
INFORMATION PACKET

Friday, April 19, 2024



TABLE OF CONTENTS

CITY OF CASPER DOCUMENTS & INFORMATION

The Grid - Working Document of Council Meetings with Potential Topics & Addendum. Pg 2

2024 April Ford WY Center Calendar Pg. 5

AGENCIES, BOARDS, AND COMMITTEES DOCUMENTS & INFORMATION

Central Wyoming Regional Water System Joint Powers Board Minutes and Agenda Pg. 6

Parks and Rec Advisory Board Minutes Pg. 57

Amoco Reuse Agreement Joint Powers Board Minutes Pg. 59

CORRESPONDENCE

Hogadon Chairlift Memo Pg. 61

The Grid**Working Draft of Council Meeting Agendas**

April 23, 2024 Councilors Absent: Haskins; Virtual - Bond (tentative)			
Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Pathways National Heritage Area Designation	Direction Requested	4:35	30 min
Junior Hockey	Move Forward for Approval	5:05	5 min
Dangerous Building Process	Direction Requested	5:10	30 min
Code Enforcement Follow-up (Towing Fees)	Direction Requested	5:40	30 min
WaterSmart Environmental Resources Grant	Direction Requested	6:10	10 min
Credit Card Fees	Move Forward for Approval	6:20	20 min
WAM Summer Voting Delegate	Direction Requested	6:40	5 min
Fire Self Inspection Fees Resolution	Move Forward for Approval	6:45	10 min
CPU Advisory Board Ordinance	Move Forward for Approval	6:55	10 min
Agenda Review		7:05	10 min
Council Around the Table		7:15	20 min
Approximate Ending Time:			7:35

May 7, 2024 Councilors Absent:					
Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting: Tentative Budget to Council					
Pre-Meeting: Citizen Feedback Survey					
Approval of 3/26 Special Meeting Minutes					C
Approval of 3/26 Executive Session Minutes					C
Approval of 4/2 Minutes					C
Approval of 4/2 Exec Minutes					C
Approval of 4/16 Minutes					C
Establish Public Hearing - Budget Amendment #3	C				
Public Hearing and 1st Reading Speed Ordinance Amendments			N		
3rd Reading: Fire Self Inspection Ordinance			N		
3rd Reading: Consideration of an Ordinance Amending Sections 8.40.040 and 8.44.060 of the Casper Municipal Code Pertaining to Administrative Fees for Litter, Weed & Pest Control Abatements.			N		
Natrona County Travel & Tourism Council Board Reappointment					C
Authorize a Revocable License Agreement with Brucke Bauen Casper, LLC, for Installation and Maintenance of an Irrigation Line and an Electrical Line in City of Casper Right of Way. (Tenative)				C	
Authorizing a Contract for Professional Services with Recykling Industrial Repairs, Inc., in the amount of \$72,845.00, for the South Baler Ejector Repair, Project No. 24-025.				C	
Authorize an Agreement for Construction Management Services with Sampson Construction Company, Inc., in the amount of \$67,400.00 for the Casper Business Center Police Remodel, Project No. 23-023.				C	
Fire Self Inspection Resolution				C	

May 14, 2024 Councilors Absent:			
Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
FWC Study Update (Tenative)	Information Only	4:35	60 min
Downtown Parking Kiosks (Tentative)	Direction Requested	5:35	30 min
Council Conflict of Interest	Information Only	6:05	40 min
Budget Amendment #3	Move Forward for Approval	6:45	15 min
Open Container Area	Direction Requested	7:00	30 min
Community Project Funding Process Part 2	Direction Requested	7:30	30 min

Agenda Review		Page 10 of 62	20 min
Legislative Review		8:20	20 min
Council Around the Table		8:40	20 min
Approximate Ending Time:			9:00

May 21, 2024 Councilors Absent:					
Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
	Pre-Meeting:				
	Approval of 5/7 Minutes				
	Public Hearing - Budget Amendment #3				
	Council Meeting Order Resolution				
	2nd Reading Speed Ordinance Amendments				

May 28, 2024 Councilors Absent:			
Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
	Recommendations = Information Only, Move Forward for Approval, Direction Requested		
	Meeting Follow-up		
Budget Review		Direction Requested	4:35
Approximate Ending Time:			8:35

Future Agenda Items

Council Items:			
Item	Date	Estimated Time	Notes
Funding for Sidewalk Repairs/Homeowner Responsibilities			Ordinance issue?
Naming City Garbage Trucks/Plow Follow-up			
Utility Billing Update			Sept
Vegetation Abatement Follow-up			
Recycling and Composting Options			Summer
Commercial/Heavy Traffic on Residential Roads			
Affordable Housing			Summer
Staff Items:			
Utility Rate Model			May
Summary Proposed Budget to Council	June 4, 2024		
Fort Caspar Feasibility Study			Fall
Website Update			Fall
Online Utility Payment Portal Update			Early Summer
Veteran's Park Plans			Summer
Master Plan			Summer
Rec Joint Powers Board Application			
Code Enforcement Follow-up Part 2 (Time Frame for Addressing Violations)			May
Potential Topics-- Council Thumbs to be Added:			
Future Regular Council Meeting Items:			
Establish Public Hearing: FY25 Budget	6/4/2024		
Public Hearing: FY25 Budget Adoption	6/18/2024		
Urban Forestry Grant			Waiting on a contract
Retreat Items:			
Economic Development and City Building Strategy			
City Facility Retention & Subsidization			

APRIL 2024



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
31	1 NJCAA D1 Women's Basketball Championship 5:00 pm- 10:00 pm	2	3 TIPS Training 6:00 pm-9:00 pm	4 Load-in TMTT 8:00 am-5:00 pm	5 Load-in TMTT 8:00 am-5:00 pm	6 Toughest Monster Truck Tour 12:30pm- 5:00 pm
7	8 CNFR Committee Meeting 5:00pm- 6:00 pm	9	10	11 Load-in WAWA 12:00 pm- 5:00 pm	12 WAWA Tournament 7:00am-8:00pm	13 WAWA Tournament 7:00am-8:00pm
14 WAWA Tournament 7:00 am- 8:00 pm	15	16	17 Load-in Art Symposium 8:00 am-10:00 pm	18 High School Art Symposium 7:00am-5:00 pm	19 High School Art Symposium 8:00am -2:00pm	20 Breaking Benjamin & Daughtry 6:00 pm- 10:00 pm
21	22	23	24 SkillsUSA Closing Ceremony 6:30 am- 12:00 pm	25 Broadway at the Ford: Annie 6:00 pm- 9:30 pm	26 WyVA Prom 4:00 pm-10:00 pm	27 CDC Art Al Carte 5:00pm-11:00pm
28 Academic Awards Banquet 5:00 pm- 8:00 pm	29	30	1	2	3	4

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

MEETING PROCEEDINGS

March 19, 2024

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, March 19, 2024, 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 Bertoglio, Vice-Chairman North, Secretary Waters, Treasurer Cathey, and Board Members Aars and Pollock. Board Members Pacheco and Sabrosky were absent.

City of Casper – Bertoglio, Cathey, Pollock, Bruce Martin, Mark Anderson, Andrew Colling, Janette Brown

Natrona County – North

Salt Creek Joint Powers Board – Aars

Wardwell Water & Sewer District –

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.; Steven Clark – Town of Bar Nunn; Jessica Reynolds

The Board meeting was called to order at 11:31 a.m.

1. There were no Announcements.
2. Chairman Bertoglio asked for a motion to approve the minutes from the February 27,

2024, Regular meeting. A motion was made by Vice-Chairman North and seconded by Treasurer Cathey to approve the minutes from the February 27, 2024, Regular meeting. Motion put and carried.

3. Mr. Martin stated that three additional vouchers were added to the listing that was sent out in the agenda packet. Mr. Martin asked the Board to reference the voucher listing on the screen.

Mr. Martin stated that voucher 8666 for Immense Impact, LLC is for the annual subscription for the RWS website.

Mr. Martin stated that voucher 8669 for CNA Surety is for the Treasurer Officer Bond.

Mr. Martin stated that voucher 8670 for DOI/BLM is for the Right of Way rental for the Pioneer Tank. Mr. Martin stated that this is an annual fee per the agreement.

Mr. Martin stated that vouchers 8671 and 8672 for DXP Enterprises, Inc. are for the Morad Recharge Pump that was rebuilt.

Mr. Martin stated that voucher 8673 for Dynamic Controls Inc. is for the WTP HVAC Chiller Valve Replacement. Mr. Martin stated that this project has been completed.

Mr. Martin stated that the vouchers are in good order and recommended approval of vouchers 8666 through 8673 in the amount of \$324,986.28.

A motion was made by Secretary Waters and seconded by Board Member Pollock to approve the March 2024 voucher listing to include voucher numbers 8666 through 8673 in the amount of \$324,986.28. Motion put and carried.

4. Mr. Martin asked the Board to reference the Water Production chart on the screen. Mr. Martin stated that there were 159 MG of water produced in February, which is 8 MG above the five-year average of 151 MG.

Mr. Martin stated that the fiscal year-to-date water production was 2.51 BG, which is 117 MG below the five-year average of 2.63 BG. Mr. Martin stated that with the last couple of months production above average, production is creeping up to average for the year. Mr. Martin stated that he hopes that by the end of the fiscal year, production is average.

Mr. Martin asked the Board to reference the Comparative Income Statement on the screen.

Mr. Martin stated that Water Utility Charges year-to-date are currently \$5,795,422, compared to \$6,158,153 last year, which is approximately \$363,000 less than last fiscal year and correlates with the below average water sales.

Mr. Martin stated that Reimbursable Contract Expense is \$2,579,227, which includes February expenses. Mr. Martin stated that this line item is approximately \$152,000 more than last year due to the timing of chemical purchases, but it is where it was expected to

be at this time of the Fiscal Year.

Chairman Bertoglio asked for a motion to approve the February 2024 Financial Report as presented. A motion was made by Secretary Waters and seconded by Vice-Chairman North to approve the February 2024 Financial Report as presented. Motion put and carried.

5. Mr. Martin stated that the WTP Manager position has not been filled yet so he will present the WTP Operations Update.

Mr. Martin stated that we are in the process of interviewing for the WTP Manager position, so hopefully by the meeting next month he will have an update for the Board.

Mr. Martin stated that interviews for the open Operator position are taking place, and he should have an update for the Board at the next meeting.

Mr. Martin stated that the vacant Administrative Assistant position should be advertised this week.

Mr. Martin stated that the contractor planned to be on site the week of March 4th for the WWDC contract for Well Rehabilitation. Mr. Martin stated that was delayed to this week, and they showed up yesterday afternoon. Mr. Martin stated that they started on Morad 6, Morad 2, and Casper 19, so hopefully we'll see a good recovery on those wells. Mr. Martin stated that it will probably be a three-week process to get through these three wells.

Mr. Martin stated that Xylem has been on site doing the annual service on some ozone generator issues. Mr. Martin stated that they calibrated the monitors, and right after that, only one generator worked. Mr. Martin stated that they came back on site and got another one working, and two others need parts. Mr. Martin stated that they are working as quickly as they can to get all the ozone generators in service.

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

Mr. Anderson stated that the weekly security checks and tank sampling continue to be completed each week.

Mr. Anderson stated that the system chloramine residuals are good right now. Mr. Anderson stated that they had the Operators lower the residual since the water is colder and has not affected the chloramine residuals.

Mr. Anderson stated that staff checked all the non-draining fire hydrants. Mr. Anderson stated that there is probably one more month of doing these checks.

Mr. Anderson stated that the ARV's that were on order for the Crosstown Pipeline finally arrived so crews will start installing or replacing the old ones with the new ARV's.

Mr. Anderson stated that the annual inspections and testing of the RWS backflow devices

are in progress.

6. In Public Comment, Ms. Jessica Reynolds stated that she lives just outside of the 33 Mile Improvement and Service District and requested annexation and a water tap. Ms. Reynolds stated that they are currently hauling water and would like the Board to reconsider approval for them to tap into the system.

Chairman Bertoglio stated that the request to connect to the system was denied as their property is outside the RWS service area. Chairman Bertoglio stated that the next item on the agenda to be discussed will hopefully resolve that.

7. In Old Business:

- a. Mr. Martin stated that the request from 33 Mile Improvement and Service District to enlarge their service area brought up the discussion of updating and expanding the RWS Service Area Map. Mr. Martin stated that it was decided to take a holistic look at the service area and not just that one little area, so if this pops up in the future, we won't have to go through the same thing again.

Mr. Martin asked the Board to reference the map on the screen. Mr. Martin stated that the map shows the existing service area, and the tan area is the proposed expansion of the service area.

Chairman Bertoglio asked if when the map is sent to the State if it will just show the proposed service area. Mr. Martin stated that is correct. Mr. Martin stated that the service area was straightened along section lines. Mr. Martin stated that staff also considered pressure zones and service elevations when determining the service area expansion. Mr. Martin stated that just because the area is proposed doesn't mean it will automatically be served as the Wholesale Entities still have to request enlargement of their system from the Board. Mr. Martin asked for Board comments if they would like to see something different on the map.

Mr. Martin stated that he shared the proposed service area map with Mr. Stump, and he did not see any issues. Mr. Martin stated that once the Board agrees on what the proposed service area should be, the legal description will be updated and included with the map submittal to the State. Mr. Martin stated that this service area enlargement request will go straight to the State Engineer and will not have to go to the Board of Control for approval.

Chairman Bertoglio asked why more of the area north of the Sandy Lake Estates area was not included. Mr. Martin stated that without major improvements, we will not be able to serve that area.

Chairman Bertoglio asked if just the service area will be on the map and not the municipal boundaries. Mr. Martin stated that is correct. Mr. Martin stated that the map and the legal description of the new proposed service area will be submitted to the State.

Chairman Bertoglio stated that there has been some discussion of building a water fill station off Ormsby Road, and asked if it will affect the service area map. Mr. Martin stated that it will need to be included on the service area map. Mr. Martin stated that would have to be a tap off the Salt Creek waterline, so it would have to be approved by the Salt Creek Joint Powers Board and would have to be shown on the service area map. Vice-Chairman North stated that Midwest and Edgerton were talking about doing a tap for a fill station while they were changing out the waterline. Vice-Chairman North stated that the fill station is being discussed to service the Antelope Hills area, BB Brooks area, Ormsby Road, and Homa Hills. Chairman Bertoglio asked that a point be included on the service map and in the legal description for the fill station area just to cover it.

Chairman Bertoglio asked from a DEQ standpoint if they would permit for the fill station tank. Mr. Martin stated that DEQ would have to issue permits for the fill station.

Secretary Waters informed Board Member Aars that a tour could be arranged for the Pioneer fill station, so they could see how it is set up. Secretary Waters stated that the only problem Pioneer is having now is that it has been in service for so long that parts are starting to break.

Chairman Bertoglio asked when the updated service area map would be submitted to the State. Mr. Martin stated that if the Board approves, after the area for the fill station is added, and after the legal description is reviewed for accuracy, it will be submitted to the State.

Board Member Aars stated that there will be a meeting of the Salt Creek Joint Powers Board tomorrow, and she will get more information on the fill station location at that time. Board Member Aars stated that she will get the information to Mr. Martin as soon as possible.

Mr. Martin informed the Board that he is unsure if the State will require a resolution approved by the Board, or if a letter from the Chairman will suffice for their requirements.

A motion was made by Board Member Pollock and seconded by Vice-Chairman North to approve the proposed service area map as presented with the addition of the Salt Creek fill station area be submitted to the State Engineer. Motion put and carried.

