

INFORMATION PACKET
Friday, June 10, 2022



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C.A.S.P.E.R.

COMMUNICATION ACCOUNTABILITY STEWARDSHIP PROFESSIONALISM EFFICIENCY RESPONSIVENESS

The Grid

A working draft of Council Meeting Agendas

June 14, 2022 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Chris Navarro Art Installation	Direction Requested	4:35	20 min
Personnel Budget Follow-up	Direction Requested	4:55	40 min
Casper Business Center	Direction Requested	5:35	45 min
Budget Amendment #3	Move Forward for Approval	6:10	30 min
Facility Study	Direction Requested	6:40	30 min
Parkway Parking Fee Resolution	Direction Requested	7:10	20 min
Agenda Review		7:30	20 min
Legislative Review		7:50	20 min
Council Around the Table		8:10	20 min
Approximate Ending Time:			8:30

June 21, 2022 Councilmembers Absent: Knell

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting: Municipal Court Update from Judge Martinez					
Approval of 6/7 Regular Minutes					C
Public Hearing: Budget FY23 for June 21, 2022		N			
Public Hearing: Budget Amendment #3 for June 21, 2022		N			
Public Hearing: Special Malt Beverage Permit for Horseheads		N			
Public Hearing: Bar & Grill Liquor License for La Cocina		N			
Public Hearing: Eagle Valley Addition No. 2		N			
Second Reading - Parking Ordinance Changes			N		
Third Reading for Ordinance Amending Chapter 5.24 - Hotels & Roominghouses			N		
Third Reading for Mobile Vendor Parking Permit Ordinance			N		
Third Reading Ordinance Approving a Vacation, Replat and Subdivision Agreement for the Kensington Heights Addition No. 5 Subdivision			N		
Third Reading Ordinance Approving a Vacation, Replat, Subdivision Agreement and Zone Change for the Harmony Hills Addition No. 4.			N		
Approving the City of Casper's Title VI Program as required by the Department of Transportation for federal transportation assistance and authorized by the Civil Rights Act of 1964, 42 U.S.C. § 2000d et seq.				C	
A resolution authorizing a Professional Services Contract between the City of Casper and Foxster Opco, LLC, dba CTS Software, for Transit Dispatch Software.				C	
A resolution authorizing a Professional Services Contract for transit services with the City of Mills, a Wyoming municipality, for Fiscal Year 2023.				C	
A resolution authorizing a Professional Services Contract for transit services with the Town of Evansville, a Wyoming municipality, for Fiscal Year 2023.				C	
A resolution authorizing a Professional Services Contract for transit services with the Town of Bar Nunn, a Wyoming municipality, for Fiscal Year 2023.				C	

The Grid

A working draft of Council Meeting Agendas

June 21, 2022 (continued) Councilmembers Absent: Knell

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
A resolution authorizing a Professional Services Contract for transit services with Natrona County for Fiscal Year 2023.				C	
Authorizing a Request to Natrona County to Continue the Collection of 8 Mills of Property Taxes on Behalf of the City of Casper.				C	
Approving the Vacation and Replat of Tract A, and Lots 8-37 in the Wolf Creek Nine Addition, to Create the Greystone at Wolf Creek Subdivision.				C	
HDR Engineering, Inc., for the Western Gateway Corridor Enhancement Study: Phase 1.				C	
River Grant				C	
Authorizing an Amendment to the Telecommunications Right-of-Way Use Agreement between Advance Communications Technology, Inc. (dba Range) for Installation of Additional Buried Fiber Optic Cable Infrastructure within City Right-of-Way.				C	
Authorizing an Agreement with Synergy Painting, LLC, in the Amount of \$48,108, for the Solide Waste Buildings Painting.				C	
Authorizing an Agreement with Crown Construction, LLC, in the Amount of \$427,993.75, for the Highland Park Storm Sewer Replacement - 12th Street to Farnum Ave.				C	
Authorizing an Agreement with Melgaard Construction Company, Inc., in the amount of \$2,577,515 for the Casper Regional Landfill Cell 5 Construction, Earthwork and Construction of Leachate Collection and Control System Enclosures.				C	
Authorizing an agreement with Northwest Linings and Geotextile Products, Inc., in the amount of \$1,496,617.90 for the Casper Regional Landfill Cell 5 Construction, Geosynthetics.				C	
Authorizing a Professional Services Contract with Peak Engineering Technologies, in the amount of \$322,800, for Construction Quality Assurance Oversight & Project Administration for the Casper Regional Landfill (CRL) Cell 5 Construction.				C	
Authorize Change Order No. 1 to the Agreement with SWI, LLC, for the time extension of 84 days for the Solid Waste Entrance Gate				C	
Authorize Change Order No. 2 with Modern Electric, Co. for the price increase of \$9,269 and a contract time extension of 120 days as part of the CPU Generator Replacements				C	
Accept a temporary construction easement and 30-foot permanent access easement from Lannie Fladeland as part of the Paradise Valley to Robertson Road Trail				C	
Authorizing an Agreement with Crown Construction, LLC, in the Amount of \$80,640 for the 2022 Storm Sewer Upgrades - 1st Street Bride to BNSF Bridge				C	
Authorizing Submission of an Application for FY23 Transportation Alternatives Program Funding from WYDOT in the Amount of \$1.25M for the Wyoming Blvd Sidepath - Phase 1				C	
Authorizing Submission of an Application for FY23 Transportation Alternatives Program Funding from WYDOT in the Amount of \$1.25M for the Wyoming Blvd Sidepath - Phase II				C	

The Grid

A working draft of Council Meeting Agendas

June 21, 2022 (continued) Councilmembers Absent: Knell

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Authorizing the discharge of \$276,178.21 of uncollectible accounts receivable balances.					C
Authorizing the Purchase of One (1) New Mid-Size Police Interceptor Utility Vehicle in the Total Amount of \$47,009.00 for Use by the Casper Police Department.					C
Authorizing the Purchase of One (1) New Light Duty Pickup Truck, Crew Cab, Short Bed 4x4 in the Total Amount of \$36,842, Before Trade, for Use by the Athletics Division of the Parks, Recreation, & Public Facilities Department					C
Authorizing the Purchase of One (1) New One-Ton Pickup Truck, Extended Cab with Service Body and Crane in the Total Amount of \$93,026, Before Trade, for Use by the Sanitary Sewer/Stormwater Division of the Public Services Department					C
Reject All Bids Recieved for the Paradise Valley to Robertson Road Trail.					C
Contract Amendment for Spectra (Tentative)					
Tentative: Exec Session Litigation					

June 28, 2022 Councilmembers Absent: Mayor Pacheco & Engebretsen

Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
One Cent Funding Recommendation	Direction Requested	4:35	60 min
FWC Study Spectra and Visit Casper	Direction Requested	5:35	30 min
North Platte River Park No. 2 Subdivision	Direction Requested	6:05	30 min
Ice Expansion	Direction Requested	6:35	45 min
Agenda Review		7:20	20 min
Legislative Review		7:40	20 min
Council Around the Table		8:00	20 min
Approximate Ending Time:			8:20

July 5, 2022 Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Approval of 6/21 Minutes					C
Est Public Hearing: Ordinance for Police Response to Alarms	C				
Est Public Hearing: Amending Ordinance No. 35-12 an Ordinance Granting a Franchise to WERCS Communications, Inc., D.B.A. Mountain West Telephone, for the Construction and Operation of a Telecommunications Service System	C				
Second Reading - Eagle Valley Addition No. 2			N		
Third Reading - Parking Ordinance Changes			N		
Parking Manual Fee Changes				C	
Cemetery Fee Resolution					

The Grid

A working draft of Council Meeting Agendas

July 12, 2022 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Speed Limit Ordinance Review	Direction Requested	4:35	40 min
		5:15	
Agenda Review			20 min
Legislative Review			20 min
Council Around the Table			20 min
Approximate Ending Time:			

July 19, 2022 Councilmembers Absent: Cathey

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Approval of 7/5 Minutes					C
Public Hearing: Ordinance for Police Response to Alarms		N			
Public Hearing: Amending Ordinance No. 35-12 an Ordinance Granting a Franchise to WERCS Communications, Inc., D.B.A. Mountain West Telephone, for the Construction and Operation of a Telecommunications Service System		N			
Third Reading - Eagle Valley Addition No. 2			N		

Future Agenda Items

Council Items:

Item	Date	Estimated Time	Notes
Formation of Additional Advisory Committees			
Excessive Vehicle Storage in Yards			
Graffiti Abatement & Alternatives			
Safe Place Program Implementation & Resolution			
Non-discrimination Ordinance			
Code Enforcement - Municipal Code?			
Handymen and Home Inspectors			
Lifejacket Update			Summer
Drug Court Update			August 23 or later
One-Way to Two-Way Conversion Follow-up			End of Summer
Incarceration Budget			
Class and Compensation Study Follow-up			

Staff Items:

Unsafe Structure Ordinance Follow-up			
City Inspectors Authority/Oversight of Licensed Contractors			
Shipping Container Ordinance Update			Summer
Recreation Refunds			
Sign Code Revision			
Council Goals Status Update			
Demolition Safety Barriers			
Sponsorships and Naming Rights			July 5?

Potential Topics-- Council Thumbs to be Added:

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Future Regular Council Meeting Items:

Authorizing the Appointment of One New Member, Kate Maxwell, to Fill an Open Position and the Reappointment of an Existing Member, Errol Miller, to the Central Wyoming Senior Services Board.			
Support for WAM Resolution regarding liquor license issues.			
Resolution on Service Fees Police Response to Alarms	August 16		

Retreat Items:

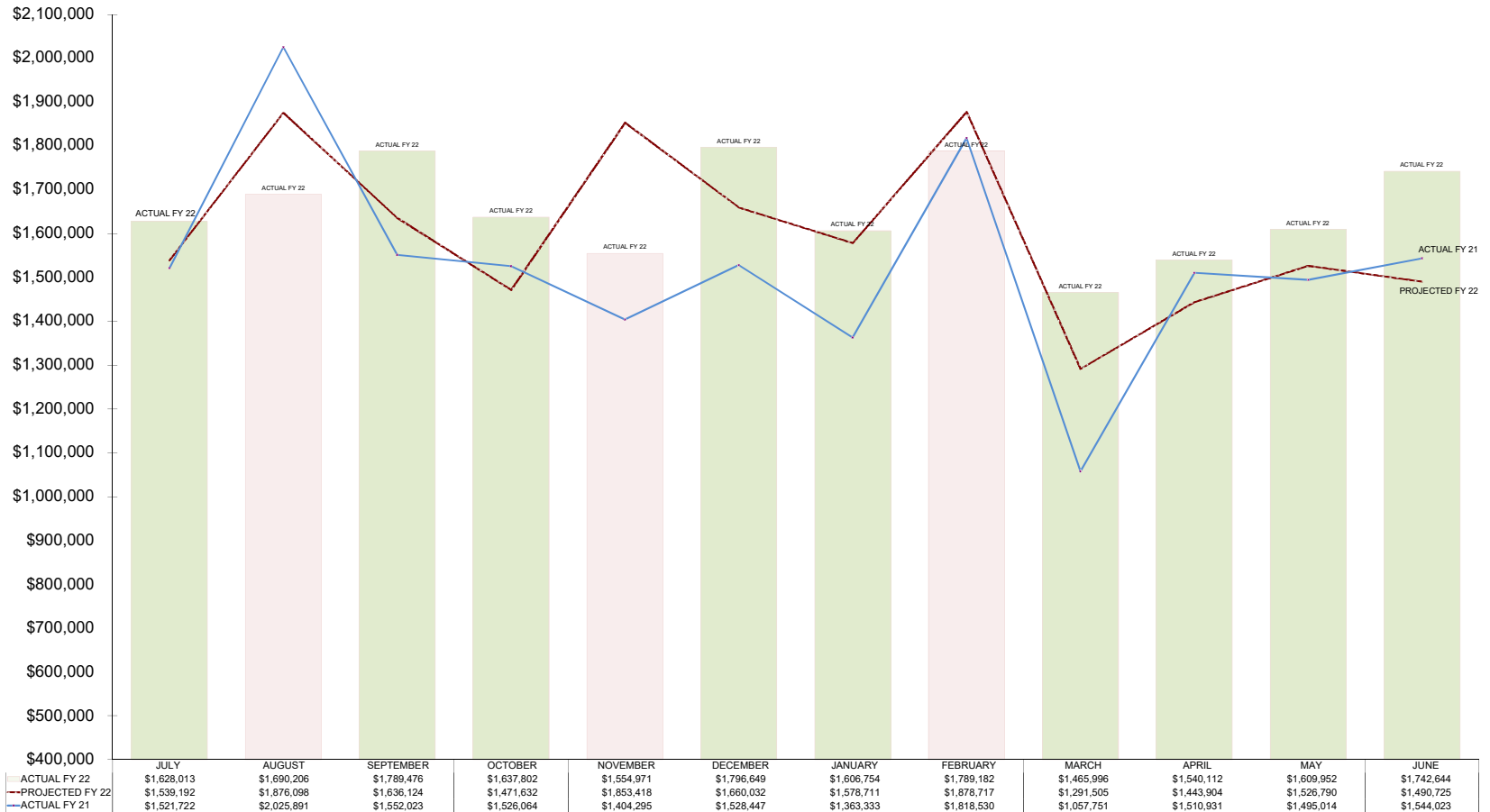
Economic Development and City Building Strategy

City of Casper
Optional 1% and State Shared Sales Tax Receipts
100% of Fiscal Year 2022 has Lapsed

Below is the Optional Sales tax report for FY22. We are currently at 100% of the budget year.
The general fund is up 3.14% from projected year to date.
1%16 is up 3.22% from projected year to date.

