-56-000-000	OFFSET FOR GRANTS RECEIVABLE		0.00
23156-56-600-605	DEFERRED MAMMOGRAMS		0.00
23156-56-610-645	DEFERRED MALE SEXUAL HEALTH		0.00
23156-56-620-000	DEFERRED IMMUNIZATION		0.00
23156-56-630-600	DEFERRED HIV RAPP DP		0.00
23156-56-630-620	DEFERRED HIV AD DP-FP		0.00
23156-56-630-660	DEFERRED HIV-MSM GRANT DP		0.00
23156-56-630-663	DEFERRED HIV RENDEVOUS		0.00
23156-56-630-665	DEFERRED MSM OUTREACH		0.00
23156-56-640-000	DEFERRED WHC ED TRAVEL FUNDS DP		0.00
23156-56-640-010	DEFERRED TITLE X:DP-FP		0.00
23156-56-640-630	DEFERRED FP-MCH:DP		0.00
23156-56-640-640	DEFERRED WHC/STD DP:FP		0.00
23156-56-640-650	DEFERRED FP COALITION DP		0.00
23156-56-640-699	DEFERRED MCH FP PRO:DP		0.00
Total DEFERRED REVENUE - DISEASE PREVENTION:			0.00
OTHER LONG TERM LIABILITIES			
26100-00-000-000	NET PENSION LIABILITY		2,287,885.88
26110-00-000-000	DEFERRED PENSION INFLOWS		116,390.31
Total OTHER LONG TERM LIABILITIES:			2,404,276.19
OTHER LONG TERM LIABILITIES			
27100-00-000-000	ACCRUED COMPENSATED ABSENCES		92,538.99

BALANCE SHEET
As of 6/30/2018

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

	Total OTHER LONG TERM LIABILITIES:		<u>92,538.99</u>
	Total LIABILITIES:		2,531,507.77
FUND BALANCE			
31000-00-000-000	FUND BALANCE - CURRENT YEAR	17,601.27	
31000-00-000-000	UNRESERVED FUND BALANCE	1,048,054.12	
31500-00-000-000	CUMULATIVE PENSION EFFECTS	-1,843,251.17	
32100-00-000-000	RESERVED GAIN ON SALE	0.00	
32250-00-000-000	RESERVED INVENTORY IC	0.00	
32300-00-000-000	RESERVED AD	0.00	
32300-50-000-000	RESERVED COMMUNITY EMERGENCIES	0.00	
32300-50-150-000	RESERVED FOR SPECIAL OPERATIONS - DONATIONS RECC	9,618.83	
32300-54-411-000	RESERVED FOR BLUE ENVELOPE	124.58	
32400-00-000-000	RESERVED IMMUNIZATION	0.00	
32400-54-411-000	BLUE ENVELOPE BREAST PUMPS	8,137.68	
32500-00-000-000	RESERVED FAMILY PLAN DP	0.00	
32550-00-000-000	RESERVED VACATION-SICK	0.00	
32700-00-000-000	RESERVED AID-HIV	0.00	
32750-00-000-000	RESERVED HIV/ED GRANT AD	10,131.63	
32800-50-155-000	RESERVED CPR FUNDS	204.29	
32950-00-000-000	RESERVED PROPERTY & EQUIP	<u>127,292.88</u>	
	Total FUND BALANCE:		<u>-622,085.89</u>
	Total LIABILITIES & FUND BALANCE:		<u><u>1,909,421.88</u></u>

**Casper Natrona County Health Department
Statement of Operations - Actual vs. Budget**

For the Twelve Months Ending June 30, 2018

	June			Prior Yr Actual	YTD			Prior Yr Actual	Annual
	Actual	Budget	Variance		Actual	Budget	Variance		Budget
Revenue:									
TAX REVENUE (COUNTY)		\$48,749.89	(\$48,749.89)		\$585,000.00	\$585,000.00		\$585,000.00	\$585,000.00
TAX REVENUE (CITY)	45,000.00	44,999.89	0.11	45,000.00	540,000.00	540,000.00		540,000.00	540,000.00
1% REVENUE					22,500.00	22,500.00		22,445.00	22,500.00
GRANT REVENUE	86,848.67	64,851.88	21,996.79	126,026.21	721,758.56	768,824.10	(47,065.54)	727,630.89	768,824.10
GENERATED REVENUE	62,658.86	80,444.89	(17,786.03)	81,197.08	996,600.76	949,090.80	47,509.96	810,990.80	949,090.80
STATE NURSING REVENUE	115,808.25	38,602.75	77,205.50	115,808.25	463,233.00	463,233.00		463,233.00	463,233.00
INTEREST AND INVESTMENT INC	646.93	625.00	21.93	557.45	11,466.86	7,500.00	3,966.86	3,420.10	7,500.00
BUDGETED FROM RESERVED FUN	5,458.87	4,215.53	1,243.34	3,391.03	58,754.65	50,587.02	8,167.63	56,102.62	50,587.02
Total Revenue	316,421.58	282,489.83	33,931.75	371,980.02	3,399,313.83	3,386,734.92	12,578.91	3,208,822.41	3,386,734.92
Expenditures:									
OUTSTANDING PURCHASE ORDER	215.27		(215.27)	(7,869.31)	215.27		(215.27)		
REGULAR SALARIES	200,682.68	152,725.37	(47,957.31)	146,112.81	1,804,747.48	1,830,821.11	26,073.63	1,715,452.76	1,830,821.11
BONUSES					50,233.06	50,587.02	353.96	48,159.52	50,587.02
BENEFITS-EMPLOYMENT TAXES	19,643.43	15,615.57	(4,027.86)	13,879.16	183,050.56	187,170.24	4,119.68	169,915.80	187,170.24
BENEFITS-WY RETIREMENT	23,071.93	24,297.20	1,225.27	24,009.37	274,399.05	291,257.36	16,858.31	274,622.87	291,257.36
BENEFITS-MEDICAL INSURANCE	29,767.78	29,009.03	(758.75)	26,818.83	337,537.76	348,822.11	11,284.35	269,328.11	348,822.11
CONTRACT LABOR	5,148.00	5,671.25	523.25	7,280.00	65,879.51	68,055.00	2,175.49	69,124.88	68,055.00
HEALTH OFFICER	2,466.67	2,466.63	(0.04)	2,466.67	29,600.04	29,600.00	(0.04)	29,600.04	29,600.00
ADVERTISING		166.52	166.52	395.80		2,000.00	2,000.00	2,415.06	2,000.00
AUTO EXPENSES	29,331.50	729.13	(28,602.37)	4,532.93	33,906.83	8,750.00	(25,156.83)	5,523.16	8,750.00
ED PUBLIC	282.69	2,333.00	2,050.31	8,009.61	1,282.26	27,996.00	26,713.74	11,917.86	27,996.00
ED EMPLOYEE CONFERENCE/TUIT	9,800.65	4,063.03	(5,737.62)	13,005.60	35,176.85	48,756.03	13,579.18	40,253.32	48,756.03
EMPLOYEE MEDICAL TESTING		31.74	31.74		70.00	380.00	310.00	167.00	380.00
EQUIPMENT MAINTENANCE	300.41	301.74	1.33	234.40	2,373.88	3,620.00	1,246.12	5,155.58	3,620.00
EQUIPMENT PURCHASE	37,298.72	1,187.50	(36,111.22)	14,371.07	116,747.62	36,750.00	(79,997.62)	61,502.62	36,750.00
EQUIP COPY EXPENSE	1,686.68	1,737.61	50.93	1,218.49	17,054.59	20,850.00	3,795.41	15,983.96	20,850.00
INSURANCE		1,833.37	1,833.37		19,022.00	22,000.00	2,978.00	19,512.00	22,000.00
LICENSE/PROFICIENCY		16.63	16.63		200.00	200.00			200.00
MARKETING	12,315.34	2,125.00	(10,190.34)	2,681.33	19,916.30	14,500.00	(5,416.30)	49,755.35	14,500.00
MEETING EXPENSE	13,274.41	2,611.00	(10,663.41)	30.00	34,617.52	31,332.00	(3,285.52)	3,424.83	31,332.00
MILEAGE	3,631.22	1,898.26	(1,732.96)	136.12	11,975.41	22,780.00	10,804.59	640.32	22,780.00
MISC EXPENSE	289.08	200.00	(89.08)	14,276.20	4,296.51	2,400.00	(1,896.51)	23,341.46	2,400.00
PERIODICAL/BOOKS	933.20	425.11	(508.09)	1,374.93	1,407.69	5,100.00	3,692.31	4,091.03	5,100.00
PRINTING EXPENSE		4.13	4.13		24.00	50.00	26.00		50.00
POSTAGE	742.00	533.26	(208.74)	466.18	4,568.68	6,400.00	1,831.32	4,272.08	6,400.00
RENT EXPENSE		187.50	187.50		2,835.00	2,250.00	(585.00)	1,890.00	2,250.00
REIMBURSEMENT	2,728.02	1,466.62	(1,261.40)	1,997.57	12,652.75	17,599.00	4,946.25	10,815.00	17,599.00
RETURNED CHECKS AND BAD DEB	30.78	45.87	15.09	35.02	343.79	550.00	206.21	306.60	550.00
SOFTWARE	2,318.38	2,195.92	(122.46)	5,180.20	31,852.31	26,351.48	(5,500.83)	39,018.03	26,351.48
SUPPLIES	25,623.76	16,345.69	(9,278.07)	21,587.74	191,181.46	189,543.99	(1,637.47)	184,604.17	189,543.99
TELEPHONE	1,745.94	2,583.76	837.82	4,529.78	30,495.13	31,006.00	510.87	29,697.47	31,006.00
TESTS	1,981.61	2,824.89	843.28	888.24	33,712.13	33,900.00	187.87	23,752.95	33,900.00
UTILITIES	3,436.87	1,666.63	(1,770.24)	1,664.44	21,522.16	20,000.00	(1,522.16)	20,347.11	20,000.00
NON GRANT EXPENSE	(3,776.31)	208.65	3,984.96	1,270.13	8,814.96	2,503.80	(6,311.16)	2,727.02	2,503.80
Total Expenditures	424,970.71	277,507.61	(147,463.10)	310,583.31	3,381,712.56	3,383,881.14	2,168.58	3,137,317.96	3,383,881.14
Revenue Over(Under) Expenditur	(108,549.13)	4,982.22	(113,531.35)	61,396.71	17,601.27	2,853.78	14,747.49	71,504.45	2,853.78

**1% CITY STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018**

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

	Period to Date	%	ORIGINAL PTD Budget	%	Year to Date	%	ORIGINAL Annual Budget	%
REVENUE								
40400-50-104-000	1% REVENUE CITY	0.00	0.00	0.00	22,500.00	100.00	22,500.00	100.00
Total REVENUE:		0.00	0.00	0.00	22,500.00	100.00	22,500.00	100.00
Gross Profit:		0.00	0.00	0.00	22,500.00	100.00	22,500.00	100.00
EXPENDITURES								
51525-50-104-000	EQUIPMENT PURCHASE 1% CITY FUN	0.00	0.00	0.00	22,500.00	100.00	22,500.00	100.00
Total EXPENDITURES:		0.00	0.00	0.00	22,500.00	100.00	22,500.00	100.00
NET INCOME FROM OPERATIONS:		0.00	0.00	0.00	0.00	0.00	0.00	0.00
EARNINGS BEFORE INCOME TAX:		0.00	0.00	0.00	0.00	0.00	0.00	0.00
REVENUE OVER (UNDER) EXPENDITURES:		0.00	0.00	0.00	0.00	0.00	0.00	0.00

AD STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018
GENERAL ADMINISTRATION

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
REVENUE									
40100-50-100-000	TAX REVENUE (COUNTY) AD	0.00	17,073.75	-17,073.75	-100.00	204,884.87	204,884.89	-0.02	0.00
40200-50-100-000	TAX REVENUE (CITY) ADM	15,390.71	15,390.67	0.04	0.00	184,687.64	184,687.60	0.04	0.00
45100-50-100-000	GRANT ADMIN FEE	2,728.02	901.25	1,826.77	202.69	12,652.75	10,815.00	1,837.75	16.99
48100-50-100-000	COPY REVENUE ADM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
48900-50-100-000	MISCELLANEOUS REVENUE AD	0.00	350.97	-350.97	-100.00	4,211.75	4,211.75	0.00	0.00
49100-50-100-000	INTEREST EARNINGS	646.93	291.63	355.30	121.83	7,466.86	3,500.00	3,966.86	113.34
49500-50-100-000	GAIN/LOSS ON INVESTMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
49700-50-100-000	GAIN ON SALES	0.00	333.37	-333.37	-100.00	4,000.00	4,000.00	0.00	0.00
49999-50-100-000	TRANSFERRED FROM RESERVES A	0.00	4,215.53	-4,215.53	-100.00	50,587.02	50,587.02	0.00	0.00
49999-52-100-000	RESERVED EH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total REVENUE:	18,765.66	38,557.17	-19,791.51	-51.33	468,490.89	462,686.26	5,804.63	1.25
	Gross Profit:	18,765.66	38,557.17	-19,791.51	-51.33	468,490.89	462,686.26	5,804.63	1.25
EXPENDITURES									
50100-50-100-000	REG SALARIES AD	74,270.15	21,133.48	-53,136.67	-251.43	300,641.55	253,602.20	-47,039.35	-18.55
50110-50-100-000	BONUSES COLA	0.00	0.00	0.00	0.00	50,233.06	50,587.02	353.96	0.70
50200-50-100-000	WY RETIREMENT AD	3,247.25	3,207.45	-39.80	-1.24	38,278.96	38,489.62	210.66	0.55
50300-50-100-000	SOCIAL SECURITY MATCH AD	5,599.88	1,642.26	-3,957.62	-240.99	25,650.28	19,706.57	-5,943.71	-30.16
50350-50-100-000	UNEMPLOYMENT INSURANCE AD	512.90	210.79	-302.11	-143.32	2,910.74	2,529.26	-381.48	-15.08
50375-50-100-000	WORKERS' COMP AD	1,178.53	328.47	-850.06	-258.79	5,362.03	3,941.31	-1,420.72	-36.05
50400-50-100-000	EMPLOYEE MEDICAL INS AD	3,149.50	3,652.40	502.90	13.77	41,826.92	43,828.80	2,001.88	4.57
50500-50-100-000	CONTRACT LABOR AD	502.01	500.00	-2.01	-0.40	9,497.53	6,000.00	-3,497.53	-58.29
51100-50-100-000	ADVERTISING AD	0.00	41.63	41.63	100.00	0.00	500.00	500.00	100.00
51200-50-100-000	AUTO GASOLINE:AD	0.00	8.37	8.37	100.00	0.00	100.00	100.00	100.00
51250-50-100-000	AUTO REPAIR & MAIN AD (LICENS	7.29	33.37	26.08	78.15	126.79	400.00	273.21	68.30
51275-50-100-000	New Vechicle Purchase ADMIN AD	24,769.00	0.00	-24,769.00	0.00	24,769.00	0.00	-24,769.00	0.00
51350-50-100-000	ED PUBLIC AD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
51370-50-100-000	ED EMPLOYEE CONFERENCE AD (I	-250.13	333.37	583.50	175.03	4,276.12	4,000.00	-276.12	-6.90
51400-50-100-000	EMPL MEDICAL TESTING AD	0.00	8.37	8.37	100.00	0.00	100.00	100.00	100.00
51500-50-100-000	EQUIPMENT MAINTENANCE AD	0.00	29.13	29.13	100.00	25.49	350.00	324.51	92.72
51525-50-100-000	EQUIPMENT PURCHASE AD	21,683.02	416.63	-21,266.39	-5,104.38	22,718.02	5,000.00	-17,718.02	-354.36
51550-50-100-000	EQUIP COPY EXPENSE AD	186.42	125.00	-61.42	-49.14	1,781.38	1,500.00	-281.38	-18.76
53100-50-100-000	INSURANCE AD	0.00	0.00	0.00	0.00	577.00	0.00	-577.00	0.00
53250-50-100-000	MARKETING AD (ADVERTISING)	10,733.94	625.00	-10,108.94	-1,617.43	13,391.51	7,500.00	-5,891.51	-78.55
53300-50-100-000	MEETING EXPENSE AD (MEETING I	668.36	166.63	-501.73	-301.10	3,415.48	2,000.00	-1,415.48	-70.77

AD STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018
GENERAL ADMINISTRATION

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

	Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %	
53350-50-100-000	MEMBERSHIPS AD	228.00	166.63	-61.37	-36.83	2,472.62	2,000.00	-472.62	-23.63
53400-50-100-000	MILEAGE AD	0.00	41.63	41.63	100.00	224.64	500.00	275.36	55.07
53425-50-100-000	MISC EXPENSE AD	169.39	8.37	-161.02	-1,923.78	280.87	100.00	-180.87	-180.87
53450-50-100-000	PERIODICALS/BOOKS AD	882.00	58.37	-823.63	-1,411.05	882.00	700.00	-182.00	-26.00
53550-50-100-000	POSTAGE AD	59.06	125.00	65.94	52.75	685.68	1,500.00	814.32	54.29
53670-50-100-000	BANK CHARGES AD	30.78	33.37	2.59	7.76	343.79	400.00	56.21	14.05
53700-50-100-000	SOFTWARE AD	1,026.16	612.66	-413.50	-67.49	11,651.59	7,351.48	-4,300.11	-58.49
53810-50-100-000	SUPPLIES OFFICE AD	5,452.03	333.37	-5,118.66	-1,535.43	11,207.43	4,000.00	-7,207.43	-180.19
54600-50-100-000	TELEPHONE AD	422.32	500.00	77.68	15.54	5,991.66	6,000.00	8.34	0.14
Total EXPENDITURES:		154,527.86	34,341.75	-120,186.11	-349.97	579,222.14	462,686.26	-116,535.88	-25.19
NET INCOME FROM OPERATIONS:		-135,762.20	4,215.42	-139,977.62	-3,320.61	-110,731.25	0.00	-110,731.25	0.00
EARNINGS BEFORE INCOME TAX:		-135,762.20	4,215.42	-139,977.62	-3,320.61	-110,731.25	0.00	-110,731.25	0.00
REVENUE OVER (UNDER) EXPENDITURES:		-135,762.20	4,215.42	-139,977.62	-3,320.61	-110,731.25	0.00	-110,731.25	0.00

BASE PREPAR GRANT STATEMENT OF OPERATIONS

For The 12 Periods Ended 6/30/2018

BASE GRANT - ALL YEARS

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
REVENUE									
45100-50-130-900	GRANT REVENUE BASE PREPARED	13,168.09	9,500.00	3,668.09	38.61	114,000.00	114,000.00	0.00	0.00
45100-50-130-915	2015 BT GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
45110-50-130-900	CAPABILITY IMP BASE	472.00	0.00	472.00	0.00	472.00	0.00	472.00	0.00
Total REVENUE:		13,640.09	9,500.00	4,140.09	43.58	114,472.00	114,000.00	472.00	0.41
Gross Profit:		13,640.09	9,500.00	4,140.09	43.58	114,472.00	114,000.00	472.00	0.41
EXPENDITURES									
50100-50-130-900	REG SALARIES BG	5,652.76	6,397.88	745.12	11.65	76,361.23	76,775.00	413.77	0.54
50200-50-130-900	WY RETIREMENT BG	939.49	1,025.72	86.23	8.41	12,663.07	12,309.19	-353.88	-2.87
50300-50-130-900	SOCIAL SECURITY MATCH BG	432.17	472.13	39.96	8.46	5,695.65	5,665.78	-29.87	-0.53
50350-50-130-900	UNEMPLOYMENT INSURANCE BG	3.14	63.14	60.00	95.03	666.86	757.90	91.04	12.01
50375-50-130-900	WORKERS' COMP BG	90.95	94.43	3.48	3.69	1,205.44	1,133.16	-72.28	-6.38
50400-50-130-900	EMPLOYEE MED INS BG	188.00	1,266.09	1,078.09	85.15	9,327.43	15,193.63	5,866.20	38.61
50500-50-130-900	CONTRACT LABOR BG	-1,874.00	0.00	1,874.00	0.00	0.00	0.00	0.00	0.00
51350-50-130-900	ED PUBLIC BG	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
51370-50-130-900	ED EMPLOYEE CONFERENCE BG (1	0.00	172.13	172.13	100.00	0.00	2,065.34	2,065.34	100.00
51525-50-130-900	EQUIPMENT PURCHASE BG	527.00	0.00	-527.00	0.00	527.00	0.00	-527.00	0.00
52100-50-130-900	'08 BT GRANT EXP:BG	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
52110-50-130-900	2009 BG EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
52120-50-130-900	2010 BG GRANT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53250-50-130-900	MARKETING BG BG	0.00	4.13	4.13	100.00	52.50	50.00	-2.50	-5.00
53425-50-130-900	MISC EXPENSE BG	0.00	4.13	4.13	100.00	182.00	50.00	-132.00	-264.00
53810-50-130-900	SUPPLIES OFFICE BG	7,690.92	0.00	-7,690.92	0.00	7,801.16	0.00	-7,801.16	0.00
Total EXPENDITURES:		13,650.43	9,499.78	-4,150.65	-43.69	114,482.34	114,000.00	-482.34	-0.42
NET INCOME FROM OPERATIONS:		-10.34	0.22	-10.56	-4,800.00	-10.34	0.00	-10.34	0.00
EARNINGS BEFORE INCOME TAX:		-10.34	0.22	-10.56	-4,800.00	-10.34	0.00	-10.34	0.00
REVENUE OVER (UNDER) EXPENDITURES:		-10.34	0.22	-10.56	-4,800.00	-10.34	0.00	-10.34	0.00

BOH STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
REVENUE									
40100-50-110-000	TAX REVENUE (CO):BOH	0.00	1,754.13	-1,754.13	-100.00	21,050.04	21,050.00	0.04	0.00
40200-50-110-000	TAX REVENUE (CITY):BOH	1,754.13	1,754.13	0.00	0.00	21,050.00	21,050.00	0.00	0.00
45150-50-110-050	BG HEALTH OFFICER REVENUE	4,800.00	800.00	4,000.00	500.00	9,600.00	9,600.00	0.00	0.00
Total REVENUE:		6,554.13	4,308.26	2,245.87	52.13	51,700.04	51,700.00	0.04	0.00
Gross Profit:		6,554.13	4,308.26	2,245.87	52.13	51,700.04	51,700.00	0.04	0.00
EXPENDITURES									
50500-50-110-000	CONTRACT LABOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
50560-50-110-000	HEALTH OFFICER PAYMENT	1,666.67	1,666.63	-0.04	0.00	20,000.04	20,000.00	-0.04	0.00
50560-50-110-050	HEALTH OFFICER PAYMENT BG	800.00	800.00	0.00	0.00	9,600.00	9,600.00	0.00	0.00
51370-50-110-000	ED EMPLOYEE CONFERENCE BOH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53100-50-110-000	INSURANCE BOH	0.00	1,833.37	1,833.37	100.00	18,445.00	22,000.00	3,555.00	16.16
53425-50-110-000	MISC EXPENSE BOH	0.00	8.37	8.37	100.00	0.00	100.00	100.00	100.00
Total EXPENDITURES:		2,466.67	4,308.37	1,841.70	42.75	48,045.04	51,700.00	3,654.96	7.07
NET INCOME FROM OPERATIONS:		4,087.46	-0.11	4,087.57	3,715,972.73	3,655.00	0.00	3,655.00	0.00
EARNINGS BEFORE INCOME TAX:		4,087.46	-0.11	4,087.57	3,715,972.73	3,655.00	0.00	3,655.00	0.00
REVENUE OVER (UNDER) EXPENDITURES:		4,087.46	-0.11	4,087.57	3,715,972.73	3,655.00	0.00	3,655.00	0.00

ADULT HEALTH STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018
ADULT HEALTH

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
REVENUE									
40100-54-400-000	TAX REVENUE (CO): CN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40200-54-400-000	TAX REVENUE (CITY) CN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40200-54-400-405	TAX REVENUE (CITY) COMMUNITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40400-54-400-000	1% NATRONA CO REVENUE CN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
41000-54-400-000	STATE NURSING FUNDS: CN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
42100-54-400-000	SPECIAL PROGRAM REVENUE CN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
42110-54-400-000	HCBS WAIVER	19,935.56	22,916.63	-2,981.07	-13.01	273,932.26	275,000.00	-1,067.74	-0.39
42115-54-400-000	HW LIFE LINE CN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
42120-54-400-000	MEDICAID HEARINGS: CN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
42130-54-400-000	MEDICAID PAY FOR PARTICIPATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
42140-54-400-000	PAR LT 101:CN	7,059.16	12,500.00	-5,440.84	-43.53	147,219.16	150,000.00	-2,780.84	-1.85
42150-54-400-000	PRIVATE INSURANCE:CN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
42155-54-400-000	VA REV CN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
42160-54-400-000	REIMBURSEMENT SBIRT:CN	0.00	83.37	-83.37	-100.00	0.00	1,000.00	-1,000.00	-100.00
44600-54-400-000	DONATIONS:CN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
44700-54-400-000	TRAIN/CLASS/PRES/TEACH:CN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
45120-54-400-000	WEED/SEED REVENUE MCH/CITY C	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
45150-54-400-000	GIRL REV:CN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
48100-54-400-000	COPY REVENUE:CN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
48900-54-400-000	MISCELLANEOUS REVENUE:CN	135.00	125.00	10.00	8.00	1,080.00	1,500.00	-420.00	-28.00
Total REVENUE:		27,129.72	35,625.00	-8,495.28	-23.85	422,231.42	427,500.00	-5,268.58	-1.23
Gross Profit:		27,129.72	35,625.00	-8,495.28	-23.85	422,231.42	427,500.00	-5,268.58	-1.23
EXPENDITURES									
50100-54-400-000	REG SALARIES CN	22,281.12	22,321.24	40.12	0.18	264,768.87	267,854.44	3,085.57	1.15
50200-54-400-000	WY RETIREMENT CN	3,703.12	3,709.83	6.71	0.18	43,960.61	44,517.41	556.80	1.25
50300-54-400-000	SOCIAL SECURITY MATCH CN	1,639.65	1,707.59	67.94	3.98	19,523.87	20,490.86	966.99	4.72
50350-54-400-000	UNEMPLOYMENT INSURANCE CN	176.41	220.17	43.76	19.88	2,992.31	2,641.60	-350.71	-13.28
50375-54-400-000	WORKERS' COMP CN	345.09	341.56	-3.53	-1.03	4,169.16	4,098.17	-70.99	-1.73
50400-54-400-000	EMPLOYEE MEDICAL INS CN	4,826.36	4,524.95	-301.41	-6.66	54,600.81	54,299.40	-301.41	-0.56
50500-54-400-000	CONTRACT LABOR CN	557.79	791.63	233.84	29.54	6,878.06	9,500.00	2,621.94	27.60
51100-54-400-000	ADVERTISING CN	0.00	83.37	83.37	100.00	0.00	1,000.00	1,000.00	100.00
51200-54-400-000	AUTO GASOLINE CN	2,175.15	91.63	-2,083.52	-2,273.84	2,175.15	1,100.00	-1,075.15	-97.74
51250-54-400-000	AUTO REPAIR CN	0.00	83.37	83.37	100.00	1,746.42	1,000.00	-746.42	-74.64
51350-54-400-000	ED PUBLIC CN (TRAN EXP CN)	0.00	4.13	4.13	100.00	31.18	50.00	18.82	37.64

ADULT HEALTH STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018
ADULT HEALTH

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
51370-54-400-000	ED EMPLOYEE CONFERENCE CN	293.90	300.00	6.10	2.03	3,358.12	3,600.00	241.88	6.72
51400-54-400-000	EMPLOYEE MEDICAL TESTING CN	0.00	8.37	8.37	100.00	0.00	100.00	100.00	100.00
51500-54-400-000	EQUIPMENT MAINTENANCE CN (t	34.87	45.87	11.00	23.98	763.22	550.00	-213.22	-38.77
51525-54-400-000	EQUIPMENT PURCHASE CN	0.00	83.37	83.37	100.00	900.89	1,000.00	99.11	9.91
51550-54-400-000	EQUIP COPY EXPENSE CN	278.12	250.00	-28.12	-11.25	3,082.84	3,000.00	-82.84	-2.76
53250-54-400-000	MARKETING CN	1,421.50	8.37	-1,413.13	-16,883.27	1,593.89	100.00	-1,493.89	-1,493.89
53400-54-400-000	MILEAGE CN	0.00	20.87	20.87	100.00	68.78	250.00	181.22	72.49
53425-54-400-000	MISC EXPENSE CN	0.00	41.63	41.63	100.00	925.25	500.00	-425.25	-85.05
53450-54-400-000	PERIODICALS/BOOKS CN (SUBS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53550-54-400-000	POSTAGE CN	31.79	83.37	51.58	61.87	716.02	1,000.00	283.98	28.40
53600-54-400-000	RENT EXPENSE CN	0.00	12.50	12.50	100.00	0.00	150.00	150.00	100.00
53670-54-400-000	RETURNED CHECKS AND BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53700-54-400-000	SOFTWARE CN	0.00	375.00	375.00	100.00	4,149.51	4,500.00	350.49	7.79
53810-54-400-000	SUPPLIES OFFICE CN	109.21	83.37	-25.84	-30.99	1,112.56	1,000.00	-112.56	-11.26
53880-54-400-000	SUPPLIES MEDICAL CN (CHEM/L	0.00	0.00	0.00	0.00	66.97	0.00	-66.97	0.00
54600-54-400-000	TELEPHONE CN	208.43	416.63	208.20	49.97	4,847.49	5,000.00	152.51	3.05
57000-54-400-000	SPECIAL PROJECT EXP: CN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES:		38,082.51	35,608.82	-2,473.69	-6.95	422,431.98	427,301.88	4,869.90	1.14
NET INCOME FROM OPERATIONS:		-10,952.79	16.18	-10,968.97	-67,793.39	-200.56	198.12	-398.68	-201.23
EARNINGS BEFORE INCOME TAX:		-10,952.79	16.18	-10,968.97	-67,793.39	-200.56	198.12	-398.68	-201.23
REVENUE OVER (UNDER) EXPENDITURES:		-10,952.79	16.18	-10,968.97	-67,793.39	-200.56	198.12	-398.68	-201.23

MCH BLUE ENVELOPE FUND STATEMENT OF OPERATIONS

For The 12 Periods Ended 6/30/2018

MCH BLUE ENVELOPE FUNDS

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
REVENUE									
42100-54-411-000	BLUE ENVELOPE REVENUE	0.00	121.05	-121.05	-100.00	0.00	1,453.26	-1,453.26	-100.00
42200-54-411-000	BREAT PUMP REVENUE MFH BLUE I	170.72	731.52	-560.80	-76.66	3,321.93	8,777.69	-5,455.76	-62.15
49999-54-411-000	TRANSFERRED FROM RESERVED B	3,101.00	0.00	3,101.00	0.00	3,101.00	0.00	3,101.00	0.00
	Total REVENUE:	<u>3,271.72</u>	<u>852.57</u>	<u>2,419.15</u>	<u>283.75</u>	<u>6,422.93</u>	<u>10,230.95</u>	<u>-3,808.02</u>	<u>-37.22</u>
	Gross Profit:	<u>3,271.72</u>	<u>852.57</u>	<u>2,419.15</u>	<u>283.75</u>	<u>6,422.93</u>	<u>10,230.95</u>	<u>-3,808.02</u>	<u>-37.22</u>
EXPENDITURES									
51350-54-411-000	ED PUBLIC BLUE ENVELOPE	82.69	0.00	-82.69	0.00	473.98	0.00	-473.98	0.00
53550-54-411-000	POSTAGE BLUE ENVELOPE	0.00	8.37	8.37	100.00	0.00	100.00	100.00	100.00
53810-54-411-000	SUPPLIES OFFICE BLUE ENVELOPE	0.00	83.37	83.37	100.00	854.70	1,000.00	145.30	14.53
53850-54-411-000	BREAST PUMP SUPPLIES BLUE ENV	194.05	722.33	528.28	73.14	5,094.25	8,667.85	3,573.60	41.23
	Total EXPENDITURES:	<u>276.74</u>	<u>814.07</u>	<u>537.33</u>	<u>66.01</u>	<u>6,422.93</u>	<u>9,767.85</u>	<u>3,344.92</u>	<u>34.24</u>
	NET INCOME FROM OPERATIONS:	<u>2,994.98</u>	<u>38.50</u>	<u>2,956.48</u>	<u>7,679.17</u>	<u>0.00</u>	<u>463.10</u>	<u>-463.10</u>	<u>-100.00</u>
	EARNINGS BEFORE INCOME TAX:	<u>2,994.98</u>	<u>38.50</u>	<u>2,956.48</u>	<u>7,679.17</u>	<u>0.00</u>	<u>463.10</u>	<u>-463.10</u>	<u>-100.00</u>
	REVENUE OVER (UNDER) EXPENDITURES:	<u>2,994.98</u>	<u>38.50</u>	<u>2,956.48</u>	<u>7,679.17</u>	<u>0.00</u>	<u>463.10</u>	<u>-463.10</u>	<u>-100.00</u>

CN MFH STATE GRANT STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018
MATERNAL & FAMILY HEALTH

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
REVENUE									
40100-54-410-405	TAX REVENUE (COUNTY) MFH	0.00	4,810.07	-4,810.07	-100.00	57,721.34	57,721.39	-0.05	0.00
40200-54-410-405	TAX REVENUE (CITY) MFH GRANT	734.68	734.68	0.00	0.00	8,816.67	8,816.71	-0.04	0.00
41000-54-410-405	STATE NURSING REVENUE - MFH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
42160-54-410-405	REIMBURSEMENT MCH SBIRT	0.00	125.00	-125.00	-100.00	831.23	1,500.00	-668.77	-44.58
42200-54-410-405	BREAST PUMP AND SUPPLIES REVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
44600-54-410-405	DONATIONS CN MFH GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
45100-54-410-405	GRANT REVENUE MFH STATE GRAN	21,013.17	9,800.63	11,212.54	114.41	117,608.00	117,608.00	0.00	0.00
48900-54-410-405	MISC REVENUE MFH GRANT	0.00	0.00	0.00	0.00	78.88	0.00	78.88	0.00
48930-54-410-405	MEDICAID REIMB-MFH GRANT	0.00	0.00	0.00	0.00	287.16	0.00	287.16	0.00
48950-54-410-405	PRIVATE INSURANCE MFH GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total REVENUE:		21,747.85	15,470.38	6,277.47	40.58	185,343.28	185,646.10	-302.82	-0.16
Gross Profit:		21,747.85	15,470.38	6,277.47	40.58	185,343.28	185,646.10	-302.82	-0.16
EXPENDITURES									
50100-54-410-405	REG SALARIES MFH STATE GRANT	15,248.52	9,266.40	-5,982.12	-64.56	121,226.81	111,196.80	-10,030.01	-9.02
50200-54-410-405	WY RETIREMENT MFH STATE GRAN	2,534.29	1,540.03	-994.26	-64.56	18,326.11	18,480.91	154.80	0.84
50300-54-410-405	SOCIAL SECURITY MFH STATE GRA	1,078.17	708.88	-369.29	-52.09	8,657.53	8,506.56	-150.97	-1.77
50350-54-410-405	UNEMPLOYMENT INSURANCE MFH	136.23	96.84	-39.39	-40.68	1,509.58	1,162.30	-347.28	-29.88
50375-54-410-405	WORKERS' COMP MFH STATE GRAI	226.92	141.73	-85.19	-60.11	1,801.19	1,701.31	-99.88	-5.87
50400-54-410-405	EMPLOYEE MED INS MFH STATE GF	2,525.10	1,837.37	-687.73	-37.43	23,619.88	22,048.22	-1,571.66	-7.13
50500-54-410-405	CONTRACT LABOR MFH STATE GRA	251.00	208.37	-42.63	-20.46	2,860.81	2,500.00	-360.81	-14.43
51200-54-410-405	AUTO GASOLINE CN MCH MFH GRA	0.00	83.37	83.37	100.00	0.00	1,000.00	1,000.00	100.00
51250-54-410-405	AUTO REPAIR CN MFH GRANT	0.00	70.87	70.87	100.00	1,581.00	850.00	-731.00	-86.00
51350-54-410-405	ED PUBLIC MFH STATE GRANT	0.00	16.63	16.63	100.00	76.86	200.00	123.14	61.57
51370-54-410-405	ED EMPLOYEE CONFERENCE MFH :	3,084.51	125.00	-2,959.51	-2,367.61	3,528.52	1,500.00	-2,028.52	-135.23
51400-54-410-405	EMPL MEDICAL TESTING MFH GRAN	0.00	4.13	4.13	100.00	0.00	50.00	50.00	100.00
51500-54-410-405	EQUIPMENT MAINTENANCE MFH ST	0.00	25.00	25.00	100.00	167.68	300.00	132.32	44.11
51525-54-410-405	EQUIPMENT PURCHASE MFH STATE	348.27	83.37	-264.90	-317.74	1,021.52	1,000.00	-21.52	-2.15
51550-54-410-405	EQUIP COPY EXPENSE MFH STATE	124.44	166.63	42.19	25.32	1,669.43	2,000.00	330.57	16.53
53250-54-410-405	MARKETING MFH STATE GRANT	159.90	83.37	-76.53	-91.80	700.96	1,000.00	299.04	29.90
53300-54-410-405	MEETING EXPENSE MFH STATE GF	76.63	33.37	-43.26	-129.64	280.62	400.00	119.38	29.85
53400-54-410-405	MILEAGE MFH STATE GRANT	0.00	8.37	8.37	100.00	0.00	100.00	100.00	100.00
53425-54-410-405	MISC EXPENSE MFH GRANT	299.61	16.63	-282.98	-1,701.62	419.55	200.00	-219.55	-109.78
53450-54-410-405	PERIODICAL/BOOKS MFH STATE GF	0.00	83.37	83.37	100.00	0.00	1,000.00	1,000.00	100.00
53550-54-410-405	POSTAGE MFH STATE GRANT	29.00	33.37	4.37	13.10	404.41	400.00	-4.41	-1.10

CN MFH STATE GRANT STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018
MATERNAL & FAMILY HEALTH

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		<u>Period to Date</u>	<u>ORIGINAL PTD Budget</u>	<u>Variance</u>	<u>Var %</u>	<u>Year to Date</u>	<u>ORIGINAL Annual Budget</u>	<u>Variance</u>	<u>Var %</u>
53700-54-410-405	SOFTWARE CNJ MCH GRANT	0.00	383.37	383.37	100.00	3,836.39	4,600.00	763.61	16.60
53810-54-410-405	SUPPLIES OFFICE MFH STATE GRAI	164.54	62.50	-102.04	-163.26	1,009.20	750.00	-259.20	-34.56
53850-54-410-405	SUPPLIES BREAST PUMPS MFH GR.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53880-54-410-405	SUPPLIES MEDICAL MFH STATE GR.	0.00	41.63	41.63	100.00	204.35	500.00	295.65	59.13
54600-54-410-405	TELEPHONE MFH STATE GRANT	187.58	350.00	162.42	46.41	4,321.88	4,200.00	-121.88	-2.90
Total EXPENDITURES:		<u>26,474.71</u>	<u>15,470.60</u>	<u>-11,004.11</u>	<u>-71.13</u>	<u>197,224.28</u>	<u>185,646.10</u>	<u>-11,578.18</u>	<u>-6.24</u>
NET INCOME FROM OPERATIONS:		<u>-4,726.86</u>	<u>-0.22</u>	<u>-4,726.64</u>	<u>-2,148,472.73</u>	<u>-11,881.00</u>	<u>0.00</u>	<u>-11,881.00</u>	<u>0.00</u>
EARNINGS BEFORE INCOME TAX:		<u>-4,726.86</u>	<u>-0.22</u>	<u>-4,726.64</u>	<u>-2,148,472.73</u>	<u>-11,881.00</u>	<u>0.00</u>	<u>-11,881.00</u>	<u>0.00</u>
REVENUE OVER (UNDER) EXPENDITURES:		<u>-4,726.86</u>	<u>-0.22</u>	<u>-4,726.64</u>	<u>-2,148,472.73</u>	<u>-11,881.00</u>	<u>0.00</u>	<u>-11,881.00</u>	<u>0.00</u>

CN MFH STATE GRANT STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018
MATERNAL & FAMILY HEALTH

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

	Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %	
REVENUE									
40100-54-410-405	TAX REVENUE (COUNTY) MFH	0.00	4,810.07	-4,810.07	-100.00	57,721.34	57,721.39	-0.05	0.00
40200-54-410-405	TAX REVENUE (CITY) MFH GRANT	734.68	734.68	0.00	0.00	8,816.67	8,816.71	-0.04	0.00
41000-54-410-405	STATE NURSING REVENUE - MFH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
42160-54-410-405	REIMBURSEMENT MCH SBIRT	0.00	125.00	-125.00	-100.00	831.23	1,500.00	-668.77	-44.58
42200-54-410-405	BREAST PUMP AND SUPPLES REVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
44600-54-410-405	DONATIONS CN MFH GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
45100-54-410-405	GRANT REVENUE MFH STATE GRAI	21,013.17	9,800.63	11,212.54	114.41	117,608.00	117,608.00	0.00	0.00
48900-54-410-405	MISC REVENUE MFH GRANT	0.00	0.00	0.00	0.00	78.88	0.00	78.88	0.00
48930-54-410-405	MEDICAID REIMB-MFH GRANT	0.00	0.00	0.00	0.00	287.16	0.00	287.16	0.00
48950-54-410-405	PRIVATE INSURANCE MFH GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total REVENUE:		21,747.85	15,470.38	6,277.47	40.58	185,343.28	185,646.10	-302.82	-0.16
Gross Profit:		21,747.85	15,470.38	6,277.47	40.58	185,343.28	185,646.10	-302.82	-0.16
EXPENDITURES									
50100-54-410-405	REG SALARIES MFH STATE GRANT	15,248.52	9,266.40	-5,982.12	-64.56	121,226.81	111,196.80	-10,030.01	-9.02
50200-54-410-405	WY RETIREMENT MFH STATE GRAN	2,534.29	1,540.03	-994.26	-64.56	18,326.11	18,480.91	154.80	0.84
50300-54-410-405	SOCIAL SECURITY MFH STATE GRA	1,078.17	708.88	-369.29	-52.09	8,657.53	8,506.56	-150.97	-1.77
50350-54-410-405	UNEMPLOYMENT INSURANCE MFH	136.23	96.84	-39.39	-40.68	1,509.58	1,162.30	-347.28	-29.88
50375-54-410-405	WORKERS' COMP MFH STATE GRA	226.92	141.73	-85.19	-60.11	1,801.19	1,701.31	-99.88	-5.87
50400-54-410-405	EMPLOYEE MED INS MFH STATE GF	2,525.10	1,837.37	-687.73	-37.43	23,619.88	22,048.22	-1,571.66	-7.13
50500-54-410-405	CONTRACT LABOR MFH STATE GR/	251.00	208.37	-42.63	-20.46	2,860.81	2,500.00	-360.81	-14.43
51200-54-410-405	AUTO GASOLINE CN JMCH MFH GRA	0.00	83.37	83.37	100.00	0.00	1,000.00	1,000.00	100.00
51250-54-410-405	AUTO REPAIR CN MFH GRANT	0.00	70.87	70.87	100.00	1,581.00	850.00	-731.00	-86.00
51350-54-410-405	ED PUBLIC MFH STATE GRANT	0.00	16.63	16.63	100.00	76.86	200.00	123.14	61.57
51370-54-410-405	ED EMPLOYEE CONFERENCE MFH	3,084.51	125.00	-2,959.51	-2,367.61	3,528.52	1,500.00	-2,028.52	-135.23
51400-54-410-405	EMPL MEDICAL TESTING MFH GRAI	0.00	4.13	4.13	100.00	0.00	50.00	50.00	100.00
51500-54-410-405	EQUIPMENT MAINTENANCE MFH ST	0.00	25.00	25.00	100.00	167.68	300.00	132.32	44.11
51525-54-410-405	EQUIPMENT PURCHASE MFH STATI	348.27	83.37	-264.90	-317.74	1,021.52	1,000.00	-21.52	-2.15
51550-54-410-405	EQUIP COPY EXPENSE MFH STATE	124.44	166.63	42.19	25.32	1,669.43	2,000.00	330.57	16.53
53250-54-410-405	MARKETING MFH STATE GRANT	159.90	83.37	-76.53	-91.80	700.96	1,000.00	299.04	29.90
53300-54-410-405	MEETING EXPENSE MFH STATE GF	76.63	33.37	-43.26	-129.64	280.62	400.00	119.38	29.85
53400-54-410-405	MILEAGE MFH STATE GRANT	0.00	8.37	8.37	100.00	0.00	100.00	100.00	100.00
53425-54-410-405	MISC EXPENSE MFH GRANT	299.61	16.63	-282.98	-1,701.62	419.55	200.00	-219.55	-109.78
53450-54-410-405	PERIODICAL/BOOKS MFH STATE GF	0.00	83.37	83.37	100.00	0.00	1,000.00	1,000.00	100.00
53550-54-410-405	POSTAGE MFH STATE GRANT	29.00	33.37	4.37	13.10	404.41	400.00	-4.41	-1.10

CN MFH STATE GRANT STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018
MATERNAL & FAMILY HEALTH

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
53700-54-410-405	SOFTWARE CN MCH GRANT	0.00	383.37	383.37	100.00	3,836.39	4,600.00	763.61	16.60
53810-54-410-405	SUPPLIES OFFICE MFH STATE GRA	164.54	62.50	-102.04	-163.26	1,009.20	750.00	-259.20	-34.56
53850-54-410-405	SUPPLIES BREAST PUMPS MFH GR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53880-54-410-405	SUPPLIES MEDICAL MFH STATE GR	0.00	41.63	41.63	100.00	204.35	500.00	295.65	59.13
54600-54-410-405	TELEPHONE MFH STATE GRANT	187.58	350.00	162.42	46.41	4,321.88	4,200.00	-121.88	-2.90
Total EXPENDITURES:		26,474.71	15,470.60	-11,004.11	-71.13	197,224.28	185,646.10	-11,578.18	-6.24
NET INCOME FROM OPERATIONS:		-4,726.86	-0.22	-4,726.64	-2,148,472.73	-11,881.00	0.00	-11,881.00	0.00
EARNINGS BEFORE INCOME TAX:		-4,726.86	-0.22	-4,726.64	-2,148,472.73	-11,881.00	0.00	-11,881.00	0.00
REVENUE OVER (UNDER) EXPENDITURES:		-4,726.86	-0.22	-4,726.64	-2,148,472.73	-11,881.00	0.00	-11,881.00	0.00