- b. Mr. Martin stated that when the request for service for 5248 33 Mile Road and the enlargement of the 33 Mile service area was received, the property was outside the service area of Regional Water and could not be served. Mr. Martin stated that now that the Board has approved the service area enlargement to be submitted to the State, this request is being brought back to the Board for consideration.

Chairman Bertoglio stated it was initially thought this was a problematic issue and

would take considerable time and have to go before the Board of Control for approval. Chairman Bertoglio stated that now that we know it only has to go to the State Engineer for approval, it is not such a big issue. Chairman Bertoglio stated that he suggested the Board approve the expansion of the 33 Mile District and tap for the request that was made.

Board Member Pollock asked if this property will now be in the Board's service area once the updated service area map has been approved by the State Engineer. Chairman Bertoglio stated that is correct, it will be in the Board service area.

Chairman Bertoglio asked if a motion is needed to approve this request. Mr. Martin stated that a motion will be needed, and a letter will need to be signed and sent to Crowley Fleck, who will forward the request to the County Commissioners for approval to expand the 33 Mile District.

A motion was made by Secretary Waters and seconded by Vice-Chairman North to approve the 33 Mile Road Improvement and Service District enlargement and provide service to 5248 33 Mile Rd. Motion put and carried.

- c. There was no Other Old Business.

8. In New Business:

- a. Mr. Martin stated that when the Mountain View Tank was inspected, it revealed significant damage to the interior columns and roof. Mr. Martin stated that \$1.5 M was included in the FY24 Budget to replace the roof and column structures on this tank. Mr. Martin asked the Board to reference the photos of the inside of the tank on the screen. Mr. Martin stated that Salt Creek Tank, who did the inspection, recommends replacing the columns and roof of the tank due to severe corrosion.

Chairman Bertoglio asked how big the tank is. Mr. Martin stated that the tank is a 700,000-gallon tank.

Chairman Bertoglio asked what the cost would be for a new tank. Mr. Martin stated that the cost for Tower Tank was approximately \$1.5 M.

Secretary Waters asked if the Mountain View Tank is the same age as the Pioneer Tank. Mr. Anderson stated that he is unsure, but the Pioneer tank looked really good when it was inspected. Mr. Anderson stated that the tanks are inspected about every five years. Mr. Martin stated that he believes the coating system on this tank failed and wasn't caught quickly enough.

Chairman Bertoglio stated that the reason he asked is a new tank versus fixing the old tank is sometimes better. Mr. Colling stated that was considered when the Backwash Tank roof was replaced. Mr. Colling stated that the Backwash Tank was approximately \$1 M. Mr. Colling stated that it could be looked at with this tank. Chairman Bertoglio asked that the consultants look at the benefit analysis of

replacing the tank versus repairing the existing tank.

Mr. Martin stated that proposals were requested from qualified consultants to provide engineering design and construction administration services for the project. Mr. Martin stated that City staff received one proposal from Civil Engineering Professionals, Inc. (CEPI).

Mr. Martin stated that the Agreement with CEPI consists of providing engineering services to include the preparation of bid design and bid documents, assisting with the bid process, and overseeing the rehabilitation work. Mr. Martin stated that CEPI could be asked to look at the cost analysis of a new tank versus repairs.

A motion was made by Secretary Waters and seconded by Treasurer Cathey to approve the agreement with Civil Engineering Professionals, Inc. for engineering services, design, and construction administration for the Mountain View Water Storage Tank, Project No. 24-012, in the amount of \$122,000.00. Motion put and carried.

- b. Mr. Martin stated that typically, the Board reviews the preliminary Capital Projects for the upcoming fiscal year in March, the preliminary Operations budget in April, and the preliminary wholesale water rate in May, then in June the Board approves budget and rate.

Mr. Martin reviewed the Preliminary FY25 Capital Projects with the Board as follows:

- FY25 Equipment Replacement - \$200,000 – annual amount for unanticipated critical equipment failures.
- FY25 Well Rehabilitation - \$1,000,000 – money is set aside every year for well rehabilitation. It is expected that recommendations will be given by WWDC according to the Wellfield Plan.
- Security Upgrades - \$40,000 – based on facility assessment by the Police Department.
- FY25 Turbidimeters - \$40,000 – annual replacement of bad turbidimeters.
- FY25 Filter Media Replacement - \$100,000 – One was budgeted for in FY24, looking to do one a year. The process was started, then PFAS testing started, testing showed no PFAS, so we don't have to upgrade to activated carbon filters.
- GW Ozone Contactor Pipe - \$750,000 – lining of the concrete pipe to mitigate leaks. May hold off on the FY24 project and do both FY24 and FY25 at the same time to take advantage of economy of scale.
- Gravity Filter Valve Replacement - \$150,000 – critical replacement of some of the valves that are in various stages of failure.
- Sodium Hypochlorite Tank - \$80,000 – Inspection revealed bad interior – reline to extend the life of the tank 8 – 10 years. The tanks are in an area where the building was built around them so they would have to be cut up to remove. The lining can be done two to three times.

- Sand Pump Replacements - \$30,000 – may take out – generally annual amount to replace failed sand pumps. Have been able to rebuild three sand pumps, and there are two on the inventory shelf.
- Pioneer Booster Electrical - \$150,000 – MCC replacement of failed equipment - beyond its original life.
- Raw Water Building - \$500,000 – design only, major work will need to be done so will look at SRF loan for construction.
- Well Pump Replacements \$140,000 – replacement pump purchases.

Mr. Martin stated that the total Preliminary FY25 Capital Budget is \$3,180,000 and is on track with the most recent approved rate model. Mr. Martin stated that this is a preliminary look at the Capital, and any revisions will be discussed at a later meeting.

Secretary Waters asked how often the water tanks are inspected. Mr. Anderson stated that they are inspected every five years, EPA says to inspect them up to every ten years. Mr. Anderson stated that tanks with known problems are inspected every three years.

Secretary Waters asked if there is justification to shorten the inspection cycle to three years just so we don't end up with a tank like the Mountain View Tank. Secretary Waters stated that he was shocked by how much damage is in that tank. Mr. Anderson stated that he doesn't think it was a lack of years, he thinks it was not inspected properly the last time it was inspected, no one looked up. Mr. Anderson stated that policy has been changed to where Mr. Colling comes out on tank inspections, as he is NACE certified in coatings.

Chairman Bertoglio stated that a large portion of the new UV system involves the Ozonation system, and asked if any of these projects will be directly affected or could be combined with the UV system. Mr. Martin stated that there is not as the UV project will mainly focus on the ozone generators and the addition of the UV system. Mr. Martin stated that the ozone generators will be the biggest portion of the project. Mr. Martin stated that in the past there have been ozone cooling water pumps and ozone monitors, those kinds of things have been pulled out of Capital as they will be included in the larger UV project.

Mr. Martin stated that next month the Board will review the Preliminary Operations Budget and any revisions to the Capital Budget will be included and reviewed with the Board at that time, with a final review in June.

- c. Mr. Martin stated that this is the time of year when we look at the snowpack to see if there will be any calls on the river. Mr. Martin asked the Board to reference the snowpack map on the screen which was from a week ago. Mr. Martin stated that the Upper North Platte Basin, Lower North Platte Basin, and Sweetwater areas are what we are concerned with as that is where our water comes from. Mr. Martin brought up the latest map and stated that after this last storm, snowpack percentages have improved. Mr. Martin stated that winter is not over yet, and

usually the Spring storms have a lot of moisture in them. Mr. Martin stated that the Bureau of Reclamation put out that it is not anticipated that an administrative call will be placed on the river in April. Mr. Martin stated that hopefully, we will get more snow out of these upcoming storms.

Chairman Bertoglio asked if staff is still looking into a storage right for Upper Rock Creek Reservoir (URCR). Mr. Martin stated that staff is still working on an Exchange Petition for URCR, which will allow for water to be release and stored in a different reservoir and used when needed. Chairman Bertoglio stated that he thinks that an Exchange Petition has to be approved by Congress as he doesn't think that the Bureau of Reclamation can do it administratively. Mr. Martin stated that for what we are doing it only has to be approved by the Board of Control. Chairman Bertoglio stated that he thought that anything on the North Platte River that goes into any of the reservoirs has to have a Federal Act. Mr. Martin stated that if the Bureau of Reclamation is going to change anything, it would be a Congressional Act, but for an exchange type of thing, we're hoping it will just be the Board of Control. Chairman Bertoglio asked if it is just like an exchange during irrigation season. Mr. Martin stated yes. Mr. Martin stated that our main concern is that like right now we can't make releases because it is frozen up there, so our thought is if there is a call on the river and we wanted to use the URCR water but couldn't make the physical release, that we could use water from another reservoir and replace it when we are able to release water from URCR.

- d. Ms. Brown distributed the Financial Disclosures to the Board. Ms. Brown stated that the Financial Disclosures are required every year and must be signed in open session. The Financial Disclosures were signed by the Board Members in attendance at this meeting during open session.
- e. In Other New Business:
 - i) Mr. Martin stated that there will be a meeting tomorrow to discuss revisions to the Joint Powers Board Agreement. Chairman Bertoglio stated that the meeting will be at 10:00 am in the Board Conference Room. Chairman Bertoglio stated that Vice-Chairman North and Secretary Waters will be in attendance, and asked Board Member Aars if she would like to attend. Board Member Aars stated that she is unable to attend the meeting. Chairman Bertoglio stated that they will review the current agreement and bring highlights of needed revisions to the next Board meeting.
 - ii) Secretary Waters asked how the vote came out from last month. Chairman Bertoglio asked if Secretary Waters was asking about the quorum question, and asked Mr. Chapin if he had a chance to look into this. Mr. Chapin stated that he had not. Chairman Bertoglio stated that there were four approvals, one against, and one abstention on the vote and the question is if the Board needed five approvals, a quorum majority of the Board, or a majority of the quorum in attendance.

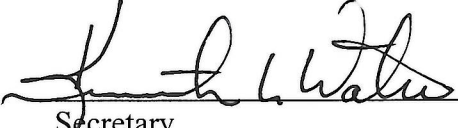
Secretary Waters asked if the Board would go forward as if the vote passed. Chairman Bertoglio stated that the Board would move forward as if the vote passed, while Mr. Chapin researches the answer. Chairman Bertoglio stated that if it comes up, the Board can reconsider the vote. Chairman Bertoglio stated that what is holding us up going to the State right now, is no matter if it would have to be reconsidered, we still would have to make changes to the Agreement. Chairman Bertoglio stated that if it comes up it can be reconsidered at that point.

9. In the Chairman's Report, Chairman Bertoglio stated that the next Regular Meeting will be held on April 16, 2024.

A motion was made by Secretary Waters and seconded by Vice-Chairman North to adjourn the meeting at 12:20 p.m. Motion put and carried.



Chairman



Secretary



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

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

**Board
Members:**

Paul Bertoglio,
Chairman

David North,
Vice-Chairman

Ken Waters,
Secretary

Steve Cathey,
Treasurer

Ashley Aars

Michael Bond

Amber Pollock

Dan Sabrosky

REGULAR JOINT POWERS BOARD MEETING AGENDA

Tuesday April 16, 2024 11:30 a.m.

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

1. Announcements
2. Approve Minutes – March 19, 2024 Regular Meeting *
3. Approve Vouchers – April 2024 *
4. Approve Financial Report – March 2024 *
5. Operations Update
6. Public Comment
7. Old Business
 - a) Wellfield Management Plan Project Update
 - b) Discuss Draft Joint Powers Board Agreement Revisions
 - c) Discuss Salt Creek Request for Additional Service Area Expansion
 - d) Other
8. New Business
 - a) Review FY2025 Preliminary Budget *
 - i) WTP FY2025 Preliminary Operations Budget *
 - ii) RWS Agency FY2025 Preliminary Budget *
 - b) Update of Annual Financial Disclosure Letters – Board Members Bond and Sabrosky
 - c) Other
9. Chairman's Report

Next Meeting: Regular JPB Meeting – May 21, 2024

****Indicates Attachment***



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

MEETING PROCEEDINGS

March 19, 2024

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, March 19, 2024, 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 Bertoglio, Vice-Chairman North, Secretary Waters, Treasurer Cathey, and Board Members Aars and Pollock. Board Members Pacheco and Sabrosky were absent.

City of Casper – Bertoglio, Cathey, Pollock, Bruce Martin, Mark Anderson, Andrew Colling, Janette Brown

Natrona County – North

Salt Creek Joint Powers Board – Aars

Wardwell Water & Sewer District –

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.; Steven Clark – Town of Bar Nunn; Jessica Reynolds

The Board meeting was called to order at 11:31 a.m.

1. There were no Announcements.
2. Chairman Bertoglio asked for a motion to approve the minutes from the February 27,

2024, Regular meeting. A motion was made by Vice-Chairman North and seconded by Treasurer Cathey to approve the minutes from the February 27, 2024, Regular meeting. Motion put and carried.

3. Mr. Martin stated that three additional vouchers were added to the listing that was sent out in the agenda packet. Mr. Martin asked the Board to reference the voucher listing on the screen.

Mr. Martin stated that voucher 8666 for Immense Impact, LLC is for the annual subscription for the RWS website.

Mr. Martin stated that voucher 8669 for CNA Surety is for the Treasurer Officer Bond.

Mr. Martin stated that voucher 8670 for DOI/BLM is for the Right of Way rental for the Pioneer Tank. Mr. Martin stated that this is an annual fee per the agreement.

Mr. Martin stated that vouchers 8671 and 8672 for DXP Enterprises, Inc. are for the Morad Recharge Pump that was rebuilt.

Mr. Martin stated that voucher 8673 for Dynamic Controls Inc. is for the WTP HVAC Chiller Valve Replacement. Mr. Martin stated that this project has been completed.

Mr. Martin stated that the vouchers are in good order and recommended approval of vouchers 8666 through 8673 in the amount of \$324,986.28.

A motion was made by Secretary Waters and seconded by Board Member Pollock to approve the March 2024 voucher listing to include voucher numbers 8666 through 8673 in the amount of \$324,986.28. Motion put and carried.

4. Mr. Martin asked the Board to reference the Water Production chart on the screen. Mr. Martin stated that there were 159 MG of water produced in February, which is 8 MG above the five-year average of 151 MG.

Mr. Martin stated that the fiscal year-to-date water production was 2.51 BG, which is 117 MG below the five-year average of 2.63 BG. Mr. Martin stated that with the last couple of months production above average, production is creeping up to average for the year. Mr. Martin stated that he hopes that by the end of the fiscal year, production is average.

Mr. Martin asked the Board to reference the Comparative Income Statement on the screen.

Mr. Martin stated that Water Utility Charges year-to-date are currently \$5,795,422, compared to \$6,158,153 last year, which is approximately \$363,000 less than last fiscal year and correlates with the below average water sales.

Mr. Martin stated that Reimbursable Contract Expense is \$2,579,227, which includes February expenses. Mr. Martin stated that this line item is approximately \$152,000 more than last year due to the timing of chemical purchases, but it is where it was expected to

be at this time of the Fiscal Year.

Chairman Bertoglio asked for a motion to approve the February 2024 Financial Report as presented. A motion was made by Secretary Waters and seconded by Vice-Chairman North to approve the February 2024 Financial Report as presented. Motion put and carried.

5. Mr. Martin stated that the WTP Manager position has not been filled yet so he will present the WTP Operations Update.

Mr. Martin stated that we are in the process of interviewing for the WTP Manager position, so hopefully by the meeting next month he will have an update for the Board.

Mr. Martin stated that interviews for the open Operator position are taking place, and he should have an update for the Board at the next meeting.

Mr. Martin stated that the vacant Administrative Assistant position should be advertised this week.