State Shared Sales Tax					
	Date Received	Amount Received	Amount Budgeted	Actual-Budget	Percent of Annual Budget
FY 2022 General Fund	7/7/2021	\$ 1,628,013	\$ 1,539,192	\$ 88,822	8.46%
	8/5/2021	1,690,206	1,876,098	(185,892)	17.24%
	9/7/2021	1,789,476	1,636,124	153,352	26.54%
	10/7/2021	1,637,802	1,471,632	166,170	35.05%
	11/5/2021	1,554,971	1,853,418	(298,447)	43.13%
	12/6/2021	1,796,649	1,660,032	136,617	52.46%
	1/7/2022	1,606,754	1,578,711	28,042	60.81%
	2/4/2022	1,789,182	1,878,717	(89,536)	70.11%
	3/7/2022	1,465,996	1,291,505	174,491	77.72%
	4/6/2022	1,540,112	1,443,904	96,208	85.72%
	5/5/2022	1,609,952	1,526,790	83,162	94.09%
	6/6/2022	1,742,644	1,490,725	251,918	103.14%
	Total FY 2022		\$ 19,851,757	\$ 19,246,848	\$ 604,908
Optional 1% Tax					
FY 2022 1%16	7/7/2021	\$ 1,355,911	\$ 1,290,250	65,661	8.44%
	8/5/2021	1,414,698	1,561,678	(146,980)	17.24%
	9/7/2021	1,497,143	1,369,865	127,278	26.55%
	10/7/2021	1,373,364	1,239,178	134,186	35.10%
	11/5/2021	1,304,001	1,549,388	(245,387)	43.21%
	12/6/2021	1,497,314	1,383,029	114,285	52.53%
	1/7/2022	1,340,133	1,315,701	24,432	60.86%
	2/4/2022	1,495,254	1,565,257	(70,002)	70.17%
	3/7/2022	1,224,756	1,083,134	141,621	77.79%
	4/6/2022	1,285,561	1,202,768	82,793	85.79%
	5/5/2022	1,347,666	1,271,962	75,704	94.17%
	6/6/2022	1,454,032	1,240,499	213,533	103.22%
	Total FY 2022		\$ 16,589,833	\$ 16,072,708	\$ 517,125
Total		\$ 36,441,590	\$ 35,319,556	\$ 1,122,034	

Sales Tax FY 2022 Versus Projection and Prior Year



	ACTUAL FY 21	PROJECTED FY 22	ACTUAL FY 22
YTD TOTAL	\$ 18,348,024	\$ 19,246,848	\$ 19,851,757
YTD VARIANCE			\$ 604,909
			% Difference
CHANGE FROM FY22 PROJECTED TO FY22 ACTUAL-SAME MONTH			16.90%
CHANGE FROM FY22 PROJECTED TO FY22 ACTUAL-YEAR TO DATE			3.14%
CHANGE FROM FY21 ACTUAL TO FY22 ACTUAL-SAME MONTH			12.86%
CHANGE FROM FY21 ACTUAL TO FY22 ACTUAL-YEAR TO DATE			8.20%
			In Dollars
			\$251,918
			\$604,909
			\$198,621
			\$1,503,733



AMOCO REUSE AGREEMENT JOINT POWERS BOARD

2435 King Blvd, Suite 249

Casper, WY 82604

(307) 472-5591

SALT CREEK HEIGHTS
BUSINESS CENTER

renee@arajpb-casper.org

AMOCO REUSE AGREEMENT JOINT POWERS BOARD

MEETING MINUTES

6:00 p.m. Wednesday, May 11, 2022

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

Present: Rob Hurless, Terry Lane, Larry Madsen, Peter Nicolaysen, Jeff Goetz, Amy Freye, Jim DeGolia, Jai-Ayla Sutherland, and John Lee (Via Zoom),

Absences: None

Others Present: Matt Reams and Executive Director Renee Hahn.

With a quorum in attendance, the meeting was called to order at 5:55 p.m. by Chairman Hurless. All attendees were asked to participate in the Pledge of Allegiance to the Flag.

1. Welcome New Board Members

Mr. Hurless asked each attendee to introduce themselves to Mr. Nicolaysen and requested Mr. Lane to begin.

2. Executive Session

A motion was made by Mr. DeGolia and seconded by Ms. Freye to enter into Executive Session to discuss personnel matters. The Board proceeded to vote. The motion carried with all members in attendance voting to accept going into Executive Session.

*Ms. Hahn exited the meeting at 6:01 p.m.

Upon completion of the Executive Session, at 7:03 p.m. The compensation package was accepted and approved for Ms. Hahn while in Executive Session. Mr. Hurless then requested a break in proceedings of the meeting to discuss Ms. Hahn's package with her confidentially. Ms. Hahn, Mr. Hurless, Mr. Lane, Mr. DeGolia, and Mr. Madsen shared Ms. Hahn's compensation package with her.

*Mr. Lee exited the meeting at 7:08 p.m. during the scheduled break.

*The meeting then resumed at 7:15 p.m. Mr. Reams entered the meeting at 7:15 p.m.

A motion was made by Mr. Madsen and seconded by Mr. Lane to accept the compensation package created for Ms. Hahn in the Executive Session. The Board proceeded to vote. The motion carried with all members in attendance voting to accept the compensation package for the budget year of 2022-2023.

3. Minutes from April 13, 2022 Regular Meeting

Mr. Hurless inquired if everyone had an opportunity to review the April Minutes. A motion was made by Mr. DeGolia. Ms. Freye informed the Board her name was misspelled on Page 1, Item#3. Mr. DeGolia asked that the Minutes of April 13th, be amended with the name correction. A motion to approve the amended Minutes and seconded by Ms. Freye to approve the amended Minutes of the April 13, 2022 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.)

4. Approval of May 11, 2022 Treasurer's Report

Details of investment accounts, the checking account and the various vouchers listed on the Treasurer's Report as of May 11, 2022 were presented by Mr. Madsen.

A motion was made by Ms. Freye and seconded by Ms. Sutherland to approve the Treasurer's Report of May 11, 2022, containing the financial report of the investment funds, checking account and interest accrued and the authorization for payment of all vouchers listed on the report. There being no further discussion, the Board proceeded to vote. The motion carried with all members in attendance voting to accept the report.

The April 2022 monthly financial statement draft by Lenhart Mason was presented by Mr. Madsen and he inquired if anyone had questions. There were none.

Investment/Financial Committee

A motion was made by Mr. Madsen and seconded by Mr. Lane to accept the Proposed Budget for the 2022-2023 Fiscal Year. The Board proceeded to vote. The motion carried with all members in attendance voting to accept the budget except Mr. Nicolaysen who abstained because he had not seen the budget since he was unable to receive any of his meeting materials.

5. Committee Reports

- **Three Crowns**

Mr. Reams discussed the Three Crowns departments and their progress. He continues to be tremendously happy with the new department heads. He informed the Board that the restaurant held a Mother's Day Brunch with two seating's that accompanied 165 reservations. "April is normally a slow month with the damp weather, though membership sales are ahead of pace." He also informed the attendees that May is trending to be on budget. Mr. DeGolia informed the Board that Tandem Design's Contract was exited and the final payment was included in May 11, 2022 Treasurer's Report. The plan going forward is to allow Landscape Unlimited to use their expertise and create a plan to present to the Board. Mr. Nicolaysen inquired if the expansion of the facility would be inside or outside or both. Mr. DeGolia summarized all options were being considered, but none approved at this time.

- **PRC**

Ms. Hahn informed the Board that vandalism has ceased in the last two months along the trails and security cameras were still in place.

- **ARAJPB's Development**

Mr. DeGolia summarized and highlighted the Status Report and the current meetings planned with BP. He also informed the Board that the Property on Phase 3, Lot 5 has the Letter of Interest signed by both parties. The purchase agreement is currently being reviewed by ARAJPB's Attorney.

Mr. Hurless and the other members of the Committee believe that BP's responsiveness has increased since ARAJPB is working with BP directly as its own developer.

- **Architectural Review**

Ms. Freye had nothing to report.

- **Executive Committee**

Mr. Hurless shared that those conversations involved development in Salt Creek Heights (SCH) and that information was shared with Mr. Nicolaysen to help him understand our relationship with BP. Ms. Hahn then discussed future meetings.

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

Ms. Sutherland shared that the city was in the midst of preparing draft budgets to review. She also informed the Board that a meeting with the press was held today in front of the new police headquarters building to be remodeled. Ms. Sutherland stated that the purchase and the remodel of that building was the most fiscally responsible option. The improvements are predicted to take 2-3 years. Mr. Nicolaysen shared that the county was involved with budget preparations and reviewing facility's needs.

7. Other

Mr. Goetz and Mr. Nicolaysen both signed the Confidentiality/Conflict of Interest forms and returned them to Ms. Hahn.

8. Future Meetings/Agenda

- Three Crowns Management Committee - May 19th, 7:30 am, 2435 King Blvd., Big Horn Conference Room.
- Regular Board Meeting - June 8th, 6:00 pm at 2435 King Blvd., Big Horn Conference Room
- Three Crowns Management Committee - June 16th, 7:30 am, 2435 King Blvd., Big Horn Conference Room.
- Year-End Board Meeting – June 24th, noon, at 2435 King Blvd., Big Horn Conference Room

Office Closures:

May 30th - Memorial Day

July 18th - July 22nd - Vacation

August 17th - 19th – Vacation

August 22-26th - Vacation

9. Public Comment

There was no public comment.

10. Good of the Order

No Comments.

11. Adjournment

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

6-8-22

Date

Larry Madsen
Board Officer

6-8-22

Date

JM Freye
Presiding Officer



DOWNTOWN DEVELOPMENT AUTHORITY

Board Meeting
Wednesday, June 8, 2022
11:30AM – 12:30PM
AGENDA

- | | | |
|-------|---|----------------------|
| I. | Establish Quorum and Call Meeting to Order | T. Schenk |
| II. | Public Comments | |
| III. | City Report | K. Gamroth |
| IV. | Approval of Minutes
May 2022 Board Minutes | T. Schenk |
| V. | Financials (DDA & David Street Station)
A) May 2022 Reports
B) June 2022 Payments
C) Motion to Approve Financials | N.Grooms
N.Grooms |
| VI. | Director's Report
vote-Establish Date – Public Budget Hearing (Wed. 7/13 @noon)
vote-budget to move forward to Hearing (final vote)

-Board Member (Pete & Shawn)
Fazio has termed out at 8 years. Shawn 2 nd term?

-Executive Board Members (Chair, Vice, Sec, Treasurer) | K.Hawley |
| VII. | Committee Reports | |
| VIII. | Executive Session (if needed) | |
| VIX. | Action Items | |
| X. | Adjourn | |

Next Meeting July 13, 2022

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

Downtown Development Authority
Board Meeting Minutes
May 11, 2022
11:30 a.m.

I. Call Meeting to Order 11:41 am

Present: Tim Schenk, Nicholas Grooms, Ryan McIntyre, Deb Clark, Kyle Gamroth, Will Reese; Critter Murray

Staff: Kevin Hawley,

Guests: Oil City News

Excused: Tony Hager, Pete Fazio, Shawn Houck, Kerstin Ellis

II. Public Comments:

III. City Report:

- Kyle: Discussion - Bird Scooter/access issues; City Council elections; Police HQ; Open Container

IV. Approval of March Board Meeting Minutes

Motion, Second, Passed (Nic Grooms; Will Reese) (All Approved)

V. Financials_– Nicholas Grooms

- General Discussion of financial outlook

Approval of Financials – March/April Reports; April/May Payments

Motion, Second, Passed (Critter Murray, Will Reese) (All Approved)

VI. Director's Report - Kevin Hawley

- Updated Board on staffing plan for 2022/23
- Introduce new Event Coordinator - Brea
- General Budget prep discussion/feedback
- Homelessness discussion/update
- Flower Planters – cost increase/budgetary challenges – sponsorship?
- Brief update on mtg with PD over potential return of “fight night”

VII. Motion to adjourn at approximately 12:31 PM

Motion, Second, Passed (Nic Grooms, Deb Clark) (All Approved)

Action Items: DSS to help with office rent; Exec Committee nominations.