CN TANF 415
For The 12 Periods Ended 6/30/2018
MATERNAL & FAMILY HEALTH

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
REVENUE									
40100-54-410-415	TAX REVENUE (COUNTY) TANF 415	0.00	6,112.34	-6,112.34	-100.00	73,347.84	73,347.86	-0.02	0.00
40200-54-410-415	TAX REVENUE (CITY) TANF 415	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
41000-54-410-415	STATE NURSING REV - COMMUNITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
45100-54-410-415	GRANT REVENUE TANF 415	-5,655.90	11,739.88	-17,395.78	-148.18	140,879.00	140,879.00	0.00	0.00
48900-54-410-415	MISC REVENUE TANF 415	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total REVENUE:		-5,655.90	17,852.22	-23,508.12	-131.68	214,226.84	214,226.86	-0.02	0.00
Gross Profit:		-5,655.90	17,852.22	-23,508.12	-131.68	214,226.84	214,226.86	-0.02	0.00
EXPENDITURES									
50100-54-410-415	REG SALARIES CN TANF 415	6,867.78	11,556.10	4,688.32	40.57	110,170.91	138,673.20	28,502.29	20.55
50200-54-410-415	WY RETIREMENT TANF 415	1,141.43	1,960.06	818.63	41.77	17,018.94	23,521.16	6,502.22	27.64
50300-54-410-415	SOC SEC MATCH TANF 415	477.89	902.21	424.32	47.03	7,888.23	10,826.52	2,938.29	27.14
50350-54-410-415	UNEMPLOYMENT INSURANCE TANF	43.59	123.22	79.63	64.62	1,330.85	1,479.30	148.45	10.04
50375-54-410-415	WORKERS' COMP TANF 415	100.59	180.46	79.87	44.26	1,645.60	2,165.30	519.70	24.00
50400-54-410-415	EMPLOYEE MED INS TANF 415	2,525.10	2,338.43	-186.67	-7.98	23,619.69	28,061.38	4,441.69	15.83
50500-54-410-415	CONTRACT LABOR CN TANF 415	251.00	283.37	32.37	11.42	2,805.03	3,400.00	594.97	17.50
51350-54-410-415	ED PUBLIC TANF 415	0.00	20.87	20.87	100.00	185.52	250.00	64.48	25.79
51370-54-410-415	ED EMPLOYEE CONFERENCE TANF	3,273.43	375.00	-2,898.43	-772.91	6,186.92	4,500.00	-1,686.92	-37.49
51525-54-410-415	EQUIPMENT PURCHASE TANF 415	467.74	41.63	-426.11	-1,023.56	1,082.09	500.00	-582.09	-116.42
51550-54-410-415	EQUIP COPY EXPENSE TANF 415	124.44	33.37	-91.07	-272.91	908.40	400.00	-508.40	-127.10
53400-54-410-415	MILEAGE TANF 415	0.00	4.13	4.13	100.00	0.00	50.00	50.00	100.00
53700-54-410-415	SOFTWARE COMMUNITY NURSING	1,200.00	0.00	-1,200.00	0.00	1,200.00	0.00	-1,200.00	0.00
53880-54-410-415	SUPPLIES MEDICAL TANF 415	0.00	33.37	33.37	100.00	279.56	400.00	120.44	30.11
Total EXPENDITURES:		16,472.99	17,852.22	1,379.23	7.73	174,321.74	214,226.86	39,905.12	18.63
NET INCOME FROM OPERATIONS:		-22,128.89	0.00	-22,128.89	0.00	39,905.10	0.00	39,905.10	0.00
EARNINGS BEFORE INCOME TAX:		-22,128.89	0.00	-22,128.89	0.00	39,905.10	0.00	39,905.10	0.00
REVENUE OVER (UNDER) EXPENDITURES:		-22,128.89	0.00	-22,128.89	0.00	39,905.10	0.00	39,905.10	0.00

CPR
For The 12 Periods Ended 6/30/2018
CPR

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

	Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %	
REVENUE									
44600-50-155-000	FEES FOR SVC/DONATIONS CPR	10.00	0.00	10.00	0.00	153.00	0.00	153.00	0.00
44700-50-155-000	CLASSES CPR	544.09	833.37	-289.28	-34.71	3,314.09	10,000.00	-6,685.91	-66.86
44800-50-155-000	CARRY OVER REV 15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
48900-50-155-000	MISC REVENUE CPR	0.00	0.00	0.00	0.00	48.00	0.00	48.00	0.00
49999-50-155-000	TRANSFERRED FROM RESERVED C	0.00	0.00	0.00	0.00	252.02	0.00	252.02	0.00
Total REVENUE:		554.09	833.37	-279.28	-33.51	3,767.11	10,000.00	-6,232.89	-62.33
Gross Profit:		554.09	833.37	-279.28	-33.51	3,767.11	10,000.00	-6,232.89	-62.33
EXPENDITURES									
50100-50-155-000	REG SALARIES CPR	0.00	232.04	232.04	100.00	2,166.55	2,785.03	618.48	22.21
50200-50-155-000	WY RETIREMENT CPR	0.00	39.45	39.45	100.00	360.07	473.40	113.33	23.94
50300-50-155-000	SOC SEC MATCH CPR	0.00	18.35	18.35	100.00	157.37	220.31	62.94	28.57
50350-50-155-000	UNEMPLOYMENT INSURANCE CPR	0.00	2.10	2.10	100.00	19.55	24.87	5.32	21.39
50375-50-155-000	WORKERS' COMP CPR	0.00	8.06	8.06	100.00	32.95	96.39	63.44	65.82
50400-50-155-000	EMPLOYEE MED INS CPR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
50500-50-155-000	CONTRACT LABOR CPR	0.00	83.37	83.37	100.00	0.00	1,000.00	1,000.00	100.00
51370-50-155-000	ED EMP CONFERENCE CPR	0.00	0.00	0.00	0.00	60.00	0.00	-60.00	0.00
51500-50-155-000	EQUIPMENT MAINTENANCE CPR	0.00	12.50	12.50	100.00	0.00	150.00	150.00	100.00
51525-50-155-000	EQUIPMENT PURCHASE CPR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
51550-50-155-000	EQUIP COPY EXPENSE CPR	0.00	16.63	16.63	100.00	0.00	200.00	200.00	100.00
53250-50-155-000	MARKETING CPR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53425-50-155-000	MISC EXPENSE CPR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53450-50-155-000	PERIODICAL/BOOKS/TEACHING AID	0.00	250.00	250.00	100.00	235.00	3,000.00	2,765.00	92.17
53550-50-155-000	POSTAGE CPR	0.00	4.13	4.13	100.00	0.00	50.00	50.00	100.00
53810-50-155-000	SUPPLIES OFFICE CPR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53850-50-155-000	CERTIFICATES/CARDS EXPENSE	0.00	125.00	125.00	100.00	455.00	1,500.00	1,045.00	69.67
53880-50-155-000	SUPPLIES FIRST AID CPR	0.00	41.63	41.63	100.00	280.62	500.00	219.38	43.88
Total EXPENDITURES:		0.00	833.26	833.26	100.00	3,767.11	10,000.00	6,232.89	62.33
NET INCOME FROM OPERATIONS:		554.09	0.11	553.98	503,618.18	0.00	0.00	0.00	0.00
EARNINGS BEFORE INCOME TAX:		554.09	0.11	553.98	503,618.18	0.00	0.00	0.00	0.00
REVENUE OVER (UNDER) EXPENDITURES:		554.09	0.11	553.98	503,618.18	0.00	0.00	0.00	0.00

CRI STATMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
REVENUE									
45100-50-135-800	CRI GRANT REVENUE	4,806.78	7,066.63	-2,259.85	-31.98	84,800.00	84,800.00	0.00	0.00
48900-50-135-000	MISC REVENUE CRI	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total REVENUE:		4,806.78	7,066.63	-2,259.85	-31.98	84,800.00	84,800.00	0.00	0.00
Gross Profit:		4,806.78	7,066.63	-2,259.85	-31.98	84,800.00	84,800.00	0.00	0.00
EXPENDITURES									
50100-50-135-800	REG SALARIES CRI	214.64	3,516.63	3,301.99	93.90	24,216.02	42,200.00	17,983.98	42.62
50200-50-135-800	WY RETIREMENT CRI	35.67	738.18	702.51	95.17	3,972.59	8,857.94	4,885.35	55.15
50300-50-135-800	SOCIAL SECURITY MATCH CRI	16.02	368.04	352.02	95.65	1,748.05	4,416.92	2,668.87	60.42
50350-50-135-800	UNEMPLOYMNET INSURANCE CRI	4.50	42.84	38.34	89.50	293.90	513.86	219.96	42.81
50375-50-135-800	WORKERS' COMP CRI	3.37	72.54	69.17	95.35	361.39	870.59	509.20	58.49
50400-50-135-800	EMPLOYEE MED INS CRI	0.00	0.00	0.00	0.00	440.02	0.00	-440.02	0.00
50500-50-135-800	CONTRACT LABOR CRI	111.56	216.63	105.07	48.50	2,282.66	2,600.00	317.34	12.21
51200-50-135-800	AUTO GASOLINE CRI	220.50	41.63	-178.87	-429.67	256.52	500.00	243.48	48.70
51250-50-135-800	AUTO REPAIR CRI	-102.99	41.63	144.62	347.39	489.30	500.00	10.70	2.14
51350-50-135-800	ED PUBLIC CRI	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
51370-50-135-800	ED EMPLOYEE CONFERENCE CRI	1,301.94	1,165.90	-136.04	-11.67	5,337.59	13,990.69	8,653.10	61.85
51500-50-135-800	EQUIPMENT MAINTENANCE CRI	251.10	62.50	-188.60	-301.76	1,022.11	750.00	-272.11	-36.28
51525-50-135-800	EQUIPMENT PURCHASE CRI	0.00	0.00	0.00	0.00	30,941.08	0.00	-30,941.08	0.00
51550-50-135-800	EQUIP COPY EXPENSE CRI	217.12	83.37	-133.75	-160.43	1,467.54	1,000.00	-467.54	-46.75
52120-50-135-800	CRI EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
52800-50-135-800	EXERCISE EXPENSE CRI	0.00	83.37	83.37	100.00	1,052.35	1,000.00	-52.35	-5.24
52910-50-135-800	POD EXPENSES CRI	0.00	4.13	4.13	100.00	656.43	50.00	-606.43	-1,212.86
53300-50-135-800	MEETING EXPENSE CRI	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53550-50-135-800	POSTAGE CRI	116.19	4.13	-112.06	-2,713.32	383.55	50.00	-333.55	-667.10
53600-50-135-800	RENT	0.00	166.63	166.63	100.00	2,520.00	2,000.00	-520.00	-26.00
53700-50-135-800	SOFTWARE CRI	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53810-50-135-800	SUPPLIES OFFICE CRI	2,338.34	83.37	-2,254.97	-2,704.77	3,351.96	1,000.00	-2,351.96	-235.20
54600-50-135-800	TELEPHONE CRI	149.55	375.00	225.45	60.12	4,077.67	4,500.00	422.33	9.39
Total EXPENDITURES:		4,877.51	7,066.52	2,189.01	30.98	84,870.73	84,800.00	-70.73	-0.08
NET INCOME FROM OPERATIONS:		-70.73	0.11	-70.84	-64,400.00	-70.73	0.00	-70.73	0.00
EARNINGS BEFORE INCOME TAX:		-70.73	0.11	-70.84	-64,400.00	-70.73	0.00	-70.73	0.00
REVENUE OVER (UNDER) EXPENDITURES:		-70.73	0.11	-70.84	-64,400.00	-70.73	0.00	-70.73	0.00

DIABETES PREVENTION STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018
DIABETES PREVENTION

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
REVENUE									
42100-54-425-000	GRANT REVENUE-DIABETES PREVE	0.00	1,477.00	-1,477.00	-100.00	0.00	1,477.00	-1,477.00	-100.00
43620-54-425-000	SELF PAY -DIABETES	75.00	0.00	75.00	0.00	100.00	0.00	100.00	0.00
43630-54-425-000	INSURANCE -DIABETES	49.02	0.00	49.02	0.00	224.02	0.00	224.02	0.00
43640-54-425-000	MEDICAID -DIABETES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
43650-54-425-000	MEDICARE -DIABETES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total REVENUE:		124.02	1,477.00	-1,352.98	-91.60	324.02	1,477.00	-1,152.98	-78.06
Gross Profit:		124.02	1,477.00	-1,352.98	-91.60	324.02	1,477.00	-1,152.98	-78.06
EXPENDITURES									
50100-54-425-000	REG SALARIES-DIABETES	0.00	248.00	248.00	100.00	0.00	248.00	248.00	100.00
50200-54-425-000	WY RETIREMENT-DIABETES	0.00	41.00	41.00	100.00	0.00	41.00	41.00	100.00
50300-54-425-000	SOC SEC MATCH-DIABETES	0.00	19.00	19.00	100.00	0.00	19.00	19.00	100.00
50350-54-425-000	UNEMPL INS-DIABETES	0.00	5.00	5.00	100.00	0.00	5.00	5.00	100.00
50375-54-425-000	WORKERS' COMP-DIABETES	0.00	4.00	4.00	100.00	0.00	4.00	4.00	100.00
51350-54-425-000	ED PUBLIC-DIABETES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
51360-54-425-000	ED EMPLOYEE -DIABETES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
51525-54-425-000	EQUIPMENT PURCHASE-DIABETES	0.00	0.00	0.00	0.00	2,750.00	0.00	-2,750.00	0.00
53250-54-425-000	MARKETING-DIABETES	0.00	1,000.00	1,000.00	100.00	1,000.00	1,000.00	0.00	0.00
53810-54-425-000	SUPPLIES OFFICE-DIABETES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53880-54-425-000	SUPPLIES MEDICAL-DIABETES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES:		0.00	1,317.00	1,317.00	100.00	3,750.00	1,317.00	-2,433.00	-184.74
NET INCOME FROM OPERATIONS:		124.02	160.00	-35.98	-22.49	-3,425.98	160.00	-3,585.98	-2,241.24
EARNINGS BEFORE INCOME TAX:		124.02	160.00	-35.98	-22.49	-3,425.98	160.00	-3,585.98	-2,241.24
REVENUE OVER (UNDER) EXPENDITURES:		124.02	160.00	-35.98	-22.49	-3,425.98	160.00	-3,585.98	-2,241.24

DISEASE PREVENTION STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018
GENERAL CLINIC

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
REVENUE									
40100-56-600-000	TAX REVENUE (CO) DP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40200-56-600-000	TAX REVENUE (CITY) DP	8,649.62	8,649.60	0.02	0.00	103,795.33	103,795.31	0.02	0.00
40400-56-600-000	1% NATRONA CO REVENUE DP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
41000-56-600-000	STATE NURSING REVENUE - DP	12,450.87	4,150.29	8,300.58	200.00	49,803.21	49,803.15	0.06	0.00
42100-56-600-000	PROGRAM REVENUE GRANTS DP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
42160-54-600-000	BLD REPAIR/MAINT:CN CN DP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
42160-56-600-000	REIMBURSEMENT SBIRT:DP	0.00	6.76	-6.76	-100.00	150.86	81.23	69.63	85.72
44600-56-600-000	DONATIONS:DP	1.00	0.00	1.00	0.00	93.00	0.00	93.00	0.00
48100-56-600-000	COPY/POST REVENUE:DP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
48500-56-600-000	COLLECTIONS REVENUE DP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
48900-56-600-000	MISCELLANEOUS REVENUE DP	0.00	0.00	0.00	0.00	30.00	0.00	30.00	0.00
48930-56-600-000	MEDICAID DP	0.00	0.00	0.00	0.00	171.45	0.00	171.45	0.00
48940-56-600-000	OTHER INCOME DP	0.00	41.63	-41.63	-100.00	0.00	500.00	-500.00	-100.00
48950-56-600-000	PRIVATE INSURANCE DP	213.70	83.37	130.33	156.33	12,717.54	1,000.00	11,717.54	1,171.75
48960-56-600-000	SELF PAY DP	2,897.84	1,916.63	981.21	51.19	27,207.75	23,000.00	4,207.75	18.29
48970-56-600-000	TB REVENUE :DP	0.00	0.00	0.00	0.00	9.80	0.00	9.80	0.00
Total REVENUE:		24,213.03	14,848.28	9,364.75	63.07	193,978.94	178,179.69	15,799.25	8.87
Gross Profit:		24,213.03	14,848.28	9,364.75	63.07	193,978.94	178,179.69	15,799.25	8.87
EXPENDITURES									
50100-56-600-000	REG SALARIES DP	7,423.25	9,405.51	1,982.26	21.08	117,744.20	112,865.79	-4,878.41	-4.32
50200-56-600-000	WY RETIREMENT DP	1,099.79	1,542.98	443.19	28.72	17,962.70	18,516.31	553.61	2.99
50300-56-600-000	SOCIAL SECURITY MATCH DP	538.78	675.38	136.60	20.23	8,555.92	8,104.23	-451.69	-5.57
50350-56-600-000	UNEMPLOYMENT INSURANCE DP	71.05	99.45	28.40	28.56	1,410.92	1,193.84	-217.08	-18.18
50375-56-600-000	WORKERS' COMP DP	113.40	118.45	5.05	4.26	1,930.57	1,420.85	-509.72	-35.87
50400-56-600-000	EMPLOYEE MEDICAL INS DP	1,629.59	1,511.13	-118.46	-7.84	17,723.80	18,133.67	409.87	2.26
50500-56-600-000	CONTRACT LABOR DP	271.92	250.00	-21.92	-8.77	3,161.91	3,000.00	-161.91	-5.40
51100-56-600-000	ADVERTISING DP	0.00	4.13	4.13	100.00	0.00	50.00	50.00	100.00
51200-56-600-000	AUTO GASOLINE DP	0.00	10.38	10.38	100.00	0.00	125.00	125.00	100.00
51350-56-600-000	ED PUBLIC DP	0.00	8.37	8.37	100.00	0.00	100.00	100.00	100.00
51370-56-600-000	ED EMPLOYEE CONFERENCE DP	0.00	41.63	41.63	100.00	268.50	500.00	231.50	46.30
51400-56-600-000	EMPLOYEE MEDICAL TESTING DP	0.00	8.37	8.37	100.00	70.00	100.00	30.00	30.00
51500-56-600-000	EQUIPMENT MAINTENANCE DP	0.00	18.37	18.37	100.00	49.01	220.00	170.99	77.72
51525-56-600-000	EQUIPMENT PURCHASE DP	0.00	62.50	62.50	100.00	482.17	750.00	267.83	35.71
51550-56-600-000	EQUIP COPY EXPENSE DP	130.80	108.37	-22.43	-20.70	1,507.11	1,300.00	-207.11	-15.93

DISEASE PREVENTION STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018
GENERAL CLINIC

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
53225-56-600-000	LICENSE/PROFICIENCY DP CLIA	0.00	16.63	16.63	100.00	200.00	200.00	0.00	0.00
53250-56-600-000	MARKETING DP	0.00	16.63	16.63	100.00	0.00	200.00	200.00	100.00
53300-56-600-000	MEETING EXPENSE:DP	54.94	4.13	-50.81	-1,230.27	54.94	50.00	-4.94	-9.88
53400-56-600-000	MILEAGE DP	0.00	4.13	4.13	100.00	0.00	50.00	50.00	100.00
53425-56-600-000	MISC EXPENSE DP	0.00	41.63	41.63	100.00	261.67	500.00	238.33	47.67
53450-56-600-000	PERIODICALS/BOOKS DP	0.00	8.37	8.37	100.00	0.00	100.00	100.00	100.00
53550-56-600-000	POSTAGE DP	103.33	41.63	-61.70	-148.21	358.62	500.00	141.38	28.28
53600-56-600-000	RENT EXPENSE DP	0.00	8.37	8.37	100.00	0.00	100.00	100.00	100.00
53670-56-600-000	RETURNED CHECKS AND BAD DEB1	0.00	8.37	8.37	100.00	0.00	100.00	100.00	100.00
53700-56-600-000	SOFTWARE DP	0.00	16.63	16.63	100.00	1,930.64	200.00	-1,730.64	-865.32
53810-56-600-000	SUPPLIES OFFICE DP	112.26	125.00	12.74	10.19	1,364.38	1,500.00	135.62	9.04
53880-56-600-000	SUPPLIES MEDICAL DP (CHEM/LAE	289.56	183.37	-106.19	-57.91	802.02	2,200.00	1,397.98	63.54
53890-56-600-000	SUPPLIES MEDICAL PHARMACY DF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
54600-56-600-000	TELEPHONE DP	101.62	133.37	31.75	23.81	1,766.08	1,600.00	-166.08	-10.38
55250-56-600-000	TEST LAB DP (LAB SERVICE	48.00	291.63	243.63	83.54	3,375.95	3,500.00	124.05	3.54
55500-56-600-000	TB SUPPLIES DP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
57000-56-600-000	SPECIAL PROJECT GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES:		11,988.29	14,764.91	2,776.62	18.81	180,981.11	177,179.69	-3,801.42	-2.15
NET INCOME FROM OPERATIONS:		12,224.74	83.37	12,141.37	14,563.24	12,997.83	1,000.00	11,997.83	1,199.78
EARNINGS BEFORE INCOME TAX:		12,224.74	83.37	12,141.37	14,563.24	12,997.83	1,000.00	11,997.83	1,199.78
REVENUE OVER (UNDER) EXPENDITURES:		12,224.74	83.37	12,141.37	14,563.24	12,997.83	1,000.00	11,997.83	1,199.78

DP STD STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018
STD CLINIC

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
REVENUE									
40100-56-610-000	TAX REVENUE (COUNTY) CHL/STD I	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40200-56-610-000	TAX REVENUE (CITY) CHL/STD DP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
41000-56-610-000	STATE NURSING REVENUE STD	34,511.13	11,503.71	23,007.42	200.00	138,044.79	138,044.85	-0.06	0.00
42100-56-610-000	PROGRAM REVENUE STD SPECIAL	1,509.79	0.00	1,509.79	0.00	3,809.79	0.00	3,809.79	0.00
42160-56-610-000	REIMBURSEMENT SBIRT DP STD	0.00	83.37	-83.37	-100.00	0.00	1,000.00	-1,000.00	-100.00
43050-56-610-000	MEDICAID:DP-STD	0.00	83.37	-83.37	-100.00	746.44	1,000.00	-253.56	-25.36
43800-56-610-000	MEDICARE DP STD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
44600-56-610-000	DONATIONS STD	45.00	0.00	45.00	0.00	489.00	0.00	489.00	0.00
48500-56-610-000	COLLECTIONS STD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
48900-56-610-000	MISC REVENUE STD	0.00	-208.65	208.65	100.00	252.00	-2,503.80	2,755.80	110.06
48940-56-610-000	OTHER INCOME DP STD	0.00	0.00	0.00	0.00	2,998.00	0.00	2,998.00	0.00
48950-56-610-000	PRIVATE INSURANCE DP STD	457.86	1,250.00	-792.14	-63.37	22,834.01	15,000.00	7,834.01	52.23
48960-56-610-000	SELF PAY STD	2,295.08	1,666.63	628.45	37.71	22,444.02	20,000.00	2,444.02	12.22
48970-56-610-000	STD TESTING REIMB - KNOW WYO	0.00	708.37	-708.37	-100.00	15,936.00	8,500.00	7,436.00	87.48
Total REVENUE:		38,818.86	15,086.80	23,732.06	157.30	207,554.05	181,041.05	26,513.00	14.64
Gross Profit:		38,818.86	15,086.80	23,732.06	157.30	207,554.05	181,041.05	26,513.00	14.64
EXPENDITURES									
50100-56-610-000	REG SALARIES CHL/STD	8,596.26	9,480.51	884.25	9.33	107,480.85	113,765.79	6,284.94	5.52
50200-56-610-000	WY RETIREMENT DP CHL/STD	1,410.09	1,565.14	155.05	9.91	17,095.59	18,782.23	1,686.64	8.98
50300-56-610-000	SOCIAL SECURITY DP CHL/STD	628.68	729.71	101.03	13.85	7,846.58	8,756.63	910.05	10.39
50350-56-610-000	UNEMPLOYMENT INSURANCE DP C	96.33	101.54	5.21	5.13	1,515.97	1,218.48	-297.49	-24.41
50375-56-610-000	WORKERS' COMP DP CHL/STD	132.31	145.99	13.68	9.37	1,594.29	1,751.33	157.04	8.97
50400-56-610-000	EMPLOYEE MEDICAL INS DP CHL/S	2,005.59	1,870.44	-135.15	-7.23	22,105.81	22,445.39	339.58	1.51
50500-56-610-000	CONTRACT LABOR STD	271.92	250.00	-21.92	-8.77	3,161.92	3,000.00	-161.92	-5.40
51100-56-610-000	ADVERTISING STD	0.00	4.13	4.13	100.00	0.00	50.00	50.00	100.00
51200-56-610-000	AUTO GASOLINE STD	0.00	10.38	10.38	100.00	0.00	125.00	125.00	100.00
51370-56-610-000	ED EMPLOYEE CONFERENCE DP S	0.00	83.37	83.37	100.00	509.77	1,000.00	490.23	49.02
51500-56-610-000	EQUIPMENT MAINTENANCE STD	0.00	0.00	0.00	0.00	24.75	0.00	-24.75	0.00
51525-56-610-000	EQUIPMENT PURCHASE STD	7,120.24	83.37	-7,036.87	-8,440.53	8,324.21	1,000.00	-7,324.21	-732.42
51550-56-610-000	EQUIP COPY EXPENSE STD	130.78	83.37	-47.41	-56.87	1,396.05	1,000.00	-396.05	-39.61
53250-56-610-000	MARKETING STD	0.00	0.00	0.00	0.00	40.00	0.00	-40.00	0.00
53300-56-610-000	MEETING EXPENSE STD	93.95	8.37	-85.58	-1,022.46	134.75	100.00	-34.75	-34.75
53400-56-610-000	MILEAGE STD	0.00	4.13	4.13	100.00	0.00	50.00	50.00	100.00
53425-56-610-000	MISC EXPENSE STD	0.00	8.37	8.37	100.00	89.65	100.00	10.35	10.35

DP STD STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018
STD CLINIC

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

	Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %	
53450-56-610-000	PERIODICAL/BOOKS STD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
53550-56-610-000	POSTAGE STD	99.84	16.63	-83.21	-500.36	229.30	200.00	-29.30	-14.65
53600-56-610-000	RENT EXPENSE DP STD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
53670-56-610-000	RETURNED CHECKS STD	0.00	4.13	4.13	100.00	0.00	50.00	50.00	100.00
53700-56-610-000	SOFTWARE STD	0.00	166.63	166.63	100.00	1,930.65	2,000.00	69.35	3.47
53810-56-610-000	SUPPLIES OFFICE STD	112.27	83.37	-28.90	-34.66	1,379.12	1,000.00	-379.12	-37.91
53820-56-610-000	MEDICAL CONDOMS DP STD (CON)	0.00	0.00	0.00	0.00	104.95	0.00	-104.95	0.00
53880-56-610-000	SUPPLIES MEDICAL DP STD	377.29	125.00	-252.29	-201.83	3,568.77	1,500.00	-2,068.77	-137.92
54600-56-610-000	TELEPHONE STD	101.61	104.13	2.52	2.42	1,123.03	1,250.00	126.97	10.16
55250-56-610-000	TESTS LAB DP STD (LAB SERVICE)	165.00	366.63	201.63	55.00	6,745.28	4,400.00	-2,345.28	-53.30
57000-56-610-000	SPECIAL PROJECT STD GRANTS	1,509.76	208.65	-1,301.11	-623.58	4,068.56	2,503.80	-1,564.76	-62.50
Total EXPENDITURES:		22,851.92	15,503.99	-7,347.93	-47.39	190,469.85	186,048.65	-4,421.20	-2.38
NET INCOME FROM OPERATIONS:		15,966.94	-417.19	16,384.13	3,927.26	17,084.20	-5,007.60	22,091.80	441.17
EARNINGS BEFORE INCOME TAX:		15,966.94	-417.19	16,384.13	3,927.26	17,084.20	-5,007.60	22,091.80	441.17
REVENUE OVER (UNDER) EXPENDITURES:		15,966.94	-417.19	16,384.13	3,927.26	17,084.20	-5,007.60	22,091.80	441.17

DP FAMILY PLANNING STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
REVENUE									
40100-56-640-000	TAX REVENUE (CO) DP FP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40200-56-640-000	TAX REVENUE (CITY) DP FP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
41000-56-640-000	STATE NURSING REVENUE DP FAM	38,313.03	12,771.01	25,542.02	200.00	153,252.30	153,252.34	-0.04	0.00
42100-56-640-000	INSURANCE REIMB DP FP	4,217.92	4,256.50	-38.58	-0.91	52,959.54	51,078.00	1,881.54	3.68
42160-56-640-000	REIMBURSEMENT SBIRT DP FP	0.00	41.63	-41.63	-100.00	0.00	500.00	-500.00	-100.00
42200-56-640-000	CASPER COLLEGE CLINIC REV	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
43800-56-640-000	MEDICARE DP FP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
44600-56-640-000	DONATIONS:DP FP	48.00	83.37	-35.37	-42.43	972.70	1,000.00	-27.30	-2.73
45100-56-640-010	TITLE X GRANT (MONTHLY)	12,900.00	6,393.25	6,506.75	101.78	76,719.00	76,719.00	0.00	0.00
48900-56-640-000	MISCELLANEOUS REVENUE DP FP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
48910-56-640-000	COLLECTIONS DP FP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
48930-56-640-000	MEDICAID DP FP	0.00	375.00	-375.00	-100.00	267.09	4,500.00	-4,232.91	-94.06
48960-56-640-000	SELF PAY DP FP	2,151.03	1,666.63	484.40	29.06	18,094.72	20,000.00	-1,905.28	-9.53
Total REVENUE:		57,629.98	25,587.39	32,042.59	125.23	302,265.35	307,049.34	-4,783.99	-1.56
Gross Profit:		57,629.98	25,587.39	32,042.59	125.23	302,265.35	307,049.34	-4,783.99	-1.56
EXPENDITURES									
50100-56-640-000	REG SALARIES DP FP	10,660.78	14,534.64	3,873.86	26.65	148,240.74	174,415.79	26,175.05	15.01
50200-56-640-000	WY RETIREMENT DP FP	1,299.98	1,565.14	265.16	16.94	16,766.28	18,782.23	2,015.95	10.73
50300-56-640-000	SOCIAL SECURITY MATCH DP FP	788.21	1,175.96	387.75	32.97	10,979.39	14,111.63	3,132.24	22.20
50350-56-640-000	UNEMPLOYMENT INSURANCE DP F	148.95	189.63	40.68	21.45	2,243.51	2,275.12	31.61	1.39
50375-56-640-000	WORKERS' COMP DP FP	165.88	235.24	69.36	29.48	2,246.59	2,822.33	575.74	20.40
50400-56-640-000	EMPLOYEE MEDICAL INS DP FP	2,005.59	1,867.89	-137.70	-7.37	22,105.82	22,414.24	308.42	1.38
50500-56-640-000	CONTRACT LABOR DP FP (CONTF	271.92	250.00	-21.92	-8.77	3,161.89	3,000.00	-161.89	-5.40
51100-56-640-000	ADVERTISING DP FP	0.00	4.13	4.13	100.00	0.00	50.00	50.00	100.00
51200-56-640-000	AUTO GASOLINE DP FP	0.00	10.38	10.38	100.00	0.00	125.00	125.00	100.00
51370-56-640-000	ED EMPLOYEE CONFERENCE DP FI	25.00	291.63	266.63	91.43	2,908.15	3,500.00	591.85	16.91
51500-56-640-000	EQUIPMENT MAINTENANC DP FP	0.00	4.13	4.13	100.00	24.75	50.00	25.25	50.50
51525-56-640-000	EQUIPMENT PURCHASE DP FP	7,120.24	83.37	-7,036.87	-8,440.53	16,745.58	1,000.00	-15,745.58	-1,574.56
51550-56-640-000	EQUIP COPY EXPENSE DP FP	130.80	83.37	-47.43	-56.89	1,285.21	1,000.00	-285.21	-28.52
53250-56-640-000	MARKETING DP FP	0.00	125.00	125.00	100.00	1,036.32	1,500.00	463.68	30.91
53300-56-640-000	MEETING EXPENSE DP FP	0.00	20.87	20.87	100.00	0.00	250.00	250.00	100.00
53350-56-640-000	MEMBERSHIPS DP FP	0.00	41.63	41.63	100.00	0.00	500.00	500.00	100.00
53400-56-640-000	MILEAGE DP FP	0.00	4.13	4.13	100.00	0.00	50.00	50.00	100.00
53450-56-640-000	PERIODICAL/BOOKS DP FP	51.20	12.50	-38.70	-309.60	51.20	150.00	98.80	65.87
53550-56-640-000	POSTAGE DP FP	99.85	25.00	-74.85	-299.40	244.89	300.00	55.11	18.37

DP FAMILY PLANNING STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

	Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %	
53600-56-640-000	RENT EXPENSE DP FP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
53700-56-640-000	SOFTWARE DP FP	92.22	250.00	157.78	63.11	2,022.88	3,000.00	977.12	32.57
53805-56-640-000	CASPER COLLEGE CLINIC EXP DP F	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
53810-56-640-000	SUPPLIES OFFICE DP FP	112.27	83.62	-28.65	-34.26	1,964.60	1,003.00	-961.60	-95.87
53820-56-640-000	MEDICAL CONDOMS DP FP (CC	0.00	83.37	83.37	100.00	2,300.00	1,000.00	-1,300.00	-130.00
53830-56-640-000	MEDICAL DEPO DP FP (DEPO DI	0.00	583.37	583.37	100.00	3,769.53	7,000.00	3,230.47	46.15
53840-56-640-000	MEDICAL IUD DP FP	0.00	558.37	558.37	100.00	4,882.99	6,700.00	1,817.01	27.12
53850-56-640-000	MEDICAL NUVRING DP FP	0.00	66.63	66.63	100.00	642.10	800.00	157.90	19.74
53870-56-640-000	MEDICAL PILLS DP FP (PILL:	0.00	500.00	500.00	100.00	2,735.41	6,000.00	3,264.59	54.41
53875-56-640-000	MEDICAL NEXPLANON	0.00	333.37	333.37	100.00	7,038.36	4,000.00	-3,038.36	-75.96
53880-56-640-000	SUPPLIES MEDICAL DP FP	354.86	333.37	-21.49	-6.45	3,977.51	4,000.00	22.49	0.56
54600-56-640-000	TELEPHONE DP FP	101.62	104.13	2.51	2.41	1,123.04	1,250.00	126.96	10.16
55150-56-640-000	TESTS PAP DP FP (NON-FP)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
55250-56-640-000	TEST LAB FP DP (LAB SERVIC	1,768.61	2,166.63	398.02	18.37	23,590.90	26,000.00	2,409.10	9.27
Total EXPENDITURES:		<u>25,197.98</u>	<u>25,587.50</u>	<u>389.52</u>	<u>1.52</u>	<u>282,087.64</u>	<u>307,049.34</u>	<u>24,961.70</u>	<u>8.13</u>
NET INCOME FROM OPERATIONS:		<u>32,432.00</u>	<u>-0.11</u>	<u>32,432.11</u>	<u>29,483,736.36</u>	<u>20,177.71</u>	<u>0.00</u>	<u>20,177.71</u>	<u>0.00</u>
EARNINGS BEFORE INCOME TAX:		<u>32,432.00</u>	<u>-0.11</u>	<u>32,432.11</u>	<u>29,483,736.36</u>	<u>20,177.71</u>	<u>0.00</u>	<u>20,177.71</u>	<u>0.00</u>
REVENUE OVER (UNDER) EXPENDITURES:		<u>32,432.00</u>	<u>-0.11</u>	<u>32,432.11</u>	<u>29,483,736.36</u>	<u>20,177.71</u>	<u>0.00</u>	<u>20,177.71</u>	<u>0.00</u>

HIV CM STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018
HIV CASE MANAGEMENT

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
REVENUE									
42100-56-635-000	CN/HIV REVENUE	611.90	8,000.00	-7,388.10	-92.35	98,514.40	96,000.00	2,514.40	2.62
42110-56-635-000	CN/HIV EMERGENCY ASSISTANCE F	0.00	83.37	-83.37	-100.00	0.00	1,000.00	-1,000.00	-100.00
48900-56-635-000	MISC REVENUE HIV CM	4,812.00	0.00	4,812.00	0.00	16,835.38	0.00	16,835.38	0.00
Total REVENUE:		5,423.90	8,083.37	-2,659.47	-32.90	115,349.78	97,000.00	18,349.78	18.92
Gross Profit:		5,423.90	8,083.37	-2,659.47	-32.90	115,349.78	97,000.00	18,349.78	18.92
EXPENDITURES									
50100-56-635-000	REG SALARIES HIV CM	5,720.63	5,161.63	-559.00	-10.83	57,615.74	61,940.00	4,324.26	6.98
50200-56-635-000	WY RETIREMENT HIV CM	950.77	883.69	-67.08	-7.59	10,059.98	10,604.17	544.19	5.13
50300-56-635-000	SOC SEC MATCH HIV CM	422.52	394.84	-27.68	-7.01	3,704.79	4,738.41	1,033.62	21.81
50350-56-635-000	UNEMPL INS HIV CM	93.93	48.97	-44.96	-91.81	647.83	588.08	-59.75	-10.16
50375-56-635-000	WORKERS' COMP HIV CM	88.92	79.01	-9.91	-12.54	901.85	947.68	45.83	4.84
50400-56-635-000	EMPLOYEE MED INS HIV CM	1,087.48	676.43	-411.05	-60.77	11,812.59	8,116.94	-3,695.65	-45.53
51200-56-635-000	AUTO GASOLINE HIV CM	58.24	0.00	-58.24	0.00	58.24	0.00	-58.24	0.00
51350-56-635-000	ED PUBLIC HIV CM	0.00	25.00	25.00	100.00	298.62	300.00	1.38	0.46
51370-56-635-000	ED EMP CONFERENCE HIV CM	761.00	41.63	-719.37	-1,728.01	2,343.87	500.00	-1,843.87	-368.77
51525-56-635-000	EQUIPMENT PURCHASE HIV CM	0.00	0.00	0.00	0.00	688.57	0.00	-688.57	0.00
51550-56-635-000	EQUIP COPY EXPENSE HIV CM	0.00	20.87	20.87	100.00	0.00	250.00	250.00	100.00
53250-56-635-000	MARKETING HIV CM	0.00	33.37	33.37	100.00	32.50	400.00	367.50	91.88
53400-56-635-000	MILEAGE HIV CM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53425-56-635-000	MISC EXPENSE HIV CM	0.00	41.63	41.63	100.00	2,277.44	500.00	-1,777.44	-355.49
53550-56-635-000	POSTAGE HIV CM	0.00	8.37	8.37	100.00	22.65	100.00	77.35	77.35
53810-56-635-000	SUPPLIES OFFICE HIV CM	0.00	41.63	41.63	100.00	245.43	500.00	254.57	50.91
54600-56-635-000	TELEPHONE DP HIV CM	0.00	0.00	0.00	0.00	396.90	0.00	-396.90	0.00
57000-56-635-000	SPECIAL PROJECT HIV CM	863.93	0.00	-863.93	0.00	1,563.63	0.00	-1,563.63	0.00
Total EXPENDITURES:		10,047.42	7,457.07	-2,590.35	-34.74	92,670.63	89,485.28	-3,185.35	-3.56
NET INCOME FROM OPERATIONS:		-4,623.52	626.30	-5,249.82	-838.23	22,679.15	7,514.72	15,164.43	201.80
EARNINGS BEFORE INCOME TAX:		-4,623.52	626.30	-5,249.82	-838.23	22,679.15	7,514.72	15,164.43	201.80
REVENUE OVER (UNDER) EXPENDITURES:		-4,623.52	626.30	-5,249.82	-838.23	22,679.15	7,514.72	15,164.43	201.80

DP IMMUNIZATIONS

For The 12 Periods Ended 6/30/2018

IMMUNIZATION

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
REVENUE									
40100-56-620-000	TAX REVENUE (COUNTY) IMM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40200-56-620-000	TAX REVENUE (CITY) IMM	2,432.36	2,432.34	0.02	0.00	29,187.70	29,187.75	-0.05	0.00
41000-56-620-000	STATE NURSING REVENUE DP IMM	30,533.22	10,177.74	20,355.48	200.00	122,132.70	122,132.66	0.04	0.00
43600-56-620-000	INFLUENZA MEDICAID DP IMM	0.00	0.00	0.00	0.00	7,380.75	0.00	7,380.75	0.00
43610-56-620-000	INFLUENZA MEDICARE DP IMM	24.50	2,083.37	-2,058.87	-98.82	2,293.20	25,000.00	-22,706.80	-90.83
43620-56-620-000	PNEUMONIA SELF PAY DP IMM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
43630-56-620-000	PNEUMONIA PRIVATE INSU DP IMM	0.00	208.37	-208.37	-100.00	921.66	2,500.00	-1,578.34	-63.13
43640-56-620-000	PNEUMONIA MEDICAID DP IMM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
43650-56-620-000	PNEUMONIA MEDICARE DP IMM	0.00	83.37	-83.37	-100.00	9,331.88	1,000.00	8,331.88	833.19
43740-56-620-000	INFLUENZA SELF PAY DP IMM	124.00	166.63	-42.63	-25.58	10,029.00	2,000.00	8,029.00	401.45
43750-56-620-000	INFLUENZA PRIVATE INSURANCE	25.00	833.37	-808.37	-97.00	22,680.33	10,000.00	12,680.33	126.80
43800-56-620-000	VUA ADMIN FEE SELF PAY DP IMM	0.00	125.00	-125.00	-100.00	0.00	1,500.00	-1,500.00	-100.00
43810-56-620-000	WYVIP ADMIN FEE SELF PAY DP IMM	0.00	8.37	-8.37	-100.00	0.00	100.00	-100.00	-100.00
43830-56-620-000	OTHER VACCINE SELF PAY DP IMM	1,853.77	2,083.37	-229.60	-11.02	28,659.66	25,000.00	3,659.66	14.64
43840-56-620-000	OTHER VACCINE PRIVATE INS DP IM	3,401.65	5,833.37	-2,431.72	-41.69	62,396.69	70,000.00	-7,603.31	-10.86
43850-56-620-000	OTHER VACCINE MEDICAID DP IMM	0.00	41.63	-41.63	-100.00	618.09	500.00	118.09	23.62
43860-56-620-000	OTHER VACCINE MEDICARE DP IMM	0.00	0.00	0.00	0.00	313.60	0.00	313.60	0.00
43870-56-620-000	OTHER INCOME IMMUNIZATION DP	0.00	0.00	0.00	0.00	2,005.00	0.00	2,005.00	0.00
Total REVENUE:		38,394.50	24,076.93	14,317.57	59.47	297,950.26	288,920.41	9,029.85	3.13
Gross Profit:		38,394.50	24,076.93	14,317.57	59.47	297,950.26	288,920.41	9,029.85	3.13
EXPENDITURES									
50100-56-620-000	REG SALARIES DP IMM	10,156.44	9,422.94	-733.50	-7.78	112,600.15	113,075.50	475.35	0.42
50200-56-620-000	WY RETIREMENT DP IMM	1,604.40	1,518.70	-85.70	-5.64	18,233.16	18,224.18	-8.98	-0.05
50300-56-620-000	SOCIAL SECURITY MATCH DP IMM	736.84	698.12	-38.72	-5.55	8,156.20	8,377.99	221.79	2.65
50350-56-620-000	UNEMPLOYMENT INSURANCE DP II	91.84	82.82	-9.02	-10.89	1,181.56	993.84	-187.72	-18.89
50375-56-620-000	WORKERS' COMP DP IMM	155.06	138.32	-16.74	-12.10	1,649.94	1,659.51	9.57	0.58
50400-56-620-000	EMPLOYEE MEDICAL INS DP IMM	1,629.59	1,870.44	240.85	12.88	17,571.83	22,445.39	4,873.56	21.71
50500-56-620-000	CONTRACT LABOR DP IMM	271.93	291.63	19.70	6.76	3,161.92	3,500.00	338.08	9.66
51100-56-620-000	ADVERTISING IMM	0.00	4.13	4.13	100.00	0.00	50.00	50.00	100.00
51200-56-620-000	AUTO GASOLINE IMM	0.00	10.38	10.38	100.00	0.00	125.00	125.00	100.00
51370-56-620-000	ED EMPLOYEE CONFERENCE DP IM	0.00	8.37	8.37	100.00	600.00	100.00	-500.00	-500.00
51500-56-620-000	EQUIPMENT MAINTENANCE IMM	0.00	8.37	8.37	100.00	109.75	100.00	-9.75	-9.75
51525-56-620-000	EQUIPMENT PURCHASE IMM	0.00	41.63	41.63	100.00	0.00	500.00	500.00	100.00
51550-56-620-000	EQUIP COPY EXPENSE DP IMM	130.79	83.37	-47.42	-56.88	1,396.05	1,000.00	-396.05	-39.61

DP IMMUNIZATIONS

For The 12 Periods Ended 6/30/2018

IMMUNIZATION

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
53250-56-620-000	MARKETING IIMM	0.00	166.63	166.63	100.00	2,058.62	2,000.00	-58.62	-2.93
53300-56-620-000	MEETING EXPENSE IMM	0.00	208.37	208.37	100.00	2,365.77	2,500.00	134.23	5.37
53400-56-620-000	MILEAGE DP IMM	0.00	4.13	4.13	100.00	0.00	50.00	50.00	100.00
53425-56-620-000	MISC EXPENSE IMM	0.00	8.37	8.37	100.00	0.00	100.00	100.00	100.00
53450-56-620-000	PERIODICAL/BOOKS IMM	0.00	0.00	0.00	0.00	102.73	0.00	-102.73	0.00
53550-56-620-000	POSTAGE DP IMM	99.84	16.63	-83.21	-500.36	233.88	200.00	-33.88	-16.94
53600-56-620-000	RENT EXPENSE DP IMM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53670-56-620-000	RETURNED CHECKS IMM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53700-56-620-000	SOFTWARE DP IMM	0.00	125.00	125.00	100.00	1,930.65	1,500.00	-430.65	-28.71
53810-56-620-000	SUPPLIES OFFICE DP IMM	252.07	41.63	-210.44	-505.50	1,122.75	500.00	-622.75	-124.55
53880-56-620-000	SUPPLIES MEDICAL DP IMM (CHE	220.18	83.37	-136.81	-164.10	1,258.96	1,000.00	-258.96	-25.90
53930-56-620-000	SUPPLIES VACCINE DP DP IMM (3,667.80	7,250.00	3,582.20	49.41	84,555.15	87,000.00	2,444.85	2.81
53940-56-620-000	SUPPLIES VACCINE FLU DP IMM (VA	0.00	1,893.25	1,893.25	100.00	22,718.43	22,719.00	0.57	0.00
53960-56-620-000	SUPPLIES VACCINE TRAVEL DP IMI	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
54600-56-620-000	TELEPHONE IMM	101.62	100.00	-1.62	-1.62	1,123.06	1,200.00	76.94	6.41
55250-56-620-000	TEST LAB DP IMM (LAB CONTRAC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES:		19,118.40	24,076.60	4,958.20	20.59	282,130.56	288,920.41	6,789.85	2.35
NET INCOME FROM OPERATIONS:		19,276.10	0.33	19,275.77	5,841,142.42	15,819.70	0.00	15,819.70	0.00
EARNINGS BEFORE INCOME TAX:		19,276.10	0.33	19,275.77	5,841,142.42	15,819.70	0.00	15,819.70	0.00
REVENUE OVER (UNDER) EXPENDITURES:		19,276.10	0.33	19,275.77	5,841,142.42	15,819.70	0.00	15,819.70	0.00

EMERGENCY RESPONSE & RECOVERY STMT OF OPERATIONS
For The 12 Periods Ended 6/30/2018
EMERGENCY RESPONSE & RECOVERY PROJECTS

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		<u>Period to Date</u>	<u>ORIGINAL PTD Budget</u>	<u>Variance</u>	<u>Var %</u>	<u>Year to Date</u>	<u>ORIGINAL Annual Budget</u>	<u>Variance</u>	<u>Var %</u>
REVENUE									
42100-50-170-000	PROGRAM REVENUE-ER&R	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total REVENUE:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	Gross Profit:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
EXPENDITURES									
50100-50-170-000	REG SALARIES ERandR	-86.62	0.00	86.62	0.00	0.00	0.00	0.00	0.00
50200-50-170-000	WY RETIREMENT - ERandR	-14.40	0.00	14.40	0.00	0.00	0.00	0.00	0.00
50300-50-170-000	SOC SEC MATCH - ERandR	-6.47	0.00	6.47	0.00	0.00	0.00	0.00	0.00
50350-50-170-000	UNEMPL INS - ERandR	-1.82	0.00	1.82	0.00	0.00	0.00	0.00	0.00
50375-50-170-000	WORKERS' COMP - ERandR	-1.36	0.00	1.36	0.00	0.00	0.00	0.00	0.00
50400-50-170-000	EMPLOYEE MED INS - ERandR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
51550-50-170-000	EQUIP COPY EXPENSE - ERandR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53425-50-170-000	MISC EXPENSE - ERandR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53810-50-170-000	SUPPLIES OFFICE - ERandR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total EXPENDITURES:	<u>-110.67</u>	<u>0.00</u>	<u>110.67</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	NET INCOME FROM OPERATIONS:	<u>110.67</u>	<u>0.00</u>	<u>110.67</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	EARNINGS BEFORE INCOME TAX:	<u>110.67</u>	<u>0.00</u>	<u>110.67</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	REVENUE OVER (UNDER) EXPENDITURES:	<u>110.67</u>	<u>0.00</u>	<u>110.67</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