Mr. Martin stated that the contractor planned to be on site the week of March 4th for the WWDC contract for Well Rehabilitation. Mr. Martin stated that was delayed to this week, and they showed up yesterday afternoon. Mr. Martin stated that they started on Morad 6, Morad 2, and Casper 19, so hopefully we'll see a good recovery on those wells. Mr. Martin stated that it will probably be a three-week process to get through these three wells.

Mr. Martin stated that Xylem has been on site doing the annual service on some ozone generator issues. Mr. Martin stated that they calibrated the monitors, and right after that, only one generator worked. Mr. Martin stated that they came back on site and got another one working, and two others need parts. Mr. Martin stated that they are working as quickly as they can to get all the ozone generators in service.

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

Mr. Anderson stated that the weekly security checks and tank sampling continue to be completed each week.

Mr. Anderson stated that the system chloramine residuals are good right now. Mr. Anderson stated that they had the Operators lower the residual since the water is colder and has not affected the chloramine residuals.

Mr. Anderson stated that staff checked all the non-draining fire hydrants. Mr. Anderson stated that there is probably one more month of doing these checks.

Mr. Anderson stated that the ARV's that were on order for the Crosstown Pipeline finally arrived so crews will start installing or replacing the old ones with the new ARV's.

Mr. Anderson stated that the annual inspections and testing of the RWS backflow devices

are in progress.

6. In Public Comment, Ms. Jessica Reynolds stated that she lives just outside of the 33 Mile Improvement and Service District and requested annexation and a water tap. Ms. Reynolds stated that they are currently hauling water and would like the Board to reconsider approval for them to tap into the system.

Chairman Bertoglio stated that the request to connect to the system was denied as their property is outside the RWS service area. Chairman Bertoglio stated that the next item on the agenda to be discussed will hopefully resolve that.

7. In Old Business:

- a. Mr. Martin stated that the request from 33 Mile Improvement and Service District to enlarge their service area brought up the discussion of updating and expanding the RWS Service Area Map. Mr. Martin stated that it was decided to take a holistic look at the service area and not just that one little area, so if this pops up in the future, we won't have to go through the same thing again.

Mr. Martin asked the Board to reference the map on the screen. Mr. Martin stated that the map shows the existing service area, and the tan area is the proposed expansion of the service area.

Chairman Bertoglio asked if when the map is sent to the State if it will just show the proposed service area. Mr. Martin stated that is correct. Mr. Martin stated that the service area was straightened along section lines. Mr. Martin stated that staff also considered pressure zones and service elevations when determining the service area expansion. Mr. Martin stated that just because the area is proposed doesn't mean it will automatically be served as the Wholesale Entities still have to request enlargement of their system from the Board. Mr. Martin asked for Board comments if they would like to see something different on the map.

Mr. Martin stated that he shared the proposed service area map with Mr. Stump, and he did not see any issues. Mr. Martin stated that once the Board agrees on what the proposed service area should be, the legal description will be updated and included with the map submittal to the State. Mr. Martin stated that this service area enlargement request will go straight to the State Engineer and will not have to go to the Board of Control for approval.

Chairman Bertoglio asked why more of the area north of the Sandy Lake Estates area was not included. Mr. Martin stated that without major improvements, we will not be able to serve that area.

Chairman Bertoglio asked if just the service area will be on the map and not the municipal boundaries. Mr. Martin stated that is correct. Mr. Martin stated that the map and the legal description of the new proposed service area will be submitted to the State.

Chairman Bertoglio stated that there has been some discussion of building a water fill station off Ormsby Road, and asked if it will affect the service area map. Mr. Martin stated that it will need to be included on the service area map. Mr. Martin stated that would have to be a tap off the Salt Creek waterline, so it would have to be approved by the Salt Creek Joint Powers Board and would have to be shown on the service area map. Vice-Chairman North stated that Midwest and Edgerton were talking about doing a tap for a fill station while they were changing out the waterline. Vice-Chairman North stated that the fill station is being discussed to service the Antelope Hills area, BB Brooks area, Ormsby Road, and Homa Hills. Chairman Bertoglio asked that a point be included on the service map and in the legal description for the fill station area just to cover it.

Chairman Bertoglio asked from a DEQ standpoint if they would permit for the fill station tank. Mr. Martin stated that DEQ would have to issue permits for the fill station.

Secretary Waters informed Board Member Aars that a tour could be arranged for the Pioneer fill station, so they could see how it is set up. Secretary Waters stated that the only problem Pioneer is having now is that it has been in service for so long that parts are starting to break.

Chairman Bertoglio asked when the updated service area map would be submitted to the State. Mr. Martin stated that if the Board approves, after the area for the fill station is added, and after the legal description is reviewed for accuracy, it will be submitted to the State.

Board Member Aars stated that there will be a meeting of the Salt Creek Joint Powers Board tomorrow, and she will get more information on the fill station location at that time. Board Member Aars stated that she will get the information to Mr. Martin as soon as possible.

Mr. Martin informed the Board that he is unsure if the State will require a resolution approved by the Board, or if a letter from the Chairman will suffice for their requirements.

A motion was made by Board Member Pollock and seconded by Vice-Chairman North to approve the proposed service area map as presented with the addition of the Salt Creek fill station area be submitted to the State Engineer. Motion put and carried.

- b. Mr. Martin stated that when the request for service for 5248 33 Mile Road and the enlargement of the 33 Mile service area was received, the property was outside the service area of Regional Water and could not be served. Mr. Martin stated that now that the Board has approved the service area enlargement to be submitted to the State, this request is being brought back to the Board for consideration.

Chairman Bertoglio stated it was initially thought this was a problematic issue and

would take considerable time and have to go before the Board of Control for approval. Chairman Bertoglio stated that now that we know it only has to go to the State Engineer for approval, it is not such a big issue. Chairman Bertoglio stated that he suggested the Board approve the expansion of the 33 Mile District and tap for the request that was made.

Board Member Pollock asked if this property will now be in the Board's service area once the updated service area map has been approved by the State Engineer. Chairman Bertoglio stated that is correct, it will be in the Board service area.

Chairman Bertoglio asked if a motion is needed to approve this request. Mr. Martin stated that a motion will be needed, and a letter will need to be signed and sent to Crowley Fleck, who will forward the request to the County Commissioners for approval to expand the 33 Mile District.

A motion was made by Secretary Waters and seconded by Vice-Chairman North to approve the 33 Mile Road Improvement and Service District enlargement and provide service to 5248 33 Mile Rd. Motion put and carried.

- c. There was no Other Old Business.

8. In New Business:

- a. Mr. Martin stated that when the Mountain View Tank was inspected, it revealed significant damage to the interior columns and roof. Mr. Martin stated that \$1.5 M was included in the FY24 Budget to replace the roof and column structures on this tank. Mr. Martin asked the Board to reference the photos of the inside of the tank on the screen. Mr. Martin stated that Salt Creek Tank, who did the inspection, recommends replacing the columns and roof of the tank due to severe corrosion.

Chairman Bertoglio asked how big the tank is. Mr. Martin stated that the tank is a 700,000-gallon tank.

Chairman Bertoglio asked what the cost would be for a new tank. Mr. Martin stated that the cost for Tower Tank was approximately \$1.5 M.

Secretary Waters asked if the Mountain View Tank is the same age as the Pioneer Tank. Mr. Anderson stated that he is unsure, but the Pioneer tank looked really good when it was inspected. Mr. Anderson stated that the tanks are inspected about every five years. Mr. Martin stated that he believes the coating system on this tank failed and wasn't caught quickly enough.

Chairman Bertoglio stated that the reason he asked is a new tank versus fixing the old tank is sometimes better. Mr. Colling stated that was considered when the Backwash Tank roof was replaced. Mr. Colling stated that the Backwash Tank was approximately \$1 M. Mr. Colling stated that it could be looked at with this tank. Chairman Bertoglio asked that the consultants look at the benefit analysis of

replacing the tank versus repairing the existing tank.

Mr. Martin stated that proposals were requested from qualified consultants to provide engineering design and construction administration services for the project. Mr. Martin stated that City staff received one proposal from Civil Engineering Professionals, Inc. (CEPI).

Mr. Martin stated that the Agreement with CEPI consists of providing engineering services to include the preparation of bid design and bid documents, assisting with the bid process, and overseeing the rehabilitation work. Mr. Martin stated that CEPI could be asked to look at the cost analysis of a new tank versus repairs.

A motion was made by Secretary Waters and seconded by Treasurer Cathey to approve the agreement with Civil Engineering Professionals, Inc. for engineering services, design, and construction administration for the Mountain View Water Storage Tank, Project No. 24-012, in the amount of \$122,000.00. Motion put and carried.

- b. Mr. Martin stated that typically, the Board reviews the preliminary Capital Projects for the upcoming fiscal year in March, the preliminary Operations budget in April, and the preliminary wholesale water rate in May, then in June the Board approves budget and rate.

Mr. Martin reviewed the Preliminary FY25 Capital Projects with the Board as follows:

- FY25 Equipment Replacement - \$200,000 – annual amount for unanticipated critical equipment failures.
- FY25 Well Rehabilitation - \$1,000,000 – money is set aside every year for well rehabilitation. It is expected that recommendations will be given by WWDC according to the Wellfield Plan.
- Security Upgrades - \$40,000 – based on facility assessment by the Police Department.
- FY25 Turbidimeters - \$40,000 – annual replacement of bad turbidimeters.
- FY25 Filter Media Replacement - \$100,000 – One was budgeted for in FY24, looking to do one a year. The process was started, then PFAS testing started, testing showed no PFAS, so we don't have to upgrade to activated carbon filters.
- GW Ozone Contactor Pipe - \$750,000 – lining of the concrete pipe to mitigate leaks. May hold off on the FY24 project and do both FY24 and FY25 at the same time to take advantage of economy of scale.
- Gravity Filter Valve Replacement - \$150,000 – critical replacement of some of the valves that are in various stages of failure.
- Sodium Hypochlorite Tank - \$80,000 – Inspection revealed bad interior – reline to extend the life of the tank 8 – 10 years. The tanks are in an area where the building was built around them so they would have to be cut up to remove. The lining can be done two to three times.

- Sand Pump Replacements - \$30,000 – may take out – generally annual amount to replace failed sand pumps. Have been able to rebuild three sand pumps, and there are two on the inventory shelf.
- Pioneer Booster Electrical - \$150,000 – MCC replacement of failed equipment - beyond its original life.
- Raw Water Building - \$500,000 – design only, major work will need to be done so will look at SRF loan for construction.
- Well Pump Replacements \$140,000 – replacement pump purchases.

Mr. Martin stated that the total Preliminary FY25 Capital Budget is \$3,180,000 and is on track with the most recent approved rate model. Mr. Martin stated that this is a preliminary look at the Capital, and any revisions will be discussed at a later meeting.

Secretary Waters asked how often the water tanks are inspected. Mr. Anderson stated that they are inspected every five years, EPA says to inspect them up to every ten years. Mr. Anderson stated that tanks with known problems are inspected every three years.

Secretary Waters asked if there is justification to shorten the inspection cycle to three years just so we don't end up with a tank like the Mountain View Tank. Secretary Waters stated that he was shocked by how much damage is in that tank. Mr. Anderson stated that he doesn't think it was a lack of years, he thinks it was not inspected properly the last time it was inspected, no one looked up. Mr. Anderson stated that policy has been changed to where Mr. Colling comes out on tank inspections, as he is NACE certified in coatings.

Chairman Bertoglio stated that a large portion of the new UV system involves the Ozonation system, and asked if any of these projects will be directly affected or could be combined with the UV system. Mr. Martin stated that there is not as the UV project will mainly focus on the ozone generators and the addition of the UV system. Mr. Martin stated that the ozone generators will be the biggest portion of the project. Mr. Martin stated that in the past there have been ozone cooling water pumps and ozone monitors, those kinds of things have been pulled out of Capital as they will be included in the larger UV project.

Mr. Martin stated that next month the Board will review the Preliminary Operations Budget and any revisions to the Capital Budget will be included and reviewed with the Board at that time, with a final review in June.

- c. Mr. Martin stated that this is the time of year when we look at the snowpack to see if there will be any calls on the river. Mr. Martin asked the Board to reference the snowpack map on the screen which was from a week ago. Mr. Martin stated that the Upper North Platte Basin, Lower North Platte Basin, and Sweetwater areas are what we are concerned with as that is where our water comes from. Mr. Martin brought up the latest map and stated that after this last storm, snowpack percentages have improved. Mr. Martin stated that winter is not over yet, and

usually the Spring storms have a lot of moisture in them. Mr. Martin stated that the Bureau of Reclamation put out that it is not anticipated that an administrative call will be placed on the river in April. Mr. Martin stated that hopefully, we will get more snow out of these upcoming storms.

Chairman Bertoglio asked if staff is still looking into a storage right for Upper Rock Creek Reservoir (URCR). Mr. Martin stated that staff is still working on an Exchange Petition for URCR, which will allow for water to be release and stored in a different reservoir and used when needed. Chairman Bertoglio stated that he thinks that an Exchange Petition has to be approved by Congress as he doesn't think that the Bureau of Reclamation can do it administratively. Mr. Martin stated that for what we are doing it only has to be approved by the Board of Control. Chairman Bertoglio stated that he thought that anything on the North Platte River that goes into any of the reservoirs has to have a Federal Act. Mr. Martin stated that if the Bureau of Reclamation is going to change anything, it would be a Congressional Act, but for an exchange type of thing, we're hoping it will just be the Board of Control. Chairman Bertoglio asked if it is just like an exchange during irrigation season. Mr. Martin stated yes. Mr. Martin stated that our main concern is that like right now we can't make releases because it is frozen up there, so our thought is if there is a call on the river and we wanted to use the URCR water but couldn't make the physical release, that we could use water from another reservoir and replace it when we are able to release water from URCR.

- d. Ms. Brown distributed the Financial Disclosures to the Board. Ms. Brown stated that the Financial Disclosures are required every year and must be signed in open session. The Financial Disclosures were signed by the Board Members in attendance at this meeting during open session.
- e. In Other New Business:
 - i) Mr. Martin stated that there will be a meeting tomorrow to discuss revisions to the Joint Powers Board Agreement. Chairman Bertoglio stated that the meeting will be at 10:00 am in the Board Conference Room. Chairman Bertoglio stated that Vice-Chairman North and Secretary Waters will be in attendance, and asked Board Member Aars if she would like to attend. Board Member Aars stated that she is unable to attend the meeting. Chairman Bertoglio stated that they will review the current agreement and bring highlights of needed revisions to the next Board meeting.
 - ii) Secretary Waters asked how the vote came out from last month. Chairman Bertoglio asked if Secretary Waters was asking about the quorum question, and asked Mr. Chapin if he had a chance to look into this. Mr. Chapin stated that he had not. Chairman Bertoglio stated that there were four approvals, one against, and one abstention on the vote and the question is if the Board needed five approvals, a quorum majority of the Board, or a majority of the quorum in attendance.

Secretary Waters asked if the Board would go forward as if the vote passed. Chairman Bertoglio stated that the Board would move forward as if the vote passed, while Mr. Chapin researches the answer. Chairman Bertoglio stated that if it comes up, the Board can reconsider the vote. Chairman Bertoglio stated that what is holding us up going to the State right now, is no matter if it would have to be reconsidered, we still would have to make changes to the Agreement. Chairman Bertoglio stated that if it comes up it can be reconsidered at that point.

9. In the Chairman's Report, Chairman Bertoglio stated that the next Regular Meeting will be held on April 16, 2024.

A motion was made by Secretary Waters and seconded by Vice-Chairman North to adjourn the meeting at 12:20 p.m. Motion put and carried.