Approved by:

Secretary's Signature: _____/Date: _____

Board Member's Signature: _____/Date: _____

Casper Downtown Development Authority

Balance Sheet

As of May 31, 2022

May 31, 22

ASSETS

Current Assets

Checking/Savings

CHECKING

64,107.75

NOW Acct

187,802.79

Total Checking/Savings

251,910.54

Total Current Assets

251,910.54

TOTAL ASSETS

251,910.54

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

Payroll Liabilities

580.47

Total Other Current Liabilities

580.47

Total Current Liabilities

580.47

Total Liabilities

580.47

Equity

Opening Bal Equity

382,324.44

Unrestricted Net Assets

-172,583.53

Net Income

41,589.16

Total Equity

251,330.07

TOTAL LIABILITIES & EQUITY

251,910.54

Casper Downtown Development Authority
Profit & Loss

May 2022

	<u>May 22</u>
Ordinary Income/Expense	
Income	
ACCT. INTEREST	2.21
Total Income	<u>2.21</u>
Expense	
OPERATIONS	
Board Mtg. Expense	71.23
Music Service	55.00
Office Rent	
Utilities	281.87
Office Rent - Other	2,650.00
Total Office Rent	<u>2,931.87</u>
Total OPERATIONS	<u>3,058.10</u>
Total Expense	<u>3,058.10</u>
Net Ordinary Income	<u>-3,055.89</u>
Net Income	<u><u>-3,055.89</u></u>

Casper Downtown Development Authority

Profit & Loss

July 2021 through May 2022

	Jul '21 - May 22
Ordinary Income/Expense	
Income	
Donation - Adopt A Planter	2,000.00
ACCT. INTEREST	20.92
ASSESSMENTS	125,789.59
Total Income	127,810.51
Expense	
ADMINISTRATIVE	
Payroll Expense	-36,919.53
Payroll Allocation to DSS	37,500.00
Total ADMINISTRATIVE	580.47
MARKETING-COMMUNICATIONS	
PR - Director	286.87
Sponsorships/PR	6,285.17
MARKETING-COMMUNICATIONS - Other	910.58
Total MARKETING-COMMUNICATIONS	7,482.62
MISCELLANEOUS	
Service Chg	32.25
Total MISCELLANEOUS	32.25
OPERATIONS	
Repairs/Maintenance	355.12
Board Mtg. Expense	133.73
Conference Registration	175.00
Dues/Subscriptions	877.13
Planters	16,000.99
Office Automation	139.89
Music Service	575.00
Office Equipment	1,425.75
Office Rent	
Utilities	1,391.16
Office Rent - Other	29,150.00
Total Office Rent	30,541.16
Office Supplies	505.52
Pigeon Control	1,758.11
Travel	743.45
Total OPERATIONS	53,230.85
Total Expense	61,326.19
Net Ordinary Income	66,484.32
Other Income/Expense	
Other Income	
DSS Fund Transfer	-24,897.00
Total Other Income	-24,897.00
Other Expense	
Bank Service Charge	-1.84
Total Other Expense	-1.84
Net Other Income	-24,895.16
Net Income	41,589.16

Casper Downtown Development Authority

Transaction Detail by Account

May 2022						
Type	Date	Num	Name	Memo	Amount	Balance
CHECKING						
Bill Pmt -Check	05/09/2022	6135	CAV - Front Range		-55.00	-55.00
Bill Pmt -Check	05/09/2022	6136	Charles Walsh	May	-2,650.00	-2,705.00
Bill Pmt -Check	05/09/2022	6137	Charter Communications		-281.87	-2,986.87
Bill Pmt -Check	05/09/2022	6138	FIB - MASTERCARD	KH	-71.23	-3,058.10
Deposit	05/31/2022			Interest	0.56	-3,057.54
Total CHECKING					-3,057.54	-3,057.54
NOW Acct						
Deposit	05/31/2022			Interest	1.65	1.65
Total NOW Acct					1.65	1.65
TOTAL					-3,055.89	-3,055.89

Type	Date	Num	Name	Memo	Amount	Balance
CHECKING						
Bill Pmt -Check	06/06/2022	6139	Charter Communications	0976435(-139.89	-139.89
Bill Pmt -Check	06/06/2022	6140	Walsh Property Management	June Rer	-2,650.00	-2,789.89
Bill Pmt -Check	06/06/2022	6141	COMPUTER LOGIC	Set up ql	-217.50	-3,007.39
Bill Pmt -Check	06/06/2022	6142	FIB - MASTERCARD	KH	-102.15	-3,109.54
Deposit	06/30/2022			Interest	0.59	-3,108.95
Total CHECKING					-3,108.95	-3,108.95
TOTAL					-3,108.95	-3,108.95

Downtown Development Authority

Balance Sheet

As of May 31, 2022

DSS- Balance

May 31, 22

ASSETS

Current Assets

Checking/Savings

Plaza Checking 183,689.30

Special Events 37,238.82

Total Checking/Savings 220,928.12

Accounts Receivable

Accounts Receivable 1,490.00

Total Accounts Receivable 1,490.00

Total Current Assets 222,418.12

TOTAL ASSETS 222,418.12

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

Accounts Payable -21,853.08

Total Accounts Payable -21,853.08

Other Current Liabilities

Payroll Liabilities 1,062.28

Total Other Current Liabilities 1,062.28

Total Current Liabilities -20,790.80

Total Liabilities -20,790.80

Equity

Unrestricted Net Assets 376,800.07

Net Income -133,591.15

Total Equity 243,208.92

TOTAL LIABILITIES & EQUITY 222,418.12

Downtown Development Authority
Profit & Loss
May 2022

DSS-P&L	May 22
Ordinary Income/Expense	
Income	
ACCT. INTEREST	2.28
Other Types of Income	
Miscellaneous Revenue	225.00
Total Other Types of Income	225.00
Program Income	
Beverage Sales	2,369.42
Brew Fest Ticket	612.60
Facility Rental	3,000.00
Friends of Station	45.00
Taco Fest Tickets	7,238.40
Vendor Fees	1,930.68
Total Program Income	15,196.10
Total Income	15,423.38
Gross Profit	15,423.38
Expense	
Facilities and Equipment	
Building Repairs/Maint	1,617.00
Equip Rental and Maintenance	27.35
FF&E	4,700.00
Landscaping, Repairs/Maint.	89.26
Rent, Parking, Utilities	
DSS	129.88
Rent, Parking, Utilities - Other	584.69
Total Rent, Parking, Utilities	714.57
Total Facilities and Equipment	7,148.18
Marketing	
Advertising/Media	300.55
Fundraising Expense	15.45
Marketing - Other	165.14
Total Marketing	481.14
Operations	
Books, Subscriptions, Reference	1,185.97
Event Expense	
Bands	750.00
Entertainment/Rentals	200.00
Event Supplies	924.67
Security	243.75
Event Expense - Other	3,605.47
Total Event Expense	5,723.89
Office Automation	1,138.07
Service Charge	57.23
Supplies	837.58
Operations - Other	7.53
Total Operations	8,950.27
Payroll Expenses	19,324.36
Travel and Meetings	138.27
Total Expense	36,042.22
Net Ordinary Income	-20,618.84
Net Income	-20,618.84

Downtown Development Authority
Profit & Loss
July 2021 through May 2022

DSS-P&L YTD

Jul '21 - May 22

Ordinary Income/Expense

Income

ACCT. INTEREST 28.99

Investments

Endowment 32,057.00

Total Investments 32,057.00

Other Types of Income

Miscellaneous Revenue 10,517.25

Other Types of Income - Other 37,500.00

Total Other Types of Income 48,017.25

Program Income

Beverage Sales 27,240.36

Brew Fest Ticket 612.60

Event Sponsorship 72,500.00

Facility Rental 23,577.50

Friends of Station

Treedition 3,390.60

Friends of Station - Other 15,986.00

Total Friends of Station 19,376.60

Ice Skating Fees 24,735.81

Partners In Progress 2,500.00

Support the Station

Poinsettia sales 1,877.50

Support the Station - Other 109,710.00

Total Support the Station 111,587.50

Taco Fest Tickets 8,003.76

Vendor Fees 9,336.94

Program Income - Other 1,509.00

Total Program Income 300,980.07

Total Income 381,083.31

Gross Profit 381,083.31

Expense

Contract Services

Construction Expense 2,497.00

Contract Services - Other 23,064.39

Total Contract Services 25,561.39

Facilities and Equipment

Building Repairs/Maint 12,974.90

Equip Rental and Maintenance 44,800.04

FF&E 14,266.76

Landscaping, Repairs/Maint. 1,694.76

Rent, Parking, Utilities

DSS 5,128.58

Rent, Parking, Utilities - Other 19,610.99

Total Rent, Parking, Utilities 24,739.57

Facilities and Equipment - Other 192.33

Total Facilities and Equipment 98,668.36

Marketing

Advertising/Media 2,237.84

Fundraising Expense 1,445.94

Downtown Development Authority

Profit & Loss

July 2021 through May 2022

DSS-P&L YTD	Jul '21 - May 22
Website	425.74
Marketing - Other	5,213.86
Total Marketing	9,323.38
Operations	
Bank Fees	-2.37
Books, Subscriptions, Reference	5,094.46
Equip/Supplies	150.00
Event Expense	
A/V	16,375.00
Bands	29,015.00
Entertainment/Rentals	8,287.50
Event Supplies	2,355.67
Insurance	14,345.53
Security	8,717.50
Event Expense - Other	24,400.22
Total Event Expense	103,496.42
Office Automation	1,138.07
Overnight Security	12,731.88
Postage, Mailing Service	177.00
Service Charge	813.52
Software/Subscriptions	9.99
Supplies	6,604.39
TIPS Training	8.99
Utilities	127.97
Operations - Other	242.19
Total Operations	130,592.51
Payroll Expenses	250,030.51
Travel and Meetings	498.31
Total Expense	514,674.46
Net Ordinary Income	-133,591.15
Net Income	-133,591.15

Downtown Development Authority

Transaction Detail by Account

May 2022

DSS- May Transactions

Type	Date	Num	Name	Memo	Amount	Balance
Plaza Checking						
Bill Pmt -Check	05/02/2022	2521	Bob McGee	Taco Fest 2022	-400.00	-400.00
Liability Check	05/03/2022		United States Treasury	83-0286881	-4.22	-404.22
Bill Pmt -Check	05/03/2022		Rivers Edge Storage		-300.00	-704.22
Deposit	05/03/2022			Deposit	166.35	-537.87
Deposit	05/03/2022			Deposit	213.15	-324.72
Deposit	05/03/2022			Deposit	292.20	-32.52
Bill Pmt -Check	05/04/2022	2522	Casper Chop House LLC	Taco Fest 2022	-500.00	-532.52
Bill Pmt -Check	05/04/2022	2523	KET LLC	Taco Fest 2022	-500.00	-1,032.52
Bill Pmt -Check	05/04/2022	2524	KG Dennis Enterprises LLC	Taco Fest 2022	-500.00	-1,532.52
Bill Pmt -Check	05/04/2022	2525	La Cocina Mexican Restaurant	Taco Fest 2022	-500.00	-2,032.52
Bill Pmt -Check	05/04/2022	2526	Occasions By Cory LLC	Taco Fest 2022	-500.00	-2,532.52
Deposit	05/04/2022			Deposit	28.83	-2,503.69
Deposit	05/04/2022			Deposit	199.50	-2,304.19
Bill Pmt -Check	05/05/2022	2527	Gillette Rail Yard LLC	Taco Fest 2022	-500.00	-2,804.19
Deposit	05/05/2022			Deposit	415.35	-2,388.84
Deposit	05/05/2022			Deposit	1,076.10	-1,312.74
Deposit	05/09/2022			Deposit	4,098.17	2,785.43
Bill Pmt -Check	05/09/2022	2528	Black Hills Energy		-159.69	2,625.74
Bill Pmt -Check	05/09/2022	2529	Charter Communications		-129.88	2,495.86
Bill Pmt -Check	05/09/2022	2530	Mastercard	KH	-429.41	2,066.45
Bill Pmt -Check	05/09/2022	2531	Secure Gunz LLC	event security - taco fest	-243.75	1,822.70
Bill Pmt -Check	05/09/2022	2532	Mastercard	JL	-253.27	1,569.43
Bill Pmt -Check	05/09/2022	2533	Mastercard	BM	-168.92	1,400.51
Bill Pmt -Check	05/09/2022		Chad Lore	June 2nd - Local Showcase	-200.00	1,200.51
Bill Pmt -Check	05/09/2022	2535	Kaspen Haley	June 2nd - Local Showcase	-250.00	950.51
Bill Pmt -Check	05/09/2022	2536	Sarah Carper	June 2nd - Local Showcase	-100.00	850.51
Bill Pmt -Check	05/09/2022	2537	Quality Brands of Casper	Taco Fest Beer	-522.00	328.51
Bill Pmt -Check	05/09/2022	2538	The Lyric	Storage	-125.00	203.51
Deposit	05/09/2022			Deposit	4,542.19	4,745.70
Deposit	05/10/2022			Deposit	581.40	5,327.10
Deposit	05/10/2022			Deposit	92.70	5,419.80
Deposit	05/11/2022			Deposit	90.00	5,509.80
Deposit	05/12/2022			Deposit	152.70	5,662.50
Paycheck	05/15/2022		Breya Price		-1,378.68	4,283.82
Paycheck	05/15/2022		Brooke C Montgomery		-1,618.08	2,665.74
Paycheck	05/15/2022		Jaclyn A Landess		-1,898.92	766.82
Paycheck	05/15/2022		Kevin T Hawley		-2,623.56	-1,856.74
Deposit	05/15/2022			Deposit	20.00	-1,836.74
Deposit	05/15/2022			Deposit	61.80	-1,774.94
Liability Check	05/17/2022		United States Treasury	83-0286881	-1,940.52	-3,715.46
Deposit	05/19/2022			Deposit	145.35	-3,570.11
Paycheck	05/20/2022		Angelica M Parmely		-113.04	-3,683.15
Paycheck	05/20/2022		Aydan M Bullard		-179.48	-3,862.63
Paycheck	05/20/2022		Eli R Realing		-33.25	-3,895.88
Bill Pmt -Check	05/20/2022	2539	Trout Machinery	Scissor Lift	-4,700.00	-8,595.88