EH STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018
GENERAL EH

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
REVENUE									
40100-52-200-000	TAX REVENUE (CO): EH	0.00	17,082.97	-17,082.97	-100.00	204,995.87	204,995.86	0.01	0.00
40200-52-200-000	TAX REVENUE (CITY) EH	14,121.87	14,121.84	0.03	0.00	169,462.66	169,462.63	0.03	0.00
40400-52-200-000	1% NATRONA CO REVENUE EH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
42100-52-200-000	MOTELS/CAMP GROUNDS LICENSE	0.00	500.00	-500.00	-100.00	8,130.45	6,000.00	2,130.45	35.51
42110-52-200-000	PLAN REVIEW EH	0.00	250.00	-250.00	-100.00	2,750.00	3,000.00	-250.00	-8.33
42120-52-200-000	POOL/SPA LICENSING:EH	977.50	250.00	727.50	291.00	3,272.50	3,000.00	272.50	9.08
42130-52-200-000	SEPTIC INSTALLERS LICENSE	0.00	250.00	-250.00	-100.00	3,450.00	3,000.00	450.00	15.00
42140-52-200-000	SEPTIC PERMITS:EH	875.00	666.63	208.37	31.26	9,273.50	8,000.00	1,273.50	15.92
42150-52-200-000	STATE FOOD LICENSE	1,360.00	1,125.00	235.00	20.89	20,698.75	13,500.00	7,198.75	53.32
42160-52-200-000	TATTOO PERMITS	225.00	66.63	158.37	237.69	1,225.00	800.00	425.00	53.13
42180-52-200-000	TEMPORARY FOODS:EH	0.00	66.63	-66.63	-100.00	2,475.00	800.00	1,675.00	209.38
42200-52-200-000	FOOD SERVICE- FEE	2,696.25	3,500.00	-803.75	-22.96	38,376.50	42,000.00	-3,623.50	-8.63
42300-52-200-000	TATTOO/BODY ART FEE	225.00	166.63	58.37	35.03	1,953.75	2,000.00	-46.25	-2.31
42400-52-200-000	DAYCARE FEE	122.50	250.00	-127.50	-51.00	2,942.75	3,000.00	-57.25	-1.91
42500-52-200-000	MOTEL/CAMP GROUNDS/LODGING F	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
42600-52-200-000	POOLS/SPAS FEE	225.00	750.00	-525.00	-70.00	9,576.25	9,000.00	576.25	6.40
44700-52-200-000	CLASSES/PRES/TEACHING:EH	0.00	20.87	-20.87	-100.00	0.00	250.00	-250.00	-100.00
48100-52-200-000	COPY REVENUE:EH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
48900-52-200-000	MISCELLANEOUS REVENUE EH	0.00	0.00	0.00	0.00	200.00	0.00	200.00	0.00
49900-52-200-000	GAIN ON SALES EXPENSE EH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total REVENUE:		20,828.12	39,067.20	-18,239.08	-46.69	478,782.98	468,808.49	9,974.49	2.13
Gross Profit:		20,828.12	39,067.20	-18,239.08	-46.69	478,782.98	468,808.49	9,974.49	2.13
EXPENDITURES									
50100-52-200-000	REG SALARIES EH	26,790.39	23,720.00	-3,070.39	-12.94	282,717.09	284,640.00	1,922.91	0.68
50200-52-200-000	WY RETIREMENT EH	3,975.51	3,928.19	-47.32	-1.20	46,524.81	47,138.17	613.36	1.30
50300-52-200-000	SOCIAL SECURITY MATCH EH	1,889.40	1,679.77	-209.63	-12.48	19,755.63	20,157.46	401.83	1.99
50350-52-200-000	UNEMPLOYMENT INSURANCE EH	423.78	264.16	-159.62	-60.43	3,570.36	3,169.92	-400.44	-12.63
50375-52-200-000	WORKERS' COMP EH	397.65	369.30	-28.35	-7.68	4,169.91	4,431.49	261.58	5.90
50400-52-200-000	EMPLOYEE MEDICAL INS EH	6,680.52	6,263.70	-416.82	-6.65	75,581.22	75,164.40	-416.82	-0.55
50500-52-200-000	CONTRACT LABOR EH	691.35	708.37	17.02	2.40	8,593.07	8,500.00	-93.07	-1.09
51100-52-200-000	ADVERTISING EH	0.00	25.00	25.00	100.00	0.00	300.00	300.00	100.00
51200-52-200-000	AUTO GASOLINE EH	2,054.31	170.87	-1,883.44	-1,102.26	2,059.31	2,050.00	-9.31	-0.45
51250-52-200-000	AUTO REPAIR EH	150.00	62.50	-87.50	-140.00	645.10	750.00	104.90	13.99
51350-52-200-000	ED PUBLIC EH (ED SUPPLIES EH	0.00	20.00	20.00	100.00	0.00	240.00	240.00	100.00

EH STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018
GENERAL EH

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

	Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %	
51360-52-200-000	ED EMPLOYEE TUITION EH	0.00	41.63	41.63	100.00	485.00	500.00	15.00	3.00
51370-52-200-000	ED EMPLOYEE CONFERENCE EH (1,311.00	333.37	-977.63	-293.26	4,310.81	4,000.00	-310.81	-7.77
51400-52-200-000	EMPLOYEE MEDICAL TESTING EH	0.00	2.50	2.50	100.00	0.00	30.00	30.00	100.00
51500-52-200-000	EQUIPMENT MAINTENANCE EH	14.44	12.50	-1.94	-15.52	103.64	150.00	46.36	30.91
51525-52-200-000	EQUIPMENT PURCHASE EH (MACH.	32.21	116.63	84.42	72.38	8,066.49	1,400.00	-6,666.49	-476.18
51550-52-200-000	EQUIP COPY EXPENSE EH	232.97	208.37	-24.60	-11.81	2,316.74	2,500.00	183.26	7.33
53425-52-200-000	MISC EXPENSE EH	-200.00	20.87	220.87	1,058.31	-160.00	250.00	410.00	164.00
53450-52-200-000	PERIODICALS/BOOKS EH	0.00	12.50	12.50	100.00	0.00	150.00	150.00	100.00
53500-52-200-000	PRINTING EXPENSE EH	0.00	4.13	4.13	100.00	24.00	50.00	26.00	52.00
53550-52-200-000	POSTAGE EH	103.10	125.00	21.90	17.52	1,289.68	1,500.00	210.32	14.02
53650-52-200-000	REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53670-52-200-000	RETURNED CHECKS AND BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53700-52-200-000	SOFTWARE EH	0.00	266.63	266.63	100.00	3,200.00	3,200.00	0.00	0.00
53810-52-200-000	SUPPLIES OFFICE EH	36.18	83.37	47.19	56.60	1,053.00	1,000.00	-53.00	-5.30
53920-52-200-000	SUPPLIES TECHNICAL EH	418.26	91.63	-326.63	-356.47	1,334.60	1,100.00	-234.60	-21.33
54500-52-200-000	STATE LICENSE FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
54600-52-200-000	TELEPHONE EH	250.11	312.50	62.39	19.96	4,451.49	3,750.00	-701.49	-18.71
Total EXPENDITURES:		<u>45,251.18</u>	<u>38,843.49</u>	<u>-6,407.69</u>	<u>-16.50</u>	<u>470,091.95</u>	<u>466,121.44</u>	<u>-3,970.51</u>	<u>-0.85</u>
NET INCOME FROM OPERATIONS:		<u>-24,423.06</u>	<u>223.71</u>	<u>-24,646.77</u>	<u>-11,017.29</u>	<u>8,691.03</u>	<u>2,687.05</u>	<u>6,003.98</u>	<u>223.44</u>
EARNINGS BEFORE INCOME TAX:		<u>-24,423.06</u>	<u>223.71</u>	<u>-24,646.77</u>	<u>-11,017.29</u>	<u>8,691.03</u>	<u>2,687.05</u>	<u>6,003.98</u>	<u>223.44</u>
REVENUE OVER (UNDER) EXPENDITURES:		<u><u>-24,423.06</u></u>	<u><u>223.71</u></u>	<u><u>-24,646.77</u></u>	<u><u>-11,017.29</u></u>	<u><u>8,691.03</u></u>	<u><u>2,687.05</u></u>	<u><u>6,003.98</u></u>	<u><u>223.44</u></u>

FRONTIER WYAETC STATEMENT OF OPERATIONS

For The 12 Periods Ended 6/30/2018

WY AETC

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
REVENUE									
45100-50-140-110	WAS REVENUE HIV/ED GRANT	26,659.06	13,109.87	13,549.19	103.35	150,718.00	150,718.00	0.00	0.00
45150-50-140-110	8% AD FEE HIV/ED GRANT FRONTIE	2,132.27	1,088.75	1,043.52	95.85	12,057.00	12,057.00	0.00	0.00
48900-50-140-110	MISC REVENUE WY AETC WYAETC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total REVENUE:		28,791.33	14,198.62	14,592.71	102.78	162,775.00	162,775.00	0.00	0.00
Gross Profit:		28,791.33	14,198.62	14,592.71	102.78	162,775.00	162,775.00	0.00	0.00
EXPENDITURES									
50100-50-140-110	REG SALARIES WYAETC FRO	6,886.58	6,328.37	-558.21	-8.82	75,098.13	75,940.00	841.87	1.11
50200-50-140-110	WY RETIREMENT WYAETC FRO	1,144.54	1,031.64	-112.90	-10.94	12,561.47	12,379.24	-182.23	-1.47
50300-50-140-110	SOC SEC MATCH WYAETC FRO	480.07	474.79	-5.28	-1.11	5,203.15	5,698.03	494.88	8.69
50350-50-140-110	UNEMPL INS WYAETC FRO	22.44	45.32	22.88	50.49	618.15	544.17	-73.98	-13.60
50375-50-140-110	WORKERS' COMP WYAETC FRO	101.04	94.99	-6.05	-6.37	1,100.26	1,139.33	39.07	3.43
50400-50-140-110	EMPLOYEE MED INS WYAETC FRO	1,515.36	1,329.76	-185.60	-13.96	16,488.52	15,957.23	-531.29	-3.33
50500-50-140-110	CONTRACT LABOR WYAETC FRO	69.60	87.88	18.28	20.80	1,055.20	1,055.00	-0.20	-0.02
51350-50-140-110	HONORARIA WYAETC FRO	0.00	125.00	125.00	100.00	16.10	1,500.00	1,483.90	98.93
51370-50-140-110	ED EMP CONFERENCE WYAETC FR	0.00	0.00	0.00	0.00	953.48	0.00	-953.48	0.00
51525-50-140-110	EQUIPMENT PURCHASE WY AETC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
51550-50-140-110	EQUIP COPY EXPENSE WYAETC FR	0.00	16.63	16.63	100.00	243.84	200.00	-43.84	-21.92
53300-50-140-110	MEETING EXPENSE BASE WYAETC	3,326.16	255.38	-3,070.78	-1,202.44	9,358.38	3,065.00	-6,293.38	-205.33
53310-50-140-110	MEETING EXPENSE MAI WYAETC FF	6,150.00	115.37	-6,034.63	-5,230.68	7,821.00	1,384.00	-6,437.00	-465.10
53400-50-140-110	PTP TRAVEL EXPENSES WYAETC FI	2,775.12	743.12	-2,032.00	-273.44	8,578.48	8,917.00	338.52	3.80
53410-50-140-110	BASE TRAVEL WYAETC FRO	375.03	651.25	276.22	42.41	4,453.89	7,815.00	3,361.11	43.01
53420-50-140-110	MAI TRAVEL WYAETC FRO	0.00	522.37	522.37	100.00	1,698.44	6,268.00	4,569.56	72.90
53550-50-140-110	POSTAGE WY AETC WYAETC FRO	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53600-50-140-110	RENT EXPENSE WYAETC FRO	0.00	0.00	0.00	0.00	315.00	0.00	-315.00	0.00
53650-50-140-110	REIMBURSEMENT WYAETC FRO	2,132.27	1,004.75	-1,127.52	-112.22	12,057.00	12,057.00	0.00	0.00
53810-50-140-110	SUPPLIES WYAETC FRO	0.00	0.00	0.00	0.00	22.04	0.00	-22.04	0.00
53820-50-140-110	TRAINING TRAVEL MAI WYAETC FR	0.00	250.00	250.00	100.00	168.00	1,500.00	1,332.00	88.80
53830-50-140-110	TRAINING TRAVEL PTP -WYAETC FF	3,721.67	762.00	-2,959.67	-388.41	3,721.67	4,572.00	850.33	18.60
53840-50-140-110	TRAINING TRAVEL BG-WYAETC FRC	0.00	88.00	88.00	100.00	0.00	528.00	528.00	100.00
54600-50-140-110	TELEPHONE WYAETC FRO	121.48	188.00	66.52	35.38	1,272.83	2,256.00	983.17	43.58
57000-50-140-110	SPECIAL PROJECTS EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES:		28,821.36	14,114.62	-14,706.74	-104.20	162,805.03	162,775.00	-30.03	-0.02
NET INCOME FROM OPERATIONS:		-30.03	84.00	-114.03	-135.75	-30.03	0.00	-30.03	0.00

FRONTIER WYAETC STATEMENT OF OPERATIONS

For The 12 Periods Ended 6/30/2018

WY AETC

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

	Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
EARNINGS BEFORE INCOME TAX:	-30.03	84.00	-114.03	-135.75	-30.03	0.00	-30.03	0.00
REVENUE OVER (UNDER) EXPENDITURES:	-30.03	84.00	-114.03	-135.75	-30.03	0.00	-30.03	0.00

HEALTH DEPARTMENT BUILDING
For The 12 Periods Ended 6/30/2018

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
REVENUE									
40100-50-120-000	TAX REVENUE (COUNTY) BLDG	0.00	1,916.63	-1,916.63	-100.00	23,000.04	23,000.00	0.04	0.00
40200-50-120-000	TAX REVENUE (CITY) BLDG	1,916.63	1,916.63	0.00	0.00	23,000.00	23,000.00	0.00	0.00
	Total REVENUE:	<u>1,916.63</u>	<u>3,833.26</u>	<u>-1,916.63</u>	<u>-50.00</u>	<u>46,000.04</u>	<u>46,000.00</u>	<u>0.04</u>	<u>0.00</u>
	Gross Profit:	<u>1,916.63</u>	<u>3,833.26</u>	<u>-1,916.63</u>	<u>-50.00</u>	<u>46,000.04</u>	<u>46,000.00</u>	<u>0.04</u>	<u>0.00</u>
EXPENDITURES									
50100-50-120-000	REG SALARIES BLDG	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
50300-50-120-000	SOC SEC MATCH BLDG	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
50350-50-120-000	UNEMPLOYMENT INSURANCE BLDG	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
50375-50-120-000	WORKERS' COMP BLDG	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
50400-50-120-000	EMPLOYEE MED INS BLDG	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
50500-50-120-000	CONTRACT LABOR (BUILDING JANI	3,500.00	1,750.00	-1,750.00	-100.00	19,259.51	21,000.00	1,740.49	8.29
53810-50-120-000	SUPPLIES BUILDING (BUILDING RE	0.00	416.63	416.63	100.00	2,534.10	5,000.00	2,465.90	49.32
56100-50-120-000	UTILITIES BUILDING	3,436.87	1,666.63	-1,770.24	-106.22	20,287.62	20,000.00	-287.62	-1.44
	Total EXPENDITURES:	<u>6,936.87</u>	<u>3,833.26</u>	<u>-3,103.61</u>	<u>-80.97</u>	<u>42,081.23</u>	<u>46,000.00</u>	<u>3,918.77</u>	<u>8.52</u>
	NET INCOME FROM OPERATIONS:	<u>-5,020.24</u>	<u>0.00</u>	<u>-5,020.24</u>	<u>0.00</u>	<u>3,918.81</u>	<u>0.00</u>	<u>3,918.81</u>	<u>0.00</u>
	EARNINGS BEFORE INCOME TAX:	<u>-5,020.24</u>	<u>0.00</u>	<u>-5,020.24</u>	<u>0.00</u>	<u>3,918.81</u>	<u>0.00</u>	<u>3,918.81</u>	<u>0.00</u>
	REVENUE OVER (UNDER) EXPENDITURES:	<u>-5,020.24</u>	<u>0.00</u>	<u>-5,020.24</u>	<u>0.00</u>	<u>3,918.81</u>	<u>0.00</u>	<u>3,918.81</u>	<u>0.00</u>

MEDICAL RESERVE CORP
For The 12 Periods Ended 6/30/2018
MEDICAL RESERVE CORP

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %	
REVENUE										
40100-50-150-000	TAX REVENUE (COUNTY) MRC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
40200-50-150-000	TAX REVENUE (CITY) MRC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
42100-50-150-000	UNABLE TO SELF EVACUATE REVEI	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
44600-50-150-000	FEE FOR SERVICE: MRC	0.00	0.00	0.00	0.00	1,300.00	0.00	1,300.00	0.00	
44700-50-150-000	CLASSES PRESENTATIONS MRC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
44800-50-150-000	CARRYOVER	0.00	937.51	-937.51	-100.00	0.00	11,250.67	-11,250.67	-100.00	
45100-50-150-151	GRANT REVENUE MRC 10318	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
45100-50-150-152	GRANT REVENUE MRC 11 318	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
45100-50-150-153	GRANT REVENUE MRC 12 318	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
45100-50-150-154	GRANT REVENUE MRC 14 318	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
45100-50-150-155	GRANT REVENUE MRC 15 318	0.00	147.75	-147.75	-100.00	1,772.34	1,772.34	0.00	0.00	
45100-50-150-170	GRANT REVENUE HPP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
45100-50-150-171	GRANT REVENUE HPP BP3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
48900-50-150-000	MISC REVENUE MRC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
49999-50-150-000	TRANSFERRED FROM RESERVED ↑	-560.15	0.00	-560.15	0.00	1,631.84	0.00	1,631.84	0.00	
Total REVENUE:		-560.15	1,085.26	-1,645.41	-151.61	4,704.18	13,023.01	-8,318.83	-63.88	
Gross Profit:		-560.15	1,085.26	-1,645.41	-151.61	4,704.18	13,023.01	-8,318.83	-63.88	
EXPENDITURES										
50100-50-150-000	REG SALARIES MRC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
50200-50-150-000	WY RETIREMENT MRC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
50300-50-150-000	SOCIAL SECURITY MATCH MRC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
50350-50-150-000	UNEMPLOYMENT INSURANCE MRC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
50375-50-150-000	WORKERS' COMP MRC	0.00	0.00	0.00	0.00	88.68	0.00	-88.68	0.00	
50400-50-150-000	EMPLOYEE MEDICAL INS MRC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
50500-50-150-000	CONTRACT LABOR MRC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
51200-50-150-000	AUTO GASOLINE MRC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
51350-50-150-000	ED PUBLIC (Offset by Class Pre) MF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
51370-50-150-000	ED EMPLOYEE CONFERENCE MRC	0.00	416.63	416.63	100.00	50.00	5,000.00	4,950.00	99.00	
51500-50-150-000	EQUIPMENT MAINTENANCE MRC	0.00	83.37	83.37	100.00	0.00	1,000.00	1,000.00	100.00	
51525-50-150-000	EQUIPMENT PURCHASE MRC	0.00	125.00	125.00	100.00	0.00	1,500.00	1,500.00	100.00	
51550-50-150-000	EQUIP COPY EXPENSE MRC	0.00	41.63	41.63	100.00	0.00	500.00	500.00	100.00	
52000-50-150-000	UNABLE TO SELF EVACUATE EXPEI	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
52100-50-150-151	GRANT EXPENSE MRC 10318	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
52100-50-150-152	GRANT EXPENSE MRC 11 318	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

MEDICAL RESERVE CORP
For The 12 Periods Ended 6/30/2018
MEDICAL RESERVE CORP

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
52100-50-150-153	GRANT EXPENSE MRC 12 318	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
52100-50-150-154	GRANT EXPENSE MRC 14 318	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
52100-50-150-155	GRANT EXPENSE MRC 15 318	0.00	147.75	147.75	100.00	1,742.24	1,772.34	30.10	1.70
52100-50-150-170	GRANT EXPENSE HPP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
52100-50-150-171	GRANT EXPENSE HPP BP3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53250-50-150-000	MARKETING MRC	0.00	0.00	0.00	0.00	10.00	0.00	-10.00	0.00
53300-50-150-000	MEETING EXPENSE MRC	0.00	41.63	41.63	100.00	0.00	500.00	500.00	100.00
53400-50-150-000	MILEAGE MRC	0.00	25.00	25.00	100.00	0.00	300.00	300.00	100.00
53425-50-150-000	MISC EXPENSE MRC	20.00	0.00	-20.00	0.00	20.00	0.00	-20.00	0.00
53450-50-150-000	PERIODICALS/BOOKS MRC	0.00	0.00	0.00	0.00	136.76	0.00	-136.76	0.00
53450-50-150-180	PERIODICAL/BOOKS UTSE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53550-50-150-000	POSTAGE MRC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53700-50-150-000	SOFTWARE MRC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53810-50-150-000	SUPPLIES OFFICE MRC	0.00	0.00	0.00	0.00	162.00	0.00	-162.00	0.00
53880-50-150-000	SUPPLIES MEDICAL MRC	0.00	81.78	81.78	100.00	2,494.50	981.80	-1,512.70	-154.07
54600-50-150-000	TELEPHONE MRC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES:		<u>20.00</u>	<u>962.79</u>	<u>942.79</u>	<u>97.92</u>	<u>4,704.18</u>	<u>11,554.14</u>	<u>6,849.96</u>	<u>59.29</u>
NET INCOME FROM OPERATIONS:		<u>-580.15</u>	<u>122.47</u>	<u>-702.62</u>	<u>-573.71</u>	<u>0.00</u>	<u>1,468.87</u>	<u>-1,468.87</u>	<u>-100.00</u>
EARNINGS BEFORE INCOME TAX:		<u>-580.15</u>	<u>122.47</u>	<u>-702.62</u>	<u>-573.71</u>	<u>0.00</u>	<u>1,468.87</u>	<u>-1,468.87</u>	<u>-100.00</u>
REVENUE OVER (UNDER) EXPENDITURES:		<u>-580.15</u>	<u>122.47</u>	<u>-702.62</u>	<u>-573.71</u>	<u>0.00</u>	<u>1,468.87</u>	<u>-1,468.87</u>	<u>-100.00</u>

MRC CHALLENGE AWARD GRANT STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
REVENUE									
45120-50-151-150	MRCCA GRANT REVENUE	0.00	0.00	0.00	0.00	3,592.51	0.00	3,592.51	0.00
Total REVENUE:		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,592.51</u>	<u>0.00</u>	<u>3,592.51</u>	<u>0.00</u>
Gross Profit:		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,592.51</u>	<u>0.00</u>	<u>3,592.51</u>	<u>0.00</u>
EXPENDITURES									
50100-50-151-150	REG SALARIES MRCCA GRANT	0.00	0.00	0.00	0.00	2,855.07	0.00	-2,855.07	0.00
50200-50-151-150	WY RETIREMENT MRCCA GRANT	0.00	0.00	0.00	0.00	474.51	0.00	-474.51	0.00
50300-50-151-150	SOC SEC MATCH MRCCA GRANT	0.00	0.00	0.00	0.00	160.54	0.00	-160.54	0.00
50350-50-151-150	UNEMPL INS MRCCA GRANT	0.00	0.00	0.00	0.00	61.33	0.00	-61.33	0.00
50375-50-151-150	WORKERS' COMP MRCCA GRANT	0.00	0.00	0.00	0.00	41.06	0.00	-41.06	0.00
50400-50-151-150	EMPLOYEE MED INS MRCCA GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
51370-50-151-150	ED EMP CONFERENCE MRCCA GRA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
51525-50-151-150	EQUIPMENT PURCHASE MRCCA GR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
51550-50-151-150	EQUIP COPY EXPENSE MRCAA GRA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53250-50-151-150	MARKETING MRCCA GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53350-50-151-150	MEMBERSHIPS MRCCA GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53400-50-151-150	MILEAGE MRCCA GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53600-50-151-150	RENT EXPENSE MRCCA GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53810-50-151-150	SUPPLIES OFFICE MRCCA GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total EXPENDITURES:		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,592.51</u>	<u>0.00</u>	<u>-3,592.51</u>	<u>0.00</u>
NET INCOME FROM OPERATIONS:		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
EARNINGS BEFORE INCOME TAX:		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
REVENUE OVER (UNDER) EXPENDITURES:		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

TITLE X NAVIGATOR GRANT
For The 12 Periods Ended 6/30/2018
TITLE X NAVIGATOR

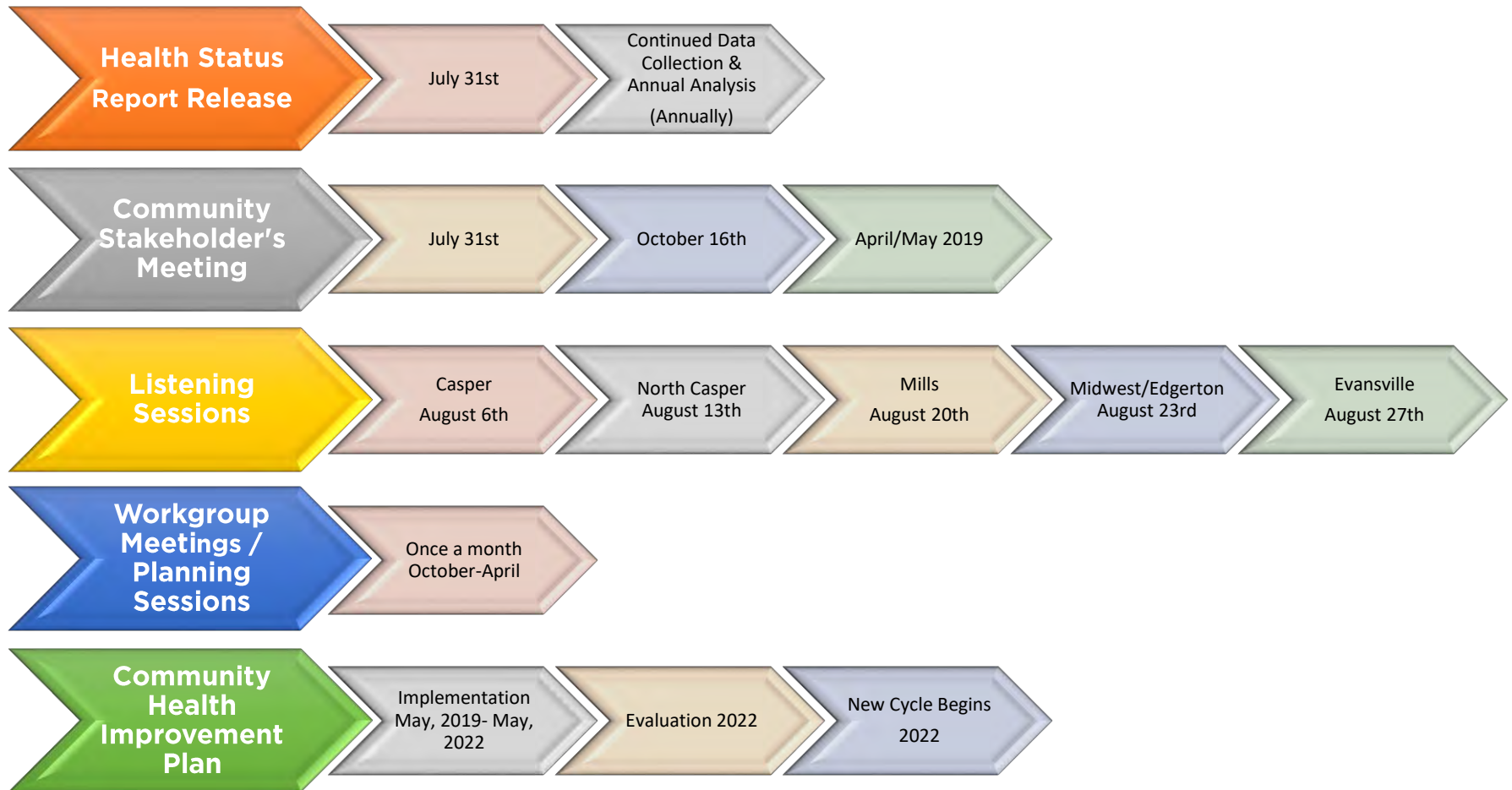
CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		<u>Period to Date</u>	<u>ORIGINAL PTD Budget</u>	<u>Variance</u>	<u>Var %</u>	<u>Year to Date</u>	<u>ORIGINAL Annual Budget</u>	<u>Variance</u>	<u>Var %</u>
REVENUE									
45100-56-600-615	GRANT REVENUE NAVIGATOR	0.00	0.00	0.00	0.00	1,790.24	-1,790.24	3,580.48	200.00
Total REVENUE:		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,790.24</u>	<u>-1,790.24</u>	<u>3,580.48</u>	<u>200.00</u>
Gross Profit:		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,790.24</u>	<u>-1,790.24</u>	<u>3,580.48</u>	<u>200.00</u>
EXPENDITURES									
50100-56-600-615	REG SALARIES NAVIGATOR	0.00	0.00	0.00	0.00	843.57	843.57	0.00	0.00
50200-56-600-615	WY RETIREMENT NAVIGATOR	0.00	0.00	0.00	0.00	140.20	140.20	0.00	0.00
50300-56-600-615	SOC SEC MATCH NAVIGATOR	0.00	0.00	0.00	0.00	63.21	63.21	0.00	0.00
50350-56-600-615	UNEMPL INS NAVIGATOR	0.00	0.00	0.00	0.00	17.19	17.19	0.00	0.00
50375-56-600-615	WORKERS' COMP NAVIGATOR	0.00	0.00	0.00	0.00	12.65	12.65	0.00	0.00
50400-56-600-615	EMPLOYEE MED INS NAVIGATOR	0.00	0.00	0.00	0.00	713.42	713.42	0.00	0.00
51370-56-600-615	ED EMP CONFERENCE NAVIGATOR	0.00	83.37	83.37	100.00	0.00	1,000.00	1,000.00	100.00
53250-56-600-615	MARKETING NAVIGATOR	0.00	62.50	62.50	100.00	0.00	750.00	750.00	100.00
53400-56-600-615	MILEAGE NAVIGATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
53810-56-600-615	SUPPLIES OFFICE NAVIGATOR	0.00	25.00	25.00	100.00	0.00	300.00	300.00	100.00
Total EXPENDITURES:		<u>0.00</u>	<u>170.87</u>	<u>170.87</u>	<u>100.00</u>	<u>1,790.24</u>	<u>3,840.24</u>	<u>2,050.00</u>	<u>53.38</u>
NET INCOME FROM OPERATIONS:		<u>0.00</u>	<u>-170.87</u>	<u>170.87</u>	<u>100.00</u>	<u>0.00</u>	<u>-5,630.48</u>	<u>5,630.48</u>	<u>100.00</u>
EARNINGS BEFORE INCOME TAX:		<u>0.00</u>	<u>-170.87</u>	<u>170.87</u>	<u>100.00</u>	<u>0.00</u>	<u>-5,630.48</u>	<u>5,630.48</u>	<u>100.00</u>
REVENUE OVER (UNDER) EXPENDITURES:		<u>0.00</u>	<u>-170.87</u>	<u>170.87</u>	<u>100.00</u>	<u>0.00</u>	<u>-5,630.48</u>	<u>5,630.48</u>	<u>100.00</u>

PREP STATEMENT OF OPERATIONS
For The 12 Periods Ended 6/30/2018

CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		Period to Date	ORIGINAL PTD Budget	Variance	Var %	Year to Date	ORIGINAL Annual Budget	Variance	Var %
REVENUE									
45100-50-140-120	GRANT REVENUE---PREP	5,957.45	4,618.25	1,339.20	29.00	5,957.45	55,419.00	-49,461.55	-89.25
45150-50-140-120	10% ADMIN FEE - PREP	595.75	461.87	133.88	28.99	595.75	5,542.00	-4,946.25	-89.25
Total REVENUE:		6,553.20	5,080.12	1,473.08	29.00	6,553.20	60,961.00	-54,407.80	-89.25
Gross Profit:		6,553.20	5,080.12	1,473.08	29.00	6,553.20	60,961.00	-54,407.80	-89.25
EXPENDITURES									
51350-50-140-120	HONORARIA ----PREP	200.00	2,113.00	1,913.00	90.53	200.00	25,356.00	25,156.00	99.21
51370-50-140-120	ED EMP CONFERENCE----PREP	0.00	250.00	250.00	100.00	0.00	3,000.00	3,000.00	100.00
51525-50-140-120	EQUIPMENT PURCHASE----PREP	0.00	50.00	50.00	100.00	0.00	600.00	600.00	100.00
51550-50-140-120	EQUIP COPY & PRINTING EXPENSE	0.00	416.63	416.63	100.00	0.00	5,000.00	5,000.00	100.00
53300-50-140-120	MEETING EXPENSE----PREP	1,587.57	375.00	-1,212.57	-323.35	1,847.86	4,500.00	2,652.14	58.94
53400-50-140-120	TRAVEL EXPENSE----PREP	856.10	1,038.62	182.52	17.57	3,103.51	12,463.00	9,359.49	75.10
53410-50-140-120	TRAVEL---WY AETC-PREP	713.77	0.00	-713.77	0.00	713.77	0.00	-713.77	0.00
53550-50-140-120	POSTAGE---WY AETC-PREP	0.00	41.63	41.63	100.00	0.00	500.00	500.00	100.00
53650-50-140-120	REIMBURSEMENT--PREP	595.75	461.87	-133.88	-28.99	595.75	5,542.00	4,946.25	89.25
53810-50-140-120	SUPPLIES ----PREP	0.00	333.37	333.37	100.00	92.31	4,000.00	3,907.69	97.69
Total EXPENDITURES:		3,953.19	5,080.12	1,126.93	22.18	6,553.20	60,961.00	54,407.80	89.25
NET INCOME FROM OPERATIONS:		2,600.01	0.00	2,600.01	0.00	0.00	0.00	0.00	0.00
EARNINGS BEFORE INCOME TAX:		2,600.01	0.00	2,600.01	0.00	0.00	0.00	0.00	0.00
REVENUE OVER (UNDER) EXPENDITURES:		2,600.01	0.00	2,600.01	0.00	0.00	0.00	0.00	0.00



Timeline - Grant Extension 4/1/18 to 8/31/18

E & R Report - Due the third Wednesday of each month

April _____

May _____

June _____

July _____

August _____

Grant for 9/1/2018 to 8/31/2021 - Due: July 20, 2018

Due September 15, 2018

- Community Education Reports
- Staff Training Reports
- Reminder for 340B recertification - Pharmacy Inventory per 340B policy kept at clinic

Documentation to be kept at clinic sites

- Board Minutes
- Review of clinical manuals, lab manuals

Attendance and participation in next Service Delivery Meeting - Date to be determined

Continue work on developing MOU/MOA with healthcare partners

WYOMING HEALTH COUNCIL
416 W 24th Street
CHEYENNE, WY 82001

Contract With: City of Casper/Natrona County Health Department
475 South Spruce
Casper, WY, 82601

This contract shall serve to govern the relationship between the Wyoming Health Council (hereinafter WHC) and City of Casper/Natrona County Health Department, Natrona County, Wyoming (hereinafter the Provider) who hereby contracts with WHC to provide family planning services to Casper College and in Natrona County, Wyoming funded by monies disbursed to it by WHC from monies granted to WHC for that purpose by the United States Department of Health and Human Services (hereinafter DHHS) under Section 1001 of **Title X** of the Public Health Service Act, 42 U.S.C. 300, CFDA 93.217.

WHC and the Provider hereby agree to the following terms and conditions:

I. TERM: The term of the contract is from **April 1, 2018 through August 31, 2018.**

II. ASSURANCES: WHC and the Provider agree to comply with the Rules and Regulations contained in Title 45 Part 74 of the Code of Federal Regulations, the Public Health Service Grants Statement, and the assurances required to be filed with the annual Title X grant application. WHC will notify the Provider of changes in the regulations that affect the Provider's compliance requirements.

The Provider also agrees as follows:

1. The Provider will fulfill all declarations, assurances, representations, and statements made by the Provider in the family planning grant, budget, and all documents or amendments filed with WHC in support of this request for a grant.

2. The Provider will submit the following required reports in compliance with the dates and conditions specified by the WHC in the Title X Toolkit and accompanying deliverables form provided to each Provider, which includes, but is not limited to, the following:

<u>Report</u>	<u>Submission</u>
Progress Report on Objectives	Semi-Annually
Expenditure/Revenue Reports	Monthly
Fee Schedule	Annually
Board Meeting Minutes	After every meeting
Liability Insurance Documentation	Annually
License of Medical Personnel	Annually
Training/Technical Assistance Needs Assessment	Annually
Financial Audits	Annually

If Financial Audit not available, copies of the following must be submitted:

941 and 990 Tax Reports
Profit and Loss Statement
Balance Sheet
Accounts Payable
Accounts Receivable

Other reasonable data as may be requested by the WHC.

3. The Provider will assure that program personnel shall participate in relevant training programs approved and supported by WHC to the extent possible under resources provided by DHHS and designed to enhance program effectiveness.

4. The Provider is protected by the Wyoming Governmental Claims Act and the State Government Self Insurance Program (W.S. §1-39-109, §1-39-110, and §1-41-101).

5. The Provider agrees to reimburse WHC for any monies which WHC is required by final court order or settlement in a proceeding where the Provider is a party to pay to DHHS or other agencies of the United States government or the State of Wyoming for any claims arising from the failure of the Provider to perform in accordance with state and federal laws and regulations.

6. The Provider shall maintain records and accounts, including property, personnel and financial records in such form, format and content as to comply with the provisions of 45 CFR 74.61. The records for funds disbursed under this contract and all program related income shall be made available to WHC for examination during normal business hours and shall be retained at the Provider's location for the time periods specified in 45 CFR Part 42 with the exception of client medical records which must be retained for ten (10) years or until the client reaches the age of 28, whichever time period is longer, and records for nonexpendable personal property which must be retained for three (3) years after final disposition.

7. The Provider understands that administrative manuals used by the Provider must be consistent with *Title X Program Requirements for Title X Funded Family Planning Projects* (Version 1.0 April 2014) (US DHHS, Office of Population Affairs.) The Provider further understands that medical protocols and manuals must be consistent with *Providing Quality Family Planning Services, Recommendations of CDC and the US Office of Population Affairs* (MMWR Vol. 63 No. 4, 4/25/2014) as determined by the Wyoming Health Council. The Provider agrees that if it uses administrative manuals and/or medical protocols other than those provided by WHC, all policies and protocols must be reviewed and approved by WHC. The Provider further understands that WHC Administrative Policies and Clinical Manual are available for guidance, review and compliance by electronic copy from the WHC office.

III. CONSIDERATION: WHC agrees to disburse monies in the total amount of **\$32,250.00** during the term of the contract, said monies to be disbursed in increments of up to one-fifth (1/5), upon submission by the Provider of an Expenditure/Revenue Report Form. The Provider may request a less frequent disbursement in a different amount by filing a timely request on forms provided by the WHC. WHC's obligation to disburse said sums is contingent upon WHC's receipt of monies from DHHS in the amount noticed in the grant award for the applicable funding period as well as satisfactory performance of the Provider and timely submission to WHC by the Provider of the financial and performance records required herein.

WHC will notify the Provider immediately should any concern arise that might affect timely disbursement. This contract and monies are not intended to supplant other existing local funding.

IV. PROGRAM AND/OR BUDGET MODIFICATIONS: Written requests to modify the approved program plan must be submitted to WHC prior to implementation of such changes. Modifications of the Provider's annual budget submitted by the Provider in its funding application must be approved in advance by WHC if such modifications affect more than 10% of any line item.

V. STATUS OF PROVIDER: The parties hereto agree that the Provider, its agents and employees, including its professional and nonprofessional personnel, in the performance of this Contract, shall act in an independent capacity and not as officers, employees or agents of the WHC.

VI. LICENSES: The Provider and each of its employees, agents and contractors shall obtain and maintain during the term of the Contract all medical, nursing, laboratory and other appropriate licenses required by law for the operation of its facilities and for the provision of services hereunder.

VII. TERMINATION OF CONTRACT: If, through any cause, the Provider shall fail to fulfill in timely and proper manner their obligation under this Contract, or if the Provider shall violate any of the covenants, agreements or stipulations of this Contract, WHC shall thereupon have the right to terminate this Contract in whole or in part by giving written notice to the Provider and specifying the effective date of such termination. Such notice shall provide for a minimum of thirty (30) days during which the Provider shall have the opportunity to correct any deficiencies as stipulated by WHC. The Provider shall have the right to terminate this Contract at any time by giving written notice to WHC signifying the effective date thereof.

If the Provider has an unencumbered balance of cash disbursed under this Contract or if there are accumulated funds, income, or revenue emanating from the family planning program (i.e., Title X funds, client fees, fund-raising, donations, etc.) an accounting shall be made and the total sum shall be paid to the WHC within 30 days following the date of termination.

Any equipment purchased by any Title X family planning program funds and having an original cost in excess of \$500 remaining in the terminated Provider's office, clinic, or other facility, shall become the property of the WHC.

The Provider shall submit, within sixty (60) days of the date of termination, all financial, performance and other reports required by the terms of the Contract (Title, 45, Part 74, 74.111, p. 17).

VIII. NON-RENEWAL OF CONTRACT: WHC reserves the right of non-renewal of this contract for any reason which is consistent with the best interests of the organizational mission.

IX. ALTERATION OF TERMS: This Contract fully expresses all understanding of the parties concerning all matters covered and shall constitute the total contract. No addition to, or alteration of, the terms of the Contract whether by written or verbal understanding of the

parties, their officers, agents or employees shall be valid unless made in the form of a written amendment to this Contract which is formally approved and executed by the parties.

X. LOBBYING: Recipients are prohibited from using federal funds, other than profits from a federal contract, for lobbying Congress or any federal agency in connection with the award of a particular contract, grant, cooperative agreement or loan. For each award action on or after December 22, 1989, the law requires recipients and their subtier contractors and or subgrantees (1) to certify that they have neither used nor will use any appropriated funds for payment to lobbyists, (2) to disclose the name, address, payment details, and purpose of any agreements with lobbyists whom recipients or their subtier contractors of subgrantees will pay with profits or nonappropriated funds on or after December 22, and (3) to file quarterly up-dates about the use of lobbyists if material changes occur in their use. The law establishes civil penalties for noncompliance.

XI. SUSPENSION AND DEBARMENT. By signing this Contract, the Provider certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction nor from federal financial or non-financial assistance, nor are any of the participants involved in the execution of this Contract suspended, debarred, or voluntarily excluded by any federal department of agency in accordance with Executive Order 12549 (Debarment and Suspension) and CFR 45 Part 76, or are on the disbarred vendors list at www.epls.gov. Further, Provider agrees to notify WHC by certified mail should it or any of its agents become debarred, suspended, or voluntarily excluded during the term of this Contract.

XII. GENERAL TERMS AND CONDITIONS: The Provider agrees to accept such additional conditions imposed by DHHS governing the use of such funds or performance of family planning programs as may be required by law, by Executive Order, by regulation, or by any other policy announced by DHHS. WHC will advise the Provider in writing of such conditions which apply from time to time. The Provider understands and agrees that strict compliance with all requirements is mandatory and any breach thereof is grounds for termination of this Contract.

None of the work or services covered by this agreement shall be contracted or otherwise reassigned without the prior written consent of both parties hereto.

The parties to this Contract are aware of all conditions contained herein and of any conditions contained in any documents referred to in the agreement and do hereby agree to maintain their responsibilities under the agreement.

XIII. ADDITIONAL PROVISIONS:

1. The City of Casper/Natrona County Health Department Board of Health does not waive its Governmental Immunity, as provided by all applicable laws including W.S. § 1-39-101 et seq., by entering into this Agreement. Further, City of Casper/Natrona County Health Department the Board of Health fully retains all immunities and defenses provided by law with regard to any action, whether in tort, contract or any other theory of law, based on this Agreement.

2. Each party to this agreement shall be responsible for any liability arising from its own conduct. Neither party agrees to insure, defend or indemnify the other.

3. The parties do not intend to create in any other individual or entity the status of third party beneficiary, and this Addendum and the Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Addendum and the Agreement shall inure solely to the benefit of the parties to this Addendum and this Agreement.

4. The parties mutually understand and agree this Agreement and Addendum shall be governed by and interpreted pursuant to the laws of the State of Wyoming.

XIV. EXECUTION: This Contract shall not be effective until it has been approved as required by the governing bodies of the parties and signed by the persons having executory powers for the parties.

Remainder of this page intentionally left blank

WYOMING HEALTH COUNCIL
Agreement with City of Casper/Natrona County Health Department

Signature Page

IN WITNESS THEREOF, the Wyoming Health Council and the Provider have executed this Contract on the date designated below:

Signed: _____
Chairperson
City of Casper/Natrona County Health Department
Board of Health
Date _____

Signed: _____
Department Head
City of Casper/Natrona County Health Department
Date _____

Signed: _____
Project Director
City of Casper/Natrona County Health Department
Date _____

Signed: _____
Susie Markus
Executive Director
Wyoming Health Council
Date _____

Signed: _____
Chairperson, Board of Directors
Wyoming Health Council
Date _____

**ADULT PUBLIC VACCINE PROGRAMS
2018 PROVIDER AGREEMENT FOR PUBLIC HEALTH NURSE OFFICES**

FACILITY INFORMATION

Legal Entity: Casper-Natrona County Health Dept.			
Facility Name: Casper-Natrona County Health Dept.			Pin#: 1018
Mailing Address: 475 S Spruce			
City: Casper	County: Natrona	State: WY	Zip: 82601
Telephone: 307-235-9340		Fax:	
Shipping/Physical Address (if different than mailing address): 475 S Spruce			
City: Casper	County: Natrona	State: WY	Zip: 82601

MEDICAL DIRECTOR OR EQUIVALENT

Instructions: The official Adult Public Vaccine Program registered health care provider signing the agreement must be a practitioner authorized to administer adult vaccines under state law who will also be held accountable for compliance by the entire organization and its adult providers with the responsible conditions outlined in the provider enrollment agreement. The individual listed here must sign the provider agreement.

Last Name, First, MI: Dowell, Mark	Title: Medical Director	Specialty:
License No.: 5197A	Medicaid or NPI No.:	Employer Identification No.: (optional):
<i>Provide Information for second individual as needed:</i>		
Last Name, First, MI: Mike Cometto	Title: CNCHD Board President	Specialty:
License No.:	Medicaid or NPI No.:	Employer Identification No.: (optional):

PROVIDERS PRACTICING AT THIS FACILITY

List below all licensed health care providers (MD, DO, NP, PA, pharmacist) at your facility who have prescribing authority.

Provider Name	Title	License No.	Medicaid or NPI No.

PROVIDER AGREEMENT

To receive publicly funded vaccines at no cost, I agree to the following conditions, on behalf of myself and all the practitioners, nurses, and others associated with the health care facility of which I am the medical director or equivalent:

1.	I will annually submit a Provider Profile representing populations served by my practice/facility. I will submit more frequently if 1) the number of adults served changes or 2) the status of the facility changes during the calendar year.
Adult Hepatitis Vaccine (AHV) Program	
2.	I will screen patients and document eligibility status at each immunization encounter for eligibility and administer publicly-supplied vaccine only to adults who are 19 years of age or older and a Wyoming resident . Priority should be given to specific High Risk individuals as defined in the most current Vaccine Information Statement (VIS) .
3.	I will not charge a vaccine administration fee to a patient that exceeds the administration fee cap of \$21.72 per vaccine shot/dose for AHV Program eligible patients.
Vaccines for Uninsured Adults (VUA) Program	
4.	I will screen patients and document eligibility status at each immunization encounter for eligibility and administer publicly-supplied vaccines by such category only to eligible patients that meet the following criteria : Adults who are 19 years of age or older and a Wyoming resident, and are <ul style="list-style-type: none"> a) Uninsured (have no insurance), or b) Underinsured (have insurance but it does not cover the vaccines needed, or the insurance cap has been met).
5.	I will charge a reasonable administration fee.
The following guidelines apply to all Adult Public Vaccine Programs	
6.	I will immunize eligible patients with publicly supplied vaccine at no charge to the patient for the vaccine.
7.	I will not deny administration of a publicly purchased vaccine to an established patient because the patient is unable to pay the administration fee.
8.	For the vaccines identified and agreed upon in the Provider Profile, I will comply with immunization schedules, dosages, and contraindications that are established by the Advisory Committee on Immunization Practices (ACIP) and included in the Adult Public Vaccine Programs unless: <ul style="list-style-type: none"> a) In the provider's medical judgment, and in accordance with accepted medical practice, the provider deems such compliance to be medically inappropriate for the patient; b) The particular requirements contradict state law, including laws pertaining to religious and other exemptions.
9.	I will maintain all records related to the Adult Public Vaccine Programs for a minimum of three years and upon request make these records available for review. Records include, but are not limited to, screening and eligibility documentation, billing records, medical records that verify receipt of vaccine, vaccine ordering records, and vaccine purchase and accountability records.
10.	I will distribute the current Vaccine Information Statements (VIS) each time a vaccine is administered.