Chairman

Secretary

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

**UNAPPROVED VOUCHER LISTING
April 15, 2024**

VOUCHER NO.	VENDOR	DESCRIPTION	AMOUNT
8674	City of Casper	Operations Reimbursement – March24	\$153,709.72
8675	Sheet Metal Specialties	Capital Expense – CWRWS HVAC Chiller Replacement Project No. 20-30 PP9	\$7,512.60
8676	Williams, Porter, Day & Neville, P.C.	Legal Expense – C. Chapin March24	\$612.50
8677	City of Casper	Capital Expense – Reimbursement for Greiner Ford Inv # 16222, PO 22300695 – Utility Truck Purchase	\$77,093.55
8678	DXP Enterprises, Inc.	Capital Expense – Metro Road Booster Seal and Bearings	\$11,430.93
8679	Ameri-Tech Equipment Co.	Capital Expense – Installation of Plow Blade System for Utility Truck	\$9,376.50
		Total	\$259,735.80

*Voucher 8679 has been added to the listing.

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

**UNAPPROVED VOUCHER LISTING
April 11, 2024**

VOUCHER NO.	VENDOR	DESCRIPTION	AMOUNT
8674	City of Casper	Operations Reimbursement – March24	\$153,709.72
8675	Sheet Metal Specialties	Capital Expense – CWRWS HVAC Chiller Replacement Project No. 20-30 PP9	\$7,512.60
8676	Williams, Porter, Day & Neville, P.C.	Legal Expense – C. Chapin March24	\$612.50
8677	City of Casper	Capital Expense – Reimbursement for Greiner Ford Inv # 16222, PO 22300695 – Utility Truck Purchase	\$77,093.55
8678	DXP Enterprises, Inc.	Capital Expense – Metro Road Booster Seal and Bearings	\$11,430.93
		Total	\$250,359.30



City of Casper
200 North David Street
Casper, WY 82601

For questions regarding this invoice, please contact us at (307) 235-8400,
Option 2 or email FinanceCustomerService@CasperWY.Gov

CUSTOMER	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID	DUE DATE	INVOICE TOTAL DUE
CENTRAL WYO. REGIONAL WATER SYS....	03/29/2024	5111	\$0.00	04/28/2024	\$153,709.72
PAST DUE AMOUNT				ACCOUNT BALANCE	
\$0.00				\$153,709.72	

DESCRIPTION	QUANTITY	PRICE	UOM	ORIGINAL BILL	ADJUSTED	PAID	AMOUNT DUE
REGIONAL WATER OPS REIMBURSEMENT	1.00	\$153709.720000	EACH	\$153,709.72	\$0.00	\$0.00	\$153,709.72
Invoice Total:						\$153,709.72	

March 2024 WTP Operations Reimbursement

March 2024 Total Reimbursement Invoice		
9010.00	Wages & Salaries Dir Labor - O&M	\$99,930.41
9020.00	Chemical Charge - O&M	\$17,694.02
9030.00	Utilities - O&M	\$23,409.04
9040.00	Supplies - O&M	\$2,442.48
9060.00	Training - O&M	\$0.00
9070.00	Major Maint, Repair, Replc - O&M	\$2,208.30
9080.00	Testing & Lab Services - O&M	\$5,188.62
9090.00	Other Reimbursable Costs - O&M	\$2,836.85
300-6257 - Ops Reimb		\$153,709.72

✂ DETACH AND RETURN THE PORTION BELOW WITH YOUR PAYMENT ✂



City of Casper
200 North David Street
Casper, WY 82601

General Billing
Remit Portion

Invoice Date	03/29/2024
Invoice Number	5111
Customer Number	2784
Amount Paid	\$153,709.72
Due Date	04/28/2024
Invoice Total Due	\$153,709.72

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

**City of Casper Wyoming
Expenditure Reimbursement Request
March 31, 2024**

Vendor	Account Name	Date	Invoice Number	Invoice Amount	Purchased
219-2M CASPER	General Supplies & Materials	03/25/2024	219002970-00	40.46	ARV ON CROSSTOWN @ WASHINGTON
ALSCO	Laundry/Towel	03/01/2024	LCAS1591454	41.41	Professional Laundry Services
AMAZON	General Supplies & Materials	03/11/2024	114-1230167-3438650	144.72	EAR PLUGS, MOUSE PADS, AIR FRESHNER
AMAZON	General Supplies & Materials	03/13/2024	114-9540187-1345802	471.83	FLUORAMICS LOX PASTE
AT & T CORP	Communication	03/01/2024	287311040412X022024	40.04	Acct #287311040412
ATLAS REPRODUCTION	General Supplies & Materials	03/01/2024	63247	162.27	Copier Usage
BACKFLOW APPARATUS & VALVE	General Supplies & Materials	03/26/2024	263346	74.60	REPAIR KIT FOR BACKFLOW PREVENTER
CASPER STAR-TRIBUNE,	Advertising/Promotion	03/01/2024	90588	49.72	RWS Regularly Scheduled Meeting Ad
CENTURYLINK	Communication	03/01/2024	104085	22.52	Acct #P-307-111-9950 456M
CITY OF CASPER	Refuse Collection	03/11/2024	1064046	116.00	SEWER & REFUSE
CITY OF CASPER	Refuse Collection	03/12/2024	057691	4.42	CREDIT CARD FEE
CITY OF CASPER	Sewer	03/11/2024	1064046	33.69	SEWER & REFUSE
CRUM ELECTRIC SUPPLY	General Supplies & Materials	03/27/2024	2543145-00	63.50	MANOR BOOSTER - LAMP FOR SCADA SYSTEM
DOMINO'S PIZZA	General Supplies & Materials	02/29/2024	RIN0032057	85.69	JPB LUNCH
DYNAMIC CONTROLS INC	Maintenance Agreements	03/01/2024	37925	567.00	Heating Repairs
ENERGY LABRATORIES I	Testing	03/01/2024	612950	75.00	UV Absorbance & Carbon, Total
ENERGY LABRATORIES I	Testing	03/01/2024	613987	339.00	Aerobic Endospores Testing
ENERGY LABRATORIES I	Testing	03/01/2024	617015	339.00	Aerobic Endospores Testing
ENERGY LABRATORIES I	Testing	03/01/2024	618398	75.00	Testing
ENERGY LABRATORIES I	Testing	03/01/2024	618399	53.00	Testing - TSS
Eurofins Eaton Analytical	Testing	03/19/2024	3800046938	175.00	TESTING - BROMATE
Eurofins Eaton Analytical	Testing	03/26/2024	3800047735	175.00	TESTING - BROMATE
FERGUSON ENTERPRISES	General Supplies & Materials	03/04/2024	CC376366	21.47	OZONE GENERATORS
FERGUSON ENTERPRISES	General Supplies & Materials	03/12/2024	CC382090	55.93	HYPO TANK FEED LINES & HYPO GASKET
FERGUSON ENTERPRISES	General Supplies & Materials	03/20/2024	CC391401	952.59	42" PIPE PROJECT AMONNIA INJECTION WAND
GRAINGER, INC.	General Supplies & Materials	02/22/2024	9026731241	206.07	LIGHTBULBS
GRAINGER, INC.	General Supplies & Materials	02/22/2024	9026731258	13.92	HVAC FILTERS
HACH CO., CORP.	Lab Supplies	02/29/2024	13936524	485.55	OZONE ACCUVAC, PH BUFFER SOLUT
HARBOR FREIGHT	General Supplies & Materials	02/23/2024	002153	14.76	SETTLED WATER PUMP GAURD
HARBOR FREIGHT	General Supplies & Materials	02/26/2024	058164	49.90	HIGH SERVICE PUMP GUARDS
HARDWARE PARTNERS LL	General Supplies & Materials	02/23/2024	C29463.1	18.36	SWHS PUMP GAURDS
HARDWARE PARTNERS LL	General Supplies & Materials	02/27/2024	C29908.1	27.96	BELTS FOR VENTS ON TOP OF PLANT
HARDWARE PARTNERS LL	General Supplies & Materials	03/15/2024	C35227/1	40.57	METAL CUTOFF WHEEL, CUTTER DREMEL
HOMAX OIL SALES, INC	Gas/Fuel	03/01/2024	CL25769	98.68	Fuel
IDEXX DISTRIBUTION I	Lab Supplies	03/01/2024	3147510384	3,472.07	Lab Supplies
ITMonthly	Internal Services	03/21/2024	ITMonthly	2,213.25	IT Monthly Allocation
J's Pub & Grill	General Supplies & Materials	03/20/2024	66181	38.06	Lunch with WTP Manager Applicant
LONG BUILDING TECHNO	Maintenance Agreements	03/01/2024	SRVCE0148376	1,464.85	Replacement of Airflow Switch
MENARDS	General Supplies & Materials	02/27/2024	049552	6.43	FITTINGS TO REPAIR WARDWELL BST SAMPLE PORT
NAPA AUTO PARTS CORP	General Supplies & Materials	02/27/2024	093097	37.17	BELTS FOR EXHAUST MOTORS ON MAIN WTP ROOF
NAPA AUTO PARTS CORP	General Supplies & Materials	02/28/2024	093490	46.70	SAND PUMP REBUILD
NAPA AUTO PARTS CORP	General Supplies & Materials	02/29/2024	093842	50.07	SAND PUMP REBUILDS

**City of Casper Wyoming
Expenditure Reimbursement Request
March 31, 2024**

Vendor	Account Name	Date	Invoice Number	Invoice Amount	Purchased
NAPA AUTO PARTS CORP	General Supplies & Materials	03/05/2024	095388	6.56	BOTTLE JACK
NAPA AUTO PARTS CORP	General Supplies & Materials	03/20/2024	100928	37.16	SERVICE TRUCK
NAPA AUTO PARTS CORP	General Supplies & Materials	03/20/2024	100801	93.54	CHANGE OIL IN SERVICE TRUCKS
NORTHWEST CONTRACTORS SUPPLY, INC.	General Supplies & Materials	03/27/2024	1593651	57.05	TOOLS
P&LMonthly	Insurance/Bonds	03/21/2024	P&LMonthly	2,110.25	Ins & Bonds Monthly Allocation
PACIFIC STEEL & RECYCLING	General Supplies & Materials	03/22/2024	991448	49.75	METAL FOR ACTIFLO SCREEN
Payroll	Personnel	3/14/2024		36,793.93	3/14/2024 Payroll
Payroll	Personnel	3/28/2024		36,495.14	3/28/2024 Payroll
PURVIS INDUSTRIES	General Supplies & Materials	03/01/2024	31590148	425.57	Posi-Lock Puller & Freight Charge
PVS DX INC	Chemicals	03/01/2024	737000501-24	13,212.83	Sodium Hypochlorite
Rocky Mountain	Chemicals	03/01/2024	30509635	4,481.19	Chemicals
ROCKY MOUNTAIN POWER	Electricity	03/01/2024	104665	687.84	Acct #60931133-002 9
ROCKY MOUNTAIN POWER	Electricity	03/01/2024	104668	453.51	Acct #60931133-005 2
ROCKY MOUNTAIN POWER	Electricity	03/01/2024	104670	4,503.65	Acct #60931133-010 2
ROCKY MOUNTAIN POWER	Electricity	03/01/2024	104671	1,509.71	Acct #60931133-011 0
ROCKY MOUNTAIN POWER	Electricity	03/01/2024	104672	1,140.00	Acct #60931133-012 8
ROCKY MOUNTAIN POWER	Electricity	03/01/2024	104673	623.94	Acct #60931133-013 6
ROCKY MOUNTAIN POWER	Electricity	03/01/2024	104678	783.28	Acct #60931133-017 7
ROCKY MOUNTAIN POWER	Electricity	03/01/2024	104679	4,385.59	Acct #60931133-018 5
ROCKY MOUNTAIN POWER	Electricity	03/01/2024	104897	557.70	Acct #60931133-006 0
ROCKY MOUNTAIN POWER	Electricity	03/01/2024	104496	27.87	Acct #60931133-021 9
ROCKY MOUNTAIN POWER	Electricity	03/01/2024	104497	28.23	Acct #60931133-024 3
ROCKY MOUNTAIN POWER	Electricity	03/01/2024	104498	28.78	Acct #60931133-001 1
ROCKY MOUNTAIN POWER	Electricity	03/01/2024	104499	2,188.24	Acct #60931133-025 0
ROCKY MOUNTAIN POWER	Electricity	03/01/2024	104666	2,590.94	Acct #60931133-003 7
ROCKY MOUNTAIN POWER	Electricity	03/01/2024	104674	29.78	Acct #60931133-014 4
ROCKY MOUNTAIN POWER	Electricity	03/01/2024	104675	55.62	Acct #60931133-015 1
ROCKY MOUNTAIN POWER	Electricity	03/01/2024	104676	1,819.37	Acct #60931133-016 9
ROCKY MOUNTAIN POWER	Electricity	03/01/2024	104680	28.72	Acct #60931133-019 3
ROCKY MOUNTAIN POWER	Electricity	03/01/2024	104681	82.78	Acct #60931133-026 8
ROCKY MOUNTAIN POWER	Electricity	03/01/2024	105238	1,588.82	Acct #60931133-008 6
SUTHERLANDS	General Supplies & Materials	03/11/2024	059046	47.57	HOSES & HARDWARE
SUTHERLANDS	General Supplies & Materials	03/19/2024	063655	83.98	EXT CORD
TACO JOHN'S	General Supplies & Materials	03/22/2024	32074553	92.82	JPB LUNCH
THIEL ENTERPRISES, INC.	General Supplies & Materials	03/01/2024	11397-1	275.00	PARTS FOR HIGH SERVICE PUMPS
TOWN OF BAR NUNN	General Supplies & Materials	03/01/2024	104682	31.17	Wardwell Water Charge - Booster
UPS	Postage & Printing	03/05/2024	00008F045W064	379.97	POSTAGE - SHIPPING FEES
USPS	Postage & Printing	03/11/2024	065387	77.44	Certified Mail - 2023 RWS CCRs
UtilityMtl	Internal Services	03/21/2024	UtilityMtl	22,317.84	Utility Monthly Allocation
VERIZON	Communication	03/18/2024	9958102295	78.00	WTP OPERATOR CELL PHONE
WALMART	General Supplies & Materials	02/29/2024	030740	22.25	JPB LUNCH
WALMART	General Supplies & Materials	03/13/2024	012117	25.94	BATTERIES

**City of Casper Wyoming
Expenditure Reimbursement Request
March 31, 2024**

<u>Vendor</u>	<u>Account Name</u>	<u>Date</u>	<u>Invoice Number</u>	<u>Invoice Amount</u>	<u>Purchased</u>
WALMART	General Supplies & Materials	03/20/2024	003205	50.11	JPB LUNCH
WEAR PARTS	General Supplies & Materials	02/26/2024	403335	14.97	PARTS FOR HIGH SERVICE PUMPS
WEAR PARTS	General Supplies & Materials	03/21/2024	404028	8.84	PARTS FOR ACTIVFLO SCREENS
WESTERN STATES FIRE	Maintenance Agreements	03/01/2024	WSF584332	805.00	Annual Fire Sprinkler & Backflow Inspection
WESTERN WY LOCK AND SAFE	General Supplies & Materials	02/29/2024	RIN0032058	2.75	KEY FOR TOOL BOX
WY. MACHINERY CO.	Maint/Repair (non contract)	03/01/2024	PO7996869	55.50	SOS Kit w/Mailer & Mauve Lid w
			Total	<u><u>\$153,709.72</u></u>	