Downtown Development Authority
Transaction Detail by Account
May 2022

Type	Date	Num	Name	Memo	Amount	Balance
Deposit	05/20/2022			Deposit	25.00	-8,570.88
Deposit	05/21/2022			Deposit	30.00	-8,540.88
Deposit	05/21/2022			Deposit	61.80	-8,479.08
Liability Check	05/24/2022		United States Treasury	83-0286881	-57.44	-8,536.52
Deposit	05/25/2022			Deposit	61.80	-8,474.72
Deposit	05/26/2022			Deposit	61.80	-8,412.92
Liability Check	05/27/2022		United States Treasury	83-0286881	-1,940.46	-10,353.38
Deposit	05/29/2022			Deposit	57.66	-10,295.72
Deposit	05/29/2022			Deposit	87.09	-10,208.63
Deposit	05/29/2022			Deposit	145.35	-10,063.28
Paycheck	05/31/2022		Breya Price		-1,378.69	-11,441.97
Paycheck	05/31/2022		Brooke C Montgomery		-1,618.09	-13,060.06
Paycheck	05/31/2022		Jaclyn A Landess		-1,898.91	-14,958.97
Paycheck	05/31/2022		Kevin T Hawley		-2,623.58	-17,582.55
Deposit	05/31/2022			Deposit	6,155.00	-11,427.55
Bill Pmt -Check	05/31/2022	2540	Steven James Phillips	Month of May	-1,270.60	-12,698.15
Check	05/31/2022			Service Charge	-57.23	-12,755.38
Deposit	05/31/2022			Interest	1.96	-12,753.42
Bill Pmt -Check	05/31/2022	2541	Airbound	Deposit foe Midway inflatables	-715.00	-13,468.42
Bill Pmt -Check	05/31/2022	2542	Alliance Electric		-1,135.76	-14,604.18
Bill Pmt -Check	05/31/2022	2543	Brent Phillips	Taco Fest	-800.00	-15,404.18
Bill Pmt -Check	05/31/2022	2544	Charter Communications		-127.97	-15,532.15
Bill Pmt -Check	05/31/2022	2545	City of Casper - Water Services		-9.05	-15,541.20
Bill Pmt -Check	05/31/2022	2546	EquipmentShare.com	Scissorlift rental	-496.07	-16,037.27
Bill Pmt -Check	05/31/2022	2547	Hawkins Inc	Chemcials for Splash pad	-967.37	-17,004.64
Bill Pmt -Check	05/31/2022	2548	Jacob K. Maurer	June 24th Concert	-10,250.00	-27,254.64
Bill Pmt -Check	05/31/2022	2549	Jeffrey Dale Ehrenhart	Hilltop Concert - July 7th	-250.00	-27,504.64
Bill Pmt -Check	05/31/2022	2550	Kaspen Haley	Farmers Market July 12th	-300.00	-27,804.64
Bill Pmt -Check	05/31/2022	2551	Pandas & People	Hilltop Concert - July 7th	-1,625.00	-29,429.64
Bill Pmt -Check	05/31/2022	2552	Rocky Mountain Power	RMP	-659.93	-30,089.57
Bill Pmt -Check	05/31/2022	2553	Secure Gunz LLC		-675.00	-30,764.57
Bill Pmt -Check	05/31/2022	2554	The Lyric	Storage for Ice Rink items	-250.00	-31,014.57
Bill Pmt -Check	05/31/2022	2555	Tristram Russell Munsick	Jake Maurer opening act	-3,000.00	-34,014.57
Bill Pmt -Check	05/31/2022	2556	Zack Schommer	Hilltop Concert June 2nd	-250.00	-34,264.57
Bill Pmt -Check	05/31/2022	2558	City of Casper - Water Services		-41.93	-34,306.50
Bill Pmt -Check	05/31/2022	2559	Zack Schommer	June 14th Farmers Market	-300.00	-34,606.50
Bill Pmt -Check	05/31/2022	2560	Mastercard	KH	-793.27	-35,399.77
Bill Pmt -Check	05/31/2022	2561	Mastercard	JL	-2,773.89	-38,173.66
Bill Pmt -Check	05/31/2022	2562	Mastercard	BM	-840.95	-39,014.61
Total Plaza Checking					-39,014.61	-39,014.61
TOTAL					-39,014.61	-39,014.61

Downtown Development Authority Transaction Detail by Account

June 2022

DSs- June Trans

	Type	Date	Num	Name	Memo	Amount	Balance
Plaza Checking							
	Liability Check	06/02/2022		United States Treasury	83-0286881	-0.02	-0.02
	Deposit	06/02/2022			Deposit	61.80	61.78
	Bill Pmt -Check	06/02/2022	2557	Rivers Edge Storage		-300.00	-238.22
	Paycheck	06/03/2022		Angelica M Parmely		-68.15	-306.37
	Paycheck	06/03/2022		Aydan M Bullard		-49.23	-355.60
	Paycheck	06/03/2022		Jaylynn Boe		-538.56	-894.16
	Paycheck	06/03/2022		John F Lubner		-82.19	-976.35
	Deposit	06/03/2022			Deposit	6,352.00	5,375.65
	Deposit	06/03/2022			Deposit	660.38	6,036.03
	Bill Pmt -Check	06/07/2022	2563	Airbound		-1,007.50	5,028.53
	Liability Check	06/07/2022		United States Treasury	83-0286881	-133.94	4,894.59
Total Plaza Checking						4,894.59	4,894.59
TOTAL						4,894.59	4,894.59

Downtown Dev. Authority
Budget Summary 2022-2023

	Revenue	Expense	
DDA	\$152,100	\$182,160	-\$30,060
DSS	\$567,000	\$599,000	-\$32,000
	<hr/>	<hr/>	<hr/>
	\$719,100	\$781,160	-\$62,060

Casper DDA Budget for FY July 2022 - June 2023

EXPENSE	BUDGET
ADMINISTRATIVE	
Director's Salary	\$75,000.00
ED Bonus/Incentives	\$8,000.00
Cell phone Stipend	\$900.00
Payroll Liabilities	\$7,500.00
TOTAL ADMINISTRATIVE	\$91,400.00
OPERATIONS	
Board MTG Expense	\$500.00
Office Automation	\$1,000.00
Conference Registration	\$1,500.00
Copier Maintenance Plan	\$2,500.00
Accountant/Bookkeeper	\$2,000.00
Planters	\$20,000.00
Graffiti	\$500.00
Insurance/Bonding (WARM)	\$3,000.00
Subscriptions	\$1,600.00
Music Service	\$660.00
Office Equipment	\$1,500.00
Office Rent	\$31,800.00
Office Supplies	\$1,500.00
Pigeon Control	\$4,000.00
Postage	\$200.00
Employee Development	\$1,500.00
Travel	\$2,500.00
TOTAL OPERATIONS	\$76,260.00
MARKETING/COMMUNICATIONS	
Sponsorships	\$6,000.00
Strategic Planning	\$1,500.00
Media Expenditures	\$4,000.00
Other Projects	\$1,000.00
Recognition Awards	\$500.00
PR - Director	\$1,500.00
TOTAL Marketing/Comm.	\$14,500.00
TOTAL OPERATING EXPENSE	\$182,160.00
REVENUE	
Assessments @ Mill Levy of 16%	\$150,000.00
Interest (Savings and CD's)	\$100.00
<u>Donations</u>	
Planter Donation	\$2,000.00
Banners	
Other	
TOTAL REVENUE	\$152,100.00
OPERATING SURPLUS/DEFICIT	(\$30,060.00)
BUDGET SUMMARY	BUDGET
BEGINNING BANK BAL (ALL ACCTS)	\$200,000.00
OPERATING EXPENSE	(\$182,160.00)
RESERVES EXPENSE	\$0.00
REVENUE COLLECTED	\$152,100.00
ENDING BANK BALANCE	\$169,940.00

David Street Station -Operational Budget				
EXPENSE		Jul'22-Jun'23		Notes
ADMINISTRATIVE				
	Ops. Mgr	\$12,000.00		
	Event Coord	\$42,000.00	1500	
	Event Assistant I	\$38,000.00	1500	
	Marketing Manager	\$50,000.00	1500	
	Support 1	\$10,000.00		
	Support 2	\$10,000.00		
	Summer Event Support	\$12,000.00		
	Ice Staff	\$12,000.00		
	Lubner (Zam + Summer)	\$20,000.00	1000	
	Payroll Bonuses	\$5,500.00		
	Payroll Liabilities	\$18,500.00		
TOTAL ADMINISTRATIVE		\$230,000.00		
OPERATIONS				
	Website Development/Support	\$1,000.00		
	Marketing/Advertising/Promotion	\$8,000.00		
	Event Expenses			
	AV	\$20,000.00		
	Security			
	Event	\$10,000.00		
	Overnight	\$21,000.00		
	Cleaning	\$10,000.00		June-Sep; ice skate
	Event Supplies/Support	\$30,000.00		
	Entertainment	\$75,000.00		
	Total Event Expense		\$166,000.00	
	Mail/Postage	\$1,000.00		
	Software/Subscriptions	\$6,000.00		
	Accounting and Legal	\$7,500.00		
	Maintenance Contractor(s)	\$10,000.00		
	Storage	\$7,000.00		
	Office Automation	\$5,000.00		DSS to pay Office in lieu of rent
	Utilities	\$34,000.00		
	Building/Landscape/Maintenance	\$30,000.00		
	FF&E	\$30,000.00		
	Insurance (Liability)	\$20,000.00		
	Fundraising	\$3,500.00		
	Chiller Rental	\$40,000.00		
TOTAL OPERATIONS		\$369,000.00		
TOTAL ADMIN & OPERATIONS		\$599,000.00		
REVENUE				
	Event Sponsorships	\$125,000.00		
	Endowment	\$32,000.00		
	Ice Skating Income	\$45,000.00		
	Operational Grants	\$120,000.00		
	Partners in Progress	\$115,000.00		
	Friends of Station	\$30,000.00		
	Event Rental/Vendor Fees/Sales	\$35,000.00		
	5150 Funding	\$25,000.00		
	Beverage Sales	\$40,000.00		
TOTAL REVENUE		567,000.00		
Net Profit/Loss		(\$32,000.00)		
(LESS INVESTMENT BY DDA)				

**201 MANAGEMENT OVERSIGHT COMMITTEE
MEETING AGENDA**

**Sam H. Hobbs Regional Wastewater Plant
Thursday, June 15, 2022
9:00 a.m.**

AGENDA:

- * 1. Consider Minutes of the June 10, 2021 Meeting
- * 2. Regional Wastewater System 2021-2022 Cost Schedule – July 2021 – March 2022
- * 3. 201 RWWS Flow Measurement Update
- * 4. Discuss Proposed FY 22-23 Regional Wastewater Budget
 - a. 201 RWWS Budget
 - b. Method of Allocation of Regional Costs
- 5. WWTP Operations Update
- 6. Project Updates (Not covered in FY23 Budget)
 - a. WWTP Emergency Power Project – Completed
 - b. NPSS Interceptor Project – Awarded
 - c. Boiler Installation - Awarded
- 7. Adjournment

201 MANAGEMENT OVERSIGHT COMMITTEE
MEETING MINUTES

REPRESENTATIVES:

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

Evansville: Paul Hanson, Member

Mills:

Natrona County: Mike Haigler – Member

Wardwell: Larry Keffer – Member

Bar Nunn: Ray Catellier – Vice Chairman – Member

Others: Charlie Chapin – Legal Council

ABSENT: Mike Coleman – Chairman – Member

TIME, DATE: 10:00 a.m., June 10, 2021
Sam Hobbs Regional Wastewater Treatment Plant

AGENDA:

- * 1. Consider minutes of the June 11, 2020 meeting
- * 2. Regional Wastewater System 2020-2021 Cost Schedule – July 2020 – March 2021
- * 3. 201 RWWS Flow Measurement Update
- * 4. Discuss Proposed FY21-22 Regional Wastewater Budget
 - a. 201 RWWS Budget
 - b. Method of Allocation of Regional Costs
 - c. New and Replacement Capital Improvement Projects
- 5. WWTP Operations Update
- 6. Update of Projects (Not covered in FY21 Budget)
 - a. WWTP Emergency Power Project – Under Construction
 - b. MCC Replacement Project – Designed – On Hold
 - c. Secondary Rehabilitation Project – Under Construction

201 MANAGEMENT OVERSIGHT COMMITTEE
MEETING MINUTES

d. NPSS Interceptor Project – Under Design

7. Adjournment

Vice Chairman Catellier called the meeting to order at 9:02 a.m.