11.	<p>I will comply with the requirements for vaccine management including:</p> <ul style="list-style-type: none"> a) Ordering vaccine and maintaining appropriate vaccine inventories; b) Not storing vaccine in dormitory-style units at any time; c) Storing vaccine under proper storage conditions at all times. Refrigerator and freezer vaccine storage units and temperature monitoring equipment and practices must meet Wyoming Immunization Program storage and handling recommendations and requirements; d) Returning all spoiled/expired public vaccines to CDC's centralized vaccine distributor within six months of spoilage/expiration.
12.	<p>I agree to operate within the Adult Public Vaccine Programs in a manner intended to avoid fraud and abuse. Consistent with "fraud" and "abuse" as defined in the Medicaid regulations at 42 CFR § 455.2:</p> <p>Fraud: is an intentional deception or misrepresentation made by a person with the knowledge that the deception could result in some unauthorized benefit to himself or some other person. It includes any act that constitutes fraud under applicable federal or state law.</p> <p>Abuse: provider practices that are inconsistent with sound fiscal, business, or medical practices and result in an unnecessary cost to the Medicaid program, (and/or including actions that result in an unnecessary cost to the immunization program, a health insurance company, or a patient); or in reimbursement for services that are not medically necessary or that fail to meet professionally recognized standards for health care. It also includes recipient practices that result in unnecessary cost to the Medicaid program.</p>
13.	<p>I will participate in compliance site visits including unannounced visits, and other educational opportunities associated with program requirements.</p>
14.	<p>I agree to replace vaccine purchased with state and federal funds that are deemed non-viable due to provider negligence on a <u>dose-for-dose</u> basis.</p>
15.	<p>I will use the Wyoming Immunization Registry(WyIR) for the following activities:</p> <ul style="list-style-type: none"> a) Inventory management of federal and state vaccines b) Vaccine transfers c) Vaccine ordering d) Reporting doses administered
16.	<p>I understand this facility or the Wyoming Immunization Program may terminate this agreement at any time. If I choose to terminate this agreement, I will properly return any unused federal vaccine as directed by the Wyoming Immunization Program.</p>

Wyoming Department of Health
Addendum to 2018 Provider Agreement-State Public Health Nurse Offices

1. Special Provisions.

- A. Assumption of Risk.** The Provider shall assume the risk of any loss of state or federal funding, either administrative or program dollars, due to the provider's failure to comply with state or federal requirements. The Agency shall notify the Provider of any state or federal determination of noncompliance.
- B. Kickbacks.** Provider certifies and warrants that no gratuities, kickbacks, or contingency fees were paid in connection with this agreement, nor were any fees, commissions, gifts, or other considerations made contingent upon the award of this agreement. If Provider breaches or violates this warranty, Agency may, at its discretion, terminate this agreement without liability to Agency, or deduct from the agreed upon price or consideration, or otherwise recover, the full amount of any commission, percentage, brokerage, or contingency fee.
- C. Monitoring Activities.** Agency shall have the right to monitor all activities related to this agreement that are performed by Provider. This shall include, but not be limited to, the right to make site inspections at any time and with reasonable notice; to bring experts and consultants on site to examine or evaluate completed work or work in progress; to examine the books, ledgers, documents, papers, and records pertinent to this agreement; and, to observe personnel in every phase of performance of the related work.

2. General Provisions.

- A. Indemnification.** Each party to this Agreement shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend or indemnify the other.
- B. Sovereign Immunity and Limitations.** Pursuant to Wyo. Stat. § 1-39-104(a), the State of Wyoming and Agency expressly reserve sovereign immunity by entering into this Contract and the Contractor expressly reserves governmental immunity. Each of them specifically retains all immunities and defenses available to them as sovereigns or governmental entities pursuant to Wyo. Stat. § 1-39-101, *et seq.*, and all other applicable law. The parties acknowledge that the State of Wyoming has sovereign immunity and only the Wyoming Legislature has the power to waive sovereign immunity. Designations of venue, choice of law, enforcement actions, and similar provisions shall not be construed as a waiver of sovereign immunity. The parties agree that any ambiguity in this Contract shall not be strictly

construed, either against or for either party, except that any ambiguity as to immunity shall be construed in favor of immunity.

PROVIDER CERTIFICATION

By signing this form, I certify on behalf of myself and all immunization providers in this facility that I have read and agree to the requirements listed above and understand I am accountable for compliance with these requirements.

ELECTRONIC SIGNATURE AND EXECUTION

The Authorized Provider agrees that acceptance of this Agreement by electronic means constitutes a valid formation of a contract in accordance with the Wyoming Uniform Electronic Transactions Act (Wyo. Stat. § 40-21-101, *et seq.*) and that this Agreement has been properly executed.

Responsible Physician/Practitioner:

Title:	Date:
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Secondary Signatory:

Title:	Date:
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The effective date of this Agreement is the date processed and approved by the Immunization Unit.

**VACCINES FOR CHILDREN (VFC) PROGRAM PROVIDER
AGREEMENT FOR PUBLIC HEALTH NURSES**

FACILITY INFORMATION			
Legal Entity: Casper-Natrona County Health Dept.			
Facility Name: Casper-Natrona County Health Dept.			VFC Pin#: 1018
Facility Address: 475 S Spruce			
City: Casper	County: Natrona	State: WY	Zip: 82601
Telephone: 307-235-9340		Fax:	
Shipping Address (if different than facility address): 475 S Spruce			
City: Casper	County: Natrona	State: WY	Zip: 82601
MEDICAL DIRECTOR OR EQUIVALENT			
Instructions: <i>The official VFC registered health care provider signing the agreement must be a practitioner authorized to administer pediatric vaccines under state law who will also be held accountable for compliance by the entire organization and its VFC providers with the responsible conditions outlined in the provider enrollment agreement. The individual listed here must sign the provider agreement.</i>			
Last Name, First, MI: Dowell, Mark		Title: Medical Director	Specialty:
License No.: 5197A		Medicaid or NPI No.:	Employer Identification No.: (optional):
<i>Provide Information for second individual as needed:</i>			
Last Name, First, MI: Mike Cometto		Title: CNCHD Board President	Specialty:
License No.:		Medicaid or NPI No.:	Employer Identification No.: (optional):

PROVIDER AGREEMENT

To receive publicly funded vaccines at no cost, I agree to the following conditions, on behalf of myself and all the practitioners, nurses, and others associated with the health care facility of which I am the medical director or equivalent:

1.	I will annually submit a provider profile representing populations served by my practice/facility. I will submit more frequently if 1) the number of children served changes or 2) the status of the facility changes during the calendar year.
2.	<p>I will screen patients and document eligibility status at each immunization encounter for VFC eligibility (i.e., federally or state vaccine-eligible) and administer VFC-purchased vaccine by such category only to children who are 18 years of age or younger who meet one or more of the following categories:</p> <p>A. Federally Vaccine-eligible Children (VFC eligible)</p> <ol style="list-style-type: none"> 1. Are an American Indian or Alaska Native; 2. Are enrolled in Medicaid; 3. Have no health insurance; 4. Are underinsured: A child who has health insurance, but the coverage does not include vaccines; a child whose insurance covers only selected vaccines (VFC-eligible for non-covered vaccines only). Underinsured children are eligible to receive VFC vaccine only through a Federally Qualified Health Center (FQHC), or Rural Health Clinic (RHC) or under an approved deputization agreement. <p>B. State Vaccine-eligible Children</p> <ol style="list-style-type: none"> 1. In addition, to the extent that my state designates additional categories of children as “state vaccine-eligible”, I will screen for such eligibility as listed in the addendum to this agreement and will administer state-funded doses (including 317 funded doses) to such children. <p>Children aged 0 through 18 years that do not meet one or more of the eligibility federal vaccine categories (VFC eligible), are not eligible to receive VFC-purchased vaccine.</p>
3.	<p>For the vaccines identified and agreed upon in the provider profile, I will comply with immunization schedules, dosages, and contraindications that are established by the Advisory Committee on Immunization Practices (ACIP) and included in the VFC program unless:</p> <ol style="list-style-type: none"> a) In the provider's medical judgment, and in accordance with accepted medical practice, the provider deems such compliance to be medically inappropriate for the child; b) The particular requirements contradict state law, including laws pertaining to religious and other exemptions.
4.	I will maintain all records related to the VFC program for a minimum of three years and upon request make these records available for review. VFC records include, but are not limited to, VFC screening and eligibility documentation, billing records, medical records that verify receipt of vaccine, vaccine ordering records, and vaccine purchase and accountability records.

5.	I will immunize eligible children with publicly supplied vaccine at no charge to the patient for the vaccine.
6.	I will not charge a vaccine administration fee to non-Medicaid federal vaccine eligible children that exceeds the administration fee cap of \$21.72 per vaccine dose. I will not charge a vaccine administration fee to non-Medicaid state vaccine-eligible children that exceeds the administration fee cap of \$21.72 per antigen. For Medicaid children, I will accept the reimbursement for immunization administration set by the state Medicaid agency or the contracted Medicaid health plans.
7.	I will not deny administration of a publicly purchased vaccine to an established patient because the child's parent/guardian/individual of record is unable to pay the administration fee.
8.	I will distribute the current Vaccine Information Statements (VIS) each time a vaccine is administered and maintain records in accordance with the National Childhood Vaccine Injury Act (NCVIA), which includes reporting clinically significant adverse events to the Vaccine Adverse Event Reporting System (VAERS).
9.	I will comply with the requirements for vaccine management including: <ul style="list-style-type: none"> a) Ordering vaccine and maintaining appropriate vaccine inventories; b) Not storing vaccine in dormitory-style units at any time; c) Storing vaccine under proper storage conditions at all times. Refrigerator and freezer vaccine storage units and temperature monitoring equipment and practices must meet Wyoming Immunization Program storage and handling recommendations and requirements; d) Returning all spoiled/expired public vaccines to CDC's centralized vaccine distributor within six months of spoilage/expiration.
10.	I agree to operate within the VFC program in a manner intended to avoid fraud and abuse. Consistent with "fraud" and "abuse" as defined in the Medicaid regulations at 42 CFR Wyo. Stat. § 455.2, and for the purposes of the VFC Program: Fraud: is an intentional deception or misrepresentation made by a person with the knowledge that the deception could result in some unauthorized benefit to himself or some other person. It includes any act that constitutes fraud under applicable federal or state law. Abuse: provider practices that are inconsistent with sound fiscal, business, or medical practices and result in an unnecessary cost to the Medicaid program, (and/or including actions that result in an unnecessary cost to the immunization program, a health insurance company, or a patient); or in reimbursement for services that are not medically necessary or that fail to meet professionally recognized standards for health care. It also includes recipient practices that result in unnecessary cost to the Medicaid program.
11.	I will participate in VFC program compliance site visits including unannounced visits, and other educational opportunities associated with VFC program requirements.

12.	<p>For providers with a signed deputization Memorandum of Understanding between a FQHC or RHC and the Wyoming Immunization Program to serve underinsured VFC-eligible children, I agree to:</p> <ul style="list-style-type: none"> a) Include “underinsured” as a VFC eligibility category during the screening for VFC eligibility at every visit; b) Vaccinate “walk-in” VFC-eligible underinsured children; and c) Report required usage data. <p>Note: “Walk-in” in this context refers to any underinsured child who presents requesting a vaccine; not just established patients. “Walk-in” does not mean that a provider must serve underinsured patients without an appointment. If a provider’s office policy is for all patients to make an appointment to receive immunizations then the policy would apply to underinsured patients as well.</p>
13.	<p>For pharmacies, urgent care, or school located vaccine clinics, I agree to:</p> <ul style="list-style-type: none"> a) Vaccinate all “walk-in” VFC-eligible children and b) Will not refuse to vaccinate VFC-eligible children based on a parent’s inability to pay the administration fee. <p>Note: “Walk-in” refers to any VFC eligible child who presents requesting a vaccine; not just established patients. “Walk-in” does not mean that a provider must serve VFC patients without an appointment. If a provider’s office policy is for all patients to make an appointment to receive immunizations then the policy would apply to VFC patients as well.</p>
14.	<p>I agree to replace vaccine purchased with state and federal funds (VFC, 317) that are deemed non-viable due to provider negligence on a <u>dose-for-dose</u> basis.</p>
15.	<p>I will use the Wyoming Immunization Registry(WyIR) for the following activities:</p> <ul style="list-style-type: none"> a) inventory management of federal and state vaccines b) vaccine transfers c) vaccine ordering d) reporting doses administered
16.	<p>I understand this facility or the Wyoming Immunization Program may terminate this agreement at any time. If I choose to terminate this agreement, I will properly return any unused federal vaccine as directed by the Wyoming Immunization Program.</p>

Wyoming Department of Health
Addendum to 2018 VFC Provider Agreement for State Public Health Nurses

1. Special Provisions.

- A. Assumption of Risk.** The Provider shall assume the risk of any loss of state or federal funding, either administrative or program dollars, due to the Providers failure to comply with state or federal requirements. The Agency shall notify the Provider of any state or federal determination of noncompliance.
- B. Kickbacks.** Provider certifies and warrants that no gratuities, kickbacks, or contingency fees were paid in connection with this agreement, nor were any fees, commissions, gifts, or other considerations made contingent upon the award of this agreement. If Provider breaches or violates this warranty, Agency may, at its discretion, terminate this agreement without liability to Agency, or deduct from the agreed upon price or consideration, or otherwise recover, the full amount of any commission, percentage, brokerage, or contingency fee.
- C. Monitoring Activities.** Agency shall have the right to monitor all activities related to this agreement that are performed by Provider. This shall include, but not be limited to, the right to make site inspections at any time and with reasonable notice; to bring experts and consultants on site to examine or evaluate completed work or work in progress; to examine the books, ledgers, documents, papers, and records pertinent to this agreement; and, to observe personnel in every phase of performance of the related work.

2. General Provisions.

- A. Indemnification.** Each party to this Agreement shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend or indemnify the other.
- B. Sovereign Immunity and Limitations.** Pursuant to Wyo. Stat. § 1-39-104(a), the State of Wyoming and Agency expressly reserve sovereign immunity by entering into this Contract and the Contractor expressly reserves governmental immunity. Each of them specifically retains all immunities and defenses available to them as sovereigns or governmental entities pursuant to Wyo. Stat. § 1-39-101, *et seq.*, and all other applicable law. The parties acknowledge that the State of Wyoming has sovereign immunity and only the Wyoming Legislature has the power to waive sovereign immunity. Designations of venue, choice of law, enforcement actions, and similar provisions shall not be construed as a waiver of sovereign immunity. The parties agree that any ambiguity in this Contract shall not be strictly

construed, either against or for either party, except that any ambiguity as to immunity shall be construed in favor of immunity.

PROVIDER CERTIFICATION

By signing this form, I certify on behalf of myself and all immunization providers in this facility, I have read and agree to the Vaccines for Children enrollment requirements listed above and understand I am accountable for compliance with these requirements.

ELECTRONIC SIGNATURE AND EXECUTION

The Authorized Provider agrees that acceptance of this Agreement by electronic means constitutes a valid formation of a contract in accordance with the Wyoming Uniform Electronic Transactions Act (Wyo. Stat. § 40-21-101, *et seq.*) and that this Agreement has been properly executed.

The effective date of this Agreement is the date processed and approved by the Immunization Unit as stated below.

Responsible Physician/Practitioner Title Date

Secondary Signatory Title Date

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

MEETING PROCEEDINGS

June 19, 2018

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, June 19, 2018 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 Powell, and Board Members Humphrey, Walsh, and Waters. Treasurer Lawson and Board Member Johnson were absent.

City of Casper – Powell, Humphrey, Walsh, Andrew Beamer, Bruce Martin, Brian Schroeder, Clint Conner, Janette Brown, Scott Baxter

Natrona County –

Salt Creek Joint Powers Board – King

Wardwell Water & Sewer District – Keffer

Pioneer Water & Sewer District – Waters

Poison Spider Improvement & Service District –

Wyoming Water Development Office -

Sandy Lakes Estates -

Lakeview Improvement & Service District -

33 Mile Road Improvement & Service District –

Mile-Hi Improvement and Service District –

Central Wyoming Groundwater Guardian Team (CWGG) –

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

The Board meeting was called to order at 11:34 a.m.

1. There were no Announcements.

2. Chairman King asked for a motion to approve the minutes from the May 15, 2018 meeting. A motion was made by Vice-Chairman Keffer and seconded by Board Member Walsh to approve the minutes from the May 15, 2018 meeting. Motion put and carried.
3. Mr. Martin asked the Board to reference the updated voucher listing dated today and shown on the screen. Mr. Martin stated that two additional vouchers were added to the listing; voucher 7872 for Long Building Technologies in the amount of \$1,925.00 for replacing the Ozone Exhaust Fans and voucher 7873 for 609 Consulting in the amount of \$7,338.95 for the Airport Elevated Water Storage Tank Project. Mr. Martin recommended approval of the vouchers and offered to answer any questions the Board may have on the voucher listing.

Chairman King asked for a motion to approve the June 2018 vouchers. A motion was made by Board Member Humphrey and seconded by Secretary Powell to approve the June 2018 voucher list to include voucher numbers 7854 through 7873 in the amount of \$960,380.50. 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 May 2018 was 285.4 MG. Mr. Martin stated that the five year average is 241.8 MG. Mr. Martin stated that year to date production is 3.1 BG and the five year average is 3.23 BG.

Mr. Martin asked the Board to reference the Water Rates Billed spreadsheet. Mr. Martin stated that billed water for May was \$490,841.97. Mr. Martin stated that year to date, \$5,329,384.66 has been billed. Mr. Martin stated that at the end of last fiscal year \$5,912,210 was billed and he expects Water Sales to be approximately \$6 M at the end of the current fiscal year.

Mr. Martin asked the Board to reference page 1 of the May Financial Report. Mr. Martin stated that Reservations for FY18 year to date is \$6,500,831 compared to \$7,127,957 last year. Mr. Martin stated that this is due to the large projects this year, namely the Backwash Tank and the Airport Tank. Mr. Martin stated that this reduction in Reserves was expected.

Mr. Martin asked the Board to reference page 2 of the May Financial Report. Mr. Martin stated that total Water Sales for the year are \$5,329,389 compared to \$5,171,046 last year.

Mr. Martin stated that Operating Expense for FY2018 is \$2,767,348 which is approximately \$211,478 higher than last year. Mr. Martin stated that this is mainly due to timing of chemical purchases and the surface water plant was in operation earlier due to the tie-in for the Backwash Tank.

Mr. Martin stated that year to date there is a decrease of \$175,857 in Net Assets.

Chairman King asked for a motion to approve the May 2018 Financial Report as presented. A motion was made by Board Member Walsh and seconded by Vice-

Chairman Keffer to approve the May 2018 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 contractor has completed the replacement of the Actiflo settling tubes; both trains are operational and seem to work really well. Chairman King asked when the Actiflo settling tubes are used. Mr. Schroeder stated that the Actiflo settling tubes are used in the summer when the surface water plant is in production.

Mr. Schroeder stated that the surface water plant is off right now due to the rain. Mr. Schroeder stated that water demand is currently 12 MGD which can be satisfied with the groundwater wells.

Mr. Schroeder stated that the Surface Water High Service Variable Frequency Drive (VFD) replacement has been completed by Modern Electric. Mr. Schroeder stated that this project went really well and the VFD is being used to run the surface water plant.

Mr. Schroeder stated that the concrete drain troughs for the Backwash Tank are being poured today. Chairman King asked when the water in the parking lot will go away. Mr. Schroeder stated that when the drain troughs are completed it will go away. Mr. Schroeder stated that this is the parking lot drain that is being completed and no water could get into where they are working so the parking lot drain had to be plugged, which created the pond. Mr. Schroeder stated that hopefully it should be completed next week.

Mr. Schroeder stated that the fencing and gate for the Emergency Generator project is being installed today and the project should be completed within the next few weeks. Chairman King asked if a security gate will be installed. Mr. Schroeder stated that there will be a security gate by the generator, and the other security gate will be re-installed so when visitors come to the WTP they will only be able to access the front parking lot.

Secretary Powell asked about the results for the aerobic spore testing. Mr. Schroeder stated that the aerobic spore testing results have been low for the wells, but the river has been very high due to the spring runoff. Secretary Powell asked if there is a way to appeal the BIN classification from EPA. Mr. Schroeder stated that the system was placed in the BIN 2 classification for the surface water since there was cryptosporidium found in the river. Mr. Schroeder stated that because of this classification, there must be additional treatment added to the surface water system. Mr. Schroeder stated that when the classification letter was received, staff requested seven years to implement the additional treatment, which would be the Ultra Violet System.

Secretary Powell asked if wells farther from the river could be used for the aerobic spore testing and increase production from them. Mr. Schroeder stated that EPA is concerned about the collector wells closer to the river. Secretary Powell asked if these collector wells have to be used. Mr. Schroeder stated that these collector wells are very good water producers. Mr. Schroeder stated that production was slowed down on the test well

to a third of what it normally produces to get better filtration.

Mr. Martin stated that during the Facilities Plan Update HDR had discussions with EPA proposing different testing than aerobic spores on the wells that could be done to demonstrate that it wasn't an issue and EPA said that different testing would not change the decision. Board Member Waters stated that it's no wonder EPA won't change their mind with the problems that have been happening all over the U.S. Mr. Martin stated that a formal response was received from EPA and was handed out before the meeting. Mr. Martin stated that EPA did not say no to the request for seven years, but they do want a timeline of benchmark goals.

Mr. Conner asked if UV is installed, would the Gallery be put back in service. Mr. Schroeder stated that the Gallery cannot be put back in service until a microfiltration system is used for the groundwater.

The time was turned over to Mr. Conner for the Transmission System Update.

Mr. Conner stated that staff will be doing some work in the wellfield on the recharge culverts this week. Mr. Conner stated that one has to be replaced.

Mr. Conner stated that staff had planned on cleaning out the Actiflo basins this week, but the rain over the weekend got everything too wet and it will have to dry out again.

Mr. Conner stated that mowing was completed at the RWS booster stations and maintenance was completed on some hydrants.

Mr. Conner stated that the Metro Road booster pump was recoated and installed, but a seal is leaking so staff is looking into solving that issue.

Mr. Conner stated that the communication at the Salt Creek surge tank was repaired.

Mr. Conner stated that RWS cathodic protection anode stations have been tested.

6. There was no Public Comment.

7. In Old Business:

a. Project Updates:

i. Mr. Martin turned the time over to Mr. Scott Baxter with the City of Casper Engineering Department for an update on the Alternate Backwash Water Supply Tank Project.

Mr. Baxter stated that the concrete channels for the Alternate Backwash Water Supply Tank Project for the drains and overflow are being installed. Mr. Baxter stated that the new tank should be filled and tested in a week or so.

- ii. Mr. Baxter stated that the Airport Elevated Water Storage Tank Project is going really well. Mr. Baxter stated that the exterior coating on the tank is completed as of this morning.

Mr. Baxter stated that the hoisting crew should be on site tomorrow morning. Mr. Baxter stated that there will be a progress meeting tomorrow afternoon to start preparations to hoist the tank to the top of the pedestal. Mr. Baxter stated that if the weather cooperates, the tank will be hoisted Friday morning and should take approximately four hours.

Mr. Baxter stated that once the tank is hoisted and put in place, the roof will be installed and the interior of the tank will be painted.

Chairman King asked what the highest wind speed is that they will still feel safe hoisting the tank. Mr. Baxter stated that he believes 18 mph wind speed is the highest wind speed that they will still feel comfortable hoisting the tank. Mr. Baxter stated that the tank will be hoisted early in the morning. Mr. Baxter stated that if the wind is too high they won't even start hoisting the tank.

Chairman King asked how much clearance there is between the tank and the pillar. Mr. Baxter stated that there is only a few inches of clearance between the tank and the concrete pillar.

- b. There was no Other Old Business.

8. In New Business:

- a. Mr. Martin turned the time back over to Mr. Baxter to discuss Change Order No. 7 for the Alternate Backwash Water Supply Tank Project.

Mr. Baxter stated that this change order is for additional concrete work related to surge protection issues earlier in the project. Mr. Baxter stated that the extent of the concrete work was unknown until now. Mr. Baxter stated that this change order includes 45 feet of curb and gutter, and 35 feet of valley gutter. Mr. Baxter stated that it was looked at doing this work with the generator project, but prices were very high. Mr. Baxter stated that the scope was reduced, but was still high. Mr. Baxter stated that with this being an SRF project, the contractors must pay Davis Bacon wage rates, which increases the cost. Mr. Baxter stated that the cost of the concrete replacement is \$12,990, which leaves \$31,208.58 in contingency. Mr. Baxter stated that he did not believe the project will exceed the contingency amount that was approved for the project with the remaining items for project close out. Mr. Baxter stated that the State DWSRF representative has given approval for this change order.

A motion was made by Board Member Walsh and seconded by Board Member

Waters to approve Change Order No. 7 for the Alternate Backwash Water Supply Tank Project No. 15-37 in the amount of \$12,990. Motion put and carried.

- b. Mr. Martin stated that at the end of the fiscal year funds for projects that are in progress, but not completed, need to be encumbered. Mr. Martin recommended approval of the following encumbrances:

RWS2018-1 HDR Engineering Inc. \$65,733.19 Design &
Construction Administration for the Wardwell Zone IIIB Tank Repairs

RWS2018-2 Long Building Technologies \$12,580.00 Labor to install WTP
exhaust fans

RWS2018-3 DXP Enterprises \$55,455.00 Raw Water Pump #5

RWS2018-4 Arcadis U.S. \$10,987.16 Amendment No. 2 – WTP
Emergency Generator Project No. 10-09

RWS2018-5 DXP Enterprises \$9,550.00 Well Pump for Casper #5

RWS2018-6 Lower & Co., P.C. \$2,100.00 Design & Construct Monorail
Crane System

RWS2018-7 Lillard & Clark – Wyoming, Inc. \$84,000.00 Replace
Actiflo Settling Tubes

RWS2018-8 Equivalent Controls Corporation \$3,933.00 Mag Meter for
Morad #6

RWS2018-9 DXP Enterprises \$9,550.00 Well Pump for Casper #7

RWS2018-10 Western Power Wash \$14,750.00 WTP Outside Pipe Painting

RWS2018-11 HDR Engineering, Inc. \$20,697.60 Source Water
Protection Plan

RWS2018-12 DXP Enterprises \$9,033.00 Well Pump for Morad #12

RWS2018-13 Xylem Water Solutions \$16,321.00 Ozone Generator
Digital Controller

A motion was made by Board Member Humphrey and seconded by Vice-Chairman Keffer to approve FY18 encumbrance numbers RWS2018-1 through RWS2018-13 as presented. Motion put and carried.

- c. Mr. Martin stated that the Board reviewed the Preliminary FY19 Rate Model last

month. Mr. Martin stated that if no increase to the wholesale water rate is approved, the Reserve balance will be below minimum reserves in FY2020. Mr. Martin reminded the Board that the Ultra Violet System must be implemented in FY2023 and Reserves will need to be built up so the Board won't have to borrow as much money for this project.

Mr. Martin recommended a 7% increase to the wholesale water rate for FY2019 which would raise the rate from \$1.72/1,000 gallons to \$1.84/1,000 gallons.

A motion was made by Board Member Walsh and seconded by Secretary Powell to approve a 7% wholesale water rate increase to \$1.84 per thousand gallons for FY2019. Motion put and carried.

- d. Mr. Martin stated that system investment charges (SIC's) are a one-time fee charged for new or enlarged water and sewer system connections. Mr. Martin stated that SIC revenues are used to recover costs of existing and future water and wastewater system capital improvements.

Mr. Martin stated that the RWS SIC fee schedule has not been updated since 1998. Mr. Martin stated that in February 2017, the RWS collaborated with the City of Casper to retain Raftelis Financial Consultants, Inc. (Raftelis) to conduct a comprehensive System Investment Charge Study to determine future revenue requirements from SIC's. Mr. Martin stated that Raftelis presented the findings and recommendations from that study to the Board at the November 2017 RWS meeting.

Mr. Martin stated that of the different methods to figure SIC's presented by Raftelis, the Equity Buy-In Approach best represents the RWS system.

Mr. Martin stated that staff has confidence that the data and methods used by Raftelis are accurate and defensible and recommended adopting the CWRWS System Investment Charge Fee Schedule maximum defensible amount based on the results of the 2017 Raftelis System Investment Charge Study.

Mr. Martin asked the Board to reference the SIC comparison graph of different entities around the State which shows that the combined City of Casper and RWS SIC's is still in the middle range of charges.

Mr. Martin stated that Resolution No. 18-01 has been prepared for the Board's consideration. Mr. Martin stated that the increase to the SIC's would not take place until January 1, 2019.

A motion was made by Secretary Powell and seconded by Board Member Waters to approve Resolution No. 18-01 which increases the RWS System Investment Charges. Motion put and carried.

- e. Mr. Martin stated that the preliminary FY2019 Operations and Agency Budgets were discussed in detail last month, but there were a few revisions that will be reviewed today.

Water Treatment Plant Operations Budget

Personnel Services

Personnel Costs - \$1,050,765 – This represents a \$106,008 increase over the FY18 budget. Personnel budget increases include the additional WTP Operator position, accrued leave, 2% COLA, and one-time bonus approved by Casper City Council.

Contractual Services

Interdepartmental Services - \$256,001 – This represents an increase of \$92,276 over the FY18 budget. Beginning in FY18, City Administration revised the methods used to calculate Interdepartmental Charges. As this was done after approval of the FY18 budgets, no increase was attributed to the WTP budget in FY18. These costs are proposed to begin in FY19. The revised method includes Interdepartmental Costs to the WTP for Information Technology, Finance, Human Resources, City Council, City Manager, and City Attorney services.

Materials and Supplies

Bulk Fuel - \$10,000 – This is the line item that will be used for purchasing fuel for the new emergency generator.

The FY19 Operations Budget is 3% greater than the projected FY18 Operations Budget.

Agency Budget

Revenue

Water Rate Revenue - \$6,929,444 – This reflects an increase of \$139,617 over the FY18 budget. These revenues are proportioned to each wholesale entity based on a five-year average of total RWS production.

Interest on Investments - \$17,000

System Development Charges - \$98,500

State Loans - \$1,512,710 – This includes remaining amounts on one existing loan and one anticipated loan from the Drinking Water State Revolving Fund (DWSRF) at 2.5% interest for 20 years.

Contractual Services

This includes a 5% increase due to the Operations Reimbursement.

Debt Service

This includes a 9% increase due to the beginning of the loan repayment for the Emergency Power loan.

Replacement Capital

The PLC/SCADA Replacement Project - \$1,300,000 has been re-budgeted from the FY18 budget.

Wardwell zone IIIB Tank Replacement - \$500,000 has been re-budgeted from the FY18 budget.

Water Storage Tank Renovations - \$1,100,000 – This project includes renovation and recoating of the existing 2.6 MG water storage tank at the WTP.

The FY19 Capital Budget is aggressive. Close attention will have to be paid to the cash flow as the fiscal year progresses. A few of the capital projects may not be able to be completed in FY19 depending on cash flow.

Mr. Martin recommended approval of the FY19 Operations and Agency budgets and offered to answer any questions the Board might have.

A motion was made by Secretary Powell and seconded by Vice-Chairman Keffer to approve the FY2019 WTP Operations Budget and the Agency Budget as presented. Motion put and carried.

- f. Board Member Johnson was not in attendance at the meeting and was unable to sign his annual banking letter.
 - g. There was no Other New Business.
9. In the Chairman's Report, Chairman King stated that the next regular meeting will be held on July 17, 2018. Chairman King informed the Board he would be out of town that week and Vice-Chairman Keffer will chair the meeting.

A motion was made by Board Member Waters and seconded by Board Member Walsh to adjourn the meeting at 12:31 p.m. Motion put and carried.



Vice-Chairman



Secretary

IMPORTANT INFORMATION: PLEASE DO NOT DISCARD.
THIS LETTER CONCERNS YOUR MEDICAL INSURANCE.



Human Resources Department
200 North David Street
Casper, WY 82601
Phone (307) 235-8289

July 17, 2018

Dear Mr or Ms. :

You are receiving this letter because you are on the City of Casper's medical plan as a retiree. This letter contains important information about changes to your City of Casper retiree medical insurance. Please read carefully.

Recommendations from the City of Casper's Health Plan Design Committee (HPDC) were recently approved by the City Manager. In brief, the recommendations that were approved are as follows:

- The "Buy Up" medical plan will be eliminated effective January 1, 2019.
- There will be a 10% premium increase to the City's medical plan effective January 1, 2019
- Medicare eligible retirees will no longer be eligible for the City's medical plan effective January 1, 2019.

The primary focus of this letter is to address the latter of the three recommendation above, "Medicare eligible retirees will no longer be eligible for the City of Casper's medical plan effective January 1, 2019." Since you are currently on the City's medical plan, you will fit into one of two categories listed below:

1. **You are currently Medicare eligible or you will become Medicare eligible on or before January 1, 2019.** If you are in this category, your medical insurance with the City will terminate at midnight on December 31, 2018, and you need to find alternate coverage and be enrolled in that alternate coverage to be effective no later than January 1, 2019, to avoid a gap or lapse in coverage. **You must take action to avoid a loss of coverage situation!**
2. **You become Medicare eligible after January 1, 2019.** If you are in this category, your medical insurance with the City will terminate effective the day you become Medicare Eligible. You must find alternate coverage and be enrolled in that coverage no later than the date you become Medicare eligible to avoid a gap or lapse in coverage. Your "*Initial Enrollment Period*" with Medicare starts 3 months before you turn 65 years of age (your month of eligibility) but it is not too early to start planning now for 2019.



Human Resources Department
200 North David Street
Casper, WY 82601
Phone (307) 235-8289

What about your spouse and/or children currently on the City's plan? As long as you and your dependents are both not Medicare eligible, you and your dependents are eligible for the City's medical plan. If your spouse and/or dependent becomes Medicare eligible, they are no longer eligible for the City's medical plan and their coverage will terminate effective the day they become Medicare Eligible. Once you, yourself, become Medicare eligible, both you and your spouse and/or dependents are no longer eligible for the City's medical plan.

What information will you need for this transition? You may be required to provide Medicare with the following documents:

1. City of Casper's "Medicare Part D Notice of Creditable Coverage." Enclosed is a copy of the notice.
2. City of Casper termination of coverage notice letter. If you are currently Medicare eligible or will be Medicare eligible on or before January 1, 2019, a termination of coverage letter is enclosed with this letter. If you become Medicare eligible after January 1, 2019, you will be sent a termination of coverage letter at the beginning of the year, you become Medicare eligible.
3. Certificate of Coverage from the carrier (Cigna). Please contact Cigna for your Certificate of Coverage letter at (800) 244-6224.

How do you find and enroll in Alternate coverage? Medicare is online at <https://www.medicare.gov/>. Online you can find information about coverage options, compare plans, request paper enrollment forms and even enroll or you can call them at 1-800-MEDICARE (1-800-633-4227). We also *strongly* encourage you to use the following resources listed below:

- **Senior Patient Advocates**- In order to help retirees through this transition and help you find and enroll in alternate coverage, the City of Casper will pay for consulting fees up to Four Hundred Fifty Dollars (\$450) with Terry Bay at Senior Patient Advocates. *Please note, anything over that amount will be your responsibility.* Terry Bay is familiar with the City's plan, a licensed insurance consultant, and Medicare specialist. Please contact **Terry Bay with Senior Patient Advocates at (307) 472-1770** to schedule your appointment today.
- **Wyoming State Health Insurance Information Program (WSHIIP)**-You may contact **Kim Kantor at Wyoming Senior Citizens, Inc. at (877) 634-1006 or (307) 235-5959**. Kim Kantor is the WSHIIP Coordinator and she assists people with Medicare enrollment through the WSHIIP. This program is free of charge.



Human Resources Department
200 North David Street
Casper, WY 82601
Phone (307) 235-8289

Please attend one of the retiree special meetings. The City will have a special meeting for retirees on **Wednesday, July 25th at 3:00 pm** and again on **Thursday, July 26th at 3:00 pm**. Both meetings will be held at City Hall in the Council Meeting Room (CMR). Terry Bay from Senior Patient Advocates will be presenting at this meeting. The meeting is intended to provide helpful information about how this health insurance transition for Medicare eligible retirees will affect individuals & families; we'll also help attendees establish timelines & next steps to ensure there is no lapse or gap in coverage.

Are you still eligible for other City benefits like dental, life and vision insurance? If you currently have dental, life and/or vision insurance with the City as a retiree, you are eligible to continue those benefits as they continue to be available for retirees, even if you are coming off the City's medical plan due to these changes.

If you or a spouse or other dependent on the City's medical plan are currently Medicare eligible or will become Medicare eligible in the near future, do not hesitate to take immediate action. As of January 1, 2019, you will no longer be able to be on the City of Casper's medical plan if you are Medicare eligible retiree.

Please contact Keith Hageman, Benefits Technician, in Human Resources at (307) 235-8289 with any questions.

Sincerely,

Tracey Belser
Support Services Director

IMPORTANT INFORMATION: PLEASE DO NOT DISCARD.
THIS LETTER IS DOCUMENTATION YOU NEED TO PURCHASE OTHER MEDICAL INSURANCE

July 17, 2018

RE: Notice of Termination of City of Casper Medical Insurance Coverage on December 31, 2018

Dear Ms. Or Mr.:

You are receiving this letter because you are on the City of Casper's medical plan as a dependent of a retiree and you and/or your spouse are currently Medicare eligible or will become Medicare eligible on or before January 1, 2019.

Effective December 31, 2018, at midnight you will no longer be covered by Cigna on the City of Casper's medical plan. Therefore, you must find alternate coverage and have it in place by January 1, 2019, to avoid a gap in coverage. Your current retiree medical insurance coverage with the City of Casper will end at midnight on December 31, 2018.

KEEP THIS LETTER! YOU WILL NEED IT TO OBTAIN OTHER COVERAGE and have a short window of time to take action or you may be unable to purchase other coverage.

If you have questions or concerns, please contact Keith Hageman, Benefits Technician, in Human Resources at (307) 235-8289.

Sincerely,

Keith Hageman, SHRM-CP
Benefits Technician
City of Casper
Phone: (307) 235-8289
Fax: (307) 235-7575
E-mail: khageman@casperwy.gov

Medicare Part D Notice of Creditable Coverage

Important Notice from City of Casper About Your Prescription Drug Coverage and Medicare

If you or your dependents are not eligible for Medicare, you may disregard this notice.

This notice applies to those covered under the City of Casper Benefit Plan. Please read this notice carefully and keep it where you can find it. This notice has information about your current prescription drug coverage with our Benefit Plan and about your options under Medicare's prescription drug coverage. This information can help you decide whether or not you want to join a Medicare drug plan.

If you are considering joining, you should compare your current coverage, including which drugs are covered at what cost, with the coverage and costs of the plans offering Medicare prescription drug coverage in your area. Information about where you can get help to make decisions about your prescription drug coverage is at the end of this notice.

There are two important things you need to know about your current coverage and Medicare's prescription drug coverage:

1. Medicare prescription drug coverage became available in 2006 to everyone with Medicare. You can get this coverage if you join a Medicare Prescription Drug Plan or join a Medicare Advantage Plan (like an HMO or PPO) that offers prescription drug coverage. All Medicare drug plans provide at least a standard level of coverage set by Medicare. Some plans may also offer more coverage for a higher monthly premium.
2. The sponsor has determined that the prescription drug coverage offered by the City of Casper Plan is, on average for all plan participants, expected to pay out as much as standard Medicare prescription drug coverage pays and is therefore considered Creditable Coverage. Because your existing coverage is Creditable Coverage, you can keep this coverage and not pay a higher premium (a penalty) if you later decide to join a Medicare drug plan.

When Can You Join A Medicare Drug Plan?

You can join a Medicare drug plan when you first become eligible for Medicare and each year from October 15th to December 7th.

However, if you lose your current creditable prescription drug coverage, through no fault of your own, you will also be eligible for a two (2) month Special Enrollment Period (SEP) to join a Medicare drug plan.

What Happens To Your Current Coverage If You Decide to Join A Medicare Drug Plan?

If you decide to join a Medicare drug plan, your current City of Casper Medical coverage will not be affected. Medicare eligible individuals who become eligible for Medicare Part D can keep this coverage if they elect Part D and this plan will pay primary to Medicare Part D coverage. If you do decide to join a Medicare drug plan and drop your current coverage under our plan, be aware that you and your dependents will not be able to get back this coverage back except at the next annual open enrollment or if you have a "special enrollment" event.

Medicare Part D Notice of Creditable Coverage

When Will You Pay A Higher Premium (Penalty) To Join A Medicare Drug Plan?

You should also know that if you drop or lose your current coverage with the City of Casper and don't join a Medicare drug plan within 63 continuous days after your current coverage ends, you may pay a higher premium (a penalty) to join a Medicare drug plan later.

If you go 63 continuous days or longer without creditable prescription drug coverage, your monthly premium may go up by at least 1% of the Medicare base beneficiary premium per month for every month that you did not have that coverage. For example, if you go nineteen months without creditable coverage, your premium may consistently be at least 19% higher than the Medicare base beneficiary premium. You may have to pay this higher premium (a penalty) as long as you have Medicare prescription drug coverage. In addition, you may have to wait until the following October to join.

For More Information About This Notice Or Your Current Prescription Drug Coverage...

Contact the person at the number listed below for further information. **NOTE:** You'll get this notice each year. You will also get it before the next period you can join a Medicare drug plan, and if this coverage through the City of Casper Plan changes. You also may request a copy of this notice at any time.

For More Information About Your Options Under Medicare Prescription Drug Coverage...

More detailed information about Medicare plans that offer prescription drug coverage is in the "Medicare & You" handbook. You'll get a copy of the handbook in the mail every year from Medicare. You may also be contacted directly by Medicare drug plans.

For more information about Medicare prescription drug coverage:

- Visit www.medicare.gov.
- Call your State Health Insurance Assistance Program (see the inside back cover of your copy of the "Medicare & You" handbook for their telephone number) for personalized help.
- Call 1-800-MEDICARE (1-800-633-4227). TTY users should call 1-877-486-2048.

If you have limited income and resources, extra help paying for Medicare prescription drug coverage is available. For information about this extra help, visit Social Security on the web at www.socialsecurity.gov, or call them at 1-800-772-1213 (TTY 1-800-325-0778).

Remember: Keep this Creditable Coverage notice. If you decide to join one of the Medicare drug plans, you may be required to provide a copy of this notice when you join to show whether or not you have maintained creditable coverage and, therefore, whether or not you are required to pay a higher premium (a penalty).

Date:	September 12, 2016
Name of Entity/Sender:	City of Casper
Contact--Position/Office:	Human Resource Department
Address:	200 N. David, Casper WY 82601
Phone Number:	307-235-8344

July 17, 2018

Mr. Ray Pacheco
Mayor, Casper City Council
200 N. David Street
Casper, WY 82601

Dear Mayor Pacheco,

My name is Kate Sarosy. I am the State President for AARP Wyoming and represent our executive council, volunteers, and 87,000 members in the state (11,347 members in Casper).

As an organization, AARP is invested in working with cities, towns, and communities to make them more livable for people of all ages and backgrounds. Cities thrive when their residents feel safe and supported in their community. I was very proud when, in 2017, the Casper City Council resolved to become the first Age Friendly designated community in Wyoming, joining the growing network of communities across the country making a commitment to increased livability. I have attended meetings of the Casper Age Friendly team and can report that the vision and work of this organization is strong.


One of the areas of focus of the Age Friendly Casper team has been transportation. For many Casper residents, our public bus system is their only mode of transportation. As some of you know, last year Casper received an AARP Community Action grant to install a new, more accessible, convenient, and safe bus stop.

Access to reliable transportation not only improves the quality of life for many Casper residents, but for older residents in particular, it allows them to access health care, shopping, social activities, and most importantly remain in their homes.

As a former Casper City Council member and Mayor I understand the challenges and tough budget decisions that must be made at times. However, I urge you to take a broader and longer view of how cuts to transportation will impact our community - particularly its older residents.

Please support transportation funding at its current levels.

Best,



Kate Sarosy
State President, AARP Wyoming

**CASPER PUBLIC UTILITIES ADVISORY BOARD
CITY OF CASPER**

MEETING PROCEEDINGS

March 28, 2018

7:00 a.m.

A regular meeting of the Casper Public Utilities Advisory Board was held on Wednesday, March 28, 2018 at 7:00 a.m. in the Downstairs Meeting Room of City Hall.

Present: President Michael Bell
 Vice President Jim Jones
 Secretary John Lawson
 Member Bruce English
 Member Richard Jay

Absent: Council Liaison Laird

Staff Present: Public Services Director, Andrew Beamer
 Public Utilities Manager, Bruce Martin
 CPU Administrative Technician, Janette Brown

Others: Lisa Ogden – Natrona County Conservation District

The regular meeting was called to order at 7:02 a.m. by President Bell.

1. President Bell asked for a motion to approve the February 28, 2018 minutes. A motion was made by Secretary Lawson and seconded by Vice President Jones to approve the February 28, 2018 minutes. Motion passed.

2. Mr. Martin asked the Board to reference the February 2018 Statistical Report in their agenda packets. Mr. Martin stated that the Total Gallons Purchased as of February is 125.6 MG; the five year average is 141 MG. Mr. Martin stated that year to date water purchases are less than one year ago; 2.27 MG compared to 2.4 MG.

Mr. Martin stated that there were three water main breaks in February compared to one main break at the same time one year ago. Mr. Martin stated that there have been twelve main breaks this fiscal year compared to twenty-three at this time one year ago. Mr. Martin stated that the water main replacement program is making a significant difference in the number of main breaks that are experienced each year.

Mr. Martin stated that there have been twenty-three service line breaks this fiscal year compared to thirteen one year ago. Mr. Martin stated that a number of the service line breaks have been in the Paradise Valley area.

Mr. Martin stated that there have been a total of four sewer stoppages for the current fiscal year compared to seven one year ago. Mr. Martin stated that the streak of no sewer stoppages ended in March.

Mr. Martin stated that the total number of accounts is up slightly from the prior year, which is a growth increase of 0.25%.

President Bell asked if the water supply is low this year. Mr. Martin stated that it is a little low, snowpack is at 70%. Secretary Lawson stated that the reservoirs carry over storage is at 130%, so there will not be a call on the river this year.

3. Mr. Martin stated that Ms. Lisa Ogden, with the Natrona County Conservation District (NCCD), is here to present the NCCD Annual Report to the Board.

Ms. Ogden stated that from July 1, 2013 to September 30, 2017, there has been just over \$2.435 M spent, which does not include administrative costs, on Best Management Practices (BMP) for the North Platte River, Casper Creek, Poison Spider Creek, and Oregon Trail Drain. Ms. Ogden stated that this included 76 projects; converted 1,141 acres from flood irrigation to sprinkler irrigation; installed 60,697 feet of pipeline; and eliminated 69,697 feet of dirt ditch.

Ms. Ogden stated that the delisting of the North Platte River is in process. Ms. Ogden stated that it will be interesting to see what happens with the WWTP with regards to mandated Selenium removal.

Ms. Ogden stated that the NCCD Board is requesting the same amount of funding from the City and County as last year. Ms. Ogden stated that the NCCD uses the funds from the City and the County for two projects that have not been completed due to staffing issues. Ms. Ogden stated that the NRCS position has been moved to the Federal Building. Ms. Ogden stated that the NCCD will be getting a full-time engineer to help with the various projects.