Central Wyoming Regional Water System

Gallons Produced

Fiscal Year 2023-2024

Entity	Gallons of Water Produced									
	3/31/2024	2/29/2024	1/31/2024	12/31/2023	11/30/2023	10/31/2023	9/30/2023	8/31/2023	7/31/2023	Year-to-Date
Salt Creek JPB	2,236,959.184	2,024,662.245	2,012,405.102	1,371,004.082	1,450,076.531	2,184,412.245	3,093,014.286	4,769,325.510	4,455,907.143	23,597,766.327
Wardwell W&S	7,769,847.959	7,575,072.449	10,321,579.592	8,418,983.673	10,145,991.837	13,713,975.510	24,246,181.633	30,151,596.939	33,724,151.020	146,067,380.612
Pioneer	2,176,547.959	2,075,023.469	2,320,707.143	2,067,454.082	2,684,862.245	4,769,457.143	5,703,038.776	6,568,500.000	8,367,572.449	36,733,163.265
Poison Spider	938,214.286	1,264,897.959	1,582,602.041	1,062,653.061	914,081.633	1,274,234.694	1,783,928.571	1,971,479.592	1,424,438.776	12,216,530.612
33 Mile Road	817,959.184	842,244.898	895,561.224	771,785.714	808,673.469	885,459.184	1,005,153.061	1,154,030.612	1,222,653.061	8,403,520.408
Sandy Lake	550,650.000	473,144.898	506,027.551	467,837.755	496,363.265	685,904.082	1,305,243.878	1,548,458.163	1,676,850.000	7,710,479.592
Lakeview	107,736.735	90,278.571	126,423.469	120,951.020	149,913.265	251,314.286	589,795.918	740,300.000	661,617.347	2,838,330.612
Mile-Hi	256,158.163	279,013.265	290,434.694	266,330.612	272,716.327	357,656.122	382,201.020	600,498.980	612,230.612	3,317,239.796
City of Casper	141,519,231.531	143,862,315.245	170,457,227.184	138,219,940.000	146,764,078.429	213,483,128.735	417,046,103.857	516,289,945.204	530,850,210.592	2,418,492,180.776
Regional Water	(2,018.000)	(288,330.000)	(156,000.000)	(44,000.000)	(1,140,800.000)	(1,172,900.000)	(54,224.000)	(827,750.000)	(1,292,613.000)	(4,978,635.000)
TOTAL	156,371,287.000	158,198,323.000	188,356,968.000	152,722,940.000	162,545,957.000	236,432,642.000	455,100,437.000	562,966,385.000	581,703,018.000	2,654,397,957.000

TOTAL PRIOR YEAR (FY2023) GALLONS PRODUCED:

3,663,643,482.000

Central Wyoming Regional Water System

Water Rates Billed

Fiscal Year 2023-2024

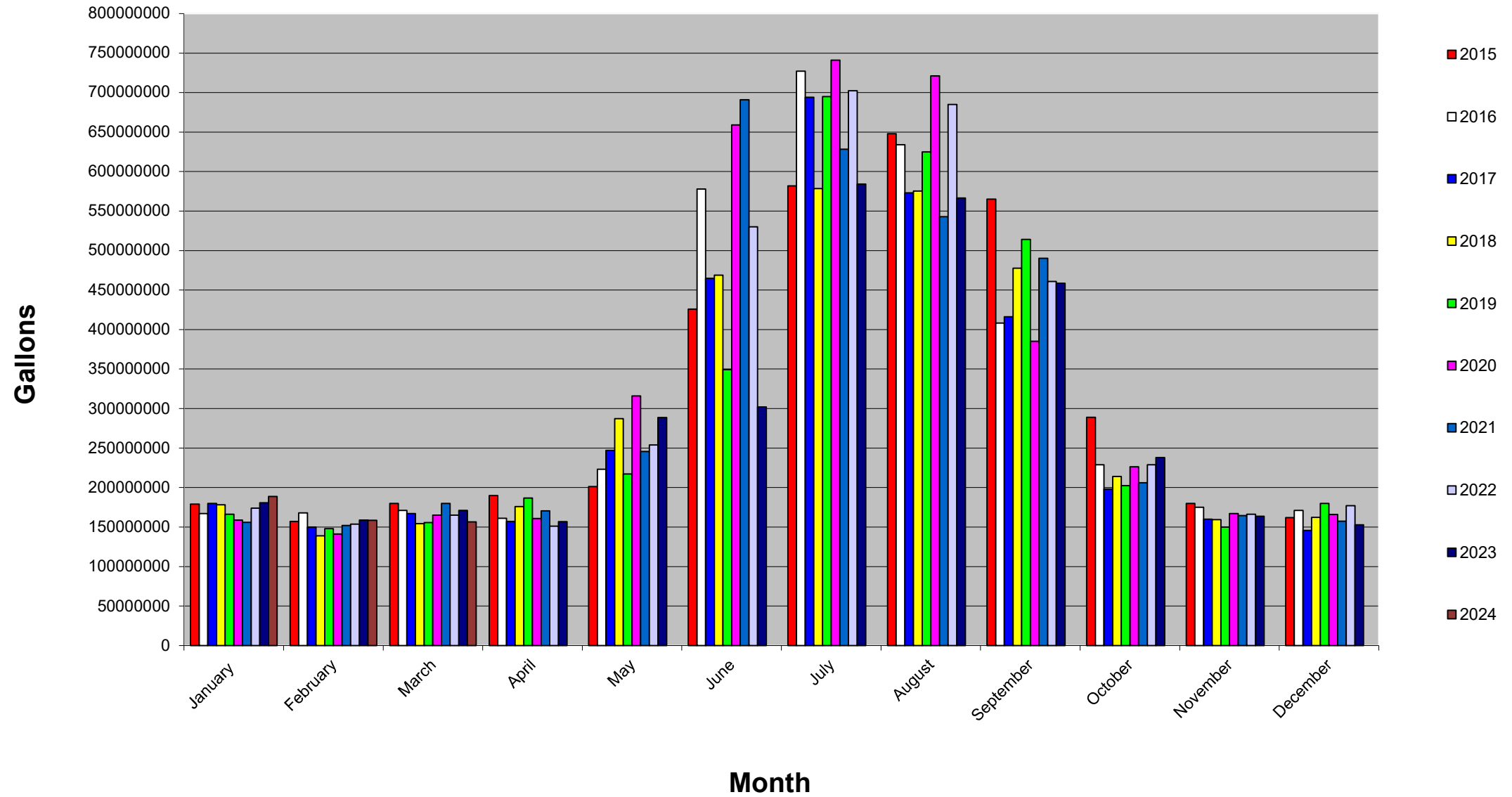
Entity	Water Rates Billed									
	3/31/2024	2/29/2024	1/31/2024	12/31/2023	11/30/2023	10/31/2023	9/30/2023	8/31/2023	7/31/2023	Year-to-Date
Salt Creek JPB	\$ 5,189.75	\$ 4,697.22	\$ 4,668.78	\$ 3,180.73	\$ 3,364.18	\$ 5,067.84	\$ 7,175.79	\$ 11,064.84	\$ 10,337.70	\$ 54,746.82
Wardwell W&S	\$ 18,026.05	\$ 17,574.17	\$ 23,946.06	\$ 19,532.04	\$ 23,538.70	\$ 31,816.42	\$ 56,251.14	\$ 69,951.70	\$ 78,240.03	\$ 338,876.32
Pioneer	\$ 5,049.59	\$ 4,814.05	\$ 5,384.04	\$ 4,796.49	\$ 6,228.88	\$ 11,065.14	\$ 13,231.05	\$ 15,238.92	\$ 19,412.77	\$ 85,220.94
Poison Spider	\$ 2,176.66	\$ 2,934.56	\$ 3,671.64	\$ 2,465.36	\$ 2,120.67	\$ 2,956.22	\$ 4,138.71	\$ 4,573.83	\$ 3,304.70	\$ 28,342.35
33 Mile Road	\$ 1,897.67	\$ 1,954.01	\$ 2,077.70	\$ 1,790.54	\$ 1,876.12	\$ 2,054.27	\$ 2,331.96	\$ 2,677.35	\$ 2,836.56	\$ 19,496.17
Sandy Lake	\$ 1,277.51	\$ 1,097.70	\$ 1,173.98	\$ 1,085.38	\$ 1,151.56	\$ 1,591.30	\$ 3,028.17	\$ 3,592.42	\$ 3,890.29	\$ 17,888.31
Lakeview	\$ 249.95	\$ 209.45	\$ 293.30	\$ 280.61	\$ 347.80	\$ 583.05	\$ 1,368.33	\$ 1,717.50	\$ 1,534.95	\$ 6,584.93
Mile-Hi	\$ 594.29	\$ 647.31	\$ 673.81	\$ 617.89	\$ 632.70	\$ 829.76	\$ 886.71	\$ 1,393.16	\$ 1,420.38	\$ 7,696.00
City of Casper	\$ 328,324.62	\$ 333,760.57	\$ 395,460.77	\$ 320,670.26	\$ 340,492.66	\$ 495,280.86	\$ 967,546.96	\$ 1,197,792.67	\$ 1,231,572.49	\$ 5,610,901.86
Regional Water	\$ (4.68)	\$ (668.93)	\$ (361.92)	\$ (102.08)	\$ (2,646.66)	\$ (2,721.13)	\$ (125.80)	\$ (1,920.38)	\$ (2,998.86)	\$ (11,550.44)
TOTAL	\$362,781.39	\$367,020.10	\$436,988.17	\$354,317.22	\$377,106.62	\$548,523.73	\$1,055,833.01	\$1,306,082.01	\$1,349,551.00	\$6,158,203.25

TOTAL PRIOR YEAR (FY2023) BILLING:

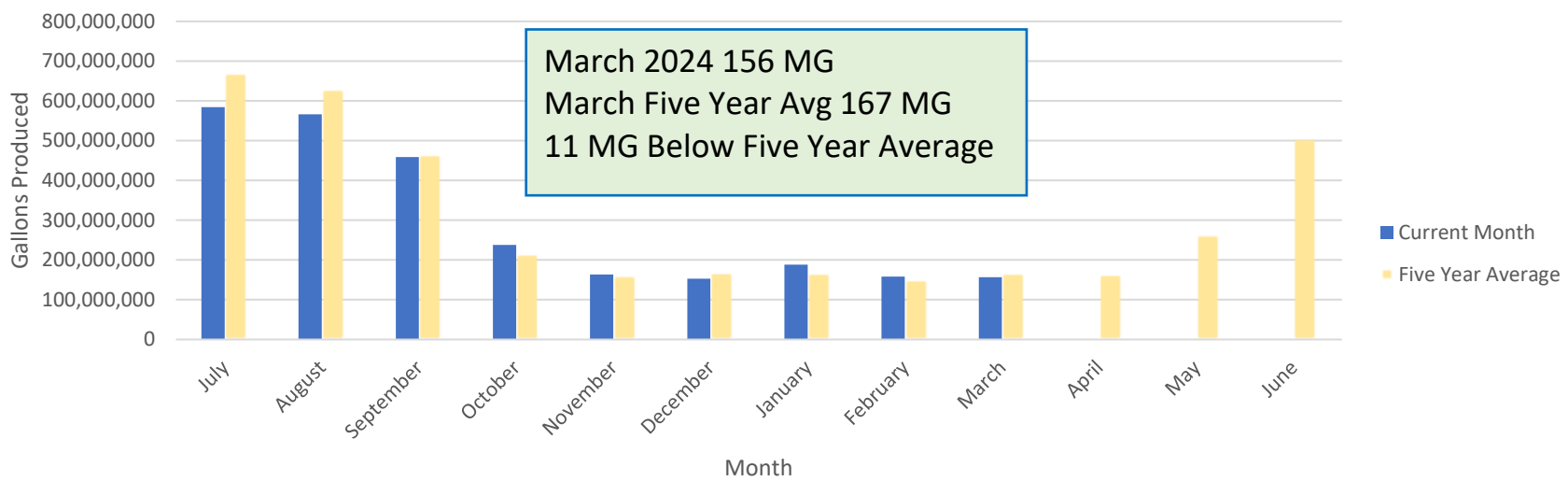
\$ 8,206,561.40

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

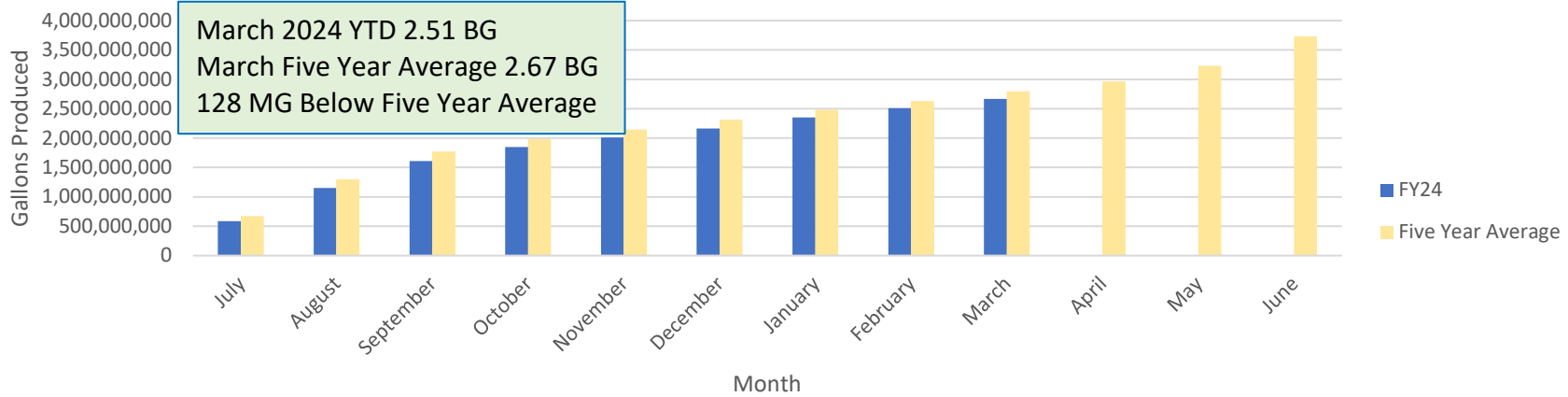
WTP PRODUCTION

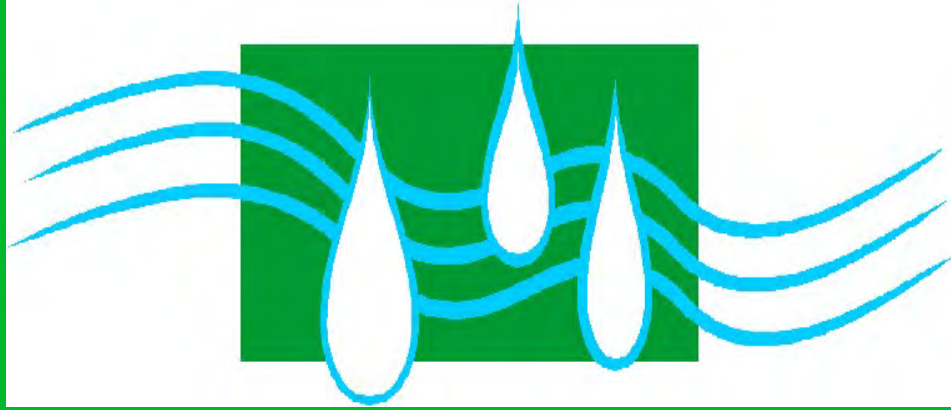


FY24 Monthly Water Production



FY24 YTD Water Production





Central Wyoming Regional Water System Joint Powers Board

Monthly Compilation

March 31, 2024

Prepared by:
City of Casper
Finance Department

CENTRAL WYOMING REGIONAL WATER SYSTEM

Balance Sheet Report for 2024 Period 9 (as of March 31, 2024)