1. Vice Chairman Catellier asked for a motion to approve the minutes from the June 11, 2020 meeting. A motion was made by Committee Member Haigler and seconded by Committee Member Keffer to approve the minutes of the June 11, 2020 meeting. Motion passed.
2. Mr. Martin asked the Committee to reference the 2020-2021 Cost Schedule as of March 31, 2021. Mr. Martin stated that the Cost Schedule shows the actual budget spent for the first three quarters of the fiscal year based on the “Interagency Agreement.” Mr. Martin stated that since the 4th Quarter is not over yet, estimated expense totals are shown. Mr. Martin stated that the estimate for the fiscal year is \$5,280,362.11.
3. Mr. Martin asked the Committee to reference the Five Year Flow Measurements. Mr. Martin stated that these are the percentages by month for each entity. Mr. Martin stated that the 201 billing is based on the total flow. Mr. Martin stated that each meter station has an ultrasonic flow meter that is monitored continuously by the WWTP Operators. Mr. Martin stated that the flows are recorded daily and the meter is calibrated monthly. Mr. Martin stated that if anything doesn’t look right on the readings, the meter is checked.
4. Mr. Martin asked the Committee to reference the Budget Narrative for Fiscal Year 2022. Mr. Martin stated that staff has made serious efforts to minimize increases and institute decreases where possible in the FY22 WWTP Operations budget. Mr. Martin stated that due to these efforts, several minor operational line items are unchanged from FY21. Mr. Martin stated that there are overall increases to the operations budgets due to several projects previously classified as capital projects now being included in the operations budgets.

Mr. Martin stated that the WWTP Budget is driven by new and replacement capital projects much more than by operational expenditures.

Mr. Martin reviewed the Preliminary WWTP FY22 Budget:

Revenue

- a) Septic Tank/Commercial Sump Waste Charges - \$350,000 and \$90,000 – This represents status quo for Septic Tank Waste Charge revenue and a \$30,000 decrease for Sump Waste Charge revenue. These projections have been made based on FY21 budget actuals.

201 MANAGEMENT OVERSIGHT COMMITTEE
MEETING MINUTES

- b) Intergovernmental User Charges - \$6,623,237 – This represents an increase of \$681,428 from the FY21 Budget. These revenues are budgeted for wholesale sewer usage of the Regional Wastewater System in accordance to the cost accounting formula in the “Interagency Agreement.”

Personnel Services

- a) Personnel Costs - \$1,538,149 – This is an increase of \$79,181 from the FY2021 budget. The increase can be attributed to health insurance costs and an increased portion of the Public Services Director position. Additionally, a portion of the Public Utilities Manager and Administrative Technician salary now come directly out of this fund rather than through the Interdepartmental Charge.

Vice Chairman Catellier asked why the salaries were moved to this Fund. Mr. Martin stated that the move was made to clarify costs as they hit the Fund directly. Mr. Beamer stated that his salary will be allocated differently starting in FY22.

Materials and Supplies

- a) General Supplies and Materials - \$120,000 – This is a decrease of \$18,500 from the FY21 budget. The decrease was made in Other Structures and Supplies. General Supplies and Materials includes the following:
- \$ 3,000 – Office Supplies
 - \$ 5,000 – Misc. Supplies
 - \$10,000 – Safety Equipment and Supplies
 - \$ 8,500 – Lubricants
 - \$60,000 – Machinery Supplies
 - \$ 5,000 – Small Tools and Supplies
 - \$12,000 – Lab Supplies
 - \$16,500 – Other Structures/Building Supplies
- b) Postage and Printing - \$3,000 – This amount is unchanged from the FY2021 budget.
- c) Electricity - \$350,000 – This amount is unchanged from the FY2021 budget.
- d) Natural Gas - \$71,000 – This amount is unchanged from the FY2021 budget.
- e) Gas/Fuel - \$15,000 – This amount is unchanged from the FY2021 budget.
- f) Chemicals - \$348,000 – This amount is unchanged from the FY2021 budget.

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- g) Lift Station Supplies - \$14,000 – This amount is unchanged from the FY2021 budget.
- h) Technology Supplies - \$7,500 – This amount is unchanged from the FY21 budget; however, this line has moved from capital to operations. Mr. Martin stated that this is for computer replacement purchases.
- i) Maintenance/Repair - \$145,000 – This is a new line in the operations budget. In the past, these items have been included in the capital budget. Included are:
 - \$50,000 – UV Disinfection Equipment
 - \$10,000 – Meter Station Components – upgrades to flow meter stations
 - \$75,000 – Plant Valves and Piping
 - \$10,000 – Lighting System Components – small annual expense purchases
- j) Clothing Allowance - \$1,200 – This amount is unchanged from FY21 and has moved from the Personnel line.

Contractual Services

- a) Professional Services - \$25,000 – This amount is unchanged from the FY2021 budget. This line is for instrumentation repair (PLC and SCADA).
- b) Investment Services - \$14,231 – This is a decrease of \$285 from the FY2021 budget.
- c) Maintenance Agreements - \$38,160 – This is an increase of \$17,000 from the FY2021 budget. The increase is from the addition of cleaning services for a couple of buildings at the WWTP. The line includes the following:
 - \$ 4,560 – CMMS Software
 - \$ 2,400 – Operations Data Tracking Software
 - \$ 1,000 – Laser Alignment Tool Calibration
 - \$ 1,000 – Fire Sprinkler System Inspection
 - \$ 1,200 – Fire Extinguisher Inspection/Exchange
 - \$ 3,000 – HVAC Service
 - \$ 3,500 – Crane Inspections
 - \$ 1,500 – Copier Maintenance/Lease
 - \$ 1,000 – Lab Equipment Certification
 - \$ 2,000 – Instrumentation – Contractual – Outside Contractor
 - \$17,000 – Professional Cleaning Services
- d) Other Contractual - \$149,500 – This amount is an increase of \$110,000 from the FY2021 budget. The increase is for digester cleaning to take place in FY22. Other Contractual contains the following:

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- \$ 1,000 – Legal Services
 - \$ 30,000 – NCCD Funding Agreements
 - \$ 1,500 – Railroad Easements
 - \$ 4,000 – Other Misc. Contractual
 - \$ 3,000 – Public Outreach
 - \$110,000 – Digester Cleaning – two digesters cleaned every 5-7 years
- e) Interdepartmental Services - \$657,477 – FY2022 budget represents an increase of \$201,223 from the FY21 budget. This line item represents transfers to the General Fund for services such as Human Resources, Administrative Services (Billing & Collection), Information Technology, GIS Services, City Attorney Fees, Buildings & Grounds, Central Records, Central Garage, and City Administration Fees. Mr. Martin stated that this is the Fund share of work done and is based on a 3-year average and number of employees.

Vice Chairman Catellier asked why there is such a large increase. Mr. Martin stated that there is a difference in the way the fees are calculated as they are now based either on number of employees, or number of work orders for each Division.

- f) Laundry and Towel Service - \$8,000 – This amount is unchanged from the FY2021 budget.
- g) Testing - \$30,000 – This amount is unchanged from the FY2021 budget and is for DEQ/EPA lab testing requirements.

Other Costs

- a) Travel/Training - \$7,500 – This amount is unchanged from the FY2021 budget. This is for training to maintain certifications.
- b) Insurance and Bonds - \$39,841 – This amount is unchanged from the FY2021 budget.

Utility Expense

- a) Communication - \$28,800 – This amount is unchanged from the FY2021 budget.

Debt Service

- a) Principal Payment - \$729,751 – This reflects the Principal amounts for four CWSRF loans per the amortization schedules.
- CWSRF Loan #27 (2008 WWTP Imp.) - \$566,630
 - CWSRF Loan #128 (Biosolids Turner) - \$ 13,737

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- CWSRF Loan #127 (Phase I WWTP Imp) - \$ 90,802
 - CWSRF Loan #127S (Emergency Power Supply) - \$ 58,582
- b) Interest Expense - \$331,147 – This reflects the Interest expense for CWSRF loans per the amortization schedules.
- CWSRF Loan #27 (2008 WWTP Imp.) - \$106,915
 - CWSRF Loan #128 (Biosolids Turner) - \$ 0
 - CWSRF Loan #127 (Phase I WTP Imp) - \$122,278
 - CWSRF Loan #127S (Emergency Power Supply) - \$101,954

Capital Revenues

- a) System Development Charges – \$190,000 – This amount is unchanged from the FY2021 budget.

Capital – New

- a) None for FY2022.

Capital – Replacement

- a) Buildings – None for FY2022.
- b) Improvements Other Than Buildings – \$1,735,000 – This includes:
- Security – \$30,000 – Cameras, door security, etc. – includes cyber security
 - Lift Station Generator Replacement - \$90,000 – The existing emergency generators are 30+ years old and require replacement.
 - Primary Sludge Pump Replacement - \$15,000 – The three primary sludge pumps are utilized to pump primary sludge from the primary clarifiers to the gravity thickener. The existing piston pumps are 34 years old, are inefficient, and are requiring more frequent rebuilds. The pumps will be replaced with a different style of pump.
 - HVAC System Replacements - \$150,000 – This is to replace HVAC units on the dewatering building. The H₂S is very corrosive to the equipment.
 - Centrifuge Sludge Feed Pump Rebuild - \$10,000
 - Large Boiler Installation - \$1,400,000 – This project is re-budgeted from FY21 and is to add a large boiler in the digester control building. This project has been bid out twice, and bids have come back higher than anticipated. This project will be bid out again in July.
 - DAFT Pressure Tank Replacement - \$40,000 – This is to replace one DAFT pressure tank. The other tank will be replaced in FY2023.
- c) Intangibles – None this year.

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d) Light Equipment – \$161,000 – This is for the following:

- Unanticipated Equipment Replacements - \$125,000 – This is to replace critical equipment that fails unexpectedly during the year. This is an old Wastewater Treatment Plant where equipment will fail unexpectedly needing immediate replacement or renovation.
- Utility Cart Replacement - \$12,000 – There are five utility carts used at the WWTP. This is to replace one utility cart.
- Industrial Riding Mower - \$12,000 – Attachment for aerating the drying beds.
- Roll-off Box Replacement - \$12,000 – These roll-off boxes are used to haul sludge to the Landfill.

e) Heavy Equipment – None this year.

f) Technologies – \$25,000 – Sewage Lift Station Communication Upgrade. This project is to upgrade five lift stations to radio communication from phone lines. This will be a multi-year project.

Summary

The FY22 WWTP fund operations expenses are 17.7% above the FY21 budget. The majority of this increase is from moving typical capital expenditures into the operations budget. Additionally, a digester cleaning project is expected to take place in FY22.

Major capital projects for FY22 include the installation of a large boiler, HVAC unit replacement, and a lift station generator replacement. The FY22 capital WWTP Fund budget is significantly less than last year due to the NPSS project (\$8 M) being budgeted in FY21.

The total FY21 WWTP budget shows a surplus of approximately \$365,000.

On the horizon, in the next 10 – 15 years, major process changes may be necessary at the WWTP to accommodate Nutrient and Selenium removal due to regulatory action.

Mr. Martin reviewed the FY21 Budget Computation of 201 Regional Wastewater System Charges with the Committee.

Mr. Martin stated that calculations are based on the “Interagency Agreement” with the amounts to be allocated to the member entities.

Mr. Martin stated that the Debt Service stayed the same.

Mr. Martin stated that Direct Costs for Operation & Maintenance is \$3,466,655.

Mr. Martin stated that costs for Wastewater Collection is \$994,121.

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Mr. Martin stated that Replacement Capital Expense increased \$100,000 over FY2021.

Mr. Martin stated that Sewer Administration costs are calculated per the “Interagency Agreement” and increased \$19,000 from FY2021.