Ms. Ogden stated that DEQ is adding \$85,000 to the NCCD Segment 2 Grant. Ms. Ogden stated that this will enable the NCCD to add a couple additional landowner or pipeline projects after the contract is signed.

Ms. Ogden stated that the NCCD was informed of a Segment 3 Grant of \$200,000 that is pending the Federal Government releasing the funds. Ms. Ogden stated that the NCCD hoped to have the funding by the fall.

Ms. Ogden stated that 65% to 68% of the fields in Natrona County are irrigated. Ms. Ogden stated that there are still 7 or 8 landowners that don't want to switch their method of irrigation. Ms. Ogden stated that the NCCD is looking for new projects to move forward.

Ms. Ogden stated that the NCCD spoke to the City about funding for the Selenium BMPs for four years. Ms. Ogden stated that FY2019 is the last year for this funding request.

Ms. Ogden stated that \$208,000 has been allocated for the BMP testing. Ms. Ogden asked if the Board would approve the funding to be used for water quality testing instead of Selenium testing if needed. Ms. Ogden stated that the water quality testing costs have increased to \$1,500 per month.

Treasurer Lawson asked how the funds are split for projects. Ms. Ogden stated that funding is split 50/50 with CAID; Landowner projects are split 60/40; and Wyoming Agriculture Grants are used for water quality. Treasurer Lawson asked if part of the landowner's portion is in-kind. Ms. Ogden stated that was correct. Ms. Ogden stated that the in-kind portion from the landowners is used for matching funds on grants.

Vice President Jones stated that he did not see any issue with using the funds for water quality testing and asked how costs are split for pivot irrigation. Ms. Ogden stated that costs for pivot irrigation are split 60% grant and 40% landowner. Ms. Ogden stated that grants will not pay for electricity, but the costs can be used as part of the match funds. Ms. Ogden stated that the landowners track time, hours, equipment, and receipts for in-kind match.

Vice President Jones asked what the rough cost of pivot irrigation is. Ms. Ogden stated that a 92 acre pivot half swipe is \$160,000; \$50,000-\$80,000 for the pivot only.

Board Member Lawson asked what the cost is for gated pipe. Ms. Ogden stated that the NCCD does not use gated pipe as they are trying to get the landowners away from flood irrigation.

Board Member Jay asked what kinds of things in the City could be a project for the NCCD. Ms. Ogden stated that sump pumps or stormwater runoff could both be projects. Mr. Martin stated that stormwater runoff within the City would be a good project.

Treasurer Lawson asked how much of the Selenium testing funds are proposed for water quality testing. Ms. Ogden stated that the maximum would be \$6,000 to \$8,000 a year split between the City and County, with additional funding it might not be needed.

Ms. Ogden stated that funding for water quality testing comes from different grants. Ms. Ogden stated that funding used to come from the NCCD base funding, but costs have been rising for testing, and a consultant is used for the annual water report. Ms. Ogden stated that she has not had a chance to run the numbers yet, so using funding from the Selenium BMP project might not need to be used for water quality testing.

The Board thanked Ms. Ogden for her report.

4. FY2019 Capital Improvements Projects:

- a. Mr. Martin asked the Board to reference the FY19 Capital Improvement Projects for the Water Fund. Mr. Martin reviewed the following projects with the Board:

- Ridgecrest Zone II and III Waterline Replacement - \$1,500,000 – Replace Water Mains in Ridgecrest Drive from 39th to Mariposa
- Misc. Water Main Replacements - \$1,000,000 – Annual contracted water main replacements – 1% Funds are used for this project.
- Water Storage Tank Renovations/Painting - \$300,000 – Recoat North Park Tank
- Nitrification Control Project - \$215,000 – Rechloramination Station Installation
- Water Storage Tank Fall Protection Equipment - \$20,000 – Fall protection equipment to meet OSHA requirements
- Technologies - \$229,600 – Computer, Phone, Teldig, and GEMS System Replacements – The computers must be upgraded to Windows 10 by the end of FY19 due to security issues. The phones must be upgraded as they are no longer supported. The Teldig Software will be split between the Water, Sewer, and RWS Funds. GEMS replacement cost will be shared by all City Funds.
- Update Casper Water Master Plan - \$230,000 – Update 2006 Water Master Plan
- Water Rights Studies - \$75,000

Mr. Martin stated that the total Capital for the Water Fund is \$4,364,600 for FY19.

Secretary Lawson asked if these are all projected costs. Mr. Martin stated that they are.

Secretary Lawson asked about the Oversizing Reimbursement. Mr. Martin stated that \$85,000 is budgeted each year for Oversizing Reimbursement, and most of the time it is not used.

Board Member English asked if the cost was high for the Master Plan Update. Mr. Martin stated that the cost from 2006 was used with an adjustment for inflation.

President Bell asked what the Water Rights Studies entailed. Mr. Martin stated that this is various water rights issues that require assistance from Water Rights Consultants. President Bell stated that he thought that if a project cost over \$25,000 it had to be bid out. Mr. Beamer stated that was for construction projects. Mr. Beamer stated that contracts for professional services are qualification based, so do not have to be bid out.

b. Mr. Martin reviewed the following FY19 Sewer Fund projects:

- Misc. Sewer Main Replacements - \$600,000 – Annual Misc. Sewer Main Replacement/Rehabilitation

- Oversizing Reimbursement - \$35,000 – Annual Developer Oversizing Reimbursement
- Vactor Equipment - \$6,500 – Vactor Nozzles, Tools, Etc.
- Sewage Pump Replacement - \$25,000 – Replace Pumps at One Sewage Lift Station
- Confined Space Entry Equipment - \$12,000 – OSHA Required Equipment
- Technologies - \$98,700 – Computer, Phone, Teldig, and GEMS System Replacements

Mr. Martin stated that the total Capital for the FY19 Sewer Fund is \$777,200.

c. Mr. Martin reviewed the following FY19 Wastewater Treatment Plant Fund projects:

- Automatic Strainer PW2 - \$50,000 – Replace Strainer in PW2
- Lift Station Generator - \$90,000 – Replace Emergency Generator at One Remote Lift Station
- Technologies - \$31,500 – Computer, Phone, and GEMS System Replacements
- UV Equipment - \$50,000 – Annual UV Equipment Upgrades
- Regional Interceptor Replacement/Rehabilitation - \$100,000 – New Annual Cost
- Install Isolation Gates on Aeration Basins - \$500,000 – Install Isolation Gates on Each of the Four Aeration Basins
- Replace 8” Dewatering Pipe Connection - \$75,000 – Replace 8” Dewatering Pipe Connection in Secondary Building
- Replace RAS Piping and Valves - \$900,000 – Replace all RAS Room Piping and Valving. Facilities Plan recommended total replacement.
- Roof Replacements - \$80,000 – Roof Replacements for DAFT and Primary Sludge Pumping Buildings. Flat roof with membrane.
- Critical Valve Replacement Annual Allocation - \$75,000 – Annual Valve Replacement
- Equipment Replacement Annual Allocation - \$125,000 – Annual Unanticipated Equipment Replacement
- HVAC System Replacements - \$50,000 – Replace HVAC Units on Dewatering Building
- Primary Sludge Pumps Replacements - \$60,000 – Replace One Primary Sludge Pump
- NCCD Funding - \$50,000 – Annual Natrona County Conservation Funding

Mr. Martin stated that the total Capital for the FY19 Wastewater Treatment Plant Fund is \$2,423,500.

President Bell asked which lift stations require emergency generators. Mr. Martin stated that the Airport, River West, Bryan Stock Trail, and two Bar Nunn lift stations require emergency generators. President Bell asked if any of the

emergency generators could be removed. Mr. Martin stated that the emergency generators cannot be removed from the high flow lift stations. Mr. Martin stated that DEQ is pressing for emergency generators at all lift stations.

5. In Other Business:

- a. Mr. Martin stated that at the last Board meeting, the Board showed an interest in BP Products Inc. Remediation Treatment Process. Mr. Martin stated that he contacted BP Products and they provided pictures of the BP Products Inc. Remediation Treatment Process and the following explanation: Petroleum contaminated groundwater is treated via an oil/water separator, cascade aerator, surface flow wetlands, and subsurface wetlands. The facility directly discharges treated water to the North Platte River in accordance with a Wyoming Department of Environmental Quality permit.

The surface flow constructed wetlands were constructed primarily for iron removal, and subsurface flow constructed wetlands for removal of organic compounds. The design flow rate for the system is 1.6 MGD (1100 gpm).

The oil/water separator functions to remove petroleum products from recovered groundwater prior to subsequent treatment. The separator utilizes a coalescing media to facilitate the process. Oil/water separator pumps discharge the effluent to the cascade aeration system.

The cascade aerator adds oxygen to the water to oxidize ferrous iron for removal, as well as removing volatile organic compounds such as benzene, toluene, etc. The cascade aerator uses a series of waterfalls and bubble diffusers to aerate the water.

Surface flow wetlands are the next method of treatment and are used to precipitate and settle iron.

Water flow from the constructed wetlands enters the “back 9” golf course ponds where additional retention time occur prior to final discharge.

- b. Mr. Martin stated that the Raftelis study is wrapping up and a combined meeting with the CPU Advisory Board and the 201 Management Oversight Committee has been scheduled for April 24, 2018 at 1:30 p.m. Mr. Martin stated that an email will be sent to members of both Boards with the details.
- c. President Bell asked how the water storage tank projects are going. Mr. Martin stated that the East Casper Zone III water storage tank is going well, it needs to be coated. Mr. Martin stated that the RWS water storage tank projects are going well; the Backwash Tank is moving right along; the Airport Elevated Water Storage Tank pedestal is built, and the crew will start building the steel tank when they get back in town.

A motion was made by Vice President Jones and seconded by Board Member English to adjourn the meeting at 8:18 a.m. Motion passed.



Secretary

**CASPER UTILITIES ADVISORY BOARD
CITY OF CASPER
MEETING AGENDA**

Casper City Hall
Downstairs Meeting Room

Wednesday, July 25, 2018 7:00 a.m.

AGENDA:

- * 1. Consider Approval of the May 23, 2018 Meeting Minutes

- * 2. Discuss Statistical Report
 - a. May 2018
 - b. June 2018

- * 3. Consider Contract for Outside-City Water Service with Galles Stables – Allendale Boulevard

- * 4. Consider Contract for Outside-City Water Service with Ronald J. and Elizabeth F. Galles – 3332 Allendale Boulevard

- * 5. Consider Contract for Outside-City Water Service with C.E. Swinney, LLC – Portion of T33N, R79W of the 6th P.M., Parts of Sections 13, 14, 22 , 23, and 24

- * 6. Project Updates:
 - a. East Casper Zone III Water Supply Project – Under Construction
 - b. WWTP Emergency Power Project – Under Construction
 - c. West Casper Zone II Water Supply Project – Under Design by WLC
 - d. CY Booster Station Replacement – Under Design by CEPI
 - e. WWTP Boiler Project – Under Design by HDR
 - f. WWTP MCC Replacement Project – Under Design by CH2M
 - g. Ten Million Gallon Reservoir Renovations – Assigned to a City Engineer – Securing Funding
 - h. Midwest Avenue Reconstruction – Elm to David – Awarded to Treto Construction
 - i. 2018 Arterials and Collectors – Under Design by ECS
 - j. McKinley Street Underpass – Under Construction
 - k. 3rd Street Improvements – Beverly to Conwell – Under Construction
 - l. 2018 Beverly Street Improvements – 4th to 12th Street – Under Construction
 - m. Begonia Lift Station – Under Construction
 - n. WWTP Riverwest Lift Station Generator Replacement – Under Design by EDA

- o. WWTP HVAC Replacement – Under Construction
- p. WWTP Digester #3 Cleaning – Under Construction

7. Adjournment

Additional Information:

Agendas and approved minutes of the Central Wyoming Regional Water System Joint Powers Board can be accessed on their website, www.wyowater.com, under the News & Notices tab, or at the following links:

RWS Agendas - <http://www.wyowater.com/board-meetings>

RWS Minutes - <https://www.wyowater.com/board-minutes>

**CASPER PUBLIC UTILITIES ADVISORY BOARD
CITY OF CASPER**

MEETING PROCEEDINGS

May 23, 2018

7:00 a.m.

A regular meeting of the Casper Public Utilities Advisory Board was held on Wednesday, May 23, 2018 at 7:00 a.m. in the Downstairs Meeting Room of City Hall.

Present: President Michael Bell
Vice President Jim Jones
Member Richard Jay

Absent: Secretary John Lawson
Member Bruce English
Council Liaison Laird

Staff Present: Public Services Director, Andrew Beamer
Public Utilities Manager, Bruce Martin
CPU Administrative Technician, Janette Brown
City Attorney, John Henley
Financial Services Director, Tom Pitlick

Others:

The regular meeting was called to order at 7:00 a.m. by President Bell.

1. President Bell asked for a motion to approve the March 28, 2018 minutes. A motion was made by Board Member Jay and seconded by Vice President Jones to approve the March 28, 2018 minutes. Motion passed.
2. Mr. Martin asked the Board to reference the April 2018 Statistical Report in their agenda packets. Mr. Martin stated that the Total Gallons Purchased as of April is 157 MG; the five year average is 156 MG. Mr. Martin stated that year to date water purchases are less than one year ago; 2.56 MG compared to 2.72 MG.

Mr. Martin stated that there was one water main break in April compared to three main breaks at the same time one year ago. Mr. Martin stated that there have been fourteen main breaks this fiscal year compared to twenty-nine at this time one year ago. Mr. Martin stated that the water main replacement program is making a significant difference in the number of main breaks that are experienced each year.

Mr. Martin stated that there have been twenty-five service line breaks this fiscal year compared to eighteen one year ago.

Mr. Martin stated that there were no sewer stoppages in March and April, and the year to date numbers are the same as last year.

Mr. Martin stated that the total number of accounts is up slightly from the prior year, which is a growth increase of 0.25%.

3. Mr. Martin asked the Board to reference the First Quarter 2018 Industrial Pretreatment Compliance report in the agenda packet. Mr. Martin stated that all discharging Significant Industrial Users were in compliance.

Mr. Martin stated that Halliburton will not renew their industrial discharge permits as historical data from self-monitoring indicate TCLP metals within limits. Mr. Martin stated that the sump waste will be sampled as needed prior to disposal.

Mr. Martin stated that non-significant industrial user permits for Corpro and Rocky Mountain Car Wash were deactivated as the sump waste from these facilities, based on historical data from self-monitoring, is hauled non-hazardous waste and has no impact on the POTW. Mr. Martin stated the staff will continue to monitor their sump waste prior to disposal as necessary as part of hauled sump waste management.

Mr. Martin stated that staff sampled for required quarterly primary influent and final effluent for local limits analyses and found the results to be within acceptable limits.

Mr. Martin stated that there was a sanitary sewer overflow at the intersection of Dee Place and North Colorado, no damage was done. Mr. Martin stated that a depression in the main line collected gravel and a slug of grease caused the backup.

Mr. Martin stated that several grease trap cleaning reminders were sent out.

Mr. Martin stated that Significant Industrial User Permits were renewed for Flying J and Wyoming Medical Center.

4. Mr. Martin asked the Board to reference the Outside-City Sewer Service Contract with GEO Group Inc., located on the south side of US Highway 20/26 near the Natrona County International Airport. Mr. Martin stated that the Casper Re-Entry building is currently discharging to the Airport Sewer, but can now discharge to the 33 Mile Sewer. Mr. Martin stated that this property is not contingent to City limits, but a signed Commitment to Annex is required as part of the contract.

A motion was made by Vice President Jones and seconded by Board Member Jay to approve the Outside-City Sewer Service Contract with GEO Group Inc. Motion passed.

5. Mr. Martin asked the Board to reference the Outside-City Sewer Service Contract with Silver Dollar Properties, LLC, located on Highway 20/26 approximately four miles west of the Natrona County International Airport. Mr. Martin stated that Silver Dollar Properties, LLC is located near Nalco FabTech and can tie into the 33 Mile Sewer. Mr.

Martin stated that this property is not contiguous to City limits, but a signed Commitment to Annex is required as part of the contract.

President Bell asked how many services need to tie in to the 33 Mile Sewer before the flushing water is stopped. Mr. Beamer stated that it would need a lot of services tied in before the flushing will stop.

A motion was made by Vice President Jones and seconded by Board Member Jay to approve the Outside-City Sewer Service Contract with Silver Dollar Properties, LLC. Motion passed.

6. Mr. Martin asked the Board to reference the Contract for Outside-City Water Service with Church of the Holy Family, located on the north side of Southeast Wyoming Boulevard approximately one-half mile east of Casper Mountain Road. Mr. Martin stated that they will be able to tie in to the new Zone III 16-inch water line. Mr. Martin stated that this property is not contiguous to City limits, but a signed Commitment to Annex is required as part of the contract.

Vice President Jones asked Mr. Martin to check the property description in Exhibit "A", as it is for the property next to Church of the Holy Family. Mr. Martin stated that he would have Exhibit "A" revised for the contract before it goes out for signature.

A motion was made by Vice President Jones and seconded by Board Member Jay to approve the Contract for Outside-City Water with Church of the Holy Family contingent upon correction of the property description in Exhibit "A". Motion passed.

7. Mr. Martin asked the Board to reference the Outside-City Sewer Service contract with B & H Rig and Tong Sales, Inc. located at 5707 West Old Yellowstone. Mr. Martin stated that the septic system for this property is failing. Mr. Martin stated that the City already provides water service to this property. Mr. Martin stated that this property is not contiguous to City limits, but a signed Commitment to Annex is required as part of the contract.

Vice President Jones stated that the wrong signature page is part of this contract. Mr. Martin stated that was a mix up that happened when the agenda packet was put into the PDF format.

A motion was made by Vice President Jones and seconded by Board Member Jay to approve the Outside-City Sewer Service Contract with B & H Rig and Tong Sales, Inc. contingent upon the signature page being corrected. Motion passed.

8. Mr. Martin asked the Board to reference the Outside-City Water Service Contract with Bradley and Charla Barclay located at 4550 Southeast Wyoming Boulevard, approximately one-half mile east of Casper Mountain Road. Mr. Martin stated that they will be able to tie in to the new Zone III 16-inch water line. Mr. Martin stated that this property is not contiguous to City limits, but a signed Commitment to Annex is required as part of the contract.

A motion was made by Vice President Jones and seconded by Board Member Jay to approve the Contract for Outside-City Water with Bradley and Charla Barclay. Motion passed.

9. Mr. Martin asked the Board to reference the Preliminary FY2019 Budget Narrative. Mr. Martin stated that this narrative will discuss the preliminary budgets for Water Distribution, Wastewater Collection and the Wastewater Treatment Plant. Mr. Martin stated that the Water Treatment Plant Operations Budget and the Regional Water System Agency Budget are not included as they are reviewed and approved by the Central Wyoming Regional Water System Joint Powers Board.

Mr. Martin stated that serious efforts were made to minimize increases in the FY19 operations budgets. Mr. Martin stated that due to these efforts, most minor operational line items are unchanged from FY18. Mr. Martin stated that no COLA has been budgeted, but this is subject to change. Mr. Martin stated that there are slight increases in personnel costs mainly due to step increases and advancement in water and wastewater certifications.

Mr. Martin stated that Water, Sewer, and WWTP Budgets are driven by new and replacement capital projects much more than by operational expenditures.

Water Budget

Revenue

- a) User Fees - \$12,585,650 – This is a \$742,350 decrease from the FY18 budget. This number is based on the February 2018 Water Fund Cash Flow/Rate Model which is based on a five-year average of water sales adjusted for growth and rate increases. This figure incorporates the 2% rate increase granted by Council in May 2018 and the 1% increase granted for January 2019.
- b) Other Revenue - \$368,500 – This includes Wholesale Water Sales, Hydrant Usage, Service Reconnections, Meter Sales and Installation, and Construction Connections. This is an increase of \$29,704 from the FY18 budget and is based on FY18 projections.
- c) Interdepartmental Services - \$249,780 – This line item covers the salary and benefits for two Utility Worker II's assigned to Water distribution but paid by the Water Treatment Plant Operations Budget. Additionally, this includes a personnel fee transfer from the Sewer Fund to the Water Fund for its share of the Public Utilities Manager, and the Administrative Technician.

Personnel Services

- a) Personnel Costs - \$1,979,958 – This represents an increase of \$23,366 from the FY18 budget. The main reason for the increase is natural progression of utility workers and equipment operators.

Contractual Services

- a) Interdepartmental Services - \$1,455,163 – This is an increase of \$24,350 from the FY18 budget. This line item represents transfers to the General Fund for services such as Human Resources, Administrative Services (Billing & Collection and Meter Services function), Information Technology, GIS Services, City Attorney, Buildings & Grounds, Central Records, Central Garage, and City Administration Fees.) Mr. Pitlick, City Financial Services Director, stated that a change was made as to how costs are allocated to the different funds for Interdepartmental Services.
- b) Other Contractual - \$192,450 – This line item increased by \$9,500 from the FY18 budget due to increased EPA lab testing requirements.
- c) Energy – Electricity - \$338,300 – This amount is unchanged from FY18. Projections show that even with a rate adjustment from Rocky Mountain Power the budgeted amount should be sufficient.
- d) Street Repairs - \$190,000 – This amount is unchanged from last year. This covers street repairs needed from water main break damages.

Materials and Supplies

- a) Bulk Water - \$6,291,080 – This represents an increase of \$292,523 from FY18. The RWS rate model uses average water production over a five-year cycle. This budgetary figure represents the wholesale water charges to Casper from the Regional Water System.
- b) Water/Sewer Line Materials - \$105,000 – This amount is unchanged from FY18.
- c) Bulk Fuel - \$65,000 – This amount is unchanged from FY18.

Other Expenses

- a) Depreciation - \$800,000 – This amount is unchanged from FY18.

Debt Service

- a) Principal Payments - \$604,845 – This reflects the Principal for the various DWSRF loans per the amortization schedules.
- b) Interest Expense - \$150,380 – This reflects the interest expense for the various DWSRF loans per the amortization schedules.

Capital Revenue

- a) State Grants and Loans - \$5,542,910 – This reflects the following:

- WWDC Grant – West Casper Zone II \$1,000,000
- WWDC Grant – CY Booster Station \$852,910
- WWDC Grant – Ten Million Gallon Res. \$2,412,000
- SRF Loan – Ten Million Gallon Res. \$1,188,000

The Grant and Loan for the Ten Million Gallon Reservoir have not yet been obtained.

- b) System Development Charges - \$153,000 – This fee, charged to all new connections, is \$33,000 more than the FY18 budget. FY18 estimates are above what was actually budgeted for FY18. Mr. Martin stated that this will be discussed in more detail later in the meeting.
- c) Operating Transfers In - \$1,000,000 – This represents \$1,000,000 of 1%#15 monies for the Misc. Water Main Replacement Project.

Capital – New

- a) Improvements Other Than Buildings - \$300,000 – This includes
 - Oversizing Reimbursements for Developers - \$85,000 – This is a best guess estimate for reimbursing Developers for installing oversized mains in accordance to the City’s Water Master Plan.
 - Residual Control Station - \$175,000 – This project will include the purchase and installation of one residual control station within the water distribution system. The station will increase chloramine residual within the distribution system. Increasing the chloramine residual will decrease nitrification problems and improve water quality.
 - Tank Mixer - \$40,000 – This project will include the purchase and installation of one water storage tank mixer. This is an on-going project to improve water quality.
- b) Light Equipment - \$194,000 – This is for new water meters with automatic meter reading systems.
- c) Intangibles - \$305,000 – This includes:
 - Water Rights and Supply Analysis - \$75,000 – Continuing services by water rights consultant for water rights and supply issues.
 - Updated Casper Water Master Plan - \$230,000 – Last water master plan update was completed in 2006.
- d) Technologies - \$8,000 – This expense is for Water Distribution’s share of Teldig Software purchase. This software will be used for locating water and sewer lines and will be split between Water Distribution, Wastewater Collection, and the Water Treatment Plant.

Capital – Replacement

- a) Buildings - \$25,000 – This is for a lighting upgrade to LED in the inventory building.
- b) Improvements Other Than Buildings - \$3,100,000 – This represents the following:
- Pavement - \$150,000 – Internal Public Utilities Water Main Replacement Program
 - Water Line Materials - \$100,000 – Internal Public Utilities Water Main Replacement Program
 - Miscellaneous Water Main Replacement Program - \$1,000,000 – Contracted Water Main Replacements
 - Water Storage Tank Renovations - \$300,000 – This project is for recoating of water storage tanks, vent replacements, drain line renovations, and other misc. water storage tank renovations. North Park Tank will be recoated.
 - Pumps & Control Valves - \$50,000 – Pump, valve, and meter replacements at various City booster stations.
 - Ridgecrest Drive Water Main Replacements - \$1,500,000 – This project includes replacing the existing Zone III water main from 39th to Mariposa. The project will also replace the Zone II water main from 25th to Mariposa.
- c) Light Equipment - \$265,000 – This represents:
- Signs and barricade replacements - \$4,000
 - Meters, meter heads, and meter parts - \$37,000
 - Service Truck Replacements - \$204,000 – This is replacement of two 1-ton service trucks and one ¾-ton pickup for Water Distribution crews.
 - Fall Protection Equipment - \$20,000 – This is to replace fall protection equipment at water storage tank sites. This is an OSHA requirement.
- d) Technologies - \$224,270 – This includes the following:
- Computer Replacements - \$19,670
 - IP Phone Replacements - \$600
 - ERP Software (GEMS Replacement) - \$204,000 – Financial and Work Order Software

The Water Distribution FY19 operations budget is essentially unchanged from FY18.

Major capital projects for FY19 include the \$1.0 M Miscellaneous Water Main Replacement Project, and the \$1.5 M Ridgecrest Drive Water Main Replacement Project.

The FY18 total budget indicates a surplus of approximately \$4.1 M with depreciation added back in. Subtracting out grant/loan funding anticipated to be received in FY19 (\$5.45 M) allocated to prior projects leaves a deficit of \$1.19 M. At the end of FY19, the

Water Fund Reserves will be approximately \$7.78 M. Minimum required reserves in the Water Fund per the CPU Minimum Fund Reserve Policy are \$5.75 M.

Sewer Budget

Revenue

- a) User Fees - \$5,429,825 – This represents a decrease of \$198,175 from the FY18 Budget. This number comes from the April 2018 Sewer Fund Cash Flow/Rate Model which is based on a five-year average of sewer sales adjusted for growth and rate increases. This figure incorporates the 6% rate increase granted by Council in March 2018 and a 7% rate increase for January 2019.
- b) Administrative Fees - \$194,656 – This fee (Sewer Collection Charges and Sewer Administration Charges), are calculated and allocated out to the Wholesale Wastewater System Customers per the Regional Wastewater System “Interagency Agreement.” These fees are expended out of the Wastewater Treatment Plant Fund and serve as Revenue for the Sewer Fund.

Personnel Services

- a) Personnel Costs - \$697,778 – This represents an increase of \$10,114 from the FY18 budget. This increase is the result of employees moving from Utility Worker I to Utility Worker II pay scales as higher levels of certification are achieved.

Contractual Services

- a) Interdepartmental Services - \$286,702 – The FY19 budget represents a decrease of \$11,956 from the FY18 budget. This line item represents transfers to the General Fund for services such as Human Resources, Administrative Services (Billing & Collection), Information Technology, GIS Services, City Attorney Fees, Buildings & Grounds, Central Records, Central Garage, and City Administration Fees. The way these charges are allocated has been changed.
- b) Administration/Management Fees - \$143,146 – This includes the following:
 - Personnel fee transfer to the Water Fund - \$80,683 – These are personnel fee transfers from the Sewer Fund to the Water Fund for the Public Utilities Manager and the Administrative Technician.
 - 0.2 WWTP Instrumentation Technician - \$17,088 – This covers personnel fees transferred to the Wastewater Treatment Plant for 0.2 FTE for the WWTP Instrumentation/Electronics Technician. This position assists Wastewater Collection with City lift stations.

- Public Services Administration \$45,365 – This is a transfer to the City General Fund for the Sewer Fund’s proportional share of the PSD Director, PSD Administrative Assistant, and PSD Community Services Coordinator.
- c) Sewer Treatment - \$4,537,220 – This is an increase of \$633,822 from the FY18 Budget. This is the City’s budgeted wholesale cost for sewer treatment services from the Regional Wastewater System. The budget expense is based upon the “Interagency Agreement” cost accounting formula. There are more capital projects included in the budget for the Regional Wastewater Treatment Plant.

Materials and Supplies

- a) Other Materials & Supplies -\$11,550 – This is essentially unchanged from the FY18 Budget. The line item includes chemicals, office supplies, safety equipment, small tools, postage, and other small miscellaneous materials.
- b) Bulk Fuel - \$18,500 – This is an increase of \$1,500 from FY18.

Other Expenses

- a) Depreciation - \$479,000 – Unchanged
- b) Stormwater Operations & Education - \$41,000 – This amount is unchanged from FY18. This was added to the Sewer Fund budget in FY15. It will be funded by the Sewer Fund and includes contractual, and materials and supplies for the Stormwater function operated and maintained by combined Wastewater Collection/Stormwater personnel. In the future, if and when the Stormwater function becomes a utility, it will be a separate enterprise account.

Capital Revenue

- a) System Development Charges -\$45,000 – This fee, charged to all new connections is \$18,960 more than the FY18 budget. FY18 estimates are above what was actually budgeted for FY18.
- b) Transfers In - \$400,000 – These funds will be transferred in from the General Fund to cover the costs for the Lower Eastdale Stormwater Project. Mr. Beamer stated that these are 1%#15 funds.

Capital – New

- a) Improvements Other Than Buildings - \$435,000 – This includes the following:
- Oversizing Reimbursement - \$35,000 – This is a best guess estimate for reimbursing Developers for installing oversized mains in accordance to the City’s Sewer Master Plan.

- Lower Eastdale Stormwater Project - \$400,000
- b) Light Equipment - \$18,000 – This includes the following:
- Vactor Equipment \$6,500
 - Confined Space Entry Equipment - \$12,000 – This is to purchase confined space entry safety equipment required by OSHA.
- c) Technologies - \$11,200 – This includes the following:
- GIS Pipelogix Software - \$3,200
 - Teldig Software - \$8,000 – Sewer fund share of software

Capital –Replacement

- a) Improvements Other Than Buildings - \$625,000 – Contracted Sewer Main Rehabilitation/Replacement
- b) Improvements Other Than Buildings - \$625,000 – This includes the following:
- Manhole and Main Replacements - \$600,000 – Contracted Sewer Main Rehabilitation/Replacement
 - Sewage Pump Replacement \$25,000 – This project is to replace the pumps at the Sunflower Lift Station.
- c) Technologies - \$87,500 – This includes the following:
- Computer Replacements - \$3,500
 - ERP Software (GEMS Replacement) - \$84,000 - Wastewater Collection share of \$1.2 M total cost

The Sewer Fund FY19 operations budget is 10.7% higher than the FY18 operations budget. The majority of the increase is due to RWWS charges and in smaller part due to increases in personnel, and materials and supplies costs.

The major capital project expense is FY19 will be the \$600,000 Miscellaneous Sewer Main Rehabilitation/Replacement Project.

The FY19 total sewer budget indicates a deficit of approximately \$865,535 with depreciation added back in. At the end of FY19, the Sewer Fund Reserves will be approximately \$3.8 M. Minimum required reserves in the Sewer Fund per the CPU Minimum Fund Reserve Policy are \$1.7 M.

Wastewater Treatment Plant Budget

Revenue

- a) Septic Tank/Commercial Sump Waste Charges - \$300,000 and \$72,000 – This represents no change for the Septic Tank Waste Charge revenue and an increase of \$12,000 for Sump Waste Charge revenue. There has been a slight increase in the amount of sump waste received at the WWTP.
- b) Intergovernmental User Charges - \$5,401,452 – This represents an increase of \$791,321 from the FY18 Budget. These revenues are budgeted for wholesale sewer usage of the Regional Wastewater System in accordance to the cost accounting formula in the “Interagency Agreement”. There are eleven wholesale customers of the Regional Wastewater System.
- c) Administrative Fees - \$17,088 – This line item covers personnel fees transferred to the WWTP Fund from the Sewer Fund for 0.2 FTE of the WWTP Instrumentation/Electronics Technician. This position assists Wastewater Collection with City lift stations.

Personnel Services

- a) Personnel Costs - \$1,334,337 – This is an increase of \$29,372 from the FY18 budget. The increase can mainly be contributed to natural progression of employees as they gain increased wastewater certifications.

Contractual Services

- a) Refuse Collection - \$50,000 – This amount is unchanged from the FY18 budget. This includes both garbage service and disposal of dried grease and industrial waste that is hauled to the Landfill.
- b) Interdepartmental Services - \$304,708 – The FY19 budget represents an increase of \$163,771 from the FY18 budget. This line item represents transfers to the General Fund for services such as Central Garage, Administrative Services, Information Technology, City Administration, and City Attorney Fees. The method of allocation has changed.
- c) Administration and Management Fees - \$216,081 – These fees (Sewer Collection Charges, Sewer Administration Charges and PSD Administration Charges) are calculated and allocated out to the Wholesale Customers per the Regional Wastewater System “Interagency Agreement.” Two components of these fees (Sewer Collection Charges and Sewer Administration Charges) serve as revenue for the Sewer Fund. These charges also represent a transfer to the City General Fund for the WWTP Fund’s proportional share of the PSD Director and PSD Administrative Assistant.

Materials and Supplies

- a) Chemicals - \$432,000 – This reflects an increase of \$167,000 from the FY18 budget. The additional funds will cover the cost of ferrous chloride which will be dosed into the North Platte Sanitary Sewer for corrosion control. Additionally, ferric chloride is now fed into the centrifuge feed sludge stream to help control H₂S levels in the Dewatering Building. Vice President Jones asked if this is working. Mr. Martin stated that it is working, now staff is figuring dosage and hope to get optimized soon.
- b) Other Materials and Supplies - \$138,500 – This amount is unchanged from the FY18 budget and contains the following:
- Office Supplies \$ 3,000
 - Other Materials & Supplies \$ 5,000
 - Safety Equipment/Supplies \$10,000
 - Pumps & Lube Supplies \$ 8,500
 - Machinery Supplies \$60,000
 - Small Tools & Supplies \$ 5,000
 - Lab Supplies \$12,000
 - Other Structures \$35,000
- c) Instrumentation \$25,000 – This amount is unchanged from the FY19 budget. The WWTP is an old plant. A sufficient amount of money is needed to be able to purchase electronic/instrumentation supplies for the SCADA/PLC/MCC, etc. equipment.

Debt Service

- a) Principal Payment - \$540,202 – This reflects the Principal amounts for two CWSRF loans per the amortization schedules.
- b) Interest Expense - \$147,080 – This reflects the Interest expense for CWSRF loans per the amortization schedules.
- c) The debt service payments for CWSRF Loan #127 (WWTP Improvements – Phase I – Bar Screen Replacement and Emergency Generator Project) will not start until one year after substantial completion (FY20 or FY21).

Capital Revenues

- a) State Loans - \$2,010,000
- b) System Development Charges - \$87,000 – This is an increase of \$15,000 from the FY18 budget and is the projected FY18 fund revenue.

Capital – New

- a) Intangibles - \$50,000 – This is for Middle North Platte Watershed BMP Control. A yearly funding agreement is consummated between the City and the Natrona County Conservation District where capital monies would be available to the District to help construct BMP projects throughout the watershed. These projects would help control selenium from entering the watershed which could help alleviate future mandated selenium removal by the WWTP.
- b) Light Equipment - \$5,000 – Specialized tools and equipment needed for the WWTP equipment and unit processes.

Capital – Replacement

- a) Buildings - \$140,000 – This includes the following:
 - Lighting Renovations - \$30,000 – This will upgrade lighting fixtures in several areas of the facility.
 - Security Improvements - \$15,000
 - Miscellaneous Building Painting - \$15,000 – External and internal painting of several of the WWTP Buildings would take place.
 - Digester Control Building Roof Replacement - \$80,000 – The Digester Control Building roof has passed its useful life and will be replaced in FY19.
- b) Improvements Other Than Buildings - \$2,052,000 – This includes:
 - Sludge Grinder - \$10,000 – The WWTP has several sludge grinders used to shred sludge to make it easier to pump and not plug sludge lines. The sludge grinders are rebuilt every three years.
 - Lab Equipment - \$12,000 – Standard lab equipment replacements.
 - UV Disinfection Equipment - \$50,000 – This line item will cover yearly bulb, bulb sleeve, electrical wiring, and mechanized bulb cleaner replacements.
 - Plant Valves and Piping - \$75,000 – This line item will cover the replacement of plug and gate valves throughout the WWTP as well as identified piping.
 - Flow Meter Station Electrical/Telecommunication Improvements - \$10,000 – This would cover improvements at one meter station to be identified by priority.
 - Strainer for PW2 Water System - \$50,000 – The existing strainer is 30 years old and worn out. This project was re-budgeted from FY17.

- Bar Nunn Lift Station No. 2 – Generator Replacement - \$90,000 – The existing emergency generator located at Bar Nunn No. 2 Lift Station is 31 years old and requires replacement.
 - Primary Sludge Pump Replacement - \$60,000 – The three primary sludge pumps are utilized to pump primary sludge from the primary clarifiers to the gravity thickener. The existing piston pumps are 34 years old, are inefficient, and are requiring more frequent rebuilds. One pump was upgraded in FY17, one will be upgraded in FY18, and one in FY19.
 - Aeration Basin Air Piping Recoating - \$60,000 – The existing coating system on the external piping is failing.
 - Aeration Basin Isolation Gates - \$500,000 – This is to install isolation gates at each of the four aeration basins. The valves seized and need replaced.
 - Dewatering Pipe Connection Replacement - \$75,000 – This is to replace the failing connection in the secondary building.
 - Large Diameter Steel Pipe Inspection - \$10,000 – This is to inspect the condition of the large diameter piping in the secondary building for pinhole leaks.
 - RAS Valve and Piping Replacement - \$900,000 – this is to replace the RAS room piping as there have been several failures. This piping will be reused with a WWTP expansion.
 - HVAC System Replacements - \$50,000 – This is to replace HVAC units on the dewatering building. Must have six air changes per hour.
 - Regional Interceptor Replacement/Rehabilitation - \$100,000 – This will become an annual allotment to address issues in the RWWS Interceptor sewers.
- c) Light Equipment - \$145,000 – This is for the following:
- Unanticipated Equipment Replacements - \$125,000 – This is to replace critical equipment that fails unexpectedly during the year. This is an old Wastewater Treatment Plant where equipment will fail unexpectedly needing immediate replacement or renovation.
 - Utility Cart Replacement - \$20,000
- d) Technologies - \$38,660 – This includes:
- Computer Replacements - \$14,660
 - ERP Software (GEMS Replacement) - \$24,000 – WWTP portion of total cost

The WWTP FY19 operations budget is 1.5% greater than the FY18 operations budget primarily due to increased chemical cost associated with the new North Platte Sanitary Sewer chemical feed facility and increased Interdepartmental charges.

Major capital projects for FY19 include the projects associated with the secondary treatment process equipment. Many of these projects were identified in the recent WWTP Facilities Plan.

The total FY19 WWTP budget shows a deficit of \$272,540 with depreciation added back in. At the end of FY19, the reserves in the WWTP Fund are projected to be \$4.58 M. The minimum required reserves per the CPU Minimum Fund Reserve Policy are \$2.29 M. The use of 1%#14 and 1%#15 monies in FY16, FY17, and FY18 has continued to help the cash flow and reserve balance of the WWTP Fund.

Rehabilitation of the North Platte Sanitary Sewer (\$8.0 M) will have to be accomplished in the near future. Its funding source has yet to be identified. Also on the horizon, in the next 10 – 15 years, major process changes may be necessary at the WWTP to accommodate Nutrient and Selenium removal due to regulatory action.

Mr. Martin stated that Mr. Pitlick is in attendance at today's meeting to answer any questions the Board may have to changes in the budget.

Vice President Jones asked if the City covers the cost of Operator training and testing. Mr. Martin stated that the City does include training costs in the budgets for the Operators. Mr. Martin stated that Operators must pass their certification exams before they will be reimbursed.

Board Member Jay asked how long the deficit budgets can go on. Mr. Martin stated that right now there are significant reserves that are being spent down to where there is a 10% cushion over the reserve minimum. Mr. Beamer stated that the Board needs to remember that this is a specific point in time; some years the funds make money, other years they lose money.

Board Member Jay asked why there was a change in the way Interdepartmental Charges were allocated. Mr. Pitlick stated that in the past not all areas were allocated to the different funds; in the past the allocation was based on the percentage of time spent on work orders, now it is based on the number of employees per fund.

Board Member Jay stated that the GEMS replacement is very expensive.

A motion was made by Board Member Jay and seconded by Vice President Jones to conceptually approve the FY19 Budgets for Water, Wastewater Collection, and Wastewater Treatment. Motion passed.

10. In Other Business:

- a. Mr. Martin stated that Raftelis Financial Consulting presented the System Investment Charge/Cost of Service Study to the CPU Advisory Board, the 201 Management Oversight Committee, and to City Council. Mr. Martin stated that the system investment fees have not been updated since 1986, and based on the findings of the study, changes will be recommended to Council. Mr. Martin stated that there are big changes under the 201 Sewer (WWTP) fees. Mr. Martin stated that there will be changes made to the cost of meters and physical taps in the near future. Mr. Martin stated that the RWS is updating their system investment fees also. Mr. Martin stated that the changes to the fees were based on the Equity Buy-In formula.

A motion was made by Vice President Jones and seconded by Board Member Jay to conceptually approve the System Investment Charge updates and recommend approval by Council. Motion passed.

- b. President Bell asked how the water storage tank projects are going. Mr. Martin stated that the East Casper Zone III water storage tank is going well, it will be coated starting June 4th. Mr. Martin stated that the RWS water storage tank projects are going well; the Backwash Tank tie-ins and coating are done; the Airport Elevated Water Storage Tank coating has started and the plan is to raise the tank on the pedestal in June.

A motion was made by Vice President Jones and seconded by Board Member Jay to adjourn the meeting at 8:17 a.m. Motion passed.

Secretary

**CITY OF CASPER PUBLIC UTILITIES
CASPER, WYOMING
STATISTICAL REPORT
MAY 2018**

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>	<u>THIS FISCAL YEAR TO DATE</u>	<u>LAST FISCAL YEAR TO DATE</u>
TOTAL GALLONS PURCHASED	257,189,011	157,456,705	220,844,697	2,822,944,091	2,947,653,913
NEW SERVICES	5	7	5	73	128
<i>* Billed to Casper by Central Wyoming Regional Water System Joint Powers Board starting October 1, 1997.</i>					
PRECIPITATION (Inches)	2.86	1.03	2.25	11.68	12.54

REPAIRS

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>	<u>THIS FISCAL YEAR TO DATE</u>	<u>LAST FISCAL YEAR TO DATE</u>
WATER MAIN BREAKS	1	1	3	15	32
SERVICE LINE BREAKS	4	1	4	29	22
SEWER MAIN STOPPAGES	0	0	1	7	8

NUMBER OF ACTIVE ACCOUNTS

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>
DOMESTIC (WATER & SEWER)	20,008	20,008	19,966
COMMERCIAL (WATER & SEWER)	1,733	1,734	1,724
OUTSIDE CITY (WATER RES)	536	536	535
OUTSIDE CITY (WATER-COMM)	136	134	131
IRRIGATION ONLY	280	279	275
TOTAL NUMBER OF ACCOUNTS	22,693	22,691	22,631

CITY OF CASPER PUBLIC UTILITIES
CASPER, WYOMING
STATISTICAL REPORT
JUNE 2018

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>	<u>THIS FISCAL YEAR TO DATE</u>	<u>LAST FISCAL YEAR TO DATE</u>
TOTAL GALLONS PURCHASED	424,523,157	257,189,011	420,573,974	3,247,467,248	3,368,227,887
NEW SERVICES	15	5	4	88	132
<i>* Billed to Casper by Central Wyoming Regional Water System Joint Powers Board starting October 1, 1997.</i>					
PRECIPITATION (Inches)	1.63	2.86	1.01	13.31	13.55

REPAIRS


	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>	<u>THIS FISCAL YEAR TO DATE</u>	<u>LAST FISCAL YEAR TO DATE</u>
WATER MAIN BREAKS	4	1	0	19	32
SERVICE LINE BREAKS	1	4	2	30	24
SEWER MAIN STOPPAGES	1	0	0	8	8

NUMBER OF ACTIVE ACCOUNTS

	<u>THIS MONTH</u>	<u>LAST MONTH</u>	<u>YEAR AGO THIS MONTH</u>
DOMESTIC (WATER & SEWER)	20,011	20,008	19,965
COMMERCIAL (WATER & SEWER)	1,733	1,733	1,721
OUTSIDE CITY (WATER RES)	536	536	535
OUTSIDE CITY (WATER-COMM)	138	136	134
IRRIGATION ONLY	280	280	275
TOTAL NUMBER OF ACCOUNTS	22,698	22,693	22,630

July 16, 2018

MEMO TO: Michael Bell, President
Members, Casper Public Utilities Advisory Board

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

SUBJECT: Authorizing Outside-City Water Service Contract with Galles Stables

Recommendation:

That the CPU Advisory Board authorize a Contract for Outside-City Water Service with Galles Stables.

Summary:

This contract provides Outside-City water service for a parcel of land located in the Allendale area. The property contains 152.03 acres and is located north of SE Wyoming Boulevard and east of Allendale Boulevard. The property is located adjacent to the East Casper Zone 3 water line that is currently under construction. Upon completion of the water line, the Owner will be able to obtain service from the new 16-inch water main.

This property is not contiguous to the Casper City limits and a Commitment to Annex has been signed as it is within Casper's growth boundary.

CONTRACT FOR OUTSIDE-CITY WATER SERVICE

THIS AGREEMENT is made, dated, and signed this _____ day of _____, 2018, by and between the City of Casper, Wyoming, a municipal corporation, 200 North David Street, Casper, Wyoming 82601, hereinafter referred to as “City”, and Galles Stables, 2425 E Yellowstone Highway, Casper, Wyoming 82609, hereinafter referred to as “Owner.”

RECITALS

- A. Owner is the owner of certain land as described in Exhibit “A” being portions of the E1/2SW1/4 and SE1/4, Section 22, Township 33 North Range 79 West of the 6th P.M., in Natrona County, Wyoming, which is not within the corporate limits of the City of Casper; and,
- B. Owner currently receives water service under the 1984 Allendale Outside City Water Service Agreement; and,
- C. Owner desires to obtain additional water services from City for such property as described in Exhibit “A”; and,
- D. Owner can connect by service line into the 16-inch water main located adjacent to the property; and,
- E. Owner and City have agreed to such outside-city water service under the terms and conditions of this Agreement.

NOW THEREFORE, it is hereby agreed among the parties as follows:

- 1. Service
 - a. The property served shall be limited to that described in Exhibit “A.” No other properties shall be served without the express permission of the City Council of the City of Casper.
 - b. Owner shall be allotted one (1), 1-inch water service connection and meter to the property shown on Exhibit “A.” No other properties may be served from this connection.
 - c. The Owner shall install one, 1-inch water service line from the building to be served to the curb box or meter pit at the property line at the Owner’s sole cost and expense. The water service line curb boxes shall be installed approximately ten (10) feet from the transmission line.
 - d. The Owner shall be responsible for obtaining easements from other property owners for the water service line as needed at its sole cost and expense.

2. Right of Inspection

- a. The City shall have the right to inspect all water system construction. All water system construction must meet City requirements. Before connection of the water services to any building, all work must be accepted and approved by the City.
- b. The curb box for the water service line shall be protected during the subsequent course of developing the property from damage, and the Owner shall be wholly responsible for the repair and replacement to the City's satisfaction of such that are damaged or destroyed. If the Owner shall fail or refuse to promptly repair or replace such boxes as required, the City may do so and charge the Owner directly for said cost. The Owner shall adjust said valve and curb boxes to finished grade.