Account Number	Description	Account Balance
Consolidated Funds		
Assets		Total Assets
		52,547,823
1000	Cash	3,659,366
	Restricted Cash	1,000,000
1015	Cash (Retainage Outside Bank)	-
1200	Accounts Receivable	368,388
1230	Grants Receivable	-
1400	Inventory	768,405
1505	WGIF Investments	501,719
1521	WYO Star Investment - Allocation	2,124,484
1522	WYO Star 2 Investment - Allocation	3,028,440
1600	Prepaid Expense	29,948
1710	Land	580,874
1720	Buildings	47,483,360
1725	Accumulated Depreciation - Bld	(38,515,216)
1730	Improvements Other Than Bldgs	44,542,819
1735	AD Improve. Non Bldg	(13,722,274)
1740	Machinery & Equip - Light	1,546,878
1745	AD Machinery & Equip. - Light	(1,061,077)
1780	Construction In Progress	211,710
Liabilities		Total Liabilities
		(8,616,318)
2010	Vouchers/Account Payable	(153,710)
2020	Retainage Payable	(25,934)
2030	Accrued Wages Payable	(40,103)
2040	Leaves Payable	(44,601)
2070	Interest Payable	(100,562)
2080	Notes Payable - Current	(1,069,741)
2510	Notes/Loans Payable - Non Cur	(7,181,668)
Fund Balance		Total Fund Balance
		(43,931,505)
3000	Net Investment in Capital Assets	(32,815,664)
	Restricted (WWDC Reserve Requirement)	(1,000,000)
3010	Unrestricted Net Position	(10,115,840)
		Total Liabilities + Fund Balance
		(52,547,823)

CENTRAL WYOMING REGIONAL WATER SYSTEM

Comparative Income Statement

Ninth Month YTD as of March 31, 2024

	2022	2023	2024
Revenue	\$5,905,453	\$6,842,595	\$6,593,307
4202 - Federal Grants	\$0	\$0	\$35,950
4501 - Interest Earned	\$1,711	\$155,479	\$222,981
4505 - Misc. Revenue	\$198	\$0	\$840
4601 - Water Utility Charges	\$5,670,396	\$6,539,070	\$6,158,203
4650 - System Development Charges	\$233,148	\$148,047	\$175,333
Expense	\$5,746,219	\$5,163,280	\$5,054,897
6212 - Legal Services	\$10,815	\$8,553	\$7,535
6213 - Investment Services	\$258	\$61	\$753
6214 - Consulting Services	\$7,025	\$5,720	\$2,062
6215 - Acctg/Audit Services	\$26,211	\$27,000	\$27,658
6255 - Other Contractual	\$750	\$825	\$1,253
6257 - Reimbursable Contract Exp.	\$1,990,810	\$2,618,049	\$2,732,936
6303 - Buildings	\$116,148	\$129,118	\$0
6305 - Improvements Other Than Bldgs	\$1,071,256	\$210,335	\$787,907
6307 - Intangibles	\$74,048	\$4,621	\$0
6311 - Light Equipment	\$9,268	\$0	\$90,796
6312 - Light Equipment - Replacement	\$155	\$0	\$0
6501 - Principal	\$2,102,766	\$1,789,002	\$1,144,148
6510 - Interest	\$263,437	\$262,677	\$139,768
6780 - Insurance/Bonds	\$73,272	\$107,319	\$120,081
Net Income:	\$159,234	\$1,679,315	\$1,538,410

BUDGET COMPARISON**As of March 31, 2024**


75% OF YEAR EXPIRED

CWRWS FUND**(FUND 300)**

<u>ACCOUNT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>ORIGINAL BUDGET</u>	<u>TRANSFERS/ ADJUSTMENTS</u>	<u>REVISED BUDGET</u>	<u>YTD ACTUAL</u>		<u>YET TO BE COLLECTED</u>	<u>% REC'D</u>
4202	Federal Grants	-	(1,500,000)	(1,500,000)	(35,950)	-	(1,464,050)	2.40%
4501	Interest Earned	(200,000)	-	(200,000)	(222,981)	-	22,981	111.49%
4505	Misc. Revenue	(100)	-	(100)	(840)	-	740	840.00%
4601	Water Utility Charges	(8,685,831)	-	(8,685,831)	(6,158,203)	-	(2,527,628)	70.90%
4650	System Development Charges	(245,000)	-	(245,000)	(175,333)	-	(69,667)	71.56%
	TOTAL REVENUES	(9,130,931)	(1,500,000)	(10,630,931)	(6,593,307)	-	(4,037,624)	62.02%
		ORIGINAL BUDGET	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBERED	AVAILABLE BUDGET	% USED
6212	Legal Services	30,000	-	30,000	7,535	-	22,465	25.12%
6213	Investment Services	1,500	-	1,500	753	-	747	50.20%
6214	Consulting Services	15,000	-	15,000	2,062	-	12,939	13.74%
6215	Acctg/Audit Services	34,000	-	34,000	27,658	4,500	1,843	94.58%
6255	Other Contractual	3,000	-	3,000	1,253	-	1,748	41.75%
6257	Reimburseable Contract Exp.	4,344,283	-	4,344,283	2,732,936	-	1,611,347	62.91%
6305	Improvements Other Than Bldgs	3,185,000	3,275,778	6,460,778	787,907	1,862,548	3,810,323	41.02%
6307	Intangibles - New	-	8,540	8,540	-	8,540	0	99.99%
6311	Light Equipment - New	255,000	-	255,000	90,796	12,259	151,945	40.41%
6312	Light Equipment - Replacement	-	86,981	86,981	-	44,086	42,895	50.68%
6501	Principal	1,276,124	-	1,276,124	1,144,148	-	131,976	89.66%
6510	Interest	249,451	-	249,451	139,768	-	109,683	56.03%
6720	Travel/Training	2,000	-	2,000	-	-	2,000	0.00%
6780	Insurance/Bonds	119,000	-	119,000	120,081	-	(1,081)	100.91%
	TOTAL EXPENDITURES	\$ 9,514,358	\$ 3,371,299	\$ 12,885,657	5,054,897	\$ 1,931,932	\$ 5,898,828	54.22%
	TOTAL REVENUE OVER/(UNDER) EXPENSE	\$ (383,427)	\$ (1,871,299)	\$ (2,254,726)	1,538,410	\$ (1,931,932)	\$ (1,861,204)	

April 11, 2024

MEMO TO: Paul Bertoglio, Chairman
Members, Central Wyoming Regional Water System Joint Powers Board

FROM: Tom Brauer, Chief Operating Officer 
Bruce Martin, Public Utilities Manager

SUBJECT: Fiscal Year 2024-25 Budgets – Water Treatment Plant Operations Budget and
Regional Water System Agency Budget

Budget Narrative

Below is the narrative regarding the Water Treatment Plant (WTP) Operations Budget and the Regional Water System Agency Budget (Agency Budget). The Operations Budget is used for day to day operations of the regional water system including personnel costs. This break-even budget is approved by both the Joint Powers Board (JPB) and City Council and is reimbursed from the Agency budget. The Agency budget, approved by the JPB, includes direct JPB expenses, debt service, reimbursable contract expense, and capital expense. The Agency budget receives revenue primarily from water sales, interest earnings, and system investment charges. The expenditures in this budget are largely driven by new and replacement capital projects.

Water Treatment Plant Operations Budget

Personnel Services

- a) Personnel Costs - \$1,282,967 – This represents a decrease of \$7,698 over the FY24 budget. The decrease is due to cost reductions seen in workers compensation rates and health insurance. These reductions offset increases in salaries and wages and overtime.

Materials and Supplies

- a) General Supplies and Materials - \$194,500 – This is a decrease of \$11,300 from the FY24 budget. The General Supplies and Materials line includes the following:
- \$ 5,000 – Office supplies (\$7,000 decrease)
 - \$ 4,000 – Other Materials and Supplies (\$500 increase)
 - \$ 8,000 – Safety Equipment and Supplies (\$500 decrease)
 - \$ 6,000 – Pump and Lubricant Supplies (\$2,000 increase)
 - \$30,000 – Machinery Supplies (\$5,000 increase)
 - \$30,000 – Laboratory Supplies (\$5,000 decrease)
 - \$20,000 – Well Supplies (\$12,000 increase)

- \$ 8,000 – Vehicle Supplies (no change)
 - \$ 8,000 – Building Supplies (\$6,500 increase)
 - \$ 8,000 – Water Line Materials (\$1,000 increase)
 - \$32,000 – Booster Supplies (no change)
 - \$10,000 – Small Tools and Supplies (no change)
 - \$ 2,500 – Equipment Storage Shelving (no change)
 - \$15,000 – Hydrocyclone Wear Parts (no change)
 - \$ 3,000 – Polymer Scale (\$200 increase)
 - \$ 5,000 – Well House Flushing Line and Hoses (no change)
 - \$ 0 – Watson Marlow Pumps for Turbidity Meters (removed, \$6,000 decrease)
 - \$ 0 – Peristaltic Pumps (removed, \$5,000 decrease)
 - \$ 0 – Sand Pump Soft Starts (removed, \$15,000 decrease)
- b) Chemicals - \$1,400,000 – This is an increase of \$100,000 from the FY24 budget. The increase covers an increase in material cost as well as fuel and trucking charges.
- c) Postage and Printing - \$1,700 – This amount is an increase of \$200 from the FY24 budget.
- d) Electricity - \$910,000 - This amount is an increase of \$30,000 from the FY24 budget. Electric usage is greatly dependent upon summertime water sales.
- e) Natural Gas - \$80,000 - This amount is unchanged from the FY24 budget.
- f) Bulk Fuel - \$10,000 - This amount is unchanged from the FY24 budget.
- g) Technology Supplies - \$3,000 – This amount is a decrease of \$5,500 from the FY24 budget. The decrease is due to the purchase of SCADA computers last year.
- h) Maintenance/Repair (non-contract) - \$211,000 – This is an increase of \$126,000 from the FY24 budget. The Maintenance Repair line includes the following expenses:
- \$90,000 – Maintenance Repair (non-contract)
 - \$50,000 – Mountain View Booster Roof Replacement
 - \$15,000 – Wardwell Tank Roof Inspection and Sealant
 - \$50,000 – Sandy Lakes Booster Blast and Paint
 - \$ 6,000 – VT SCADA Updates
- i) Employee Uniforms - \$4,000 – This amount is unchanged from the FY24 budget.

Contractual Services

- a) Professional Services - \$15,000 – This is an increase of \$3,000 from the FY24 budget. This line, used for instrumentation and controls maintenance and repairs, has increased due to contractor price increases and the increased use of outside contractors as our

Instrument Tech continues to gain expertise. Additionally, as plant equipment continues to age, repairs are becoming more and more frequent.

- b) Maintenance Agreements - \$65,000 – This is an increase of \$20,750 from the FY24 budget. This line item covers the following agreements:
- \$13,000 – HVAC Service (no change)
 - \$ 3,500 – Elevator Service (no change)
 - \$ 0.0 – Chiller Maintenance (no change)
 - \$ 6,500 – Chloramine Analyzer Service (\$1,000 increase)
 - \$ 1,000 – Fire Sprinkler System Inspection (no change)
 - \$ 2,500 – Work Order Software (no change)
 - \$35,000 – Ozone Monitor Service (\$20,000 increase)
 - \$ 1,500 – Crane Inspections (\$1,250 decrease)
 - \$ 2,000 – LOX Telemetry (\$1,000 increase)
- c) Lab Testing - \$47,000 – This amount is an increase of \$500 from the FY24 budget.
- d) Laundry and Towel Service - \$500 – This amount is unchanged from the FY24 budget.
- e) Interdepartmental Services - \$315,954 – This is an increase of \$21,581 from the FY24 budget. This line item covers the following:
- \$ 27,988 – Information Technology (\$1,429 increase)
 - \$ 26,281 – Finance (\$5,715 increase)
 - \$ 27,895 – Human Resources (\$8,902 increase)
 - \$ 6,482 – City Council (\$1,205 increase)
 - \$ 13,475 – City Manager (\$2,904 decrease)
 - \$ 17,205 – City Attorney (\$1,507 increase)
 - \$196,628 – WDG Personnel (\$5,727 increase)

Other Costs

- a) Travel/Training - \$5,000 – This is a decrease of \$500 from the FY24 budget.
- b) Insurance & Bonds - \$19,205 – This is a decrease of \$6,118 from the FY24 budget. This line item covers liability insurance, etc. for the WTP staff who are City of Casper employees.
- c) Advertising - \$2,600 – This is an increase of \$500 from the FY24 budget. This line is for advertising Board meetings, annual budget, etc.
- d) Dues and Subscriptions - \$2,000 – This amount is an increase of \$300 from the FY24 budget.

Utility Costs

- a) Communication - \$2,500 – This amount is a \$300 increase from the FY24 budget.
- b) Refuse Collection - \$60,000 – This amount is unchanged from the FY24 budget. This line item is mainly for sludge disposal. The two backwash water ponds and the two Actiflo sludge ponds are cleaned yearly. Waste sludge capacity in these ponds is critical to the operations of the surface water treatment plant.
- c) Sewer - \$500 – This amount is unchanged from the FY24 budget.

Summary

The FY25 Operations Budget is 6.5% greater than the FY24 Operations Budget. In large part, the increases are attributable to increases in chemical costs, electricity costs, non-contract maintenance repair services, maintenance agreements, and internal service costs.

Central Wyoming Regional Water System Agency BudgetRevenue

- a) Water Rate Revenue - \$9,048,678 – This reflects an increase of \$362,847 over the FY24 budget. These revenues are proportioned to each wholesale entity based on the July 2022 – June 2023 percentage of RWS production based on a five-year average of total RWS production. This amount anticipates a 5% rate increase effective July 1, 2023.
- b) Interest on Investments - \$210,100 – This is an increase of \$10,000 from the FY24 budget.
- c) System Development Charges (SIC) - \$245,000 – This amount is unchanged from the FY24 budget. The SIC rates are from the most recent cost of services and SIC study that went into effect January 1, 2019.

Personnel Services

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

Contractual Services

- a) Consulting Fees - \$15,000 – This amount for outside consulting work is unchanged from the FY24 budget.
- b) Legal Fees - \$30,000 – This amount is unchanged from the FY24 budget.

- c) Accounting & Auditing - \$40,000 – This is an increase of \$6,000 from the FY24 budget and is based on the five-year agreement with Ketel Thorstenson, LLP.
- d) Insurance & Bonds - \$127,000 – This is an increase of \$8,000 from the FY24 budget.
- e) Travel & Training - \$2,000 – This amount is unchanged from the FY24 budget. This is for RWS Board travel and training.