Mr. Martin stated that there is a decrease of \$30,000 from FY2021 for Septage Receiving and Non-Hazardous Industrial Waste.

Mr. Martin stated that the Total 201 Charges to be Allocated in FY2022 is \$6,263,225. Mr. Martin stated that this is an increase of \$641 from last year.

Mr. Martin stated that the anticipated costs to each Agency for FY2021 are based on percentage of flows from January – December 2020 actual flows.

5. Mr. Martin turned the time over to Mr. Ogden for the WWTP Operations Update.

Mr. Ogden stated that the Secondary Treatment Project has been completed; there is some landscaping still to be completed.

Mr. Ogden stated that a new Operator was hired in April, and the WWTP is fully staffed.

Mr. Ogden stated that there was one violation for E-coli from the WWTP being offline. Mr. Ogden stated that this was the only violation for this year.

Mr. Ogden stated that the WWTP continues to meet the 85% BOD and TSS per the DEQ permit.

Mr. Ogden stated that Centrifuge #1 is down for repairs.

6. In Project Updates:

- a) Mr. Martin stated that the WWTP Emergency Power Project has been under construction for a while. Mr. Martin stated that there were several issues during startup. Mr. Martin stated that transformers were blown, and buildings were put on temporary power. Mr. Martin stated that a third party engineer was hired to determine who was at fault. Mr. Martin stated that it was determined to be a design flaw. Mr. Martin stated that they are working to get the project completed. Board Member Haigler asked who was the engineer for the project. Mr. Martin stated that Arcadis is the project engineer. Secretary Becher asked if the project is moving forward with Arcadis as the engineer. Mr. Martin stated that the project is moving forward with the third party engineer, and the findings from the third party engineer are being addressed.

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- b) Mr. Martin stated that the design of the MCC Replacement Project is completed, but the project is on hold at this time. Mr. Martin stated that there are Fire Code issues that increased the project to \$2 M. Mr. Martin stated that the MCC's are 30 years old, but there are higher priority projects that need to be done.
 - c) Mr. Martin stated that the Secondary Rehabilitation Project is under construction. Mr. Martin stated that slide gates and actuators in the aeration basins have been installed. Mr. Martin stated that piping replacement has also been completed. Mr. Martin stated that this project had to be scaled back. Mr. Martin stated that the RAS piping still needs completed before the MCC's are replaced.
 - d) Mr. Martin stated that the North Platte Sanitary Sewer Interceptor project is under design by Jacobs, who is working with CEPI. Mr. Martin stated that the project design is nearly done. Mr. Martin stated that this project entails lining 10,000 – 15,000 feet of the Interceptor. Mr. Martin stated that the last project estimate was \$14 M. Mr. Martin stated that this project will need to be broken out into smaller projects.
7. Secretary Becher asked if the projects from the budget in the minutes from the last meeting were all completed. Mr. Martin stated that most of the projects were completed, but some of the smaller still need finished. Mr. Martin gave an update on the following projects from FY21:
- Aeration Basin Air Piping Recoating – in design
 - Grit System No. 2 Rehabilitation – getting quotes – installation will be done in-house
 - RAS Room Piping Replacement – included in the next phase of the Secondary Treatment Project
 - Turblex Blower Service – working on a contract with the Manufacturer for service
 - Centrifuge #1 Rehabilitation – the centrifuge bowl was sent off for inspection and repair
 - Compost Aerator – wouldn't work with equipment – did not purchase and funds were moved to the UV project

A motion was made by Committee Member Haigler and seconded by Committee Member Keffer to adjourn the meeting at 9:45 a.m. Motion passed.

Secretary

**201 REGIONAL WASTEWATER SYSTEM
2020-21 COST SCHEDULE
(As of March 31, 2022 - 4th Quarter is Estimated)**

Identification of Cost Bases	FY 21-22 Budget	Actual 1st Quarter	Actual 2nd Quarter	Actual 3rd Quarter	Estimate 4th Quarter	Estimate FY 21-22 Final
Capital Recovery Cost						
Capital Recovery Costs						
North Platte Sewer						
Other Capital Requirements:						
Debt Service						
WWTP Improvements						
1) 2008 WWTP Imp.	\$673,545.00	\$168,386.25	\$168,386.25	\$168,386.25	\$168,386.25	\$673,545.00
2) WWTP - Phase I Imp.	\$257,352.00	\$64,338.00	\$64,338.00	\$64,338.00	\$64,338.00	\$257,352.00
Direct Costs for O & M						
Wastewater Plant:						
Personnel Services	\$1,538,149.00	\$404,678.21	\$360,858.47	\$383,740.34	\$383,092.00	\$1,532,369.02
Contractual Services	\$1,074,700.00	\$258,545.56	\$214,233.98	\$255,537.82	\$293,918.00	\$1,022,235.36
Materials and Supplies	\$853,806.00	\$126,304.14	\$89,351.23	\$147,038.96	\$191,432.00	\$554,126.33
LESS: Administrative Fee from Sewer Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Wastewater Collection	\$100,162.00	\$24,574.27	\$20,563.73	\$21,714.19	\$22,284.00	\$89,136.19
Replacement Capital Requirements	\$2,111,000.00	\$527,750.00	\$527,750.00	\$527,750.00	\$527,750.00	\$2,111,000.00
Management and Overhead of System	\$96,330.00	\$13,498.06	\$17,259.77	\$16,804.90	\$15,854.00	\$63,416.73
Administrative Services Billing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LESS:						
Septage Receiving Revenue	(\$440,000.00)	(\$121,311.48)	(\$83,685.16)	(\$85,336.83)	(\$96,777.00)	(\$387,110.47)
LESS:						
Industrial Pretreatment Program Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$6,265,044.00	\$1,466,763.01	\$1,379,056.27	\$1,499,973.63	\$1,570,277.25	\$5,916,070.16
Quarterly Budget	\$1,566,261.00					\$5,916,070.16

201 REGIONAL WASTEWATER SYSTEM
FIVE YEAR FLOW MEASUREMENTS
 April 2017 - March 2022

		<u>Mills</u>		<u>Evansville</u>		<u>Brooks</u>	<u>Bar Nunn</u>		<u>Wardwell</u>		<u>Casper</u>	
Apr	2017	13.3652	6.41%	8.6076	4.13%	Combined with Mills	4.7374	2.27%	1.9384	0.93%	174.6263	83.80%
May	2017	11.0629	5.00%	8.3636	3.78%	Combined with Mills	5.0226	2.27%	1.6854	0.76%	189.7225	85.78%
Jun	2017	10.5800	4.82%	8.5708	3.90%	Combined with Mills	4.7143	2.15%	1.8874	0.86%	189.2498	86.13%
Jul	2017	13.4170	5.79%	10.4836	4.53%	Combined with Mills	4.921	2.12%	1.5983	0.69%	195.9558	84.58%
Aug	2017	10.2043	4.80%	10.1485	4.77%	Combined with Mills	4.762	2.24%	2.4591	1.16%	179.7697	84.48%
Sep	2017	9.8700	4.97%	10.3767	5.22%	Combined with Mills	4.3807	2.20%	2.2069	1.11%	167.1556	84.12%
Oct	2017	12.9650	6.51%	8.9551	4.50%	Combined with Mills	4.533	2.28%	2.6311	1.32%	164.4268	82.59%
Nov	2017	12.6617	6.71%	7.4792	3.96%	Combined with Mills	4.2585	2.26%	2.5863	1.37%	156.9360	83.11%
Dec	2017	10.3579	5.37%	8.2087	4.25%	Combined with Mills	4.4216	2.29%	2.8203	1.46%	162.2805	84.11%
Jan	2018	12.5179	6.41%	9.0123	4.61%	Combined with Mills	4.6035	2.36%	3.0537	1.56%	161.7003	82.75%
Feb	2018	11.1029	6.27%	8.4534	4.77%	Combined with Mills	4.0874	2.31%	2.6578	1.50%	146.8142	82.87%
Mar	2018	13.6365	6.76%	9.1165	4.52%	Combined with Mills	4.3651	2.16%	2.4966	1.24%	167.6877	83.08%
Apr	2018	12.3976	6.56%	7.75	4.10%	Combined with Mills	4.1663	2.20%	2.2044	1.17%	157.6988	83.41%
May	2018	13.6191	6.17%	9.4093	4.27%	Combined with Mills	4.2995	1.95%	2.3748	1.08%	185.8936	84.26%
Jun	2018	13.0744	6.36%	9.0016	4.38%	Combined with Mills	4.0705	1.98%	2.3436	1.14%	172.5764	83.93%
Jul	2018	11.9510	5.43%	9.5599	4.34%	Combined with Mills	4.2262	1.92%	1.8370	0.83%	188.0404	85.39%
Aug	2018	9.5974	4.75%	8.4248	4.17%	Combined with Mills	4.5458	2.25%	1.6630	0.82%	172.4940	85.40%
Sep	2018	9.4550	4.95%	7.1385	3.74%	Combined with Mills	4.4855	2.35%	1.5840	0.83%	164.0098	85.81%
Oct	2018	9.2269	4.54%	6.4393	3.17%	Combined with Mills	4.4076	2.17%	2.4856	1.22%	174.8904	86.12%
Nov	2018	9.8857	5.02%	6.8572	3.48%	Combined with Mills	4.7756	2.42%	1.9705	1.00%	168.2721	85.42%
Dec	2018	11.7958	6.03%	7.4791	3.82%	Combined with Mills	5.2757	2.70%	2.0370	1.04%	163.4575	83.55%
Jan	2019	12.2379	6.49%	5.7422	3.04%	Combined with Mills	2.3369	2.83%	2.1997	1.17%	157.7036	83.57%
Feb	2019	11.9547	6.81%	6.1274	3.49%	Combined with Mills	4.7807	2.72%	1.8428	1.05%	145.8999	83.14%
Mar	2019	13.4864	6.99%	7.9841	4.14%	Combined with Mills	5.4021	2.80%	2.1317	1.11%	157.9900	81.93%
Apr	2019	13.2467	7.04%	9.0618	4.81%	Combined with Mills	4.6326	2.46%	1.9597	1.04%	154.6592	82.14%
May	2019	12.9781	6.01%	7.9288	3.67%	Combined with Mills	4.7994	2.22%	2.3843	1.10%	181.8422	84.23%
Jun	2019	12.8508	6.02%	7.5464	3.54%	Combined with Mills	4.5526	2.13%	2.2231	1.04%	180.1392	84.45%
Jul	2019	12.6031	5.79%	9.2477	4.25%	Combined with Mills	4.6553	2.14%	2.5477	1.17%	182.9543	83.99%
Aug	2019	13.3525	6.55%	8.2566	4.05%	Combined with Mills	4.9952	2.45%	2.0725	1.02%	169.0487	82.96%
Sep	2019	11.8684	5.94%	7.4035	3.70%	Combined with Mills	4.9036	2.45%	1.9352	0.97%	168.4127	84.24%
Oct	2019	12.3282	5.88%	8.4157	4.01%	Combined with Mills	4.9789	2.37%	2.2526	1.07%	175.0725	83.45%
Nov	2019	12.4630	5.93%	7.6993	3.66%	Combined with Mills	5.3001	2.52%	1.6590	0.79%	177.0522	84.21%
Dec	2019	13.3980	6.37%	8.292	3.94%	Combined with Mills	5.3646	2.55%	1.1920	0.57%	175.9485	83.67%
Jan	2020	13.5449	6.49%	6.6011	3.16%	Combined with Mills	5.2181	2.50%	1.1951	0.57%	176.2683	84.42%
Feb	2020	13.4832	7.04%	7.5054	3.92%	Combined with Mills	4.2466	2.22%	1.7968	0.94%	158.5388	82.79%
Mar	2020	14.4884	6.73%	7.7773	3.61%	Combined with Mills	4.3576	2.02%	1.5806	0.73%	179.7567	83.53%
Apr	2020	13.8458	6.63%	7.3704	3.53%	Combined with Mills	4.1376	1.98%	1.2316	0.59%	175.3693	84.02%
May	2020	14.2192	6.78%	9.9600	4.75%	Combined with Mills	4.1171	1.96%	0.9242	0.44%	174.5628	83.29%