3. Charges for Service

- a. All meter pits, vaults, and water meters, as required by the City's staff, shall be obtained and installed by and at the Owner's sole cost and expense according to the rules and regulations of the City. The meter pit or vault shall remain the property of the Owner and be located on the property lines.
- b. Owner will pay to the City the then-current inside-City system investment charge for each connection (lot) to be served with water (as specified in the 1984 Allendale Agreement). The Owner shall also pay to the Central Wyoming Regional Water System Joint Powers Board, the then-current Regional Water System investment charge for each connection to be served with water. Payment will be made prior to actual receipt of water service provided by the City.
- c. The charge for water service provided shall be at the City's existing rate as the same shall apply from time to time for all retail inside-City water service (as specified in the 1984 Allendale Agreement).

4. Regulation

- a. Water service to be provided shall be only to the extent provided for herein and to the extent that said water service is available and above that which is necessary to satisfy the needs of the incorporated area of the City of Casper. In times of drought, extreme demand, or facility failure, water service may not be available.
- b. Owner shall make the necessary provisions so that each building to be served shall have a pressure reducing valve limiting pressure to a maximum of 60 psi, and shall encourage all residents to adhere to the following water saving device recommendations: toilets with a maximum flush of 3 1/3 gallons; aerators which provide for a maximum flow of 1 gpm on all bathroom sinks; and water saving shower heads to limit flow to maximum 3.0 gpm.

- c. The Owner agrees to abide by the rules and regulations of the City regarding the use of its water and sewer facilities, all relevant ordinances of the City of Casper relating to water and sewer service; all other state and federal laws, rules, and regulations including, but not limited to, all provisions of the Federal Pretreatment Regulations (40CFR, Part 403), and all City ordinances relating to industrial pretreatment.

5. Fire Flows

- a. The Owner agrees that fire flow capabilities to his properties are impractical at this time. The Owner, by signing this agreement, understands that there are certain risks that Owner and Owner's property may be subject to by not having fire flow capabilities. The Owner is willing to assume these risks and irrevocably, fully and forever releases and discharges the City of Casper, the City Council, and its mayor, the Casper Public Utilities Board, and all their officers, employees, agents, managers, and contractors from all negligence, claims, demands, liabilities, causes of action, or damages of any kind relating to any harm, personal injury, wrongful death, property damage, or debt suffered resulting from lack of fire flow to Owner's property.
- b. The terms of this release in this Agreement are contractual and not a mere recital. If the property is owned or leased by the Owner, and anyone else as husband and wife, tenants in common, partnership, corporation, or any other legal entity other than an individual, Owner hereby states and certifies that the Owner is authorized by such individual or other entity to bind such individual or entity to this release. This release shall be binding upon the Owner's personal representatives, heirs, successors, and/or assigns. The Owner acknowledges by execution of this release that Owner fully understands these provisions and fully and voluntarily enters into them. This release shall not affect any immunities of the City of Casper pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., as amended.

6. Construction Term

The Owner shall be allowed two (2) years from the time of consummation of this Agreement to complete the water service line construction and necessary improvements. Should the construction not be completed within this time period, this Agreement shall automatically become null and void.

7. Annexation

The Owner hereby agrees to annex its property to the City upon the request of the City Council, or upon a property owner's petition for the annexation thereof. The Owner and its mortgagee(s) shall execute a commitment to annex its property to the City of Casper on a form acceptable to the City of Casper. The commitment to annex form shall be executed concurrently with this agreement. It shall provide

that the commitment to annex shall be binding upon the Owner and its mortgagee(s), their heirs, successors, and assigns forever, and shall be included in every sale, conveyance or mortgage involving the above-described property. It shall further run with and bind the real property described and set forth in Exhibit "A." This Agreement shall terminate, and be null and void between the parties, and the City shall have the right to terminate all services provided under this Agreement if the Owner fails to annex its property to the City within one (1) year after being requested to do so by the City Council, or within one (1) year after the City Council's approval of a property owner's petition for the annexation thereof.

8. Future Improvements

- a. The Owner agrees to participate in future water system, sewer system, street improvements, sidewalk improvements, street lighting improvements, and other needed municipal improvements on Allendale Blvd. at the request of the City Council of Casper. The participation may be with the City of Casper, an Improvement and Service District, a Water and Sewer District, or a private developer.
- b. Future design and construction costs include, but are not limited to, planning, design, construction, land acquisition, financing, and legal.
- c. The Owner agrees to and hereby waives any statutory right to protest the commitment to participate in future water system, sewer system, street, sidewalk, street lighting, or other needed municipal system improvements. The Owner further agrees to and hereby waives any statutory right to protest the creation of a Local Assessment District, an Improvement and Service District, or a Water and Sewer District established for the purpose of street, sidewalk, street lighting, or other needed municipal improvements which would encompass his property.
- d. This commitment to participate in future water system, sewer system, street, sidewalk, street lighting, or other municipal improvement design and construction shall be included in every sale, conveyance, or mortgage involving the above described property and shall be binding upon the current owners and mortgagees, and all heirs, successors in interest and assigns. This commitment shall be binding upon and run with the land set forth herein.

9. Discontinuance of Utility Services/Remedies

- a. A utility service provided under this Agreement may be discontinued in accordance with Casper Municipal Code Section 13.03.070, or for any material breach of this Agreement by the Owner.
- b. The remedies in this section are in addition to any other remedies in this Agreement, or which the City may otherwise have at law or equity, and are not a limitation on the same. The Owner further agrees to pay all reasonable attorneys'

fees, court costs, and litigation costs if the City must enforce the provisions of this Agreement in a court of law.

10. General Provisions

- a. Successors, Assigns and Recording: The terms and conditions of this Agreement shall be binding upon the parties hereto, and shall inure to the benefit of all parties hereto and their respective heirs, successors, assigns, and grantees and shall bind and run with the real property and set forth in Exhibit "A" attached hereto, and shall be recorded in the Natrona County real estate records by the City at the Owner's sole cost and expense. The Owner shall not assign this Agreement or otherwise sub-contract its duties and responsibilities as set forth in this Agreement without the prior written consent of the City.
- b. Wyoming Governmental Claims Act: The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statute Sections 1-39-101, et seq. The City specifically reserves the right to assert any and all immunities, rights, and defenses it may have pursuant to the Wyoming Governmental Claims Act.
- c. Governing Law and Venue: This Agreement, its interpretation and enforcement shall be governed and construed in accordance with the laws of the State of Wyoming. Any litigation regarding this Agreement shall be resolved in a court of competent jurisdiction situated in Natrona County, Wyoming.
- d. Complete Agreement: This Agreement shall constitute the entire understanding and agreement of the parties, and supersedes any prior negotiations, discussions or understandings.
- e. Amendment: No amendment or modification of the terms of this Agreement shall be valid or enforceable unless made in writing and executed by all parties hereto.
- f. Waiver: Failure on the part of either party to enforce any provision of this Agreement, or the waiver thereof, in any instance, shall not be construed as a general waiver or relinquishment on its part of any such provision, but the same shall nevertheless be and remain in full force and effect.
- g. No Third Party Beneficiary Rights: The parties to this Agreement do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Agreement shall operate only between the parties to this Agreement, and shall inure solely to the benefit of the parties to this Agreement. The parties to this Agreement intend and expressly agree that only parties signatory to this Agreement shall have any legal or equitable right to seek to enforce this Agreement, to seek any remedy arising out of a party's

performance or failure to perform any term or condition of this Agreement, or to bring an action for the breach of this Agreement.

h. Severability: If any term of this Agreement is to any extent illegal, otherwise invalid, or incapable of being enforced, such term shall be excluded to the extent of such invalidity or unenforceability; all other terms hereof shall remain in full force and effect; and, to the extent permitted and possible, the invalid or unenforceable term shall be deemed replaced by a term that is valid and enforceable and that comes closest to expressing the intention of such invalid or unenforceable term. If application of this Severability provision should materially and adversely affect the economic substance of the transactions contemplated hereby, the Party adversely impacted shall be entitled to compensation for such adverse impact, provided the reason for the invalidity or unenforceability of a term is not due to the misconduct by the Party seeking such compensation.

i. Notices: Notices required or permitted to be given by a Party to the others must be in writing and either delivered in person or sent to the address shown below (or such subsequent address as may be designated by either party in writing) by certified mail, return receipt requested and postage prepaid (or by a recognized courier service, such as Federal Express, UPS, or DHL), or by facsimile with correct answerback received, and will be effective upon receipt:

Owner Info
Galles Stables
2425 E Yellowstone Highway
Casper, Wyoming 82609

City of Casper
Attn: Public Services Director
200 North David
Casper, WY 82601

j. Headings: The section headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation thereof.

k. Survival: All representations, indemnifications, warranties and guarantees made in, required by or given in accordance with this Agreement, as well as all continuing obligations indicated in this Agreement, will survive final payment, completion and acceptance of the services and termination or completion of the Agreement.

l. Copies: This Agreement may be executed in more than one copy, each copy of which shall serve as an original for all purposes, but all copies shall constitute but one and the same Agreement.

m. Authority: Each individual executing this Agreement for and on behalf of their principals hereby state that they have the requisite power and authority to enter into this Agreement and to consummate the transactions contemplated and intended hereby. Owner further states that it is authorized to transact business in

the State of Wyoming, properly registered and not delinquent with the Secretary of State.

[The rest of this page is intentionally left blank.]

EXECUTED the day and year first above written.

APPROVED AS TO FORM:

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation:

Fleur D. Tremel
City Clerk

Ray Pacheco
Mayor

OWNERS:
Galles Stables
2425 E Yellowstone Highway
Casper, Wyoming 82609

Ronald J. Galles

Elizabeth F. Galles

The undersigned mortgagee for Galles Stables hereby agrees to, consents, and ratifies this agreement.

Date

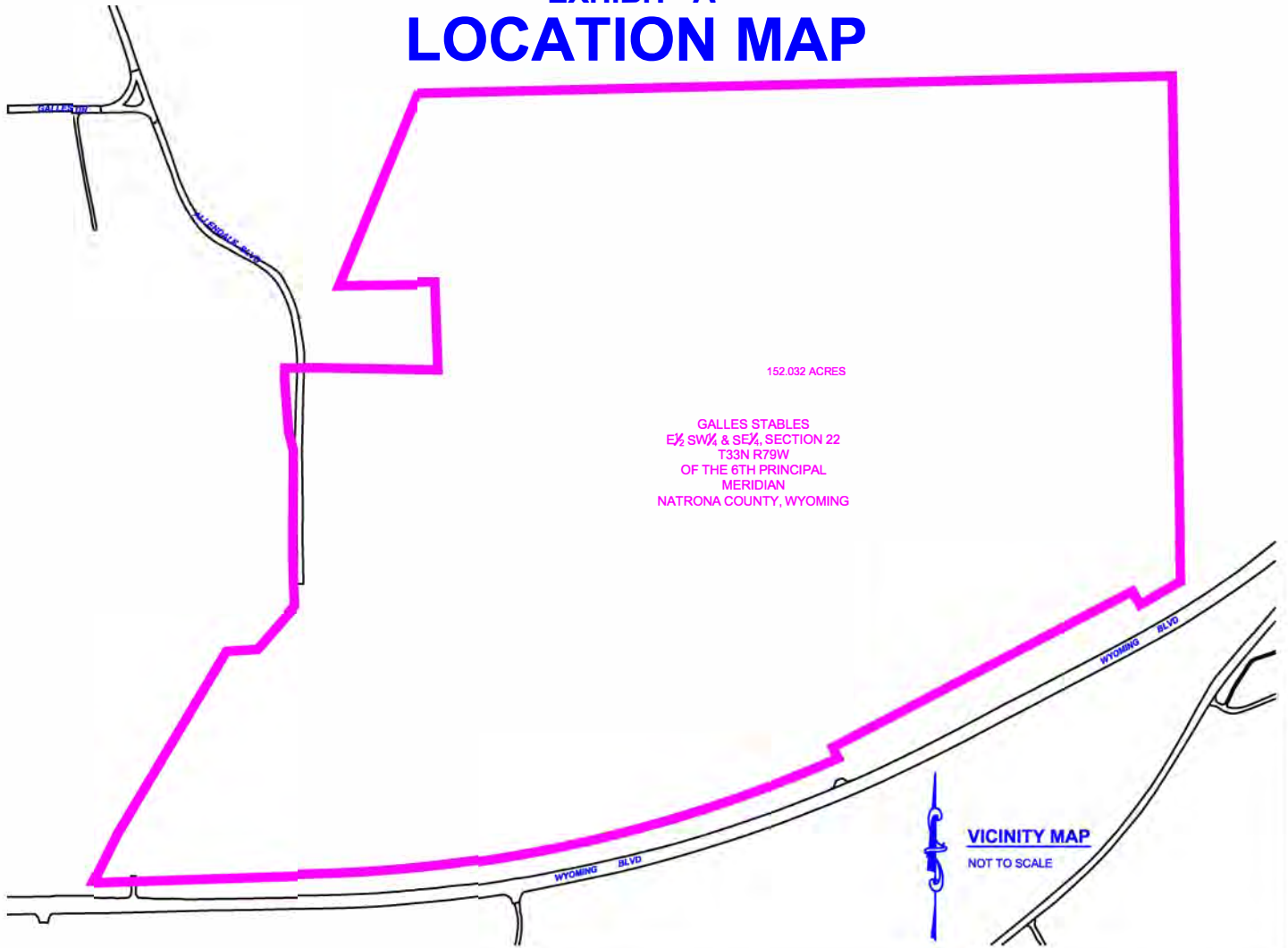
MORTGAGEE

By: _____

Printed Name: _____

Title: _____

EXHIBIT "A" LOCATION MAP



VICINITY MAP

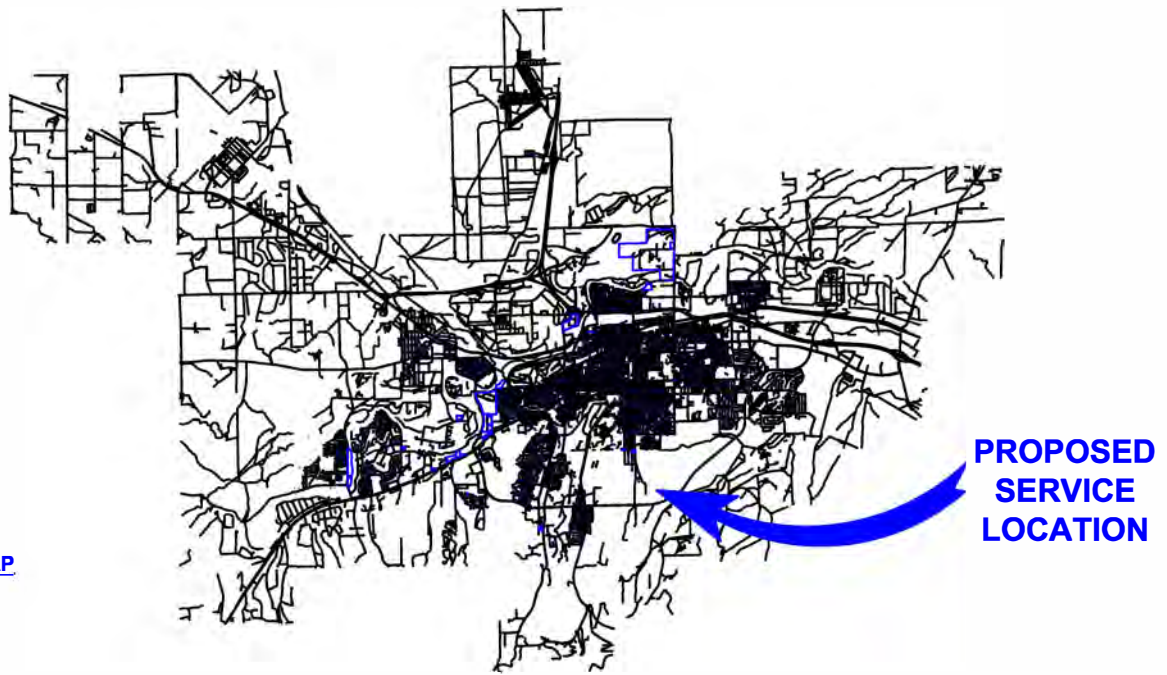


Exhibit "A"

GALLES STABLES
ALLENDALE BOULEVARD
CASPER, WY. 82601

Beginning at the northeasterly corner of the Parcel being described and also the northeasterly corner of said SE1/4, Section 22 and also the E1/4 corner of said Section 22; thence along the easterly line of said Parcel and SE1/4, Section 22, S.0°39'05"W., 1633.47 feet to the southeasterly corner of said Parcel and a point in and intersection with the northerly right-of-way line of Wyoming Boulevard; thence along the southerly line of said Parcel and the northerly right-of-way line of said Wyoming Boulevard, S.59°50'48"W., 138.95 feet to a point; thence N.28°42'48"W. , 50.00 feet to a point; thence S.63°39'35"W., 1093.40 feet to a point; thence S. 26°12'45"E., 39.26 feet to a point; thence along the arc of a true curve to the right, having a radius of 4483.88 and through a central angle of 22°33'57", southwesterly, 1765.97 feet to a point of tangency; thence N.89°40'16"W., 756.86 feet to the southwesterly corner of said Parcel ; thence along the westerly line of said Parcel, N.28°54'E., 198.86 feet to a point; thence N.33°08'E., 731.20 feet to a point; thence N.84°07'E., 95.70 feet to a point; thence N.38°51'E., 180.80 feet to a point; thence N.1°05'W., 162.50 feet to a point; thence N.1°44'24"W., 325.80 feet to a point; thence N.2°14'04"W., 128.77 feet to a point; thence N. 1°52'E., 141.82 feet to a point of curve; thence along the arc of a true curve to the left, having a radius of 289.28 feet and through a central angle of 68°55'05", northwesterly, 347.96 feet to a point of tangency; thence N.67°03'W., 171.71 feet to a point; thence N.19°35'W., 459.24 feet to a point; thence S.89°21' W., 423.36 feet to a point; thence S.0°48'26"W., 419.19 feet to a point; thence N.89°23'10"W., 49.88 feet to a point in and intersection with the westerly line of said E1/2SW1/4, Section 22; thence along the westerly line of said Parcel and E1/2SW1/4, Section 22, N.0°48'26" E., 467.99 feet to the northwesterly corner of said Parcel and the northwesterly corner of said E1/2SW1/4, Section 22; thence along the northerly line of said Parcel and E1/2SW1/4, Section 22, N.89°21'E., 527.41 feet to a point; thence S.19°35'E., 440.20 feet to a point; thence S.89°08'34"E., 33.00 feet to a point; thence

S.56°28'E., 134.80 feet to a point; thence S.65°37'E., 254.20 feet to a point; thence N.25°05'E., 675.53 feet to a point in and intersection with the northerly line of said SE1/4, Section 22; thence along the northerly line of said Parcel and SE1/4, Section 22, N.89°21'E., 2529.12 feet to the Point of Beginning and containing 154.471 acres, more or less, and EXCEPTING therefrom that certain Tract being described as follows: Beginning at a point of curve in the westerly line of the Parcel being described and from which point the northwesterly corner of said E1/2SW1/4, Section 22 bears N.51°21'W., 1307.6 feet; thence from said Point of Beginning and along the westerly line of said Parcel and along the arc of a true curve to the left, having a radius of 347.22 feet and through a central angle of 29°54'09", northwesterly, 181.21 feet to the northwesterly corner of said Parcel; thence along the northerly line of said Parcel, S.88°08'E., 418.17 feet to the northeasterly corner of said Parcel; thence along the easterly line of said Parcel, S.1°52'W., 275.00 feet to the southeasterly corner of said Parcel; thence along the southerly line of said Parcel, N.88°08'W., 374.24 feet to the southwesterly corner of said Parcel; thence along the westerly line of said Parcel, N.1°52'W., 100.00 feet to the point of Beginning and containing 2.439 acres, leaving a net acreage of 152.032 acres for the Parcel described above.

July 16, 2018

MEMO TO: Michael Bell, President
Members, Casper Public Utilities Advisory Board

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

SUBJECT: Authorizing Outside-City Water Service Contract with Ronald J. and Elizabeth F. Galles

Recommendation:

That the CPU Advisory Board authorize a Contract for Outside-City Water Service with Ronald J. and Elizabeth F. Galles.

Summary:

This contract provides Outside-City water service for a parcel of land located in the Allendale area. The property contains 5.349 acres and is located north of SE Wyoming Boulevard and west of Allendale Boulevard. The property is located adjacent to the East Casper Zone 3 water line that is currently under construction. Upon completion of the water line, the Owner will be able to obtain service from the new 16-inch water main in Allendale Boulevard.

This property is not contiguous to the Casper City limits and a Commitment to Annex has been signed as it is within Casper's growth boundary.

CONTRACT FOR OUTSIDE-CITY WATER SERVICE

THIS AGREEMENT is made, dated, and signed this _____ day of _____, 2018, by and between the City of Casper, Wyoming, a municipal corporation, 200 North David Street, Casper, Wyoming 82601, hereinafter referred to as "City", and Ronald J. and Elizabeth F. Galles, 3332 Allendale Blvd., Casper, Wyoming 82601, hereinafter referred to as "Owner."

RECITALS

- A. Owner is the owner of certain land as described in Exhibit "A" being portions of the NE1/4SW1/4, Section 22, Township 33 North Range 79 West of the 6th P.M., in Natrona County, Wyoming, with the address of 3332 Allendale, which is not within the corporate limits of the City of Casper; and,
- B. Owner currently receives water service under the 1984 Allendale Outside City Water Service Agreement; and,
- C. Owner desires to obtain additional water services from City for such property as described in Exhibit "A"; and,
- D. Owner can connect by service line into the 16-inch water main located in Allendale Boulevard; and,
- E. Owner and City have agreed to such outside-city water service under the terms and conditions of this Agreement.

NOW THEREFORE, it is hereby agreed among the parties as follows:

1. Service

- a. The property served shall be limited to that described in Exhibit "A." No other properties shall be served without the express permission of the City Council of the City of Casper.
- b. Owner shall be allotted one (1), 1-inch water service connection and meter to the property shown on Exhibit "A." No other properties may be served from this connection.
- c. The Owner shall install one, 1-inch water service lines from the building to be served to the curb box or meter pit at the property line at the Owner's sole cost and expense. The water service line curb boxes shall be installed approximately ten (10) feet from the transmission line.
- d. The Owner shall be responsible for obtaining easements from other property owners for the water service line as needed at its sole cost and expense.

2. Right of Inspection

- a. The City shall have the right to inspect all water system construction. All water system construction must meet City requirements. Before connection of the water services to any building, all work must be accepted and approved by the City.
- b. The curb box for the water service line shall be protected during the subsequent course of developing the property from damage, and the Owner shall be wholly responsible for the repair and replacement to the City's satisfaction of such that are damaged or destroyed. If the Owner shall fail or refuse to promptly repair or replace such boxes as required, the City may do so and charge the Owner directly for said cost. The Owner shall adjust said valve and curb boxes to finished grade.

3. Charges for Service

- a. All meter pits, vaults, and water meters, as required by the City's staff, shall be obtained and installed by and at the Owner's sole cost and expense according to the rules and regulations of the City. The meter pit or vault shall remain the property of the Owner and be located on the property lines.
- b. Owner will pay to the City the then-current inside-City system investment charge for each connection (lot) to be served with water (as specified in the 1984 Allendale Agreement). The Owner shall also pay to the Central Wyoming Regional Water System Joint Powers Board, the then-current Regional Water System investment charge for each connection to be served with water. Payment will be made prior to actual receipt of water service provided by the City.
- c. The charge for water service provided shall be at the City's existing rate as the same shall apply from time to time for all retail inside-City water service (as specified in the 1984 Allendale Agreement).

4. Regulation

- a. Water service to be provided shall be only to the extent provided for herein and to the extent that said water service is available and above that which is necessary to satisfy the needs of the incorporated area of the City of Casper. In times of drought, extreme demand, or facility failure, water service may not be available.
- b. Owner shall make the necessary provisions so that each building to be served shall have a pressure reducing valve limiting pressure to a maximum of 60 psi, and shall encourage all residents to adhere to the following water saving device recommendations: toilets with a maximum flush of 3 1/3 gallons; aerators which provide for a maximum flow of 1 gpm on all bathroom sinks; and water saving shower heads to limit flow to maximum 3.0 gpm.

- c. The Owner agrees to abide by the rules and regulations of the City regarding the use of its water and sewer facilities, all relevant ordinances of the City of Casper relating to water and sewer service; all other state and federal laws, rules, and regulations including, but not limited to, all provisions of the Federal Pretreatment Regulations (40CFR, Part 403), and all City ordinances relating to industrial pretreatment.

5. Fire Flows

- a. The Owner agrees that fire flow capabilities to his properties are impractical at this time. The Owner, by signing this agreement, understands that there are certain risks that Owner and Owner's property may be subject to by not having fire flow capabilities. The Owner is willing to assume these risks and irrevocably, fully and forever releases and discharges the City of Casper, the City Council, and its mayor, the Casper Public Utilities Board, and all their officers, employees, agents, managers, and contractors from all negligence, claims, demands, liabilities, causes of action, or damages of any kind relating to any harm, personal injury, wrongful death, property damage, or debt suffered resulting from lack of fire flow to Owner's property.
- b. The terms of this release in this Agreement are contractual and not a mere recital. If the property is owned or leased by the Owner, and anyone else as husband and wife, tenants in common, partnership, corporation, or any other legal entity other than an individual, Owner hereby states and certifies that the Owner is authorized by such individual or other entity to bind such individual or entity to this release. This release shall be binding upon the Owner's personal representatives, heirs, successors, and/or assigns. The Owner acknowledges by execution of this release that Owner fully understands these provisions and fully and voluntarily enters into them. This release shall not affect any immunities of the City of Casper pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., as amended.

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The Owner hereby agrees to annex its property to the City upon the request of the City Council, or upon a property owner's petition for the annexation thereof. The Owner and its mortgagee(s) shall execute a commitment to annex its property to the City of Casper on a form acceptable to the City of Casper. The commitment to annex form shall be executed concurrently with this agreement. It shall provide

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8. Future Improvements

- a. The Owner agrees to participate in future water system, sewer system, street improvements, sidewalk improvements, street lighting improvements, and other needed municipal improvements on Allendale Blvd. at the request of the City Council of Casper. The participation may be with the City of Casper, an Improvement and Service District, a Water and Sewer District, or a private developer.
- b. Future design and construction costs include, but are not limited to, planning, design, construction, land acquisition, financing, and legal.
- c. The Owner agrees to and hereby waives any statutory right to protest the commitment to participate in future water system, sewer system, street, sidewalk, street lighting, or other needed municipal system improvements. The Owner further agrees to and hereby waives any statutory right to protest the creation of a Local Assessment District, an Improvement and Service District, or a Water and Sewer District established for the purpose of street, sidewalk, street lighting, or other needed municipal improvements which would encompass his property.
- d. This commitment to participate in future water system, sewer system, street, sidewalk, street lighting, or other municipal improvement design and construction shall be included in every sale, conveyance, or mortgage involving the above described property and shall be binding upon the current owners and mortgagees, and all heirs, successors in interest and assigns. This commitment shall be binding upon and run with the land set forth herein.

9. Discontinuance of Utility Services/Remedies

- a. A utility service provided under this Agreement may be discontinued in accordance with Casper Municipal Code Section 13.03.070, or for any material breach of this Agreement by the Owner.
- b. The remedies in this section are in addition to any other remedies in this Agreement, or which the City may otherwise have at law or equity, and are not a limitation on the same. The Owner further agrees to pay all reasonable attorneys'

fees, court costs, and litigation costs if the City must enforce the provisions of this Agreement in a court of law.

10. General Provisions

- a. Successors, Assigns and Recording: The terms and conditions of this Agreement shall be binding upon the parties hereto, and shall inure to the benefit of all parties hereto and their respective heirs, successors, assigns, and grantees and shall bind and run with the real property and set forth in Exhibit "A" attached hereto, and shall be recorded in the Natrona County real estate records by the City at the Owner's sole cost and expense. The Owner shall not assign this Agreement or otherwise sub-contract its duties and responsibilities as set forth in this Agreement without the prior written consent of the City.
- b. Wyoming Governmental Claims Act: The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statute Sections 1-39-101, et seq. The City specifically reserves the right to assert any and all immunities, rights, and defenses it may have pursuant to the Wyoming Governmental Claims Act.
- c. Governing Law and Venue: This Agreement, its interpretation and enforcement shall be governed and construed in accordance with the laws of the State of Wyoming. Any litigation regarding this Agreement shall be resolved in a court of competent jurisdiction situated in Natrona County, Wyoming.
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- e. Amendment: No amendment or modification of the terms of this Agreement shall be valid or enforceable unless made in writing and executed by all parties hereto.
- f. Waiver: Failure on the part of either party to enforce any provision of this Agreement, or the waiver thereof, in any instance, shall not be construed as a general waiver or relinquishment on its part of any such provision, but the same shall nevertheless be and remain in full force and effect.
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performance or failure to perform any term or condition of this Agreement, or to bring an action for the breach of this Agreement.

- h. Severability: If any term of this Agreement is to any extent illegal, otherwise invalid, or incapable of being enforced, such term shall be excluded to the extent of such invalidity or unenforceability; all other terms hereof shall remain in full force and effect; and, to the extent permitted and possible, the invalid or unenforceable term shall be deemed replaced by a term that is valid and enforceable and that comes closest to expressing the intention of such invalid or unenforceable term. If application of this Severability provision should materially and adversely affect the economic substance of the transactions contemplated hereby, the Party adversely impacted shall be entitled to compensation for such adverse impact, provided the reason for the invalidity or unenforceability of a term is not due to the misconduct by the Party seeking such compensation.

- i. Notices: Notices required or permitted to be given by a Party to the others must be in writing and either delivered in person or sent to the address shown below (or such subsequent address as may be designated by either party in writing) by certified mail, return receipt requested and postage prepaid (or by a recognized courier service, such as Federal Express, UPS, or DHL), or by facsimile with correct answerback received, and will be effective upon receipt:

Owner Info Ronald J. and Elizabeth F. Galles 3332 Allendale Blvd. Casper, Wyoming 82601	City of Casper Attn: Public Services Director 200 North David Casper, WY 82601
--	---

- j. Headings: The section headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation thereof.

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- m. Authority: Each individual executing this Agreement for and on behalf of their principals hereby state that they have the requisite power and authority to enter into this Agreement and to consummate the transactions contemplated and intended hereby. Owner further states that it is authorized to transact business in

the State of Wyoming, properly registered and not delinquent with the Secretary of State.

[The rest of this page is intentionally left blank.]

EXECUTED the day and year first above written.

APPROVED AS TO FORM:

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation:

Fleur D. Tremel
City Clerk

Ray Pacheco
Mayor

OWNERS:
Ronald J. and Elizabeth F. Galles
3332 Allendale Blvd.
Casper, Wyoming 82601

Ronald J. Galles

Elizabeth F. Galles

The undersigned mortgagee for Ronald J. and Elizabeth F. Galles hereby agrees to, consents, and ratifies this agreement.

Date

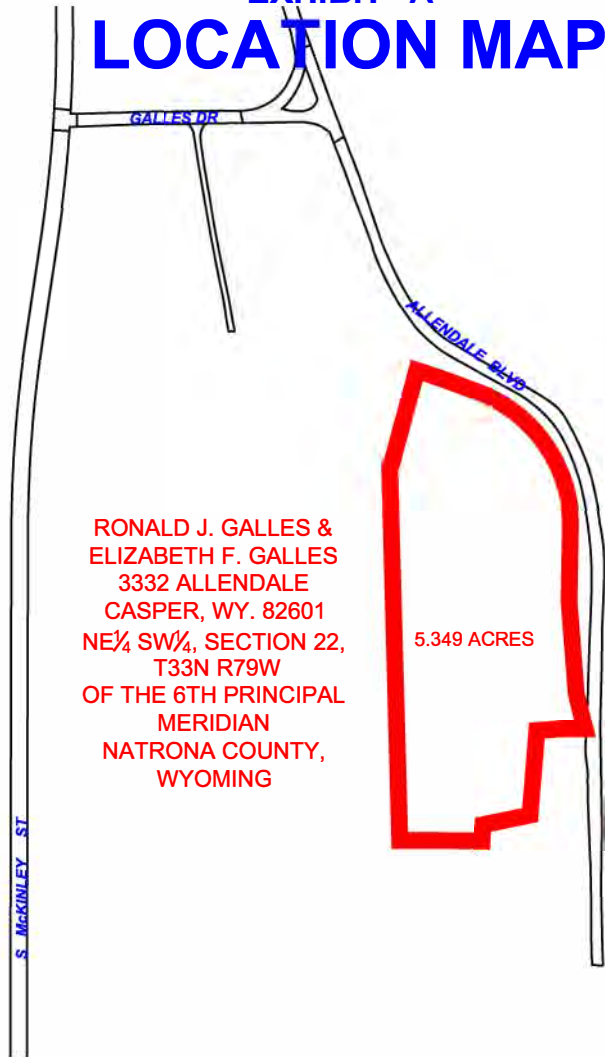
MORTGAGEE

By: _____

Printed Name: _____

Title: _____

EXHIBIT "A" LOCATION MAP



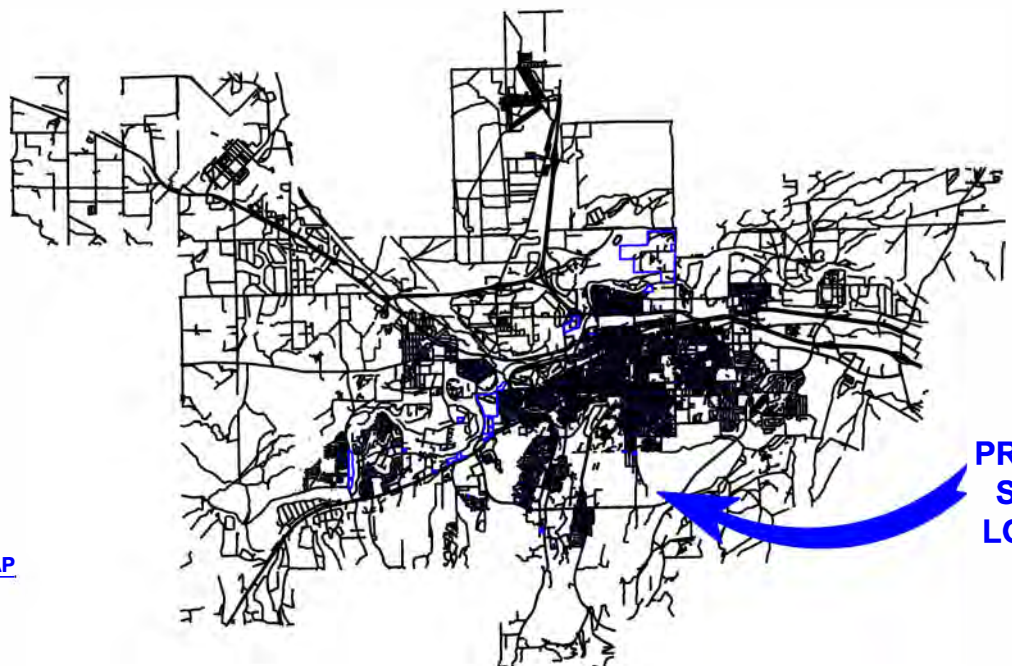
RONALD J. GALLES &
ELIZABETH F. GALLES
3332 ALLENDALE
CASPER, WY. 82601
NE $\frac{1}{4}$ SW $\frac{1}{4}$, SECTION 22,
T33N R79W
OF THE 6TH PRINCIPAL
MERIDIAN
NATRONA COUNTY,
WYOMING

5.349 ACRES



VICINITY MAP
NOT TO SCALE

VICINITY MAP



PROPOSED
SERVICE
LOCATION



VICINITY MAP
NOT TO SCALE

Exhibit "A"


RONALD J. AND ELIZABETH F. GALLES
3332 ALLENDALE
CASPER, WY. 82601

A Parcel located in and being a portion of the NE1/4SW1/4, Section 22, Township 33 North, Range 79 West of the Sixth Principal Meridian, Natrona County, Wyoming and being more particularly described by metes and bounds as follows:

Beginning at the southwesterly corner of the Parcel being described and also a point in the southerly line of said NE1/4SW1/4, Section 22 and from which point the southwesterly corner of said NE1/4SW1/4, Section 22 bears S.89°10'14"W., 632,30 feet; thence from said Point of Beginning and along the westerly line of said Parcel and into said NE1/4SW1/4, Section 22, North, 656,28 feet to a point; thence N.17°22'00"E., 181.68 feet to the northwesterly corner of said Parcel; thence along the northerly line of said Parcel and the southerly line of Allendale Boulevard, S.66°32'14"E., 121.39 feet to a point of curve; thence along the arc of a true curve to the right, having a radius of 289.28 feet and through a central angle of 68°53'57", southeasterly, 347.86 feet to a point of tangency; thence along the easterly line of said Parcel, S.1°56'32"W., 141.80 feet to a point; thence S,2°10'03"E., 156.39 feet to a point; thence S.82°53'12"W., 84.66 feet to a point; thence S,2°48'47"W., 152.12 feet to a point; thence S.77°27'13"W., 84,64 feet to a point; thence S.0°52'01"W., 24.12 feet to the southeasterly corner of said Parcel and a point in and intersection with the southerly line of said NE1/4SW1/4, Section 22; thence along the southerly line of said Parcel and NE1/4SW1/4, Section 22, S.89°10'14"W., 168.15 feet to the Point of Beginning and containing 5.349 acres, more or less, as set forth by the plat attached and made a part hereof.

July 16, 2018

MEMO TO: Michael Bell, President
Members, Casper Public Utilities Advisory Board

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

SUBJECT: Authorizing Outside-City Water Service Contract with C. E. Swinney, LLC.

Recommendation:

That the CPU Advisory Board authorize a Contract for Outside-City Water Service with C. E. Swinney, LLC.

Summary:

This contract provides Outside-City water service for two parcels of land. Parcel #1 contains 72.65 acres and is located northwest of SE Wyoming Blvd and west of Country Club Road. Parcel #2 contains 420.01 acres with a portion being located southeast of SE Wyoming Blvd and south of Country Club Road and a portion being located northwest of SE Wyoming Blvd and south of Heritage Hills #5. Both parcels are located adjacent to the East Casper Zone 3 water line that is currently under construction. Upon completion of the water line, the Owner will be able to obtain service from the new 16" water main.

This contract provides five taps to be used for stock watering purposes only.

The portions of the properties to be served are not contiguous to the Casper City limits and a Commitment to Annex has been signed as it is within Casper's growth boundary.

CONTRACT FOR OUTSIDE-CITY WATER SERVICE

THIS AGREEMENT is made, dated, and signed this _____ day of _____, 2018, by and between the City of Casper, Wyoming, a municipal corporation, 200 North David Street, Casper, Wyoming 82601, hereinafter referred to as “City”, and C. E. Swinney, LLC, P.O. Box 50723, Casper, WY 82605, hereinafter referred to as “Owner.”

RECITALS

- A. Owner is the owner of certain land as described in Exhibit “A” being a portion of Township 33 North, Range 79 West of the 6th P.M., parts of Sections 13, 14, 22, 23, and 24 which is not within the corporate limits of the City of Casper; and,
- B. Owner desires to obtain water service from City for such property as described in Exhibit “A”; and,
- C. Owner can connect by a service lines into the 16-inch water main located adjacent to the property; and,
- D. Owner and City have agreed to such outside-city water service under the terms and conditions of this Agreement.

NOW THEREFORE, it is hereby agreed among the parties as follows:

- 1. Service
 - a. The property served shall be limited to that described in Exhibit “A.” No other properties shall be served without the express permission of the City Council of the City of Casper.
 - b. Owner shall be allotted five (5) 1-inch water service connections and meters, for stock watering purposes only, to the property shown on Exhibit “A.” No other properties may be served from these connections.
 - c. The Owner shall install five, 1-inch water service lines and meter pits at the Owner’s sole cost and expense. The water service lines and meter pits shall be installed approximately ten (10) feet from the transmission line.
 - d. The Owner shall be responsible for obtaining easements from other property owners for the water service lines as needed at its sole cost and expense.
 - e. The five water service connections shall be used for stock watering purposes only.
 - f. The five water services shall include appropriate backflow protection devices.

2. Right of Inspection

- a. The City shall have the right to inspect all water system construction. All water system construction must meet City requirements. Before connection of the water services to any building, all work must be accepted and approved by the City.
- b. The curb box for the water service line shall be protected during the subsequent course of developing the property from damage, and the Owner shall be wholly responsible for the repair and replacement to the City's satisfaction of such that are damaged or destroyed. If the Owner shall fail or refuse to promptly repair or replace such boxes as required, the City may do so and charge the Owner directly for said cost. The Owner shall adjust said valve and curb boxes to finished grade.

3. Charges for Service

- a. All meter pits, vaults, and water meters, as required by the City's staff, shall be obtained and installed by and at the Owner's sole cost and expense according to the rules and regulations of the City. The meter pit or vault shall remain the property of the Owner and be located on the property lines.
- b. Owner will pay to the City the then-current outside-City system investment charge for each connection (lot) to be served with water. The Owner shall also pay to the Central Wyoming Regional Water System Joint Powers Board, the then-current Regional Water System investment charge for each connection to be served with water. Payment will be made prior to actual receipt of water service provided by the City.
- c. The charge for water service provided shall be at the City's existing rate as the same shall apply from time to time for all retail outside-City water service, until such time as said property is annexed into the City of Casper. After annexation, the rates will be the existing rates for retail inside-City water service.

4. Regulation

- a. Water service to be provided shall be only to the extent provided for herein and to the extent that said water service is available and above that which is necessary to satisfy the needs of the incorporated area of the City of Casper. In times of drought, extreme demand, or facility failure, water service may not be available.
- b. Owner shall make the necessary provisions so that each building to be served shall have a pressure reducing valve limiting pressure to a maximum of 60 psi, and shall encourage all residents to adhere to the following water saving device recommendations: toilets with a maximum flush of 3 1/3 gallons; aerators which provide for a maximum flow of 1 gpm on all bathroom sinks; and water saving shower heads to limit flow to maximum 3.0 gpm.

- c. The Owner agrees to abide by the rules and regulations of the City regarding the use of its water and sewer facilities, all relevant ordinances of the City of Casper relating to water and sewer service; all other state and federal laws, rules, and regulations including, but not limited to, all provisions of the Federal Pretreatment Regulations (40CFR, Part 403), and all City ordinances relating to industrial pretreatment.

5. Fire Flows

- a. The Owner agrees that fire flow capabilities to his properties are impractical at this time. The Owner, by signing this agreement, understands that there are certain risks that Owner and Owner's property may be subject to by not having fire flow capabilities. The Owner is willing to assume these risks and irrevocably, fully and forever releases and discharges the City of Casper, the City Council, and its mayor, the Casper Public Utilities Board, and all their officers, employees, agents, managers, and contractors from all negligence, claims, demands, liabilities, causes of action, or damages of any kind relating to any harm, personal injury, wrongful death, property damage, or debt suffered resulting from lack of fire flow to Owner's property.
- b. The terms of this release in this Agreement are contractual and not a mere recital. If the property is owned or leased by the Owner, and anyone else as husband and wife, tenants in common, partnership, corporation, or any other legal entity other than an individual, Owner hereby states and certifies that the Owner is authorized by such individual or other entity to bind such individual or entity to this release. This release shall be binding upon the Owner's personal representatives, heirs, successors, and/or assigns. The Owner acknowledges by execution of this release that Owner fully understands these provisions and fully and voluntarily enters into them. This release shall not affect any immunities of the City of Casper pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et seq., as amended.

6. Construction Term

The Owner shall be allowed two (2) years from the time of consummation of this Agreement to complete the water service line construction and necessary improvements. Should the construction not be completed within this time period, this Agreement shall automatically become null and void.

7. Annexation

- a. The Owner hereby agrees that water service to these properties is to be used for stock watering purposes only. Should water service to the two parcels of property described in "Exhibit "A" be considered for domestic use or development, Owner shall immediately petition to annex the property to the City.

- b. The Owner hereby agrees to annex its property to the City upon the request of the City Council, or upon a property owner's petition for the annexation thereof. The Owner and its mortgagee(s) shall execute a commitment to annex its property to the City of Casper on a form acceptable to the City of Casper. The commitment to annex form shall be executed concurrently with this agreement. It shall provide that the commitment to annex shall be binding upon the Owner and its mortgagee(s), their heirs, successors, and assigns forever, and shall be included in every sale, conveyance or mortgage involving the above-described property. It shall further run with and bind the real property described and set forth in Exhibit "A." This Agreement shall terminate, and be null and void between the parties, and the City shall have the right to terminate all services provided under this Agreement if the Owner fails to annex its property to the City within one (1) year after being requested to do so by the City Council, or within one (1) year after the City Council's approval of a property owner's petition for the annexation thereof.

8. Future Improvements

- a. The Owner agrees to participate in future water system, sewer system, street improvements, sidewalk improvements, street lighting improvements, and other needed municipal improvements in the area at the request of the City Council of Casper. The participation may be with the City of Casper, an Improvement and Service District, a Water and Sewer District, or a private developer.
- b. Future design and construction costs include, but are not limited to, planning, design, construction, land acquisition, financing, and legal.
- c. The Owner agrees to and hereby waives any statutory right to protest the commitment to participate in future water system, sewer system, street, sidewalk, street lighting, or other needed municipal system improvements. The Owner further agrees to and hereby waives any statutory right to protest the creation of a Local Assessment District, an Improvement and Service District, or a Water and Sewer District established for the purpose of street, sidewalk, street lighting, or other needed municipal improvements which would encompass his property.
- d. This commitment to participate in future water system, sewer system, street, sidewalk, street lighting, or other municipal improvement design and construction shall be included in every sale, conveyance, or mortgage involving the above described property and shall be binding upon the current owners and mortgagees, and all heirs, successors in interest and assigns. This commitment shall be binding upon and run with the land set forth herein.

9. Discontinuance of Utility Services/Remedies

- a. A utility service provided under this Agreement may be discontinued in accordance with Casper Municipal Code Section 13.03.070, or for any material breach of this Agreement by the Owner.

- b. The remedies in this section are in addition to any other remedies in this Agreement, or which the City may otherwise have at law or equity, and are not a limitation on the same. The Owner further agrees to pay all reasonable attorneys' fees, court costs, and litigation costs if the City must enforce the provisions of this Agreement in a court of law.

10. General Provisions

- a. Successors, Assigns and Recording: The terms and conditions of this Agreement shall be binding upon the parties hereto, and shall inure to the benefit of all parties hereto and their respective heirs, successors, assigns, and grantees and shall bind and run with the real property and set forth in Exhibit "A" attached hereto, and shall be recorded in the Natrona County real estate records by the City at the Owner's sole cost and expense. The Owner shall not assign this Agreement or otherwise sub-contract its duties and responsibilities as set forth in this Agreement without the prior written consent of the City.
- b. Wyoming Governmental Claims Act: The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statute Sections 1-39-101, et seq. The City specifically reserves the right to assert any and all immunities, rights, and defenses it may have pursuant to the Wyoming Governmental Claims Act.
- c. Governing Law and Venue: This Agreement, its interpretation and enforcement shall be governed and construed in accordance with the laws of the State of Wyoming. Any litigation regarding this Agreement shall be resolved in a court of competent jurisdiction situated in Natrona County, Wyoming.
- d. Complete Agreement: This Agreement shall constitute the entire understanding and agreement of the parties, and supersedes any prior negotiations, discussions or understandings.
- e. Amendment: No amendment or modification of the terms of this Agreement shall be valid or enforceable unless made in writing and executed by all parties hereto.
- f. Waiver: Failure on the part of either party to enforce any provision of this Agreement, or the waiver thereof, in any instance, shall not be construed as a general waiver or relinquishment on its part of any such provision, but the same shall nevertheless be and remain in full force and effect.
- g. No Third Party Beneficiary Rights: The parties to this Agreement do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Agreement shall operate only between the parties to this Agreement, and shall inure solely to the benefit of the parties to this Agreement. The parties to this Agreement intend and expressly agree that only

parties signatory to this Agreement shall have any legal or equitable right to seek to enforce this Agreement, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Agreement, or to bring an action for the breach of this Agreement.