Debt Service

- a) Principal Payments - \$794,524 – This reflects the Principal for two WWDC loans, and four DWSRF loans per the amortization schedules:
 - WWDC (New Construction) - \$407,619
 - WWDC (Rehabilitation) - \$130,183
 - DWSRF Loan #115 (Emergency Power) - \$108,673
 - DWSRF Loan #129 (Zone IIB Imp.) - \$ 26,101
 - DWSRF Loan #153 (Backwash Tank) - \$ 75,364
 - DWSRF Loan #213 (PLC/SCADA) - \$ 46,584
- b) Interest Expense - \$221,615 – This reflects the interest expense for two WWDC loans, and four DWSRF loans per the amortization schedules:
 - WWDC (New Const.) - \$ 88,312
 - WWDC (Rehab.) - \$ 28,205
 - DWSRF Loan #115 (Emergency Power) - \$ 43,853
 - DWSRF Loan #129 (Zone IIB Imp.) - \$ 8,771
 - DWSRF Loan #153 (Backwash Tank) - \$ 30,412
 - DWSRF Loan #213 (PLC/SCADA) - \$ 22,062

Capital – New

- a) Buildings - No new buildings expenditures for FY25.
- b) Improvements Other Than Buildings - No new expenditures for FY25.
- c) Light Equipment - No new light equipment expenditures for FY25.
- d) Technologies - No new technology equipment expenditures for FY25.

Capital – Replacement

- a) Buildings - \$650,000 – This includes:

- Pioneer Booster Electrical Upgrades - \$150,000 – This project replaces the MCC's and switch gear in the Pioneer Booster as the existing electrical equipment has reached the end of its life and replacement parts are not readily available.
 - Raw Water Building (design) - \$500,000 – This is for design of the Raw Water Building Improvements Project. An SRF loan will be obtained for construction.
- b) Improvements Other Than Buildings - \$2,395,000 – This includes:
- Well Rehabilitation - \$1,000,000 – This project is part of a multi-year project to rehabilitate the groundwater wells. FY25 funding will be used to rehabilitate vertical wells and/or as funding to address recommendations that come from the WWDC Wellfield Management Plan.
 - Security Upgrades - \$40,000 – This funding is part of a multi-year effort to address security issues noted in vulnerability and security assessments. Some items to be upgraded include cameras, door access hardware, and perimeter fencing.
 - Filter Media Replacement - \$100,000 – This project is to rehabilitate one of six filters.
 - GW Ozone Contactor Pipe Lining - \$750,000 – This project is to line the ground water ozone contactors.
 - Gravity Filter Valve Replacement - \$150,000 – This project is to replace failing valves on the gravity filter piping.
 - Sodium Hypochlorite Tank Improvements - \$80,000 – This project is to line the sodium hypochlorite tanks.
 - Loading Dock Improvements - \$25,000 – This project is to increase the radius of the loading dock entrance, add asphalt, and replace the concrete curb.
 - River Restoration Contribution - \$250,000 – These funds represent the second half of the original \$500,000 proposed for this project.
- c) Light Equipment - \$380,000 – This Includes:
- Major Equipment and Valve Replacements - \$200,000 – This is for unanticipated equipment and valve replacements during the year. Water Treatment Plant and/or wellfield equipment will fail unexpectedly needing immediate replacement or renovation.
 - Turbidimeter Replacements - \$40,000 – The RWS has 43 turbidimeters that are required to meet regulatory requirements. The turbidimeters require periodic replacement as they fail and/or become unsupported by the vendor.
 - Well Pump Replacements - \$140,000 – This project is to purchase well pumps that have reached the end of their life and require replacement.

Summary

The FY25 Agency Budget is 2.2% less than the FY24 budget. The decrease is mainly the result of decreased debt service payments as the City Loan was paid off in FY24. The Agency budget anticipates an increase in revenues based on a wholesale water rate increase of 5% and an increase

in earned interest on investments. The total amount budgeted for FY25 capital expenditures is \$3,425,000, a decrease of \$5,000 from FY24.

Staff considers the budgeted requests for both operational and capital to be responsible expenses for meeting the Regional Water System's public health and regulatory responsibilities to its customers for the present and for the future while minimizing the amount of wholesale rate increases.

Proposed Budget - FY 2025

	2022 Actual	2023 Actual	2024 Original	2024 Revised	2024 Actual YTD	2024 Projected	2025 Proposed	Change Vs. Rev
202 - Water Treatment Plant Ops Fund	(\$386)	(\$23,042)	\$0	\$0	\$150,495	\$0	\$0	0%
Revenue	(\$3,294,894)	(\$3,927,121)	(\$4,344,283)	(\$4,360,911)	(\$2,732,936)	(\$4,344,283)	(\$4,632,426)	6%
202 - Regional Water	(\$3,294,894)	(\$3,927,121)	(\$4,344,283)	(\$4,360,911)	(\$2,732,936)	(\$4,344,283)	(\$4,632,426)	6%
42 - Intergovernmental	(\$3,294,894)	(\$3,927,121)	(\$4,344,283)	(\$4,360,911)	(\$2,732,936)	(\$4,344,283)	(\$4,632,426)	6%
4242 - Intergovernmental Reimb.	(\$3,294,894)	(\$3,927,121)	(\$4,344,283)	(\$4,360,911)	(\$2,732,936)	(\$4,344,283)	(\$4,632,426)	6%
43 - Goods and Svcs Rev	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
4308 - Other Fees & Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
4340 - Interdepartmental Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
47 - Other Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
4702 - Transfers In	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%

	2022 Actual	2023 Actual	2024 Original	2024 Revised	2024 Actual YTD	2024 Projected	2025 Proposed	Change Vs. Rev
Expense	\$3,294,508	\$3,904,080	\$4,344,283	\$4,360,911	\$2,883,431	\$4,344,283	\$4,632,426	6%
202 - Regional Water	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
60 - Personnel Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6009 - Supplemental Pay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6011 - Payroll Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
61 - Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6103 - Postage and Printing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
62 - Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6250 - Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
64 - Depreciation / Amort	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6401 - Depreciation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%

	2022 Actual	2023 Actual	2024 Original	2024 Revised	2024 Actual YTD	2024 Projected	2025 Proposed	Change Vs. Rev
2020002 - Regional Water Operations	\$3,156,345	\$3,758,056	\$4,165,983	\$4,182,611	\$2,749,267	\$4,165,983	\$4,451,626	6%
60 - Personnel Services	\$978,139	\$1,174,630	\$1,274,037	\$1,290,665	\$829,048	\$1,274,037	\$1,282,967	-1%
6001 - Salaries and Wages - FT	\$612,893	\$752,123	\$832,713	\$847,922	\$578,832	\$832,713	\$879,348	4%
6002 - Salaries and Wages - PT/Season	\$11,727	\$16,637	\$0	\$0	\$96	\$0	\$0	0%
6004 - Overtime	\$3,891	\$7,759	\$8,000	\$8,000	\$3,583	\$8,000	\$5,000	-37%
6005 - Standby Pay	\$7,515	\$9,670	\$12,000	\$12,000	\$7,988	\$12,000	\$12,000	0%
6007 - Accrued Leave	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6009 - Supplemental Pay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6010 - Other Employee Withholdings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6012 - Callback and Callout Pay	\$0	\$316	\$0	\$0	\$926	\$0	\$5,000	999%
6020 - FICA/MC Contributions	\$49,382	\$57,393	\$62,338	\$63,502	\$43,879	\$62,338	\$67,125	6%
6030 - Retirement Contributions	\$57,367	\$71,628	\$79,900	\$79,900	\$53,671	\$79,900	\$84,162	5%
6032 - Disability Buyback	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6040 - Workers Compensation	\$17,954	\$19,674	\$20,249	\$20,504	\$9,871	\$20,249	\$15,490	-24%
6051 - Health Insurance	\$204,497	\$230,423	\$247,459	\$247,459	\$125,274	\$247,459	\$204,383	-17%
6054 - Other Insurance	\$2,232	\$2,693	\$4,962	\$4,962	\$1,789	\$4,962	\$4,123	-17%
6080 - Other Employee Compensation	\$10,680	\$6,313	\$6,416	\$6,416	\$3,140	\$6,416	\$6,336	-1%
61 - Materials & Supplies	\$1,733,410	\$2,186,292	\$2,405,600	\$2,405,600	\$1,594,742	\$2,405,600	\$2,643,500	10%
6101 - General Supplies and Materials	\$1,001,158	\$102,548	\$166,800	\$166,800	\$111,534	\$166,800	\$154,000	-8%
6103 - Postage and Printing	\$1,342	\$414	\$1,300	\$1,300	\$1,005	\$1,300	\$1,500	15%
6111 - Electricity	\$570,845	\$696,818	\$750,000	\$750,000	\$495,165	\$750,000	\$780,000	4%
6112 - Natural Gas	\$58,912	\$93,322	\$80,000	\$80,000	\$34,019	\$80,000	\$80,000	0%

	2022 Actual	2023 Actual	2024 Original	2024 Revised	2024 Actual YTD	2024 Projected	2025 Proposed	Change Vs. Rev
6113 - Gas/Fuel	\$2,912	\$3,705	\$10,000	\$10,000	\$2,304	\$10,000	\$10,000	0%
6117 - Chemicals	\$28,945	\$1,229,949	\$1,300,000	\$1,300,000	\$912,826	\$1,300,000	\$1,400,000	8%
6140 - Technology Supplies	\$5,544	\$5,591	\$8,500	\$8,500	\$5,340	\$8,500	\$3,000	-65%
6150 - Maint/Repair (non contract)	\$62,037	\$53,282	\$85,000	\$85,000	\$31,297	\$85,000	\$211,000	148%
6160 - Uniform Expense	\$1,713	\$663	\$4,000	\$4,000	\$1,250	\$4,000	\$4,000	0%
62 - Contractual Services	\$366,104	\$345,002	\$389,123	\$389,123	\$280,034	\$389,123	\$433,454	11%
6210 - Professional Services	\$7,587	\$6,427	\$8,000	\$8,000	\$24,602	\$8,000	\$10,000	25%
6230 - Maintenance Agreements	\$36,107	\$25,354	\$44,250	\$44,250	\$13,215	\$44,250	\$65,000	47%
6240 - Testing	\$33,507	\$26,755	\$42,000	\$42,000	\$21,024	\$42,000	\$42,000	0%
6251 - Laundry/Towel	\$1,699	\$1,392	\$500	\$500	\$414	\$500	\$500	0%
6256 - Internal Services	\$287,205	\$285,075	\$294,373	\$294,373	\$220,780	\$294,373	\$315,954	7%
66 - Transfers Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6601 - Transfers Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
67 - Other Costs	\$32,397	\$41,200	\$34,523	\$34,523	\$21,802	\$34,523	\$28,705	-17%
6720 - Travel/Training	\$2,552	\$1,457	\$5,500	\$5,500	\$114	\$5,500	\$5,000	-9%
6780 - Insurance/Bonds	\$27,390	\$36,831	\$25,323	\$25,323	\$18,992	\$25,323	\$19,205	-24%
6791 - Advertising/Promotion	\$1,588	\$1,871	\$2,000	\$2,000	\$1,750	\$2,000	\$2,500	25%
6792 - Over/Short	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6793 - Dues and Subscriptions	\$867	\$1,041	\$1,700	\$1,700	\$945	\$1,700	\$2,000	18%
68 - Special Projects	\$46,295	\$10,932	\$62,700	\$62,700	\$23,641	\$62,700	\$63,000	0%
6731 - Communication	\$1,232	\$1,664	\$2,200	\$2,200	\$1,167	\$2,200	\$2,500	14%
6733 - Refuse Collection	\$44,685	\$8,906	\$60,000	\$60,000	\$22,216	\$60,000	\$60,000	0%
6734 - Sewer	\$378	\$362	\$500	\$500	\$258	\$500	\$500	0%

	2022 Actual	2023 Actual	2024 Original	2024 Revised	2024 Actual YTD	2024 Projected	2025 Proposed	Change Vs. Rev
2020033 - RWS - Booster Stations	\$135,183	\$138,304	\$173,000	\$173,000	\$131,420	\$173,000	\$175,000	1%
61 - Materials & Supplies	\$133,238	\$135,827	\$169,000	\$169,000	\$128,510	\$169,000	\$170,000	1%
6101 - General Supplies and Materials	\$15,944	\$19,724	\$39,000	\$39,000	\$27,361	\$39,000	\$40,000	3%
6111 - Electricity	\$117,294	\$116,102	\$130,000	\$130,000	\$101,149	\$130,000	\$130,000	0%
62 - Contractual Services	\$1,945	\$2,477	\$4,000	\$4,000	\$2,910	\$4,000	\$5,000	25%
6210 - Professional Services	\$1,945	\$2,477	\$4,000	\$4,000	\$2,910	\$4,000	\$5,000	25%
6256 - Internal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%

	2022 Actual	2023 Actual	2024 Original	2024 Revised	2024 Actual YTD	2024 Projected	2025 Proposed	Change Vs. Rev
2020034 - RWS - Guardian	\$2,980	\$7,720	\$5,300	\$5,300	\$2,744	\$5,300	\$5,800	9%
61 - Materials & Supplies	\$122	\$121	\$700	\$700	\$9	\$700	\$700	0%
6101 - General Supplies and Materials	\$122	\$85	\$500	\$500	\$9	\$500	\$500	0%
6103 - Postage and Printing	\$0	\$36	\$200	\$200	\$0	\$200	\$200	0%
62 - Contractual Services	\$2,858	\$7,599	\$4,500	\$4,500	\$2,735	\$4,500	\$5,000	11%
6240 - Testing	\$2,858	\$7,599	\$4,500	\$4,500	\$2,735	\$4,500	\$5,000	11%
67 - Other Costs	\$0	\$0	\$100	\$100	\$0	\$100	\$100	0%
6791 - Advertising/Promotion	\$0	\$0	\$100	\$100	\$0	\$100	\$100	0%
Report Total	(\$386)	(\$23,042)	\$0	\$0	\$150,495	\$0	\$0	0%

Proposed Budget - FY 2025

	2022 Actual	2023 Actual	2024 Original	2024 Revised	2024 Actual YTD	2024 Projected	2025 Proposed	Change Vs. Rev
300 - CWR Water System Agency Fund	(\$706,154)	(\$1,798,084)	\$383,427	\$2,159,205	(\$1,707,118)	(\$3,056,573)	(\$481,106)	-122%
Revenue	(\$7,830,358)	(\$8,615,434)	(\$9,130,931)	(\$10,630,931)	(\$6,608,305)	(\$9,130,931)	(\$9,503,778)	-11%
300 - CWR System Agency	(\$7,830,358)	(\$8,615,434)	(\$9,130,931)	(\$10,630,931)	(\$6,608,305)	(\$9,130,931)	(\$9,503,778)	-11%
15 - Investments	\$146,293	\$0	\$0	\$0	\$0	\$0	\$0	0%
4713 - Mrkt Adj on Invest -Unrealized	\$146,293	\$0	\$0	\$0	\$0	\$0	\$0	0%
42 - Intergovernmental	\$0	\$0	\$0	(\$1,500,000)	(\$35,950)	\$0	\$0	-100%
4202 - Federal Grants	\$0	\$0	\$0	(\$1,500,000)	(\$35,950)	\$0	\$0	-100%
4220 - State Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
45 - Misc Revenue	(\$29,965)	(\$218,582)	(\$200,100)	(\$200,100)	(\$238,819)	(\$200,100)	(\$210,100)	5%
4501 - Interest Earned	(\$15,836)	(\$214,168)	(\$200,000)	(\$200,000)	(\$237,979)	(\$200,000)	(\$210,000)	5%
4503 - Gain/Loss on Sale of Cap Asset	\$0	\$784	\$0	\$0	\$0	\$0	\$0	0%
4504 - Contributions	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
4505 - Misc. Revenue	(\$14,129)	(\$5,197)	(\$100)	(\$100)	(\$840)	(\$100)	(\$100)	0%
46 - Utility Revenue	(\$7,946,685)	(\$8,396,852)	(\$8,930,831)	(\$8,930,831)	(\$6,333,536)	(\$8,930,831)	(\$9,293,678)	4%
4601 - Water Utility Charges	(\$7,656,341)	(\$8,206,561)	(\$8,685,831)	(\$8,685,831)	(\$6,158,203)	(\$8,685,831)	(\$9,048,678)	4%
4650 - System Development Charges	(\$290,344)	(\$190,291)	(\$245,000)	(\$245,000)	(\$175,333)	(\$245,000)	(\$245,000)	0%