		Mills		Evansville		Brooks	Bar Nunn		Wardwell		Casper	
Jun	2020	13.6680	6.45%	9.0962	4.29%	Combined with Mills	3.9297	1.85%	1.2444	0.59%	178.3572	84.15%
Jul	2020	13.1576	6.01%	9.5132	4.35%	Combined with Mills	4.9643	2.27%	1.5284	0.70%	183.9865	84.08%
Aug	2020	12.6669	5.81%	7.5864	3.48%	Combined with Mills	4.8449	2.22%	1.9386	0.89%	185.6392	85.19%
Sep	2020	11.4909	5.52%	7.0531	3.39%	Combined with Mills	4.9364	2.37%	2.4292	1.17%	176.4718	84.84%
Oct	2020	12.8927	5.68%	7.2688	3.20%	Combined with Mills	5.6051	2.47%	1.3345	0.59%	194.1836	85.51%
Nov	2020	10.6682	5.02%	5.4634	2.57%	Combined with Mills	5.3153	2.50%	1.3106	0.62%	183.9705	86.56%
Dec	2020	10.1471	4.78%	6.9881	3.29%	Combined with Mills	5.6698	2.67%	2.3612	1.11%	181.2902	85.41%
Jan	2021	10.8592	5.85%	7.8254	4.21%	Combined with Mills	5.7462	3.09%	1.6641	0.90%	154.2795	83.06%
Feb	2021	9.8932	5.69%	6.8081	3.91%	Combined with Mills	4.8646	2.80%	1.8963	1.09%	145.3823	83.60%
Mar	2021	11.5563	5.39%	8.7773	4.09%	Combined with Mills	4.9177	2.29%	2.4574	1.15%	181.4615	84.61%
Apr	2021	11.6211	5.70%	6.2088	3.04%	Combined with Mills	4.0694	2.00%	1.2954	0.64%	174.3298	85.49%
May	2021	12.6143	6.03%	5.1524	2.46%	Combined with Mills	4.4452	2.13%	1.0423	0.50%	180.2569	86.19%
Jun	2021	12.2582	5.67%	7.2014	3.33%	Combined with Mills	4.2777	1.98%	0.9042	0.42%	185.5317	85.82%
Jul	2021	12.7793	5.39%	8.7484	3.69%	Combined with Mills	4.7103	1.99%	1.0388	0.44%	203.6752	85.93%
Aug	2021	12.3492	5.55%	6.8421	3.07%	Combined with Mills	4.7465	2.13%	1.0586	0.48%	192.0111	86.27%
Sep	2021	11.6285	5.41%	5.8195	2.71%	Combined with Mills	4.4998	2.09%	1.2143	0.56%	186.3122	86.63%
Oct	2021	11.6566	4.95%	8.3357	3.54%	Combined with Mills	4.6403	1.97%	1.8470	0.78%	202.6443	86.09%
Nov	2021	11.3087	5.33%	7.6326	3.60%	Combined with Mills	4.2881	2.02%	1.4803	0.70%	181.5422	85.60%
Dec	2021	12.0584	5.53%	6.5072	2.99%	Combined with Mills	4.3655	2.00%	1.8709	0.86%	187.1620	85.89%
Jan	2022	9.7323	4.37%	8.6965	3.90%	Combined with Mills	5.1815	2.33%	1.7049	0.77%	191.3838	85.87%
Feb	2022	7.3499	3.80%	7.7986	4.04%	Combined with Mills	4.6333	2.40%	1.9138	0.99%	166.1267	85.96%
Mar	2022	10.7588	5.25%	9.8242	4.79%	Combined with Mills	4.4744	2.18%	1.7667	0.86%	171.5204	83.63%

201 REGIONAL WASTEWATER SYSTEM

FIVE YEAR FLOW MEASUREMENTS

April 2016 - March 2021

		Westland Park		Airport		Ardon		Vista West/Westgate		Skyline Ranches		Six Mile	
Apr	2016	0.9078	0.38%	2.1724	0.90%	0.1605	0.07%	1.9344	0.81%	0.2802	0.12%	0.0743	0.03%
May	2016	1.1647	0.44%	2.4034	0.90%	0.1610	0.06%	3.6686	1.37%	0.3595	0.13%	0.0745	0.03%
Jun	2016	0.7947	0.33%	1.9198	0.81%	0.1637	0.07%	2.4413	1.03%	0.2453	0.10%	0.0758	0.03%
Jul	2016	0.8380	0.38%	1.8712	0.86%	0.1693	0.08%	2.0993	0.96%	0.2587	0.12%	0.0784	0.04%
Aug	2016	0.7051	0.34%	1.7523	0.84%	0.1692	0.08%	2.2461	1.07%	0.2177	0.10%	0.0784	0.04%
Sep	2016	0.6547	0.31%	1.803	0.84%	0.1704	0.08%	2.1339	1.00%	0.2002	0.09%	0.0789	0.04%
Oct	2016	0.5770	0.27%	1.9146	0.90%	0.1683	0.08%	1.5106	0.71%	0.1768	0.08%	0.0779	0.04%
Nov	2016	0.5813	0.29%	1.9521	0.96%	0.1690	0.08%	1.3587	0.67%	0.1744	0.09%	0.0783	0.04%
Dec	2016	0.5476	0.26%	1.9714	0.93%	0.1584	0.07%	1.6084	0.76%	0.1682	0.08%	0.0733	0.03%
Jan	2017	1.7171	0.82%	2.0658	0.98%	0.1584	0.08%	1.3595	0.65%	0.5300	0.25%	0.0734	0.03%
Feb	2017	0.9239	0.49%	2.0657	1.09%	0.1584	0.08%	1.2146	0.64%	0.2852	0.15%	0.0734	0.04%
Mar	2017	0.9584	0.46%	2.0865	1.00%	0.1584	0.08%	1.5939	0.76%	0.2944	0.14%	0.0734	0.04%
Apr	2017	0.9960	0.48%	2.2171	1.06%	0.1583	0.08%	1.3459	0.65%	0.3075	0.15%	0.0733	0.04%
May	2017	0.9391	0.42%	2.3057	1.04%	0.1608	0.07%	1.5068	0.68%	0.3211	0.15%	0.0745	0.03%
Jun	2017	0.7451	0.34%	2.0178	0.92%	0.1616	0.07%	1.4833	0.68%	0.2300	0.10%	0.0748	0.03%
Jul	2017	0.7618	0.33%	2.0016	0.86%	0.1694	0.07%	2.0346	0.88%	0.2605	0.11%	0.0784	0.03%
Aug	2017	0.8078	0.38%	2.06	0.97%	0.1678	0.08%	2.0738	0.97%	0.2762	0.13%	0.0777	0.04%
Sep	2017	0.6877	0.35%	1.9179	0.97%	0.1585	0.08%	1.6535	0.83%	0.2352	0.12%	0.0734	0.04%
Oct	2017	0.9425	0.47%	2.2676	1.14%	0.1586	0.08%	1.8165	0.91%	0.3184	0.16%	0.0735	0.04%
Nov	2017	0.8515	0.45%	1.9996	1.06%	0.1587	0.08%	1.5543	0.82%	0.2707	0.14%	0.0735	0.04%
Dec	2017	0.6916	0.36%	1.9373	1.00%	0.1588	0.08%	1.7564	0.91%	0.2365	0.12%	0.0735	0.04%
Jan	2018	0.6596	0.34%	1.9959	1.02%	0.1587	0.08%	1.4029	0.72%	0.2236	0.11%	0.0735	0.04%
Feb	2018	0.5279	0.30%	1.8795	1.06%	0.1587	0.09%	1.2353	0.70%	0.1805	0.10%	0.0735	0.04%
Mar	2018	0.7358	0.36%	2.0989	1.04%	0.1586	0.08%	1.2164	0.60%	0.2516	0.12%	0.0734	0.04%
Apr	2018	0.9647	0.51%	1.9197	1.02%	0.1587	0.08%	1.4030	0.74%	0.3262	0.17%	0.0735	0.04%
May	2018	0.6747	0.31%	2.0907	0.95%	0.1582	0.07%	1.7922	0.81%	0.2307	0.10%	0.0733	0.03%
Jun	2018	0.5352	0.26%	1.7733	0.86%	0.1584	0.08%	1.8203	0.89%	0.1830	0.09%	0.0733	0.04%
Jul	2018	0.6758	0.31%	1.5853	0.72%	0.1582	0.07%	1.8769	0.85%	0.2311	0.10%	0.0733	0.03%
Aug	2018	0.8221	0.41%	1.6028	0.79%	0.1586	0.08%	2.3226	1.15%	0.2795	0.14%	0.0734	0.04%
Sep	2018	0.6755	0.35%	1.6602	0.87%	0.1587	0.08%	1.6513	0.86%	0.2310	0.12%	0.0735	0.04%
Oct	2018	0.6657	0.33%	2.037	1.00%	0.1585	0.08%	2.4674	1.22%	0.2251	0.11%	0.0734	0.04%
Nov	2018	0.5362	0.27%	2.1146	1.07%	0.1585	0.08%	2.1707	1.10%	0.1833	0.09%	0.0734	0.04%
Dec	2018	0.6741	0.34%	2.1352	1.09%	0.1587	0.08%	2.3257	1.19%	0.2305	0.12%	0.0735	0.04%
Jan	2019	0.6858	0.36%	2.1729	1.15%	0.1589	0.08%	2.0922	1.11%	0.3037	0.16%	0.0736	0.04%
Feb	2019	0.6018	0.34%	2.0804	1.19%	0.1587	0.09%	1.6872	0.96%	0.2759	0.16%	0.0735	0.04%
Mar	2019	0.6946	0.36%	2.1942	1.14%	0.1588	0.08%	2.4114	1.25%	0.3181	0.17%	0.0735	0.04%
Apr	2019	0.4937	0.26%	1.9192	1.02%	0.1587	0.08%	1.8643	0.99%	0.2237	0.12%	0.0735	0.04%
May	2019	0.8562	0.40%	2.1683	1.00%	0.1583	0.07%	2.3973	1.11%	0.2959	0.14%	0.0733	0.03%
Jun	2019	0.6482	0.30%	1.9309	0.91%	0.1582	0.07%	2.8536	1.34%	0.3328	0.16%	0.0733	0.03%
Jul	2019	0.5722	0.26%	1.7999	0.83%	0.1583	0.07%	3.0015	1.38%	0.2208	0.10%	0.0733	0.03%
Aug	2019	0.4713	0.23%	1.8776	0.92%	0.1585	0.08%	3.2848	1.61%	0.1759	0.09%	0.0734	0.04%
Sep	2019	0.5655	0.28%	1.6753	0.84%	0.1585	0.08%	2.7094	1.36%	0.2095	0.10%	0.0734	0.04%
Oct	2019	0.8821	0.42%	2.1042	1.00%	0.1584	0.08%	3.1726	1.51%	0.3605	0.17%	0.0734	0.04%
Nov	2019	0.5705	0.27%	2.0789	0.99%	0.1583	0.08%	2.9470	1.40%	0.2475	0.12%	0.0733	0.03%
Dec	2019	0.5866	0.28%	1.9705	0.94%	0.1584	0.08%	3.0598	1.46%	0.2492	0.12%	0.0734	0.03%

		Westland Park		Airport		Ardon		Vista West/Westgate		Skyline Ranches		Six Mile	
Jan	2020	0.5813	0.28%	1.9602	0.94%	0.1584	0.08%	2.9560	1.42%	0.2522	0.12%	0.0734	0.04%
Feb	2020	0.6113	0.32%	2.0682	1.08%	0.1585	0.08%	2.7445	1.43%	0.2642	0.14%	0.0734	0.04%
Mar	2020	0.7151	0.33%	2.5448	1.18%	0.1583	0.07%	3.4495	1.60%	0.3083	0.14%	0.0733	0.03%
Apr	2020	0.7296	0.35%	2.2691	1.09%	0.1583	0.08%	3.1872	1.53%	0.3527	0.17%	0.0733	0.04%
May	2020	0.6832	0.33%	2.0948	1.00%	0.1584	0.08%	2.4468	1.17%	0.3382	0.16%	0.0734	0.04%
Jun	2020	0.5753	0.27%	2.0526	0.97%	0.1582	0.07%	2.5521	1.20%	0.2510	0.12%	0.0733	0.03%
Jul	2020	0.5424	0.25%	1.9566	0.89%	0.1582	0.07%	2.7027	1.24%	0.2367	0.11%	0.0733	0.03%
Aug	2020	0.6768	0.31%	1.4290	0.66%	0.1582	0.07%	2.5736	1.18%	0.3220	0.15%	0.0733	0.03%
Sep	2020	0.5783	0.28%	1.5246	0.73%	0.1583	0.08%	3.0118	1.45%	0.2663	0.13%	0.0733	0.04%
Oct	2020	0.6185	0.27%	2.3336	1.03%	0.0158	0.07%	2.3219	1.02%	0.2961	0.13%	0.0732	0.03%
Nov	2020	0.6264	0.29%	1.8027	0.85%	0.1582	0.07%	2.8403	1.34%	0.2971	0.14%	0.0733	0.03%
Dec	2020	0.5547	0.26%	1.9621	0.92%	0.1584	0.07%	2.7998	1.32%	0.2484	0.12%	0.0733	0.03%
Jan	2021	0.6281	0.34%	1.7439	0.94%	0.1589	0.09%	2.4703	1.33%	0.2908	0.16%	0.0736	0.04%
Feb	2021	0.6118	0.35%	1.8140	1.04%	0.1588	0.09%	2.1095	1.21%	0.2889	0.17%	0.0735	0.04%
Mar	2021	0.5302	0.25%	2.1356	1.00%	0.1583	0.07%	2.1494	1.00%	0.2590	0.12%	0.0733	0.03%
Apr	2021	0.7137	0.35%	2.0365	1.00%	0.1584	0.08%	3.0679	1.50%	0.3532	0.17%	0.0734	0.04%
May	2021	0.7113	0.34%	2.0190	0.97%	0.1584	0.08%	2.3249	1.11%	0.3498	0.17%	0.0734	0.04%
Jun	2021	0.5114	0.24%	1.7921	0.83%	0.1582	0.07%	3.2177	1.49%	0.2611	0.12%	0.0732	0.03%
Jul	2021	0.5590	0.24%	1.6456	0.69%	0.1579	0.07%	3.3263	1.40%	0.2907	0.12%	0.0805	0.03%
Aug	2021	0.5147	0.23%	1.7288	0.78%	0.1582	0.07%	2.8097	1.26%	0.2696	0.12%	0.0806	0.04%
Sep	2021	0.6832	0.32%	1.5605	0.73%	0.1582	0.07%	2.7399	1.27%	0.3684	0.17%	0.0806	0.04%
Oct	2021	0.5515	0.23%	1.9839	0.84%	0.1580	0.07%	3.2068	1.36%	0.2704	0.11%	0.0805	0.03%
Nov	2021	0.6109	0.29%	1.7734	0.84%	0.1582	0.07%	2.9020	1.37%	0.2990	0.14%	0.0806	0.04%
Dec	2021	0.5754	0.26%	1.9847	0.91%	0.1582	0.07%	2.8601	1.31%	0.2790	0.13%	0.0806	0.04%
Jan	2022	0.5739	0.26%	1.9401	0.87%	0.1582	0.07%	3.1376	1.41%	0.2757	0.12%	0.0806	0.04%
Feb	2022	0.6145	0.32%	1.8842	0.97%	0.1583	0.08%	2.3986	1.24%	0.3084	0.16%	0.0807	0.04%
Mar	2022	0.6569	0.32%	2.0889	1.02%	0.1585	0.08%	3.4298	1.67%	0.3357	0.16%	0.0808	0.04%