- h. Severability: If any term of this Agreement is to any extent illegal, otherwise invalid, or incapable of being enforced, such term shall be excluded to the extent of such invalidity or unenforceability; all other terms hereof shall remain in full force and effect; and, to the extent permitted and possible, the invalid or unenforceable term shall be deemed replaced by a term that is valid and enforceable and that comes closest to expressing the intention of such invalid or unenforceable term. If application of this Severability provision should materially and adversely affect the economic substance of the transactions contemplated hereby, the Party adversely impacted shall be entitled to compensation for such adverse impact, provided the reason for the invalidity or unenforceability of a term is not due to the misconduct by the Party seeking such compensation.

- i. Notices: Notices required or permitted to be given by a Party to the others must be in writing and either delivered in person or sent to the address shown below (or such subsequent address as may be designated by either party in writing) by certified mail, return receipt requested and postage prepaid (or by a recognized courier service, such as Federal Express, UPS, or DHL), or by facsimile with correct answerback received, and will be effective upon receipt:

Owner Info	City of Casper
C. E. Swinney, LLC	Attn: Public Services Director
PO Box 50723	200 North David
Casper, Wyoming 82605	Casper, WY 82601

- j. Headings: The section headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation thereof.

- k. Survival: All representations, indemnifications, warranties and guarantees made in, required by or given in accordance with this Agreement, as well as all continuing obligations indicated in this Agreement, will survive final payment, completion and acceptance of the services and termination or completion of the Agreement.

- l. Copies: This Agreement may be executed in more than one copy, each copy of which shall serve as an original for all purposes, but all copies shall constitute but one and the same Agreement.

- m. Authority: Each individual executing this Agreement for and on behalf of their principals hereby state that they have the requisite power and authority to enter into this Agreement and to consummate the transactions contemplated and

intended hereby. Owner further states that it is authorized to transact business in the State of Wyoming, properly registered and not delinquent with the Secretary of State.

[The rest of this page is intentionally left blank.]

EXECUTED the day and year first above written.

APPROVED AS TO FORM:

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation:

Fleur D. Tremel
City Clerk

Ray Pacheco
Mayor

WITNESS:

OWNER:
C. E. Swinney, LLC
PO Box 50723
Casper, Wyoming 82605

Carol E. Swinney

The undersigned mortgagee for C. E. Swinney, LLC hereby agrees to, consents, and ratifies this agreement.

Date

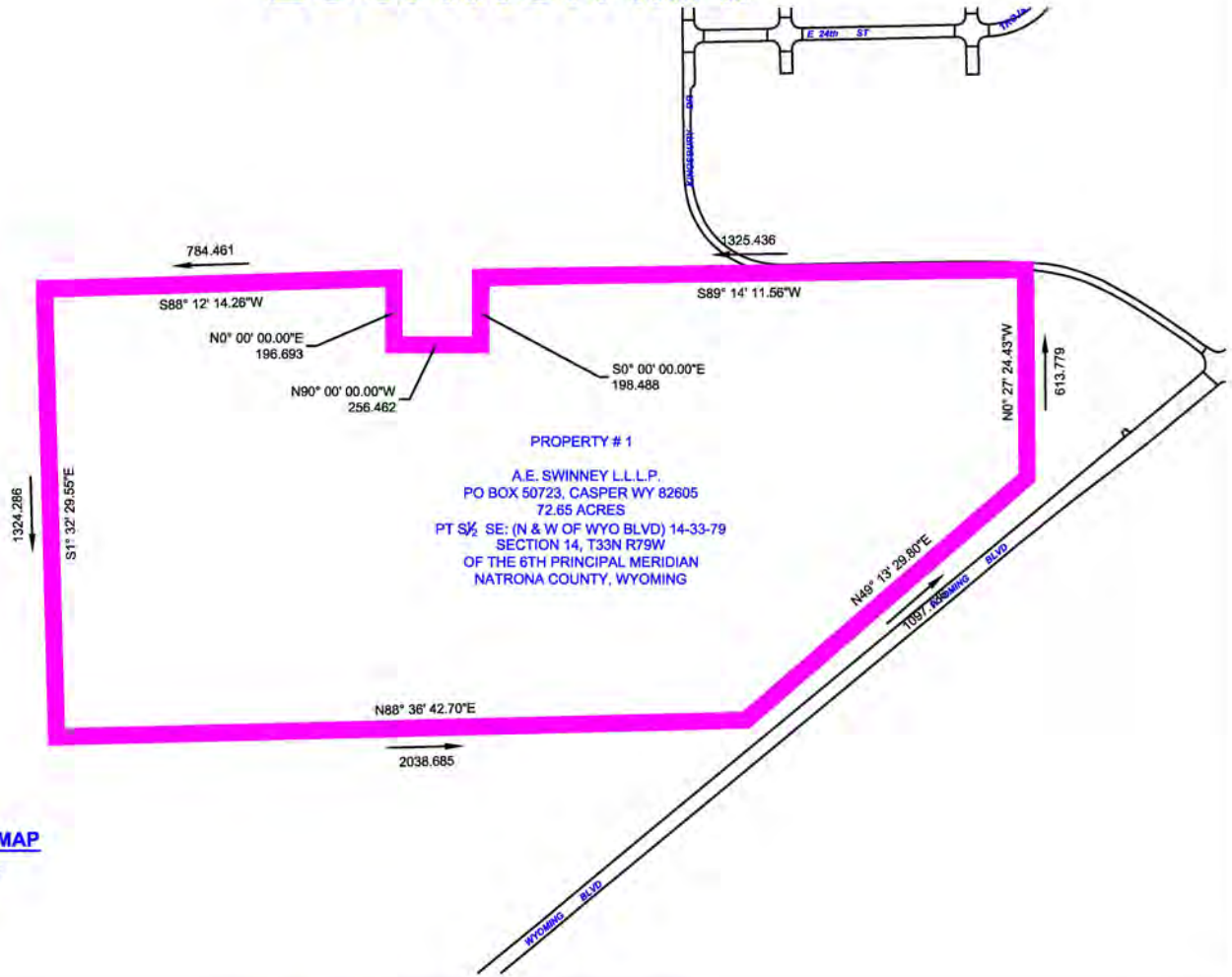
MORTGAGEE

By: _____

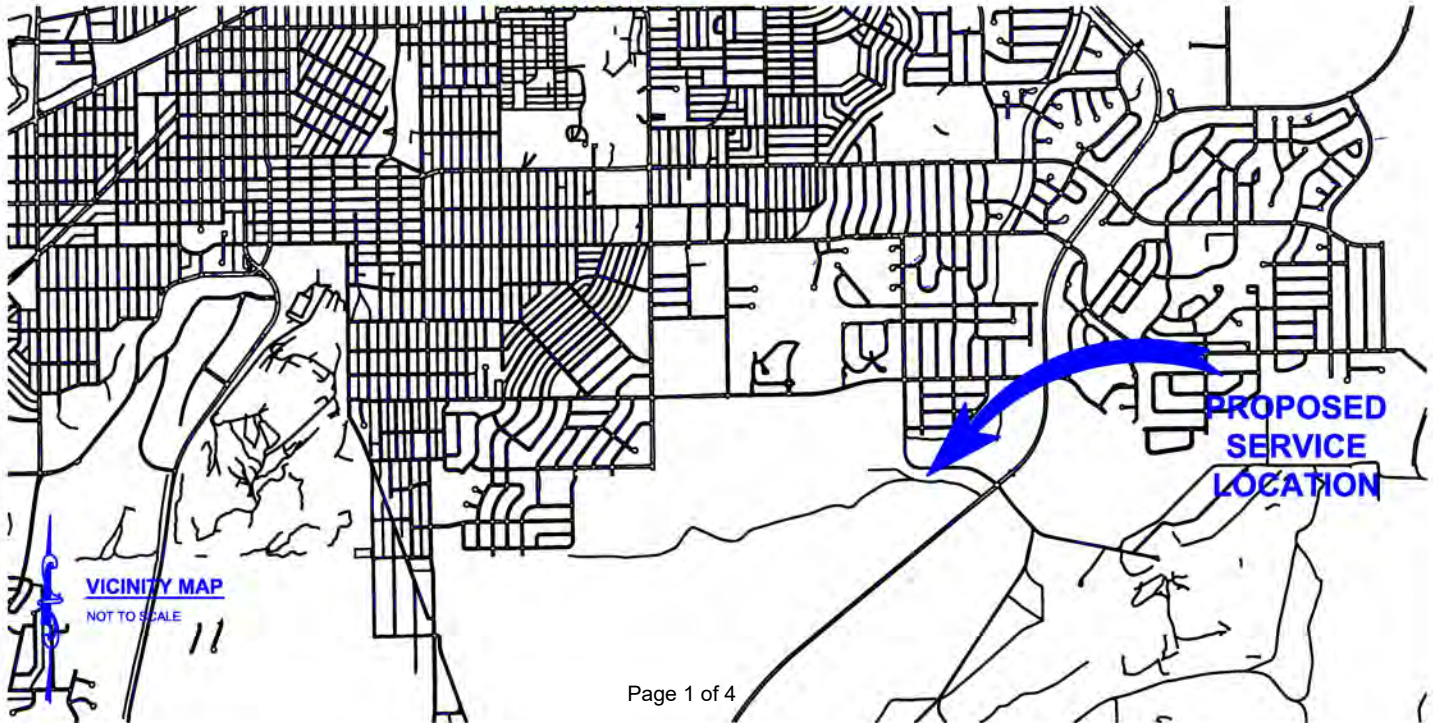
Printed Name: _____

Title: _____

EXHIBIT "A" LOCATION MAP



VICINITY MAP



C. E. Swinney, LLC
Property #1

Township 33 North
Range 79 West of the 6th P.M.
Natrona County, Wyoming

Section 13:

Pt. W1/2SW1/4 and Pt. SW1/4NW1/4 lying north and west of Wyoming Boulevard and south of that parcel conveyed to Carjo Land Company by Instrument No. 250024, Book 294 of Deeds, Page 29, recorded on November 6, 1978, excepting Pratt Addition No. 3, and further excepting that parcel conveyed to Robert C. Ide by C.E. Swinney, LLC, by Instrument No. 743310 and recorded on May 28, 2004;

Section 14:

Pt. SE1/4NW1/4 lying east and south of Pratt Addition No. 4, and Pratt Addition No. 6;

W1/2NE1/4 and the SE1/4NE1/4, excepting therefrom Pratt Addition No. 6 to the City of Casper, Wyoming, and Rustic Ridge Addition to the City of Casper, Wyoming, Manor Heights School Addition to the City of Casper, Wyoming, and further excepting the property being a tract containing 0.732 acres more or less described in the Trustees Deed from First Interstate Bank of Casper, N.A., Trustee of the Gertrude Arline Pratt Revocable Trust to the City of Casper, Wyoming, dated March 27, 1984, Recorded May 8, 1984, as instrument number 370246;

Pt. NE1/4SE1/4 lying south of Pratt Addition No. 3 and west of Kingsbury Drive in the parcel described as:

Beginning at a point which falls south 64°47' west a distance of 1143.7 feet from the E11/4 corner, Section 14, Township 33 north, Range 79 west, 6th P.M., Natrona County, Wyoming; thence south 89°59' west a distance of 270 feet to a point; then south 00°01' east a distance of 160 feet to a point; thence north 89°59' east a distance of 270 feet to a point; thence south 00°01' east a distance of 160 feet to the point of beginning; also described as Lots 12, 13, 14, 15, 16, 17, 18, and 19 of Block 9, New Country Club Heights, Addition to the City of Casper, Natrona County, Wyoming, as the same appears on the plat thereof, recorded in the office of the County Clerk of Natrona County, Wyoming;

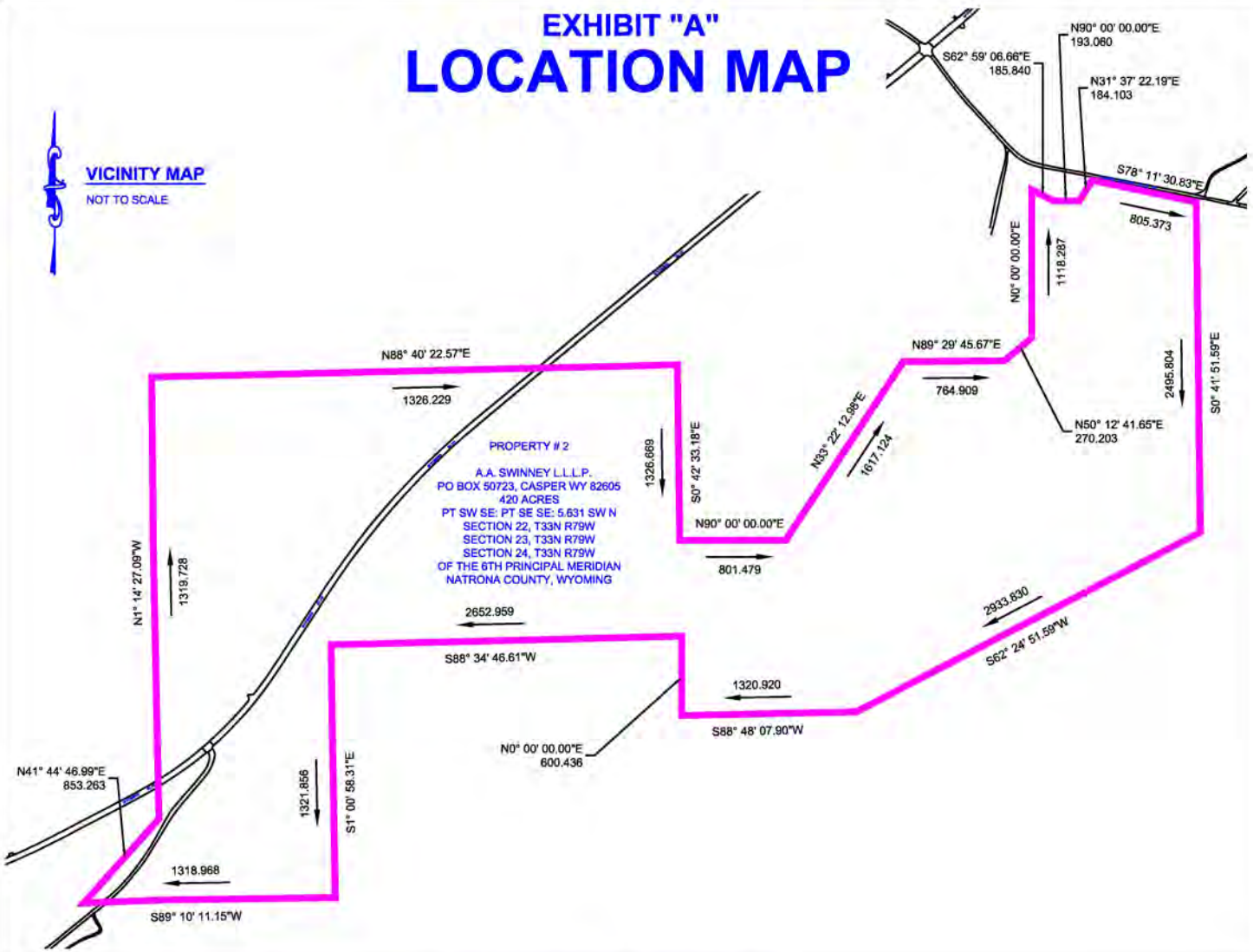
NW1/4SE1/4;

SW1/4, excepting those two parcels described in the deeds from First National Bank of Casper, Trustee of the Gertrude Arline Pratt Revocable Trust to Gertrude Arline Pratt dated February 3, 1979, recorded February 14, 1979, instrument number 256629 and from First Interstate Bank of Casper, N.A., Trustee of the Gertrude Arline Pratt Revocable Trust to Gertrude Arline Pratt, dated June 30, 1982, recorded July 28, 1982, as instrument number 335463 (Swinney Tracts), and further excepting the northerly 20 feet of the NW1/4SW1/4 as described in the plat of Pratt Addition No. 4 to the City of Casper, Wyoming;

EXHIBIT "A" LOCATION MAP

VICINITY MAP

NOT TO SCALE



VICINITY MAP

VICINITY MAP

NOT TO SCALE



C. E. Swinney, LLC
Property #2

Township 33 North
Range 79 West of the 6th P.M.
Natrona County, Wyoming

Section 13:

SE1/4SW1/4, excepting any part thereof contained in the Corrective Warranty Deed recorded September 24, 1992 as Instrument No. 513850

Section 22:

Pt. SE1/4SE1/4 more particularly described as follows:

Beginning at the SE corner of said Section 22; thence N.0°47'E, along the east line of said Section 22, a distance of 648.64 feet; thence S.45°38'W, a distance of 927.54 feet to the south line of said Section 22; thence east along the south line of said Section 22, a distance of 654.21 feet to the point of beginning

Section 23:

NE1/4SE1/4

S1/2NW1/4; SW1/4NE1/4; N1/2NE1/4SW1/4; N1/2NW1/4SE1/4;

W1/2SW1/4, excepting .037 acres in SW1/4SW1/4 conveyed to Donald R. Walter and Paula Walter by Instrument No. 668562 and recorded on April 17, 2001;

Section 24:

NE1/4NW1/4, excepting any part thereof contained in the Corrective Warranty Deed recorded September 24, 1992 as Instrument No. 513850;

S1/2NW1/4, excepting 2.9 acres in the SW1/4NW1/4 conveyed to Country Club Village, a general partnership, by instrument 645099, and recorded on November 18, 1999;

Pt. N1/2SW1/4, lying northwest of a line from the southwest corner of the NW1/4SW1/4 of Section 24, to the center quarter/quarter of Section 24;



Department of Environmental Quality

To protect, conserve and enhance the quality of Wyoming's environment for the benefit of current and future generations.



Matthew H. Mead, Governor



Todd Parfitt, Director

July 10, 2018

JUL 10 2018

Rick Kaysen, Executive Director
Wyoming Association of Municipalities
315 W. 27th Street
Cheyenne, Wyoming 82001

Re: Upcoming Triennial Review of Wyoming's Surface Water Quality Standards

Dear Mr. Kaysen,

The Wyoming Department of Environmental Quality/Water Quality Division plans to begin the formal public process to define the scope of revisions to the Water Quality Rules and Regulations, Chapter 1, Wyoming Surface Water Quality Standards, as part of triennial review of the standards in the coming months. Prior to starting this formal process, WDEQ/WQD wanted to inform your organization of some of the changes WDEQ/WQD is currently considering as well as provide your organization with an opportunity to discuss potential changes with the Surface Water Quality Standards Program.

WDEQ/WQD has developed the attached fact sheet to describe the purpose and process of the triennial review as well as some of the potential changes WDEQ/WQD is considering. Following this informal outreach effort, DEQ anticipates holding public hearings in Casper and Cheyenne in September 2018 and accepting written comments to gather formal input. If you would like to discuss potential revisions to Wyoming's surface water quality standards, prior to the formal scoping process, either via phone, meeting, or webinar, please contact Lindsay Patterson, Surface Water Quality Standards Supervisor, at Lindsay.Patterson@wyo.gov or 307-777-7079.

We look forward to working with you to improve Wyoming's surface water quality regulations.

Sincerely,

David Waterstreet, Watershed Protection Program Manager

Attachment

Water Quality Division Watershed Protection Program

Triennial Review of Surface Water Quality Standards – Fact Sheet

Summary

DEQ is currently initiating a review of Wyoming's surface water quality standards by reaching out to the public to solicit input on the scope of potential changes. In addition to several items DEQ would like to address, DEQ is seeking information on additional items that should be considered in the upcoming revision of the standards.

Background

Chapter 1 of the Water Quality Rules and Regulations, Wyoming Surface Water Quality Standards, contain designated uses, water quality criteria to protect designated uses, and antidegradation provisions to maintain water quality. The standards are intended to implement portions of the Wyoming Environmental Quality Act and the federal Clean Water Act (CWA). The CWA requires that states review their surface water quality standards every three years, at which time the state can determine whether changes are warranted.

Potential Changes to Classification System

As part of the upcoming revision of Chapter 1, DEQ is considering moving away from the existing classification system, where designated uses are bundled together, to a system where designated uses are applied independent of one another.

A new system could remove redundancies and provide flexibility as DEQ works to make designated uses and water quality criteria more accurate. The proposed system would retain the current designated uses and water quality criteria, so there would be no changes to permit limits or assessment decisions.

For example, a 2AB stream is currently designated for

drinking water, cold water game fish, nongame fish, aquatic life other than fish, fish consumption, recreation, and scenic value. Under the proposed system, the stream would be designated for drinking water, cold water aquatic life (i.e., cold water game fish, nongame fish, and aquatic life other than fish), fish consumption, recreation, agriculture, industry, and scenic value uses, however, the 2AB classification would be removed.

Additional Items

DEQ also anticipates potential changes to: human health criteria based on revised recommendations; turbidity criteria; public participation requirements for changes to designated uses; selenium criteria for Murphy Creek; definition of and criteria for primary contact recreation; and authorize permit compliance schedules.

Rule Revision Process

Following discussions with interested organizations, DEQ plans to accept public comments in writing and at public hearings in Casper and Cheyenne. DEQ will then review the comments and develop a draft of proposed revisions and a statement of reasons for the proposed changes. The proposed revisions will be brought before the Water and Waste Advisory Board, followed by the Environmental Quality Council, and then the Governor. The rules will then be submitted to the Environmental Protection Agency pursuant to the CWA.

Additional Information

Please contact Lindsay Patterson at Lindsay.Patterson@wyo.gov or 307-777-7079 to discuss the upcoming triennial review. <http://deq.wyoming.gov/wqd/triennial-review/>

From: Connie Richardson [mailto:CRichardson@casperwyoming.org]

Sent: Monday, July 16, 2018 1:49 PM

Subject: Energy Impact Luncheon August 8th - Additional Information on the speakers

Good morning ladies and gentlemen!

This event is intended to be an informative discussion on Economic Trends around energy impacting the Natrona County business community. The BLM (Lonny Bagley) has all of the Economic Impact Statistics on the Natrona County/Converse County project, Rocky Mountain Power (Rita Meyer) will speak to the EV2020 Project, which is wind farm information around the Medicine Bow Area and Black Hills Energy (Shirley Welte) will discuss the updates to the gas line (Near Natural Bridge) projects that will affect our area and Wyoming.

The Casper Area Chamber of Commerce Presents.... The Energy Impact Luncheon!

Join us for an informative discussion on Economic Trends around energy impacting the Natrona County business community.

Featuring:

**BLM - Converse County Oil Project - Economic Impact Statistics -
Lonny Bagley**

**Black Hills Energy - New Natural Gas line going in at Natural Bridge
- Shirley Welte**

**Rocky Mountain Power - EV2020 - Wind Mill Project in Wyoming - Rita
Meyer**

Luncheon Tickets

\$25 per person/Chamber Members

\$35 per person/non-Chamber Members

Hand Cut Sirloin with Caramelized Onions
Dinner Roll, Garden Green Salad
Sliced Marble Cake with Whipped Cream Icing
Vegan available upon request.

Sponsorships

Table Sponsors \$250

All Sponsorships include a reserved table and 8 tickets to the luncheon

Connie Richardson

A/R Billing Specialist

307-234-5311

crichardson@casperwyoming.org



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

AGENDA

Policy Committee Meeting

July 24, 2018

10:00 a.m.

Downstairs Meeting Room

Casper City Hall

	Item	Recommended Action	Notes
I.	Call to Order		
II.	Minutes of previous Policy meeting (4-24-18)	Approve	
III.	Program Updates 1. Transit Update – Steve Kurtz 2. I.T. – Michael Szewczyk	Information	
IV.	Staff Report 1. Transit Service – Aaron Kloke 2. Long Range Transportation Plan – Aaron Kloke 3. Control Point Network Modernization – Aaron Kloke and Denyse Wyskup 4. MPO Technician – Aaron Kloke 5. Performance Measures – Aaron Kloke 6. Other	Information	
VII.	Parking Study	Approve	
VIII.	Traffic Counts	Approve	
IX.	Other Business		
X.	Adjourn		

Metropolitan Planning Organization
Policy Committee Meeting
April 24, 2018
Minutes

MEMBERS PRESENT

<u>NAME</u>	<u>JURISDICTION/ORGANIZATION</u>
Seth Coleman	Town of Mills
Patrick Ford	Town of Bar Nunn
Phil Hinds	Town of Evansville
Bob Hopkins	City of Casper
Steve Kurtz	CATC
John Lawson	Natrona County
Tom Pitlick	City of Casper

MPO STAFF PRESENT

Pam Jones, MPO Administrative Technician
Aaron Kloke, MPO Supervisor
Michael Szewczyk, IT Manager

EX-OFFICIO PRESENT

Kevin McCoy, WYDOT
Walter Satterfield, FHWA

MEMBERS ABSENT

Lowell Fleenor, WYDOT
Jason Gutierrez, Natrona County
Glenn Januska, Casper/Natrona County International Airport

GUESTS

Forrest Chadwick, Natrona County
Ed Fritz, WYDOT
Martin Kidner, WYDOT

I. Call to Order

Chairman Hinds called the MPO Policy Committee meeting to order on April 24, 2018 at 10:00 a.m. at Casper City Hall. Everyone introduced themselves. Mr. Kidner will be the proxy for Lowell Fleenor.

II. Minutes of December 17, 2017 Policy Meeting and March 27, 2018 e-vote

Mr. Lawson made a motion to approve the minutes of the December 17, 2017 meeting and the post meeting e-vote on March 27, 2018. Mr. Hopkins seconded the motion. Motion passed.

III. Program Updates

1. Transit

Mr. Kurtz reported that the City has bid out transit services for the next two (2) years, ridership is up 20% on the Fixed Route, and the Block Grant has gone away so CATC will not have the CDBG Funding for FY19. The Transit Service Proposal that CATC will be submitting to the City will propose cutting Saturday Service for both the Fixed Route and Dial-A-Ride service.

2. I.T.

Mr. Szewczyk stated that the City is working with CATC on video surveillance. The cameras are installed and the project will be wrapped up this week or next week. Mr. Szewczyk stated that the City IT Department will be providing IT Services to CATC beginning with the new fiscal year.

IV. Staff Report

1. Bar Nunn Comprehensive Plan

Mr. Kloke stated that Bar Nunn has been working on finishing up the land use portion of the transportation plan. Bar Nunn should be adopting their plan soon.

2. Casper Parking Study

Mr. Kloke stated that the consultants have been getting feedback from downtown merchants. A draft report will be presented to Council on May 8th.

3. Long Range Transportation Plan (LRTP)

Mr. Kloke stated that two (2) proposals were received. The selection committee selected Nelson/Nygaard. Their bid came in at \$395,000. Through negotiations we have got their cost down to \$320,000 which is reflected in the revised FY18 UPWP. Their contract should be approved at the May 15, 2018 City Council meeting.

4. Control Point Network Modernization

Mr. Kloke stated that Worthington, Lenhart & Carpenter, Inc., was selected for the project. The project was budgeted at \$150,000 and their bid came in at \$71,000. The consultant will be starting the project at the end of the month.

5. Traffic Counts

Mr. Kloke stated that IDAX out of Denver was selected as the consultant for the project for the next three (3) years. The contract will be going to Council on May 1st. The traffic counts will be getting started next week. Mr. Kloke reported that he has reached out to everyone to get the locations they would like to have included in this year's count. We will be doing approximately 300 locations this year.

6. Transit Service

Mr. Kloke reported that four (4) requests have been made for the Transit Service RFP. The proposals are due May 4, 2018.

7. Consultant Selection policy

Mr. Kloke reported that following the LRTP selection process, it was realized that we need a consultant selection process. The MPO is working with the City on a policy. Mr. Kloke reported that the MPO staff received LPA (Local Public Agency) Certification training on April 12, 2018.

8. East Belt Loop Study

Mr. Kloke and Mr. Beamer attended an East Belt Loop neighborhood meeting. They used it as an educational opportunity to let the neighbors know what the MPO is, how the public involvement process works, and what will be coming up with the LRTP. Mr. McCoy stated that WYDOT sponsored a study for a proposed East Belt Loop Road. The study terminated prior to the last public meeting. The report will be an unaccepted report with all public comments included.

V. Performance Measures

Mr. Fritz presented Performance Measure Target Setting for Pavement, Bridges and Level of Travel Time Reliability (LOTTR). Mr. Fritz went through what WYDOT has set their targets at. The MPO must choose to select WYDOT's targets or set their own. The Technical Committee recommended that the Casper MPO adopt its own standards for Pavement, Bridge and LOTTR.

Mr. Coleman made a motion that the Policy Committee adopt our own targets for the Pavement, Bridge and LOTTR. Mr. Lawson seconded the motion. Discussion followed on the time commitment that will be required of staff in setting the targets. Motion passed.

VI. Transit Asset Management (TAM)

Mr. Kloke gave an update on WYDOT's Transit Asset Management Targets. WYDOT's targets for transit asset reliability within the WYDOT Transit Program are:

Rolling Stock: 50% within Useful Life Benchmark
Facilities: 100% Useful Life Benchmark

Mr. Kloke stated that the Technical Committee recommends that the MPO should adopt WYDOT's Transit Performance Measures.

Mr. Hopkins made a motion that the MPO adopt WYDOT's Transit Performance Targets related to inventory and capital assets. Mr. Coleman seconded the motion. Motion passed.

Mr. Kloke reported that at the December 17, 2017 Technical Meeting, the Technical Committee recommended to the Policy Committee that they adopt WYDOT's TAM plan. The Policy Committee requested more information. WYDOT has put together a Transit Asset Management Plan which was emailed out to everyone. If the MPO adopts WYDOT's TAM Plan, this is what it would look like. Mr. Coleman made a motion to adopt the State's WYDOT's TAM Performance Targets. Mr. Lawson seconded the motion. Discussion followed on the benchmark numbers for state of good repair, useful life and mileage. Motion passed.

Mr. Kloke stated that WYDOT has a WYDOT/MPO/Transit Agreement that outlines WYDOT's, the MPO's, and the Public Transportation Operator Responsibilities in adopting and reporting Performance Targets. The MPO will sign the Agreement for each category whether they will be adopting the State Targets or adopting their own targets. Mr. Kidner stated that these targets can be adjusted and changed. This is a living agreement/document so it can be re-visited as often as possible. Mr. Hopkins made a motion to approve the WYDOT/MPO/Transit Agreement with the MPO identifying where they are adopting the State Targets and where they are adopting their own targets. Mr. Coleman seconded the motion. Motion passed.

VII. FY19 Unified Planning Work Program (UPWP)

Mr. Kloke reviewed the proposed FY19 UPWP. Mr. Kloke stated there is funding for a MPO GIS Specialist who will manage the performance data, manage the traffic demand model, create maps and other GIS functions. Mr. Hinds asked if this person would be hired from within the City. Mr. Kloke said it would probably be someone from outside the City.

Mr. Kloke reviewed the FY19 projects. Mr. Kloke stated that the Technical Committee was comfortable with moving ahead with the projects listed for FY19. Mr. Lawson made a motion to approve the FY19 UPWP. Mr. Ford seconded the motion. Discussion followed. Mr. Hopkins asked if the Policy Committee should develop a policy to make sure that we coordinate projects between all of the municipalities. It was suggested that this be addressed in the LRTP. Mr. Kloke will research this and report back to the committee. Motion passed.

VIII. FY18-21 Metropolitan Transportation Improvement Program (MTIP) Amendment

Mr. Kloke reported that the FY18-21 MTIP Amendment was approved by the Technical Committee. Mr. Coleman moved to approve the FY18-21 Amendment. Mr. Hopkins seconded the motion. Motion passed.

IX. Elect new Chairman and Vice-Chairman

Mr. Hopkins nominated Mr. Hinds for Chairman. Mr. Hinds nominated Mr. Ford for Chairman. Mr. Hinds withdrew his name for Chairman. Mr. Lawson nominated Mr. Hopkins for Vice-Chairman. Mr. Hinds seconded the motion. Motion passed.

X. Other

Mr. Satterfield reported that the TIGER Program is now the BUILD Program. He encouraged the group to submit applications for the funding. The application deadline is July 19, 2018.

XI. Adjourn

Mr. Ford moved to adjourn the meeting. Mr. Coleman seconded the motion. Meeting adjourned at 11:24 a.m.

**Platte River Trails Trust
Board Meeting Agenda
Wednesday July 18, 2018**

Approval of the Minutes of the June Board Meeting

Old Business /Committee Reports

Management and Legal – Chris Smith & Eric Easton

- One Cent #16 Projects & Process
- Pumphouse Rental Update

Capital Construction – Clarke Turner

- Casper Mountain Rd. to Rotary Park Phase II – Andreen-Hunt
- 2019 TAP Grants, 1) Casper Mtn. Rd. Phase III & 2) Morad to Walmart

Maintenance & Enhancement– Bruce English

- River Trail Major Maintenance

Marketing - Nancy Witzeling

- New Website
- Food Truck Friday – August 3 & September 7
- 2018 Riverfest

New Business

Upcoming Meetings and Events

2018 Meetings and Events

- July Board Meeting - Wednesday, July 18, noon, Pumphouse
- August Exec. Meeting - Wednesday, August 1, noon, Pumphouse
- Food Truck Friday - Friday, August 3, 5- 8 p.m., Pumphouse
- NO AUGUST BOARD MEETING
- Riverfest - Saturday, August 18, noon – 5:30
- Food Truck Friday - Friday, September 7, 5- 8 p.m., Pumphouse
- September Exec. Mtg. - Wednesday September 12, noon, Pumphouse
- NO September BOARD MEETING
- October Exec. Meeting - Wednesday, October 3, noon, Pumphouse
- October Board Meeting - Wednesday, October 17, noon, Pumphouse
- November Exec. Meeting - Wednesday, November 7. Noon, Pumphouse
- November Board Meeting – Wednesday, November, 21, Noon, Pumphouse
- December Exec. Meeting - Wednesday, December 5, noon, Pumphouse
- December Board Lunch- Wednesday, December 19, noon, Pumphouse

**Platte River Trails Trust
Board Meeting Minutes
Wednesday June 20, 2018**

In Attendance: Clarke Turner, David Hough, Nat Steinhoff, Nancy Witzeling, Pam Mills, Bruce English, Chris Smith, Miguel Leotta, Donna Hoffman, Keith Tyler, JoAnn True, Eric Easton, Kathy Blair, Debra Swedberg, Heidi Walker,

Approval of the Minutes of the April Board Meeting

Bruce English made a motion seconded by Nancy Witzeling to approve the minutes of the April Board Meeting. Motion passed

Old Business /Committee Reports

Management and Legal – Chris Smith & Eric Easton

- Conflict of Interest & Whistleblower Policies
- *Nat Steinhoff made a motion seconded by Heidi Walker motion to adopt the Whistleblower Policy. Motion passed.*

Capital Construction – Clarke Turner

- Casper Mountain Rd. to Rotary Park Phase II – Andreen-Hunt
 - Construction has begun. First status meeting is today at 2:30.
- 2019 TAP Grants, 1) Casper Mtn. Rd. Phase III & 2) Morad to Walmart
- Trails to connect Bar Nunn to the River Trail
 - This idea was suggested and will be considered at the next One Cent #16 meeting.

Maintenance & Enhancement– Bruce English

- River Trail Major Maintenance
 - Knife River will begin construction in early July. This project extends about 3000 ft from the bottom of the hill below the overlook shelter
- Asphalt Overlay Project
 - City will put the bid package together for this project.
- Trail Center Striping
 - How do we feel about it? Its about \$11,000 to do it. Discussion ensued without clear approval to restripe the centerline the full length of the trail.
- Asphalt Maintenance Technique used by Green River – Brad Raney
 - David Hough explained an asphalt maintenance technique used in Green River that we learned at the Trails Summit.
- Tate Foundation Area
 - This area really needs major maintenance. We have received some bad comments on social media about the condition of the trail in this area. We would like to partner with the River Restoration effort to improve this area when they do their work.

Marketing - Nancy Witzeling

- Trail Map Update
 - New Trail Map is done and ready to be distributed widely. Board Members are asked to please help us get the maps out.
- New Website
 - Our new website in coming along nicely. Hope to launch in July.
- Food Truck Friday
 - June 22nd Schedule
- 2018 Riverfest

- Duck Derby Tickets to Sell

New Business

- Respect Our River Update
- Chamber of Commerce Wellness Initiative
 - Kickoff at June 22nd Food Truck Friday

Upcoming Meetings and Events

2018 Meetings and Events

- *Food Truck Friday - Friday, June 22, 5- 8 p.m., Pumphouse? May reschedule*
- June Board Meeting - Wednesday, June 20, noon, Pumphouse
- July Exec. Meeting - Wednesday, July 11, noon, Pumphouse
- *Food Truck Friday - Friday, July 13, 5- 8 p.m., Pumphouse*
- July Board Meeting - Wednesday, July 18, noon, Pumphouse
- August Exec. Meeting - Wednesday, August 1, noon, Pumphouse
- *Food Truck Friday - Friday, August 3, 5- 8 p.m., Pumphouse*
- **NO AUGUST BOARD MEETING**
- *Riverfest - Saturday, August 18, noon – 5:30*
- *Food Truck Friday - Friday, September 7, 5- 8 p.m., Pumphouse*
- September Exec. Mtg. - Wednesday September 12, noon, Pumphouse
- **NO September BOARD MEETING**
- October Exec. Meeting - Wednesday, October 3, noon, Pumphouse
- October Board Meeting - Wednesday, October 17, noon, Pumphouse
- November Exec. Meeting - Wednesday, November 7. Noon, Pumphouse
- November Board Meeting – Wednesday, November 21, Noon, Pumphouse
- December Exec. Meeting - Wednesday, December 5, noon, Pumphouse
- December Board Lunch- Wednesday, December 19, noon, Pumphouse

JUNE 2018 RESIDENTIAL MARKET REPORT RECAP



RESIDENTIAL REPORT HIGHLIGHTS

- MLS Sales Volume is up 1.5% 2018 YTD over the same period in 2017 (146,239,044 YTD 2018 vs. \$144,072,337 YTD 2017)
- MLS Average Sales Price is down 4.2% 2018 YTD over the same period in 2017 (\$1,252,294 YTD 2018 vs. \$1,307,149 YTD 2017)
- # of MLS Listings is down 1.2% 2018 YTD over the same period in 2017 (1118 YTD 2018 vs. 1132 YTD 2017)
- # of MLS Sold Listings is up 5.6% over the same period in 2017 (697 YTD 2018 vs. 660 YTD 2017)
- Current Absorption Rate is 116.92 Units per Month
- Current Months Supply on Market is 4.11
- New construction accounts for 4.7% of the Sold Listings YTD in 2018 (33 new construction units sold 2018 YTD). New construction accounted for 8.3% of the Sold Listings for the same period in 2017 (55 new construction units sold 2017 out of 656 total units YTD sold for the same period.)

2018 YTD BY THE NUMBERS

- MLS Average Sale Price—\$208716
- RE/MAX Average Sales Price—\$204225
- MLS Number of Listings—1118
- MLS Homes Sold—697
- MLS Sold Volume—\$146,239,044
- RE/MAX Average Days on Market—107
- MLS Average Days on Market—106

CASPER'S TOP 5 OFFICES 2018 YTD BY RESIDENTIAL SALES VOLUME

- Real Estate Leaders—\$47,206,164 (*Total Volume \$50,619,364)
- RE/MAX The Group—\$49,501,302 (*Total Volume \$56,878,222)
- Lisa Burrige—\$33,720,051 (*Total Volume \$35,045,851)
- The Legacy Group—\$35,138,414 (*Total Volume \$47,878,814)
- Broker One —\$15,797,275 (*Total Volume \$23,701,775)

*Denotes All Sales in MLS including both Sold and Listed Units in all Classes.

RE/MAX
The Group

1st In Sales for the Past 18 Years

This information is based on data supplied by the Casper MLS. Casper MLS and RE/MAX The Group are not responsible for its accuracy. This data may not reflect all real estate activity.

RE/MAX
The Group

Natrona County
Real Estate Market Report
June 2018



1st In Sales for the Past 18 Years

RE/MAX

The Group



Charlie Shopp
(307) 473-8330



Jamie Shopp
(307) 473-8325



Nicole Briggs
Shopp Assistant



Alisha Collins
(307) 247-1806



Lindsey Svejkovsky
Alisha Collins
Assistant



Terri Sossaman
(307) 267-7103



Paul Hack
(307) 258-8556



Ruth Parris
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Brad Ressler
(307) 251-4141



Jerry Ressler
(307) 258-4822



Paul Wilhelm
(307) 259-9287



Heidi Wilhelm
(307) 259-9288



Karleen Brock
(307) 259-3484



Jennifer Gladson (307) 259-5074
John Lichty (307) 262-1648
Ron Roth (307) 247-2409
Stacia Vigneri (307) 258-4329
Jim Arrowood (307) 315-6033



Bill Lyons
(307) 473-8359



Ginger Eaton
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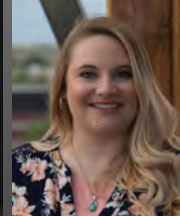
Mary England
(307) 259-1875



Doug Tyson
(307) 277-6153



Todd Kittel
(307) 259-1549



Cathryn Smith
(307) 315-5826



Linda Crabb
(307) 473-8317



Sarah Jackson
(307) 267-



Vernon Frederiksen
(307) 473-8322

Natrona County Residential Real Estate Market Report-June 30, 2018

Residential Market	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total/Avg.
2018 Avg Sales Price	\$205,017	\$196,849	\$204,250	\$225,839	\$199,041	\$221,298							\$208,716
2017 Avg Sales Price	\$208,931	\$226,367	\$217,499	\$209,658	\$223,229	\$221,465	\$221,530	\$212,625	\$212,676	\$221,106	\$224,582	\$216,851	\$218,039
2016 Avg Sales Price	\$233,097	\$232,475	\$211,450	\$214,881	\$220,202	\$227,504	\$229,161	\$236,191	\$224,346	\$243,304	\$209,601	\$215,499	\$224,727
2018 Homes Listed	144	134	193	208	238	201							1118
2017 Homes Listed	144	158	197	168	236	229	219	189	182	155	124	93	2094
2016 Homes Listed	144	144	174	257	220	210	183	184	166	132	123	90	2027
2018 Homes Sold	95	82	116	126	137	141							697
2017 Homes Sold	71	84	120	108	126	151	107	142	115	125	124	91	1364
2016 Homes Sold	68	77	111	106	116	149	128	111	147	112	90	110	1325
2018 Sales Volume	\$19,476,698	\$16,141,669	\$23,693,107	\$28,455,793	\$27,268,715	\$31,203,062							\$146,239,044
2017 Sales Volume	\$14,746,238	\$19,014,837	\$26,099,895	\$22,643,158	\$28,126,927	\$33,441,282	\$23,703,774	\$30,095,177	\$24,457,835	\$27,436,159	\$27,906,567	\$19,733,450	\$297,405,299
2016 Sales Volume	\$15,850,642	\$17,900,583	\$23,471,047	\$22,777,449	\$25,518,689	\$33,898,144	\$29,332,639	\$26,217,256	\$32,978,919	\$27,250,100	\$18,864,143	\$23,704,947	\$297,764,558

NATRONA COUNTY RESIDENTIAL MARKET by Price

Price Range (\$1,000s)	SOLD YTD			PENDING			ACTIVE				
	Total Sold	Market Share	DOM	Total Pending	Market Share	DOM	Total Active	Market Share	DOM		
\$ 0 - <\$50	18	2.58%	106	2	1.26%	8	7	1.47%	60		
\$50 - <\$100	52	7.46%	101	6	3.77%	31	19	3.98%	79		
\$100 - <\$150	129	18.51%	95	24	15.09%	34	32	6.71%	93		
\$150 - <\$200	176	25.25%	101	30	18.87%	44	81	16.98%	55		
\$200 - <\$250	123	17.65%	93	31	19.50%	61	80	16.77%	58		
\$250 - <\$300	81	11.62%	114	32	20.13%	41	70	14.68%	105		
\$300 - <\$350	52	7.46%	115	10	6.29%	37	58	12.16%	85		
\$350 - <\$400	38	5.45%	143	9	5.66%	58	49	10.27%	89		
\$400 - <\$450	12	1.72%	148	3	1.89%	27	21	4.40%	116		
\$450 - <\$500	8	1.15%	149	5	3.14%	22	19	3.98%	150		
\$500+	8	1.15%	185	8	5.03%	20	41	8.60%	135		
TOTALS	697	100.00%	106	159	100.63%	42	477	100.00%	87		
Average Sold Price			\$209,812	Average Pending Price			\$248,750	Average Active Price			\$304,362
Maximum Sold Price			\$830,000	Maximum Pending Price			\$1,100,000	Maximum Active Price			\$1,850,000
Minimum Sold Price			\$14,500	Minimum Pending Price			\$42,000	Minimum Active Price			\$10,000

RE/MAX THE GROUP RESIDENTIAL SOLD UNITS by Price

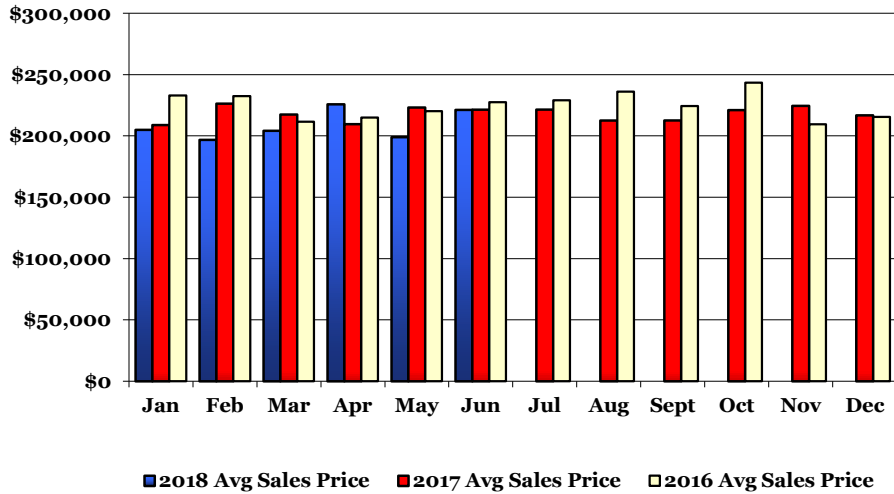
Price Range (\$1,000s)	TOTAL SOLD UNITS				SOLD UNITS - SOLD BY REMAX			SOLD UNITS - LISTED BY REMAX				
	Total Sold	Market Share/ Price Range	DOM	TOTAL RE/MAX Market Share	Sold by RE/MAX	Market Share	DOM	Listed by RE/MAX	Market Share	DOM		
\$ 0 - <\$50	2	5.56%	77	0.14%	1	0.14%	27	1	0.14%	126		
\$50 - <\$100	28	26.92%	100	2.01%	18	2.58%	77	10	1.43%	142		
\$100 - <\$150	48	18.60%	87	3.44%	23	3.30%	96	25	3.59%	78		
\$150 - <\$200	56	15.91%	108	4.02%	31	4.45%	105	25	3.59%	112		
\$200 - <\$250	48	19.51%	81	3.44%	21	3.01%	78	27	3.87%	84		
\$250 - <\$300	16	9.88%	123	1.15%	7	1.00%	110	9	1.29%	133		
\$300 - <\$350	23	22.12%	121	1.65%	9	1.29%	103	14	2.01%	132		
\$350 - <\$400	9	11.84%	132	0.65%	4	0.57%	150	5	0.72%	118		
\$400 - <\$450	7	29.17%	121	0.50%	2	0.29%	104	5	0.72%	128		
\$450 - <\$500	3	18.75%	154	0.22%	2	0.29%	137	1	0.14%	188		
\$500+	2	12.50%	69	0.14%	0	0.00%	96	2	0.29%	69		
TOTALS	242	17.36%	101	17.36%	118	16.93%	96	124	17.79%	106		
Average Sold Price			\$204,225	--	Average Sold Price			\$191,081	Average Sold Price			\$217,368
Maximum Sold Price			\$538,700	--	Maximum Sold Price			\$492,400	Maximum Sold Price			\$585,000
Minimum Sold Price			\$25,600	--	Minimum Sold Price			\$27,500	Minimum Sold Price			\$23,700

This information is based on data supplied by the Casper MLS. Casper MLS and RE/MAX The Group are not responsible for accuracy. This data may not reflect all real estate activity.