	2022 Actual	2023 Actual	2024 Original	2024 Revised	2024 Actual YTD	2024 Projected	2025 Proposed	Change Vs. Rev
Expense	\$7,124,203	\$6,817,351	\$9,514,358	\$12,790,136	\$4,901,187	\$6,074,358	\$9,022,672	-29%
300 - CWR System Agency	\$7,124,203	\$6,817,351	\$9,514,358	\$12,790,136	\$4,901,187	\$6,074,358	\$9,022,672	-29%
61 - Materials & Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6140 - Technology Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
62 - Contractual Services	\$3,169,621	\$3,891,461	\$4,427,783	\$4,427,783	\$2,618,486	\$4,427,783	\$4,697,533	6%
6210 - Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6212 - Legal Services	\$21,183	\$13,065	\$30,000	\$30,000	\$7,535	\$30,000	\$30,000	0%
6213 - Investment Services	\$315	\$76	\$1,500	\$1,500	\$753	\$1,500	\$1,500	0%
6214 - Consulting Services	\$7,025	\$5,720	\$15,000	\$15,000	\$2,062	\$15,000	\$15,000	0%
6215 - Acctg/Audit Services	\$27,281	\$28,348	\$34,000	\$34,000	\$27,658	\$34,000	\$40,000	18%
6255 - Other Contractual	\$2,253	\$825	\$3,000	\$3,000	\$1,253	\$3,000	\$3,000	0%
6257 - Reimbursable Contract Exp.	\$3,111,563	\$3,843,427	\$4,344,283	\$4,344,283	\$2,579,227	\$4,344,283	\$4,608,033	6%
63 - Capital Outlay	\$1,463,809	\$466,723	\$3,440,000	\$6,715,778	\$878,703	\$0	\$3,180,000	-53%
6305 - Improvements Other Than Bldgs	\$1,454,541	\$466,723	\$3,185,000	\$6,460,778	\$787,907	\$0	\$2,520,000	-61%
6311 - Light Equipment	\$9,268	\$0	\$255,000	\$255,000	\$90,796	\$0	\$660,000	159%
64 - Depreciation / Amort	\$2,045,203	\$2,059,312	\$0	\$0	\$0	\$0	\$0	0%
6401 - Depreciation	\$2,045,203	\$2,059,312	\$0	\$0	\$0	\$0	\$0	0%
65 - Debt Service	\$347,608	\$298,321	\$1,525,575	\$1,525,575	\$1,283,917	\$1,525,575	\$1,016,139	-33%
6501 - Principal	\$0	\$0	\$1,276,124	\$1,276,124	\$1,144,148	\$1,276,124	\$794,524	-38%
6510 - Interest	\$347,608	\$298,321	\$249,451	\$249,451	\$139,768	\$249,451	\$221,615	-11%
67 - Other Costs	\$97,963	\$101,534	\$121,000	\$121,000	\$120,081	\$121,000	\$129,000	7%
6720 - Travel/Training	\$0	\$0	\$2,000	\$2,000	\$0	\$2,000	\$2,000	0%

	2022 Actual	2023 Actual	2024 Original	2024 Revised	2024 Actual YTD	2024 Projected	2025 Proposed	Change Vs. Rev
6745 - Contribution Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
6780 - Insurance/Bonds	\$97,963	\$101,534	\$119,000	\$119,000	\$120,081	\$119,000	\$127,000	7%
6792 - Over/Short	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
Report Total	(\$706,154)	(\$1,798,084)	\$383,427	\$2,159,205	(\$1,707,118)	(\$3,056,573)	(\$481,106)	-122%

Parks & Recreation Advisory Board Minutes of Thursday, March 14, 2024

Meeting Called to Order: **Date:** March 14, 2024
Time: 4:37 pm
By: Amy Crawford
Location: Casper Family Aquatic Center Conference Room

- I. Board Members Present:** Jim DeGolia, Jim Gunderson, Kris Galles, Susan Redding, Amanda Sewell
Council Liaison: Lisa Engebretson
Staff Present: Zulima Lopez, Nick Whipps, & Chad Green
Guests: Sarah Neubauer & Travis St. John

Approval of Minutes:

Minutes Date: February 8, 2024
Motion By: Jim DeGolia
Second: Kristen Galles
Board: Approved by all

II. User Groups

Casper Ice Arena – Chad Green

Chad has been the Ice Arena Supervisor since 2020. He briefly went over the Ice Arena operations noting that Learn to Skate is a new offer on Friday evenings and the new alcohol concessions brought in around \$5k per weekend with the inaugural season of the Casper Roughnecks.

Goals for the Ice Arena over the next 5 years are to have financial stability, hopefully succeeding with the second sheet of ice. Also looking to increase user group rates as they are currently below the norm for comparable communities.

The biggest area of concern is the second sheet of ice at this time.

Casper Figure Skating Club – Sarah Neubauer

This year the club had 39 regular club members including skaters, teachers, and parents, ranging in age from 4 to 43 years old. They offer a Learn to Skate on Sundays as a way to get people interested in figure skating or hockey skating. Their season runs on weekends from Labor Day to the first week in May. They have 3 events per year: a Recital, the Invitational, and a Showcase.

One concern they have is being able to host the Cowboy State Games again. Casper used to host it until COVID-19. It has since moved to Cody. This is a 3-day event with approximately 150 kids participating from many different states. A second sheet of ice would be beneficial in getting these games back to Casper. The Board recommends that the club apply to be the host again. City Staff offered to help with the application if needed. Visit Casper representative offered to help with the application as well.

Their major concern is that hockey appears to be favored over this user group. They would appreciate more fairness in scheduling ice time. Last year it was not communicated to this group that their time on the ice would be cut short for the Invitational due another user group's schedule. Also, they are concerned with one other user group in general. There was an altercation between this other user group and the figure skating club. City Staff responded and stated that the problem was addressed with the other user group and that the situation would never happen again. Standard operating procedures have been changed so there will always be a full-time employee on-site during the Invitational.

Casper Amateur Hockey Club – Travis St. John

This group had 239 users with 27 adults in the recreation group and actually had a girls' team this year and last year. They had to team up with Douglas to make a full girls' team. Their summer skills league is growing.

A major concern is getting the second sheet of ice through to completion. This group funded the contract with the Architect to get a design concept done. This will help with getting donors lined up when we have concrete numbers and a settled design. A video showing the design was played. The current design is mid-level, not all the bells and whistles but way more than now. The second sheet of ice is needed as currently the user groups would use 39% of ice time on a second sheet without expanding current programming. The second sheet should be self-funding or around a 5% subsidy for the entire ice arena. Ice sports are only growing throughout the country and Wyoming. City Council has committed \$3.2M toward the second sheet. The total cost is expected to be around \$15-17M.

Casper Roughnecks – Chad Green

The Roughnecks is a new franchise for the USPHL Premier Conference competing in the Northwest Division and 2023-2024 was their inaugural season in Casper. They practice at the Casper Ice Arena Monday through Thursday from 9:30 to 11 am. Their game schedule comes out in July. They finished in 3rd place last year. Their first game was free to the public last September and the arena saw over 1000 people. Each game averaged 300-400 spectators and brought in an average of \$6000-\$7000 per month in concessions. They have local sponsors as well.

III. Other Business

Public: None

Staff: Council approved the proposed Capital budget for FY25. Operations budgets are in process. The combined budgets go to Council in June for formal approval.

Board:

1. Liaison Assignments:

Liaison assignments were discussed with the 2 new board members. Current assignments are:

Aquatics & Special Programs: Ian Walker

Fort Caspar: Susan Redding

Hogadon: Randy Hein

Golf Course:

Ice Arena: Shelly Zimmerman

Recreation Center:

Sports & Athletic Fields: Jim DeGolia

Ford Wyoming Center: Kris Galles

Think about where you'd like to be the liaison and we'll decide next month.

The next scheduled meeting will be **Thursday, April 11, 2024, at 4:30 pm at the Fort Caspar Meeting Room & via Microsoft Teams.**

Meeting Adjourned: The meeting was adjourned at 6:21 pm.



**AMOCO REUSE AGREEMENT
JOINT POWERS BOARD**

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



renee@arajpb-casper.org

AMOCO REUSE AGREEMENT JOINT POWERS BOARD

MEETING MINUTES

6:00 p.m. Wednesday, March 13, 2024
2435 King Blvd, Big Horn Conference Room, Casper, WY 82604

Present: Rob Hurlless, Bob Hopkins, Larry Madsen, John Lee, Jim Milne, Tom Smoll, Eric Nunn, and Jim DeGolia

Absences: Amber Pollock

Others Present: Matt Reams and Executive Director Renee Hahn.

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

1. Minutes from February 14, 2024 Regular Meeting

Mr. Hurlless inquired if everyone had an opportunity to review the Minutes. A motion was made by Mr. Nunn and seconded by Mr. Smoll to approve the Minutes of the February 14, 2024 meeting. There being no further discussion, the Board proceeded to vote. The motion carried with all members in attendance voting to accept the Minutes as presented. (Copy of Minutes on file.)

2. Approval of March 13, 2024 Treasurer's Report

Details of investment accounts, the checking account and the various vouchers listed on the Treasurer's Report as of March 13, 2024 were presented by Mr. Madsen.

A motion was made by Mr. Lee and seconded by Mr. Milne to approve the Treasurer's Report of March 13, 2024, containing the financial report of the investment funds, checking account and interest accrued and the authorization for payment of all vouchers listed on the report.

There being no further discussion, the Board proceeded to vote. The motion carried with all members in attendance voting to accept the report.

The February 2024 monthly financial statement was sent by Lenhart Mason and presented by Mr. Madsen and he inquired if anyone had questions. There were none.

Investment/Financial Committee

- **Executive Committee**

Mr. Hurless shared that conversation was about preparations for the Regular Board Meeting at 6:00 p.m. and future meetings were discussed.

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

County Representative Milne had nothing to report. Ms. Hahn inquired on the Reno airshow that Casper is trying to relocate. Mr. Milne shared that it was between Casper and two other locations. Ms. Hahn inquired if they need a letter of support from ARAJPB. Mr. Milne will reach out to the airport manager to see if that is a possibility.

5. Other

No Report.

6. Future Meetings/Agenda

- Three Crowns Management Committee - March 21st, 7:30 am, 2435 King Blvd., Big Horn Conference Room.
- Regular Board meeting - April 10th, 6:00 pm at 2435 King Blvd., Big Horn Conference Room
- Three Crowns Management Committee - April 18th, 7:30 am, 2435 King Blvd., Big Horn Conference Room.

Office Closures:

March 29th – Good Friday

April 8th – 12th - Vacation

May 27th – Memorial Day

7. Public Comment

There was no public comment.

8. Good of the Order

No Comments.

9. Adjournment

There being no further action by the Board, a motion was made by Mr. DeGolia and seconded by Mr. Smoll to adjourn the meeting at 6:49 p.m. The motion carried with all members in attendance voting aye.

4-10-24
Date


Board Officer

10 APR 2024
Date


Presiding Officer

4/17/2024

MEMO TO: J. Carter Napier, City Manager

FROM: Tom Brauer, Chief Operating Officer
Zulima Lopez, Parks, Recreation and Public Facilities Director
Randy Norvelle, Parks Manager
Christopher Smith, Hogadon Basin Superintendent

SUBJECT: Hogadon Basin Chairlift Repairs

Summary

At the City Council meeting on April 9, 2024, Councilor Jenson requested information regarding the chair lift breakdown that ended the Hogadon Basin ski season one week earlier than planned. A summary of the chairlift situation and plan for repairs is provided here for Council's reference.

At the end of March 2024, staff observed that the Hogadon Basin Prospector Chairlift started to experience brake dragging that became worse as the weather warmed. Staff contacted the City's Fleet Maintenance Division to schedule brake work. The work was scheduled for April 9, 2024. Staff continued to monitor the lift.

Midday Friday, April 5, 2024, the chairlift started making metal torquing and grinding sounds. It was presumed to be related to the brakes dragging due to the unusually warm weather. Staff decided to shut down the lift and close the area early that evening, in hopes the colder overnight temperatures would improve the performance of the lift on Saturday and normal skiing operations could resume.

On the morning of Saturday, April 6, staff attempted to operate the chairlift again, as the temperature had dropped 30 degrees. However, the grinding noise persisted, so staff called the mechanic in to evaluate. After initial inspection, staff and the mechanic recommended keeping the lift shut down due to the mechanical issues. Coincidentally, heavy snow prompted the closure of the Mountain Road that day, so the decision was made to close the area for the remainder of the weekend. Staff resolved to convene the following Monday to discuss repair needs and a plan for the remainder of the season, after the repair team had a chance to assess the extent of the problem and recommend a plan for repair.

During mechanical troubleshooting, staff discovered the bull wheel was low on oil. Recent inspections of the equipment noted appropriate oil levels in the sight glass; however, it is believed that there may have been an air bubble that created a misread in the sight glass. Running the lift without an appropriate amount of oil caused damage to the bull wheel. While the failure can be easily resolved by rebuilding the bull wheel, it was not possible to complete the repair before the scheduled end of the season on April 14, 2024. The decision was made to end the season, with the result being a loss of seven ski days. The 2023-2024 season ended at 96

operating days instead of the planned 103 days. Even with the early close, this was the longest operating season to date.

Staff performs regular preventative maintenance on the chairlift, specifically the bull wheel planetary, by taking oil samples every other year and changing oil as the samples indicate need. Staff also performs weekly visible inspections of the oil level in the sight glass.

For the chairlift to be operational, safe, and reliable for next season and beyond, the following repairs are recommended:

1. Bull wheel repair: The chairlift cable (“rope” in industry terms) will be rigged by a lift contractor to remove the bull wheel. The bull wheel will be taken to the Hogadon Maintenance Shop. A fleet mechanic will perform all the internal component inspections and replacements. Repair time is estimated at two (2) weeks.
2. Rope shortening/splice: This maintenance was mandated by our insurance company to bring the lift rope into compliance. It was planned for the summer of 2024 and included in the FY25 capital agenda. However, the work will now be completed in conjunction with the bull wheel repair. This will take three (3) days to complete by a contractor.
3. Lift load test: A load test will be required once the repairs are made. This requires the chairlift to be loaded to simulate guests. This tests the lift’s braking systems. This is a mandatory test whenever any major work is performed on a ski lift, or every seven (7) years, whichever comes first.
4. Cone drive replacement: While the cone drive is not required to be replaced to make the chairlift operational, staff recommends that the cone drive be replaced in conjunction with the aforementioned repairs. Since the chairlift has to be rigged to repair the bull wheel and also to replace the cone drive, replacing the cone drive now will save in high rigging costs. The cone drive has been showing signs of end-of-life wear as annual oil tests are revealing poor oil quality with metal and brass contaminants. The cone drive was proposed in Hogadon’s five-year capital plan for replacement in FY26 (summer of 2025).

Lift contractors will be needed to rig the chairlift, replace the cone drive and splice the lift rope. Hogadon and City Fleet Maintenance staff will supplement contractual work where appropriate to save costs. All work will be scheduled for this summer. At this time, staff is confident work can be completed far in advance of next ski season.

Combined, all recommended work described above to make the lift safe and reliably operable for the next several seasons is \$150,000, including contingency for current unknowns. A budget amendment for the project will be included in the upcoming budget amendment #3.