Natrona County Residential Real Estate Market Report

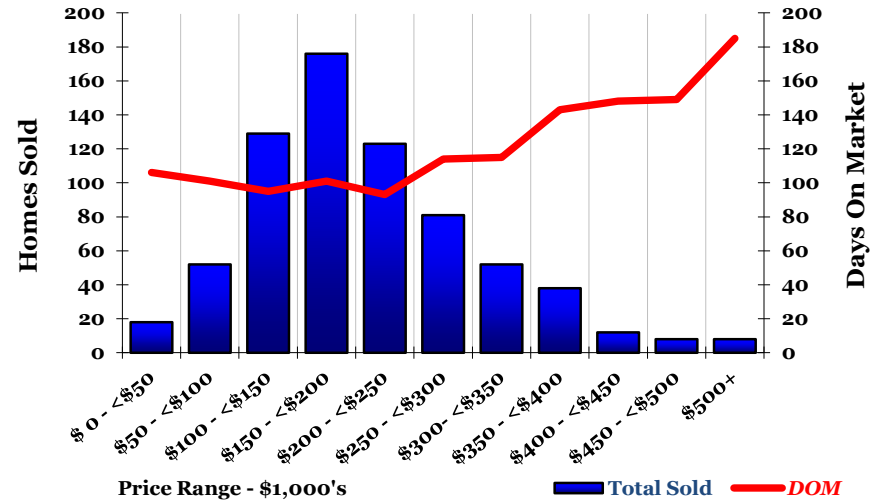
Report as of June 30, 2018

2016-2018 Natrona County Average Residential Sales Price

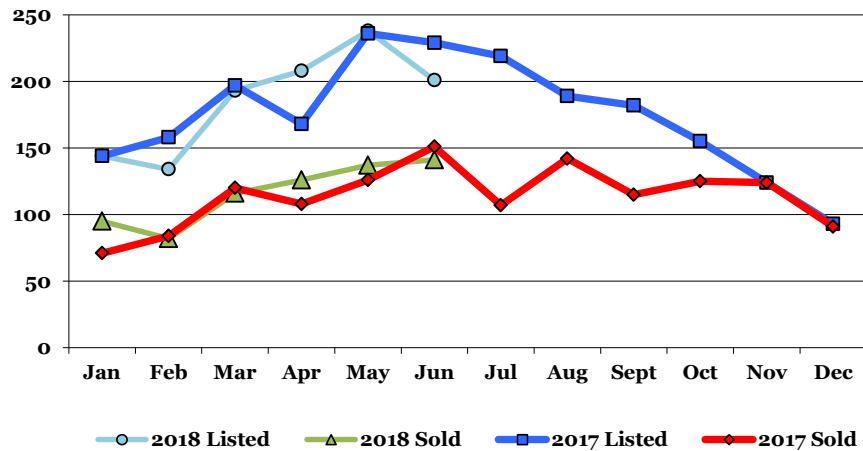


2018 Residential Homes Sold & Days on Market by Price Range

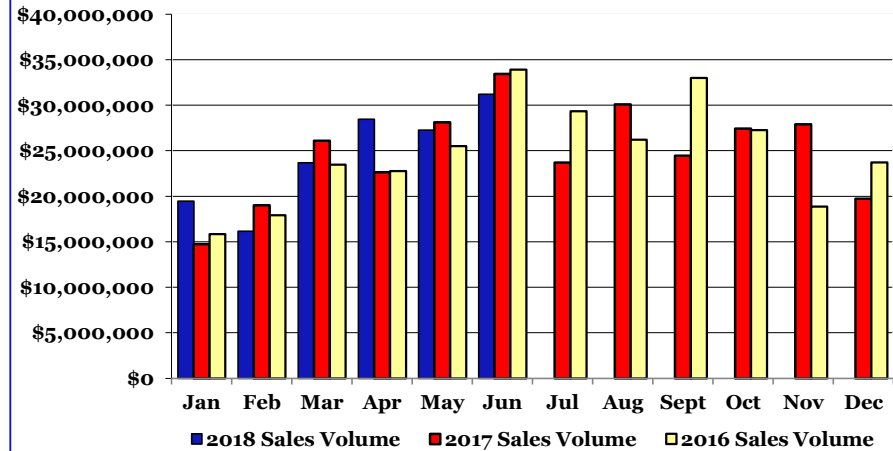
January 1, 2018 - June 30, 2018



2017-2018 Natrona County Homes Listed vs. Homes Sold



2016-2018 Natrona County Total Residential Sales Volume



This information is based on data supplied by the Casper Multiple Listing Service. Casper MLS and RE/MAX The Group are not responsible for accuracy.

This data may not reflect all real estate activity. Copyright 2012 RE/MAX The Group



12 Month Trend Reports - As of June 30, 2018

Pricing Trend

Price Range (\$1,000s)	Sold Last 12 Months	Absorption Rate	Current Listings	Months Supply on Market
\$ 0 - <\$50	42	3.50	8	2.29
\$50 - <\$100	103	8.58	19	2.21
\$100 - <\$150	233	19.42	32	1.65
\$150 - <\$200	356	29.67	81	2.73
\$200 - <\$250	248	20.67	81	3.92
\$250 - <\$300	175	14.58	71	4.87
\$300 - <\$350	110	9.17	58	6.33
\$350 - <\$400	67	5.58	49	8.78
\$400 - <\$450	28	2.33	21	9.00
\$450 - <\$500	17	1.42	19	13.41
\$500+	24	2.00	42	21.00
TOTAL	1403	116.92	481	4.11

Area Trend

Area	Listed Last 12 Months	12 Month Avg List Price	Sold Last 12 Months	12 Month Avg Sales Price	DOM	Sale/List Price %	Current Listings	Absorption Rate	Months Supply on Market
Alcova	71	\$370,639	3	\$301,000	42	81.21%	3	0.25	12.00
Bar Nunn	338	\$219,957	76	\$232,484	99	105.70%	13	6.33	2.05
Central Casper	993	\$189,891	246	\$158,414	101	83.42%	63	20.50	3.07
East Casper	1507	\$283,808	312	\$247,119	102	87.07%	118	26.00	4.54
Casper Mtn	94	\$254,805	16	\$248,813	113	97.65%	8	1.33	6.00
PV/Riverwest	698	\$216,269	156	\$200,839	100	92.87%	45	13.00	3.46
Rural East	87	\$527,825	9	\$385,167	169	72.97%	9	0.75	12.00
Rural North	46	\$211,695	6	\$207,625	103	98.08%		0.50	0.00
Rural South	61	\$685,007	3	\$356,333	65	52.02%	2	0.25	8.00
Rural West	286	\$382,892	46	\$313,896	111	81.98%	25	3.83	6.52
South Casper	695	\$310,273	134	\$250,623	102	80.77%	42	11.17	3.76
West Casper	1094	\$239,964	248	\$199,525	100	83.15%	64	20.67	3.10
Evansville	363	\$226,979	75	\$202,610	94	89.26%	25	6.25	4.00
Mills/Mtn View	303	\$203,486	65	\$174,704	119	85.86%	61	5.42	11.26
Natrona Cty	36	\$141,177	8	\$99,550	89	70.51%	3	0.67	4.50
TOTAL	6672	\$297,645	1403	\$238,580	101	80.16%	481	116.92	4.11

Home Style Trend

Home Style	Sold Last 12 Months	Absorption Rate	Current Listings	Months Supply on Market
1 1/2 Story	37	3.08	12	3.89
2 Story	107	8.92	63	7.07
Bi-Level	135	11.25	32	2.84
Bungalow	2	0.17	1	6.00
Cabin	6	0.50	5	10.00
Cape Cod	1	0.08	0	0.00
Condo	18	1.50	7	4.67
Contemporary	10	0.83	5	6.00
Cottage	1	0.08	0	0.00
Elevated Ranch	62	5.17	17	3.29
Four Level	65	5.42	21	3.88
Manufactured	28	2.33	8	3.43
Mobile	10	0.83	7	8.40
Modular	3	0.25	3	12.00
Other	2	0.17	3	18.00
Ranch	834	69.50	278	4.00
Soft Contemporary	0	0.00	0	0.00
Town Home	10	0.83	4	4.80
Tri-Level	53	4.42	10	2.26
Twin Home	19	1.58	5	3.16
TOTAL	1403	116.92	481	4.11

Housing Type Sold by Price Range - 2018 YTD

Housing Type / Price Range (\$1,000s)	Single Family	Single Family Rural	SF - To Be Built	Twin Home	Condo	Mobile/ Manufacture	Modular	Other	Totals
\$ 0 - <\$50	7	1		0	1	9			18
\$50 - <\$100	43	0		0	5	4			52
\$100 - <\$150	115	1		2	11	0			129
\$150 - <\$200	158	4		9	4	1			176
\$200 - <\$250	120	2				1			123
\$250 - <\$300	75	6							81
\$300- <\$350	43	9							52
\$350 - <\$400	35	3							38
\$400 - <\$450	8	4							12
\$450 - <\$500	7	1							8
\$500+	7	1							8
TOTAL	618	32	0	11	21	15	0	0	697

This information is based on data supplied by the Casper Multiple Listing Service. Casper MLS and RE/MAX The Group are not responsible for accuracy.

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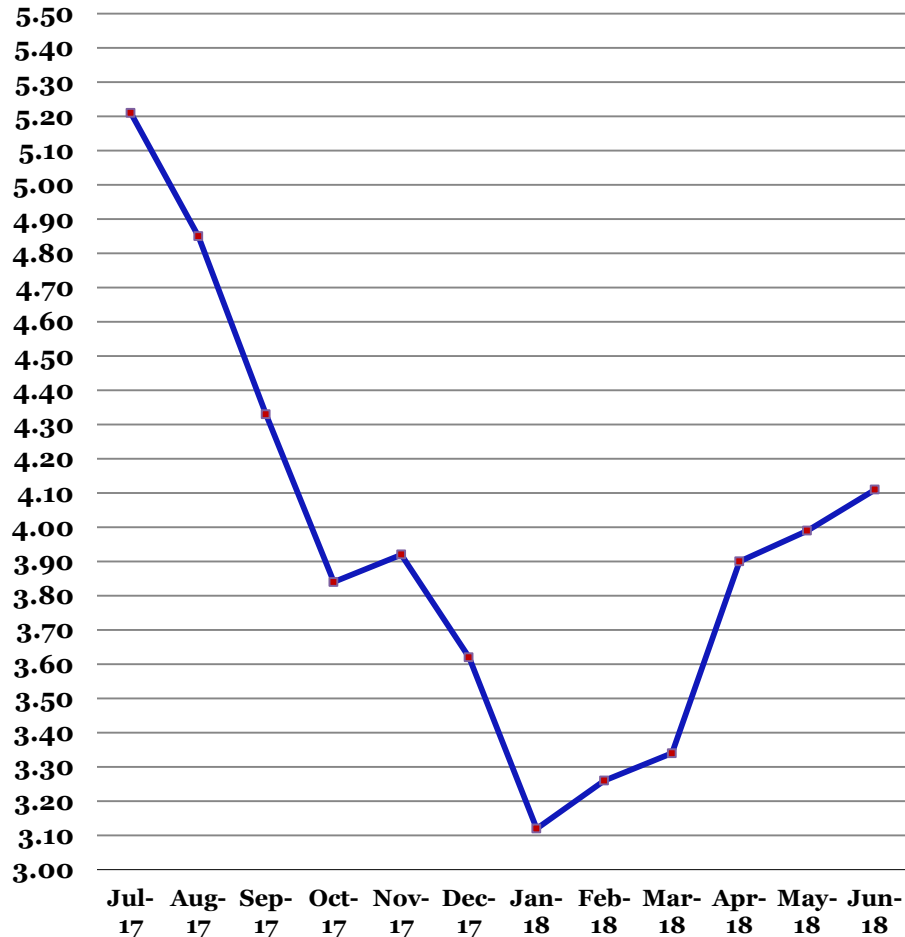
RE/MAX
The Group

Residential Months Supply on Market

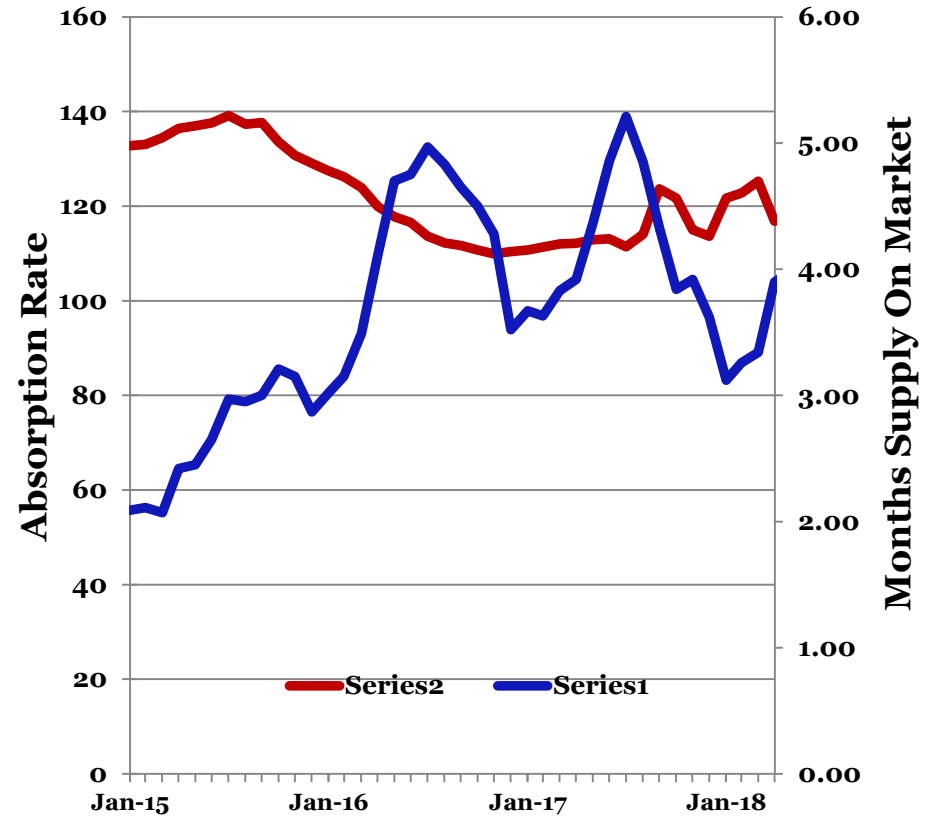
Including Absorption Rate - Report as of June 30, 2018

Month	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18
Homes Sold in Last 12 Months	1337	1369	1484	1460	1380	1364	1460	1473	1503	1402	1411	1403
Absorption Rate	111.42	114.08	123.67	121.67	115.00	113.67	121.67	122.75	125.25	116.83	117.58	116.92
Homes Currently on Market	580	553	528	499	451	411	380	400	418	456	469	481
Months Supply on the Market	5.21	4.85	4.33	3.84	3.92	3.62	3.12	3.26	3.34	3.90	3.99	4.11

Residential Months Supply on Market
Short Term - 12 Month History



Residential Absorption Rate and Months Supply on Market - January 2015- June 2018



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BIG 5 Competitive Analysis

Report Dates: January 1, 2018 - June 30, 2018

Homes Sold by Price Range & Current Market Share YTD

WITH NEW CONSTRUCTION

Casper	Price Range (\$1,000s)	RE LEADERS		RE/MAX		LEGACY		BURRIDGE		BROKER 1	
		Sold	Market Share	Sold	Market Share	Sold	Market Share	Sold	Market Share	Sold	Market Share
18	\$ 0 - <\$50	1	0.14%	1	0.14%	0	0.00%	5	0.72%	0	0.00%
52	\$50 - <\$100	9	1.29%	18	2.58%	2	0.29%	1	0.14%	4	0.57%
129	\$100 - <\$150	19	2.73%	23	3.30%	20	2.87%	13	1.87%	7	1.00%
176	\$150 - <\$200	35	5.02%	31	4.45%	28	4.02%	12	1.72%	10	1.43%
123	\$200 - <\$250	30	4.30%	21	3.01%	13	1.87%	13	1.87%	7	1.00%
81	\$250 - <\$300	10	1.43%	7	1.00%	8	1.15%	15	2.15%	6	0.86%
52	\$300 - <\$350	6	0.86%	9	1.29%	10	1.43%	3	0.43%	2	0.29%
38	\$350 - <\$400	9	1.29%	4	0.57%	2	0.29%	3	0.43%	4	0.57%
12	\$400 - <\$450	1	0.14%	2	0.29%	4	0.57%	0	0.00%	1	0.14%
8	\$450 - <\$500	0	0.00%	2	0.29%	1	0.14%	2	0.29%	1	0.14%
8	500+	2	0.29%	0	0.00%	1	0.14%	4	0.57%		0.00%
697	Market Share %	122	17.50%	118	16.93%	89	12.77%	71	10.19%	42	6.03%

WITHOUT NEW CONSTRUCTION

Casper	Price Range (\$1,000s)	RE LEADERS		RE/MAX		LEGACY		BURRIDGE		BROKER 1	
		Sold	Market Share	Sold	Market Share	Sold	Market Share	Sold	Market Share	Sold	Market Share
18	\$ 0 - <\$50	1	0.15%	1	0.15%	0	0.00%	5	0.75%	0	0.00%
52	\$50 - <\$100	9	1.36%	18	2.71%	2	0.30%	1	0.15%	4	0.60%
129	\$100 - <\$150	19	2.86%	23	3.46%	20	3.01%	13	1.96%	7	1.05%
172	\$150 - <\$200	35	5.27%	31	4.67%	28	4.22%	10	1.51%	10	1.51%
116	\$200 - <\$250	28	4.22%	19	2.86%	13	1.96%	11	1.66%	6	0.90%
70	\$250 - <\$300	9	1.36%	7	1.05%	7	1.05%	8	1.20%	5	0.75%
49	\$300 - <\$350	6	0.90%	9	1.36%	8	1.20%	3	0.45%	2	0.30%
33	\$350 - <\$400	8	1.20%	4	0.60%	2	0.30%	2	0.30%	4	0.60%
12	\$400 - <\$450	1	0.15%	2	0.30%	4	0.60%	0	0.00%	1	0.15%
6	\$450 - <\$500	0	0.00%	2	0.30%	1	0.15%	1	0.15%	0	0.00%
7	500+	2	0.30%	0	0.00%	1	0.15%	3	0.45%	0	0.00%
664	Market Share %	118	17.77%	116	17.47%	86	12.95%	57	8.58%	39	5.87%

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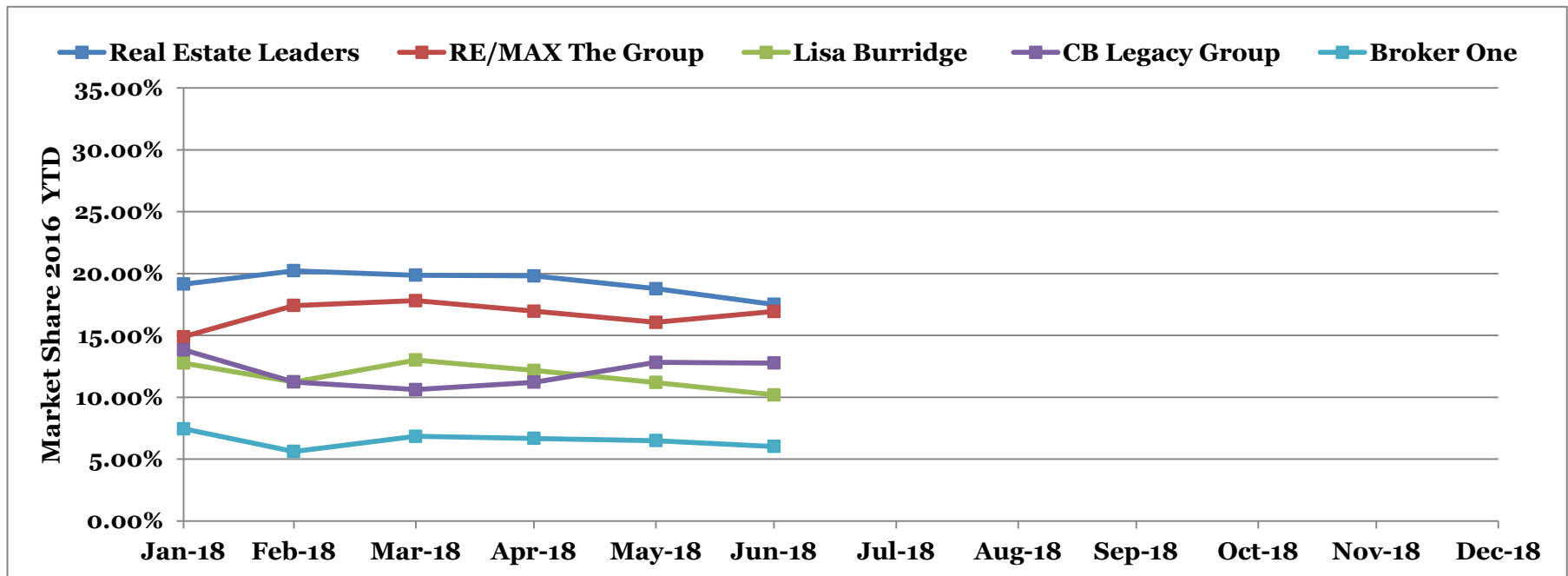
BIG 5 Market Share Analysis

Market Share 2017

Company	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
RE/MAX The Group	8.70%	13.73%	13.24%	15.26%	17.26%	17.38%	18.19%	17.31%	16.81%	17.73%	17.97%	17.96%
Real Estate Leaders	15.94%	11.11%	12.87%	12.63%	13.69%	12.96%	12.96%	13.45%	13.59%	14.06%	14.26%	14.22%
Lisa Burrridge	14.49%	10.46%	11.76%	12.37%	12.30%	12.80%	12.96%	12.68%	12.61%	12.58%	12.29%	12.24%
CB Legacy Group	10.14%	13.07%	11.76%	11.58%	11.11%	11.13%	11.13%	11.36%	11.63%	11.62%	11.51%	11.80%
Broker One	11.59%	10.46%	8.09%	8.95%	8.13%	7.93%	7.20%	6.95%	6.74%	6.55%	6.46%	6.38%

Market Share 2018

Company	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18
Real Estate Leaders	19.15%	20.22%	19.86%	19.81%	18.77%	17.50%						
RE/MAX The Group	14.89%	17.42%	17.81%	16.95%	16.06%	16.93%						
Lisa Burrridge	12.77%	11.24%	13.01%	12.17%	11.19%	10.19%						
CB Legacy Group	13.83%	11.24%	10.62%	11.22%	12.82%	12.77%						
Broker One	7.45%	5.62%	6.85%	6.68%	6.50%	6.03%						



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BIG 5 Trend Analysis

January 1, 2018 - June 30, 2018

YTD Average Days on Market - Big 5 Competitors

Company	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18
Real Estate Leaders	114	128	125	114	107	101						
RE/MAX The Group	85	104	102	94	92	95						
Lisa Burrigde & Associates	146	140	150	142	134	130						
CB Legacy Group	93	102	101	115	116	105						
Broker One	93	106	104	135	138	137						
MARKET AVERAGE	105	116	114	114	111	106						

YTD Sales - Average List Price vs Average Sell Price

Company	Average List Price	Average Sell Price	% List to Sell Price
Real Estate Leaders	\$214,917	\$211,066	98.21%
RE/MAX The Group	\$196,477	\$191,081	97.25%
Lisa Burrigde & Associates	\$231,616	\$228,751	98.76%
CB Legacy Group	\$221,519	\$217,375	98.13%
Broker One	\$220,868	\$219,508	99.38%
MARKET AVERAGE	\$214,115	\$209,812	97.99%

YTD Market Share - All Residential

Company	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18
Real Estate Leaders	19.15%	20.22%	19.86%	19.81%	18.77%	17.50%						
RE/MAX The Group	14.89%	17.42%	17.81%	16.95%	16.06%	16.93%						
Lisa Burrigde & Associates	12.77%	11.24%	13.01%	12.17%	12.82%	10.19%						
CB Legacy Group	13.83%	11.24%	10.62%	11.22%	11.19%	12.77%						
Broker One	7.45%	5.62%	6.85%	6.68%	6.50%	6.03%						

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Top 20 Office Ranking YTD within MLS by Sold Volume

Report as of June 30, 2018

Residential Sold Volume

		January 1, 2018 - June 30, 2018			
Rank	Office	Units	Volume	Average	% Volume
1	RE/MAX The Group	242	\$49,501,302	\$204,551	16.92%
2	Real Estate Leaders	224	\$47,206,164	\$210,742	16.14%
3	Coldwell Banker The Legacy Group	161	\$35,138,414	\$218,251	12.01%
4	Lisa Burrigde & Assoc	142	\$33,720,051	\$237,465	11.53%
5	The Edgeworth Real Estate Firm	97	\$21,441,724	\$221,049	7.33%
6	Broker One Real Estate, Inc.	69	\$15,797,275	\$228,946	5.40%
7	House Real Estate Group	54	\$11,406,800	\$211,237	3.90%
8	Stratton Real Estate	60	\$10,645,439	\$177,424	3.64%
9	Forefront Real Estate, LLC	44	\$9,104,690	\$206,925	3.11%
10	#1 Properties of Casper	27	\$7,065,000	\$261,667	2.42%
11	Overman Realty, LLC	47	\$6,829,600	\$145,311	2.34%
12	Prestige Real Estate	30	\$6,161,068	\$205,369	2.11%
13	Good As Sold, Inc.	17	\$4,485,595	\$263,859	1.53%
14	All Property Brokers	25	\$4,049,845	\$161,994	1.38%
15	Casper Real Estate Today	22	\$3,867,936	\$175,815	1.32%
16	Equity Brokers, Inc	18	\$3,746,100	\$208,117	1.28%
17	Bromley Real Estate Company	17	\$3,571,900	\$210,112	1.22%
18	Brokerage House Realty, Inc	18	\$3,253,980	\$180,777	1.11%
19	2nd Street, Inc	13	\$2,388,600	\$183,738	0.82%
20	No Place Like Home	11	\$2,180,900	\$198,264	0.75%
	All Others	56	\$10,915,705	\$218,735	3.74%
	Totals	1394	\$292,478,088	\$211,427	100.00%

January 1, 2017 - June 30, 2017			
Units	Volume	Average	% Volume
239	\$51,432,669	\$215,199	17.85%
142.5	\$34,231,422	\$240,221	11.88%
145.5	\$35,674,919	\$245,188	12.38%
179	\$47,358,551	\$264,573	16.44%
78.5	\$15,258,400	\$194,375	5.30%
86	\$18,014,990	\$209,477	6.25%
54	\$11,660,057	\$215,927	4.05%
56	\$10,693,197	\$190,950	3.71%
24	\$4,391,300	\$182,971	1.52%
15	\$5,125,510	\$341,701	1.78%
43	\$6,490,769	\$150,948	2.25%
26	\$6,230,500	\$239,635	2.16%
22	\$3,763,862	\$171,085	1.31%
35	\$6,868,300	\$196,237	2.38%
3	\$1,048,500	\$349,500	0.36%
17	\$3,953,300	\$232,547	1.37%
28	\$4,939,529	\$176,412	1.71%
31	\$4,278,999	\$138,032	1.49%
6	\$1,027,500	\$171,250	0.36%
10	\$2,170,800	\$217,080	0.75%
67	\$10,731,100	\$179,553	4.70%
1,308	\$285,344,174	\$217,270	100.00%

Multi-Class Sold Volume

		January 1, 2018 - June 30, 2018			
Rank	Office	Units	Volume	Average	% Volume
1	RE/MAX The Group	267	\$56,878,222	\$213,027	16.61%
2	Real Estate Leaders	249	\$50,619,364	\$203,291	14.79%
3	Coldwell Banker The Legacy Group	182	\$47,878,814	\$263,070	13.99%
4	Lisa Burrigde & Assoc	154	\$35,045,851	\$227,570	10.24%
5	The Edgeworth Real Estate Firm	116	\$30,238,224	\$260,674	8.83%
6	Broker One Real Estate, Inc.	79	\$23,701,775	\$300,022	6.92%
7	House Real Estate Group	65	\$12,435,750	\$191,319	3.63%
8	Stratton Real Estate	63	\$11,927,939	\$189,332	3.48%
9	Forefront Real Estate, LLC	45	\$9,154,690	\$203,438	2.67%
10	#1 Properties of Casper	27	\$7,065,000	\$261,667	2.06%
11	Overman Realty, LLC	50	\$6,948,100	\$138,962	2.03%
12	Prestige Real Estate	31	\$6,341,968	\$204,580	1.85%
13	Good As Sold, Inc.	18	\$4,504,095	\$250,228	1.32%
14	All Property Brokers	31	\$4,190,595	\$135,180	1.22%
15	Casper Real Estate Today	22	\$3,867,936	\$175,815	1.13%
16	Equity Brokers, Inc	22	\$4,886,100	\$222,095	1.43%
17	Bromley Real Estate Company	17	\$3,571,900	\$210,112	1.04%
18	Brokerage House Realty, Inc	18	\$3,253,980	\$180,777	0.95%
19	2nd Street, Inc	15	\$2,410,600	\$160,707	0.70%
20	No Place Like Home	15	\$2,544,900	\$169,660	0.74%
	All Others	70	\$14,884,205	\$238,607	4.37%
	Totals	1556	\$342,350,008	\$221,646	100.00%

January 1, 2017 - June 30, 2017			
Units	Volume	Average	% Volume
277	\$58,153,196	\$209,939	17.19%
148.5	\$34,920,345	\$235,154	10.32%
166.5	\$39,291,601	\$235,986	11.61%
191	\$48,900,751	\$256,025	14.45%
96.5	\$17,823,032	\$184,695	5.27%
107	\$40,708,990	\$380,458	12.03%
54	\$11,660,057	\$215,927	3.45%
58	\$11,144,197	\$192,141	3.29%
26	\$4,419,600	\$169,985	1.31%
18	\$5,260,510	\$292,251	1.55%
43	\$6,490,769	\$150,948	1.92%
26	\$6,230,500	\$239,635	1.84%
22	\$3,763,862	\$171,085	1.11%
41	\$7,675,300	\$187,202	2.27%
3	\$1,048,500	\$349,500	0.31%
22	\$6,643,300	\$301,968	1.96%
30	\$5,144,529	\$171,484	1.52%
31	\$4,278,999	\$138,032	1.26%
9	\$1,354,500	\$150,500	0.40%
12	\$2,450,300	\$204,192	0.72%
78	\$14,477,100	\$214,285	6.22%
1459	\$331,839,938	\$233,867	100.00%

MLS Statistics YTD For RE/MAX The Group

Through June 30, 2018

	Residential	Multi-Class (Residential, Land, Commercial, etc.)
MLS Current Active Listings	477	3752
RE/MAX The Group Current Active Listings	87	161
RE/MAX The Group Percentage of MLS Active Listings	18.24%	4.29%
Average Price of RE/MAX The Group Active Listings	\$366,862	\$361,821
Average Price of MLS Active Listings	\$304,362	\$411,119
Average Sale Price of MLS Listings	\$210,017	\$198,711
Average Sale Price of RE/MAX The Group Listings (List Side)	\$217,368	\$219,165
Average List Price of RE/MAX The Group Listings (List Side)	\$223,240	\$227,138
RE/MAX The Group Percentage of Sale Price to List Price (List Side)	97.37%	96.49%
MLS Percentage of Sale Price to List Price	98.09%	95.24%
MLS Sold Listings	696	2,090
RE/MAX The Group Number of Listings Sold (Sale Side)	118	134
RE/MAX The Group Number of Listings Sold (List Side)	124	147
Number of Listings Sold Where RE/MAX The Group Listed and Sold (Included in Above)	41	54
MLS Sold Volume	\$146,172,044	\$415,306,046
RE/MAX The Group Sold Volume (Sale Side)	\$22,547,666	\$26,469,576
RE/MAX The Group Sold Volume (List Side)	\$26,953,636	\$32,217,296
RE/MAX The Group Total Volume	\$49,501,302	\$58,686,872
RE/MAX The Group Volume of Listings Sold Where RE/MAX Listed and Sold (Included in Above)	\$8,969,750	\$12,276,660

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July 2018 Newsletter

WAM Connection

**THANKS FOR WAM'N IT UP
IN PINEDALE WITH US!**



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8 Guidelines for Conduct of
Municipal Officials

10 WAN'N IT UP IN PINEDALE

15 Wyoming's Community Heroes



WAMConnection

Published by the Wyoming Association of Municipalities

UPCOMING EVENTS

AUGUST

- August 13**
Best night to view the
Perseid Meteor Shower
- August 15-17**
Joint Water, TBD
- August 21**
Primary Election
- August 27-28**
Joint Minerals Meeting,
Laramie
- August 30-31**
Joint Travel Meeting,
Evanston

SEPTEMBER

- September 5**
Joint Air Transportation
Meeting, Jackson
- September 10**
Joint School Facilities
- September 18-19**
Joint Corporations
Meeting, Thermopolis
- September 18-19**
Joint Appropriations
Meeting, Buffalo
- September 20-21**
Joint Judiciary Meeting,
Laramie
- September 20-21**
Joint Revenue, Buffalo
- September 24-25**
Blockchain Task Force,
Jackson
- September 27**
WAM Board Meeting,
Riverton
- September 27-28**
Joint Agriculture Meeting,
Powell
- September 27-28**
Joint Education Meeting,
Casper

OCTOBER

- October 5**
Joint Labor Meeting, TBD
- October 9**
Joint Efficiency
Commission Meeting,
Cheyenne
- October 22-23**
Joint Transportation
Meeting, Casper
- October 24-25**
Joint Appropriations
Meeting, Thermopolis
- October 26**
Joint School Facilities
Meeting, Casper
- October 31**
Halloween

Thank you for answering our 2018 WAM Convention Survey. This is what we heard from YOU! More comments on page 13.

“One of the most valuable experiences in my estimation is getting together with other municipal staff and leaders and the ideas that come out over meals and in more casual settings. The classes are well done, but just getting together for a few days is extremely helpful.”



wam

Board of Directors

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VICE PRESIDENT:

Scott Dellinger, Mayor, Mountain View

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Andi Summerville, Mayor, Laramie
George Siglin, Mayor, Lingle

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Rene Kemper, Council Member, Douglas
Roger Miller, Mayor, Sheridan

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Landon Greer, Council Member, Cody
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Wamsutter

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Carol Intlekofer, City Clerk, Cheyenne

GOSCOMA REPRESENTATIVE:

Carter Napier, City Manger, Casper

LTS REPRESENTATIVE:

Scott Madsen, LTS President, Buffalo

PAST PRESIDENTS:

Susan Juskcha, Mayor, Glendo

WAM Sponsors

Gold Dome Sponsor

	City	Phone
One Call of Wyoming	Cheyenne	(307) 778-5210

First Class City Sponsor

	City	Phone
Black Hills Energy	Cheyenne	(888) 890-5554
Local Government Liability Pool (LGLP)	Cheyenne	(307) 638-1911
Rocky Mountain Power	Rock Springs	(307) 352-5202
WAM-JPIC	Cheyenne	(307) 632-0398

Home Town Sponsor

	City	Phone
Charter	Cheyenne	(307) 331-3448
Radisson Hotel Cheyenne	Cheyenne	(307) 638-4466
Union Pacific Railroad	Denver, CO	(303) 405-5010

WAM Partner

	City	Phone
Ameri-Tech Equipment Company	Lander	(307) 332-4000
Anton Collins Mitchell, LLP	Laramie	(307) 755-1040
AT&T	Cheyenne	(307) 635-1256
Black Mountain Software	Polson, MT	(800) 353-8829
Blair Hotels	Cody	(307) 587-3654
Blue Cross Blue Shield of Wyoming	Cheyenne	(307) 442-2376
Caselle, Inc.	Provo, UT	(800) 228-9851
Community Builders Inc.	Douglas	(307) 359-3311
Concrete Stabilization Technologies, Inc.	Wheatland	(307) 322-3990
Dana Kepner Company of Wyoming, Inc.	Casper	(307) 235-1300
George K. Baum & Company Wyoming Government Investment Fund	Cheyenne	(307) 778-8438
HDR Engineering	Gillette	(307) 682-8936
HUB International		
Mountain States Limited	Sheridan	(307) 672-5833
ICMA-RC	Denver, CO	(303) 861-7487
Jorgensen Associates, P.C.	Jackson	(307) 733-5150
KLJ	Bismarck, SD	(406) 441-5782
Kaiser Wealth Management	Cheyenne	(307) 634-1547
LONG Building Technologies	Casper	(307) 265-5997
McGee Hearne & Paiz, LLP	Cheyenne	(307) 634-2151
Morrison-Maierle, Inc.	Gillette	(307) 685-3780
Nelson Engineering	Jackson	(307) 733-2087
RBC Wealth Management	Cheyenne	(307) 634-7781
Russell Industries, Inc.	Casper	(307) 265-9566
SpringHill Suites by Marriot	Cheyenne	(307) 635-0006
Sunrise Engineering, Inc.	Cheyenne	(307) 775-9500
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And just like that we are a full month into summer! The days are longer, but somehow go by faster. I hope that you all have had time to enjoy some sunshine under our wonderful Wyoming skies. I have soaked in quite a few rays through the windshield traveling around to legislative meetings. Here is a brief recap of interim meetings so far.

Joint Corporations Committee Meeting, May 21-22

The JCC received comments regarding municipal services and financing that addressed storm water surface drainage systems, community development districts, and optional sales taxes. Representatives from Casper, Riverton and Cheyenne provided testimony on having local authority to create funding for storm water surface drainage systems. Testimony included examples and the need to address enhanced systems, protection of properties and peoples, long term plans, needed capital investment, new growth issues, acquiring needed ROWs, Clean Water Act regulations, the need for stable funding, creation of master plans, and the ability to raise local revenues to meet local needs. WAM provided support and agreement with the municipal representative comments, that a draft bill was created for the 2018 Budget Session and that it is a good basis for future legislation, the importance of public safety and welfare, and that the public will still be served via the public process as ordinances would be addressed.

Blockchain Task Force Meeting, May 24-25

The Secretary of State's Office provided reports on the number of entities registered since February 2018 and anticipates higher numbers after July 1, 2018; are trying to differentiate between domestic and foreign registrants; and have 10 types of coins submitted for notice of intent. The biggest issue at this time is to define interstate transactions or offers made outside Wyoming. The office needs guidance as it has concerns over limited liability company's filings, how to distinguish and track between parent and series company's; concerned on registered agents requirements; must review annual report filings requirements. Needs to know legislative parameters and rules.



Joint Minerals Committee Meeting, May 31- June 1

WAM's interest has to do with the lien and assessment process for abating nuisance or dangerous buildings to allow cleanup in cities and towns. Prior to the meeting WAM provided information with respect to a draft bill from 2011 that relates to statute 15-1-103 that addresses the general powers of governing bodies of cities and towns. A key issue for cities and towns is to be able to recover all costs associated with abatement through the lien process. Currently, municipalities are far down the order of recovering expenses for abatement efforts, and there needs to be a clear process for recovering dollars expended—in essence, recovering tax payer dollars. Statutes need to be more descriptive either on a lien procedure or an assessment process on real property to recover expenses.

Joint Revenue Committee Meeting, June 4-5, 2018

Reporting of personal property taxes, econometric review of the state fiscal structure, indexing of

Kaysen's Korner Continued...

certain fees and taxes, local tax options, and statewide stamping of cigarettes. With respect to local tax options, WAM provided the JRC a Status of Wyoming Cities and Towns Report with accompanying talking points. The Report was a continuation of the information presented to the JRC in 2017 with respect to revenue options for municipal and state government. I intended to present the Report in person; however, because of a medical need was unable to attend the JRC meeting. The JRC approved a draft bill for further review on a municipal option tax.

Joint Appropriations Committee Meeting, June 11-12

The purpose of the meeting was to receive information on the structure and investment of state funds from the State Treasurer's Office and the Wyoming Retirement System (WRS); consider other state structures, fees, and performance, and receive an actuarial update from the Wyoming Retirement System; review information on state revenue streams and the overall budget process; receive information from the Office of Homeland Security on its budgeting process, and explore range of state gaming issues.

Joint Agriculture Committee Meeting, June 13

Testimony was provided from Joint Agriculture, State & Water Resources Committees (JAC) interim topics, including a comprehensive study of water issues, and consider proposals for legislation. The JAC received congressional updates from Wyoming delegation representatives on various topics including international trade and tariffs, electronic logging devices for transportation, the farm bill, water infrastructure, energy and resources, and Endangered Species Act. A report was also given on the current fires in Wyoming. Overall state forests are healthy, precipitation is satisfactory in some areas, but most areas are dry, and the fire season could be problematic.

Government Efficiency Commission Meeting, June 19

The Government Efficiency Commission (GEC) received an update on the Executive Branch efficiency projects and consultant selection. The report included the streamlining of state government, reductions of 30% in funding, better public record access, and continued work on streamlining the contracting process. In addition, the span of control study continues as responses to a request for proposals for Government Savings and Efficiency Project begins June 25 for the four responses received. There are four projects that are being deferred for the next governor to act on and these are pilot based budgeting; a Governor's Grant Office; an initiatives project; and assess department best practices to utilize elsewhere and establish key performance measures.

Along with keeping up with legislative matters, I'm working on hiring a few new colleagues. We will begin the interview process for both our Legislative Director and our Member Services Manager over the next few weeks. For now, like Theodore Roosevelt said, "Do what you can, with what you have, where you are."

And I hope that you all do the same. I believe Wyoming communities are the heartbeat of the Cowboy State. People with few resources, but great determination and optimism who accomplish great things.

Don't miss an opportunity this summer to go to the mountains, fish a trout stream, sit around a campfire, enjoy holding a grandchild in your lap, see a shooting star and appreciate the benefits of a garden. Life is way to short to not taken in the great moments this fine state offers its citizens.

RURAL MAYOR SUMMIT

AUGUST 16-17, LOGAN, UTAH

The Wyoming Association of Municipalities (WAM) has been coordinating with the Utah League of Cities (ULCT) and the Association of Idaho Cities (AIC) in developing the first Rural Mayors Summit on August 16-17 in Logan, Utah. Utah State University has partnered with the ULCT, AIC and WAM for this Summit. The idea is to bring together mayors of rural communities from western Wyoming, northeast Utah and southern Idaho to talk about issues that are unique among small cities and towns. The Summit will address timely topics including economic development, by Dr. Michael Glauber, author of Main Street Entrepreneur, and the opioid epidemic by a panel of USU researchers. We are particularly pleased to announce that our Thursday night Keynote Speaker will be Utah Lt. Governor Spencer Cox. Additional topics may include funding, land use, and intergovernmental interaction and coordination.

Western Wyoming Mayors--this will be an insightful event that you won't want to miss!!!!

We are very pleased to share that Rocky Mountain Power, providing power and related services to Wyoming and Utah customers, is a sponsor for the Rural Mayor Summit....we are most grateful to Rocky Mountain Power for their sponsorship.

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Guidelines for the Conduct of Municipal Officials



In order to make public meetings and the process of governance run more smoothly, there's a certain manner in which council members should treat one another, municipal staff, citizens, and others they come into contact with while representing their community.

The way Council members interact with each other will set the tone for every meeting. Thus, the Council should act with **respect and courtesy**, refraining from rude or derogatory remarks.

All Council members are expected to follow these simple behavioral guidelines:

- Prepare in advance for council meetings.
- Stay focused and act efficiently
- Fully participate while demonstrating respect, kindness, consideration and courtesy to others.
- Represent the municipality at ceremonial functions.
- Serve as a model of leadership.
- Demonstrate honesty and integrity in every action and statement.

It is important to remember that all members of the Governing Body, including the Mayor and the President of the Council, have equal vote and voice, and that the power of the Council is as a group.

It's also important to remember that the Council speaks with one voice or not at all. This means that, **once a vote is taken and the council has collectively spoken, individual positions must be put aside.**

Though a diversity of opinion is welcomed and encouraged, the Council's power comes from its collective decision-making process.

The Mayor should not dominate the discussion, and should avoid overstating his own preferences, instead encouraging all opinions to be voiced without judgment, and permitting visitors to participate in the discussion when it's appropriate.

In this way, Council members can **"think twice, act once,"** carefully deliberating each issue and making one, collective decision.

The importance of the Mayor's role as the presiding official at meetings cannot be overstated. It is the Mayor's duty to see that the order of business is followed and that the meeting is conducted efficiently and in a dignified manner.

Meetings should have a written, published agenda. The Mayor announces each agenda item and briefly describes the subject. He/she will

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then invite the appropriate people to report on the item and make recommendations. The topic will then be open for Council questions and comments.

Next, the Mayor calls for a motion on the topic, and then there's discussion and a vote. And remember, the Mayor also has one vote.

The governing body should establish a policy as to how and when public citizens may participate in a meeting. They may choose to recognize the public throughout the meeting, on any topic, or invite the public to speak only on matters that are on the agenda. In the latter instance, **a process should be established for allowing public comments on topics that have not been placed on the agenda.**

Public hearings are often a legal, statutory requirement for such things as zoning changes, adoption of the municipal budget, or liquor license approvals. In order to go into a public hearing, the presiding officer closes the regular meeting and opens the public hearing. Typically, the applicant speaks first, followed by any public comments. Time limitations and number of times a speaker may speak should be established by the governing body. At the close of a public hearing, no more public testimony will be accepted.

Council members should not express opinions during the public hearing part of the meeting, except to ask pertinent questions. Council member should refrain from arguing or debating with the public during a public hearing, **always showing respect for different points of view.** "I think" and "I feel" comments by council members are not appropriate until after the close of the public hearing.

The success of any municipality's administration is affected by its image, so good public relations should always be a matter of concern. Here are some basic strategies for success:

- Be welcoming to the public in a meeting and practice active listening.
- Good eye contact and positive body language is important.
- Ask for clarification, but avoid debate and argument.
- And, importantly, make no promise on behalf of the Council. Remember that you alone are not the Council, but a part of the whole voice.

- Public relations also extend to interactions with the media.

When talking to a reporter, you have two audiences: the media person in front of you and the public audience. Make sure the reporter understands what you are saying so your ultimate audience – your constituents reading the newspaper or listening to the radio – receive the message correctly.

Fair and balanced media coverage can be a significant community asset, but you need to be careful of what you say and how you say it.

Never go "off the record," and watch your ad-libs. The best practice is to designate an official spokesman for the city or town.

Overall, the conduct of elected officials comes down to **respect:**

Respect for one another as individuals.

Respect for the validity of different opinions.

Respect for the democratic process.

Respect for the community you serve.



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I really enjoyed the workshops, Guest Motivational Speaker. The Banquet was one of the Best. Exhibitors were super as always.

What we heard from you about this year's Convention in Pinedale

Keep talking about landfills; ideas on how to diversify economies; something that demonstrates how elected officials need to run a city/town as if it were their own business; having other state agencies there is always helpful (DEQ, WYDOT, etc.) to share grant/funding options and meet the people at that level.

EVERYTHING I ATTENDED WAS GREAT. I WAS A LITTLE HESITANT ABOUT GOING TO LEADING UP, BUT THE PRESENTER WAS SUPER AND I REALLY ENJOYED THAT.

You guys nailed it!! Thanks!!!

Was a little disappointed that more Gov. Candidates didn't show up to the reception and those that did, some didn't stay long. I thought the Debate was very helpful and thank you for having that. So many candidates to choose from and we need to learn as much as possible about them.

Always enjoy the Cracker Barrel Session as I come home thanking the Lord we aren't the only ones with problems. Everyone has the same problems. I was happy I won two nice prizes from the exhibitors and they were all pleasant and helpful. Thank them all for me and I am thankful for all they do for WAM.

Great questions and structure with the candidates and the quality of classes this year was great!



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Greg Greenhoe



“Greg has been instrumental in creating numerous programs and partnerships in the Star Valley Ranch Community and has lead a team of volunteers who have constructed, maintained and improved miles of trail.”



“With a love to garden, Jane and her fellow ‘green thumbs’ crew help spruce up Worland’s community parks & City Hall by planting flowers and other plants to accent these anchor areas.”

Jane O'Connor

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