Figures are in million gallons per month and percentage of monthly flow.

June 2, 2022

MEMO TO: Mike Coleman, Chairman
Members, 201 Management Oversight Committee

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

SUBJECT: Fiscal Year 2022–23 Budget

Budget Narrative

Below is the narrative regarding the Wastewater Treatment Plant (WWTP) Budget for Fiscal Year 2023. The WWTP budget is a key component used in the calculation of 201 Regional Wastewater System (RWWS) Charges. The RWWS consists of eleven wholesale customers who's monthly charges are based on percentage of flow contributed to the system.

The WWTP Budget is driven by new and replacement capital projects much more than by operational expenditures. The new and replacement capital expenditures generally follow the WWTP Fund Capital Improvement Plan (CIP).

Wastewater Treatment Plant Budget

Revenue

- a) Septic Tank/Commercial Sump Waste Charges – \$350,000 and \$90,000 – These amounts are unchanged from the FY22 budget and represents the Septic Tank Waste Charge and Sump Waste Charge revenue.
- b) Intergovernmental User Charges – \$6,277,805 – This represents an increase of \$14,568 from the FY22 Budget. These revenues are budgeted for wholesale sewer usage of the Regional Wastewater System in accordance to the cost accounting formula in the “Interagency Agreement”.

Personnel Services

- a) Personnel Costs – \$1,688,237 – This is an increase of \$150,088 from the FY22 budget. The increase anticipates a 3.5% COLA, raises, and natural progressions.

Materials and Supplies

- a) General Supplies and Materials – \$129,000 – This is an increase of \$9,000 from the FY22 budget. Slight increases were seen in lubricants, machinery supplies, and other structures/building supplies. General supplies and materials includes the following:

- \$ 3,000 – Office Supplies
 - \$ 5,000 – Misc Supplies
 - \$10,000 – Safety Equipment and Supplies
 - \$ 9,000 – Lubricants
 - \$65,000 – Machinery Supplies
 - \$ 5,000 – Small Tools and Supplies
 - \$12,000 – Lab Supplies
 - \$20,000 – Other Structures/Building Supplies
- b) Postage and Printing – \$3,000 – This amount is unchanged from the FY22 budget.
- c) Electricity – \$360,000 – This is an increase of \$10,000 from the FY22 budget.
- d) Natural Gas – \$72,000 – This is an increase of \$1,000 from the FY22 budget.
- e) Gas/Fuel – \$15,000 – This amount is unchanged from the FY22 budget.
- f) Chemicals – \$356,000 – This is an increase of \$8,000 from the FY22 budget.
- g) Lift Station Supplies – \$14,000 – This amount is unchanged from the FY22 budget.
- h) Technology Supplies – \$7,500 – This amount is unchanged from the FY22 budget.
- i) Maintenance/Repair – \$170,000 – This is an increase of \$25,000 from the FY22 budget. The increase is seen in the UV disinfection equipment line. Included are:
- \$75,000 – UV Disinfection Equipment
 - \$10,000 – Meter Station Components
 - \$75,000 – Plant Valves and Piping
 - \$10,000 – Lighting System Components
- j) Clothing Allowance – \$2,000 – This is an increase of \$800 from FY22.

Contractual Services

- a) Professional Services – \$25,000 – This amount is unchanged from the FY22 budget. This line is for instrumentation repair.
- b) Investment Services – \$6,121 – This is a decrease of \$8,110 from the FY22 budget.
- c) Maintenance Agreements – \$46,000 – This is an increase of \$7,840 from the FY22 budget. Slight increases are seen in all of the following items that includes:
- \$ 6,000 – CMMS Software
 - \$ 3,000 – Operations Data Tracking Software
 - \$ 1,000 – Laser Alignment Tool Calibration

- \$ 2,000 – Fire Sprinkler System Inspection
 - \$ 2,000 – Fire Extinguisher Inspection/Exchange
 - \$ 3,000 – HVAC Service
 - \$ 4,000 – Crane Inspections
 - \$ 2,000 – Copier Maintenance/Lease
 - \$ 1,000 – Lab Equipment Certification
 - \$ 2,000 – Instrumentation – Contractual
 - \$20,000 – Professional Cleaning Services
- d) Other Contractual – \$46,000 – This is a decrease of \$103,500 from FY22. While increases were seen in most of the items listed below, FY22 included digester cleaning in the amount of \$110,000. Other Contractual contains the following:
- \$ 1,000 – Legal Services
 - \$35,000 – NCCD Funding Agreements
 - \$ 2,000 – Railroad Easements
 - \$ 5,000 – Other Misc. Contractual
 - \$ 3,000 – Public Outreach
- c) Interdepartmental Services – \$547,048 – The FY23 budget represents a decrease of \$110,399 from the FY22 budget. This line item represents transfers to the General Fund for services such as Human Resources, Administrative Services (Billing & Collection), Information Technology, GIS Services, City Attorney Fees, Buildings & Grounds, Central Records, Central Garage, and City Administration Fees.
- f) Laundry and Towel Service – \$8,200 – This is an increase of \$200 over the FY22 budget.
- g) Testing – \$40,000 – This is a \$10,000 increase from the FY22 budget and is for DEQ/EPA lab testing requirements.

Other Costs

- a) Travel/Training – \$8,000 – This is a \$500 increase from the FY22 budget. The increased amount is for new operator training.
- b) Insurance and Bonds – \$54,802 – This represents an increase of \$14,961 from the FY22 budget.

Utility Expense

- a) Communication – \$28,000 – This is a decrease of \$800 from the FY22 budget. The decrease is from converting some remote stations to radio from CenturyLink.

Debt Service

- a) Principal Payment – \$743,917 – This reflects the Principal amounts for four CWSRF loans per the amortization schedules.
- CWSRF Loan #27 (2008 WWTP Imp.) – \$580,796
 - CWSRF Loan #128 (Biosolids Turner) – \$ 13,737
 - CWSRF Loan #127 (Phase 1 WWTP Imp) – \$ 90,802
 - CWSRF Loan #127S (Emergency Power Supply) – \$ 58,582
- b) Interest Expense – \$316,981 – This reflects the Interest expense for CWSRF loans per the amortization schedules.
- CWSRF Loan #27 (2008 WWTP Imp.) – \$ 92,749
 - CWSRF loan #128 (Biosolids Turner) – \$ 0
 - CWSRF Loan #127 (Phase 1 WWTP Imp) – \$122,278
 - CWSRF Loan #127S (Emergency Power Supply) – \$101,954

Capital Revenues

- a) System Development Charges – \$190,000 – This amount is unchanged from the FY22 budget.

Capital – New

- a) Improvements Other Than Buildings – None for FY23.
- b) Intangibles – None for FY23.
- c) Light Equipment – \$90,000 – Dump Truck Purchase
- d) There are no budget expenditures for New Capital – Buildings, Heavy Equipment, or Technologies this year.

Capital – Replacement

- a) Buildings – None for FY22.
- b) Improvements Other Than Buildings – \$2,210,000 – This includes:
- Lift Station Generator Replacement – \$90,000 – The existing emergency generators are 30+ years old and require replacement.
 - HVAC System Replacements - \$150,000 – This is to replace HVAC units on the dewatering building.
 - DAFT Pressure Tank Replacement - \$40,000 – This is to replace one DAFT pressure tank.

- AB Basin Cleaning and Diffuser Replacement - \$80,000
 - Sludge Conveyor - \$100,000 – This amount is to rehab the existing sludge conveyor and augers.
 - Secondary Rehab Phase 2 - \$1,500,000 – This is to replace the 48-inch mixed liquor piping.
 - Transformer Replacement - \$75,000 – This is to replace the operations building transformer.
 - Secondary Concrete Repair - \$25,000 – This is to repair the concrete stairs on the secondary building.
 - RWWS Interceptor Rehab – \$150,000 - This annual amount is for rehabilitation on RWWS interceptors and manholes.
- c) Intangibles – None this year.
- d) Light Equipment – \$227,000 – This is for the following:
- Unanticipated Equipment Replacements - \$125,000 – This is to replace critical equipment that fails unexpectedly during the year. This is an old Wastewater Treatment Plant where equipment will fail unexpectedly, needing immediate replacement or renovation.
 - Utility Cart Replacement - \$15,000.
 - Skidsteer - \$75,000
 - Roll-off Box Replacement - \$12,000
- e) Heavy Equipment – None this year.
- f) Technologies – \$175,000 – This is for the following:
- AB Blower Control Upgrade - \$150,000 – This is to upgrade the existing HMI's and PLC's for the blowers.
 - Utility Cart Replacement - \$25,000 - Sewage Lift Station Communication Upgrade.

Summary

Anticipated Operating Revenue for the WWTP Fund decreased by \$14,952 from the FY22 budget. The decrease is due to a reduction of earned interest on investments. While user fees increased slightly, that amount was offset by the reduced interest amount. The FY23 WWTP Fund operations expenses are 0.35% above the FY22 budget. Increases are projected for personnel expense, materials and supplies, electricity, and equipment repair. These increases are offset by a significant decrease in Interdepartmental expense.

Major capital projects for FY23 include the second phase of the Secondary Rehabilitation Project, HVAC unit replacement, and the Aeration Blower Controls Upgrade Project. The FY23 WWTP Fund capital budget is \$781,000 more than last fiscal year.

On the horizon, in the next 10 - 15 years, major process changes may be necessary at the WWTP to accommodate Nutrient and Selenium removal due to regulatory action.

201 REGIONAL WASTEWATER SYSTEM

PRELIMINARY 2022-23 BUDGET

Procedures For Computation of 201
Regional Wastewater System Charges

A) Capital Recovery Charges			\$0
B) Capital Recovery Charges North Platte Sanitary Sewer			\$0
C) Other Capital Requirements WWTP Improvements			
1) Existing 2008 WWTP Improvements	\$673,545		
2) WWTP - Phase I Improvements	\$257,352		
			\$930,897
D) Direct Costs For Operation & Maintenance			
1) Wastewater Treatment Plant			
a) Personnel	\$1,688,237		
b) Contractual Services*	\$638,232		
c) Materials & Supplies	\$1,128,500		
	\$3,454,969		
* Less Sewer - Admin. 201 Charges			
Less:			
a) Adm. Fee from Sewer Fund	\$0		
(Inst. Tech. Svcs.)	\$0		
			\$3,454,969
2) Wastewater Collection			
a) Personnel	\$866,489		
b) Contractual Services	\$83,100		
c) Materials & Supplies	\$77,400		
	\$1,026,989		
Less:			
a) Power Lift Stations	(\$6,500)		
b) Telemetry	(\$1,400)		
c) Sewer Mains	\$0		
d) Lift Stations	(\$6,200)		
	(\$14,100)		
	\$1,012,889		
30.34 miles RWWS Sewer X	\$1,012,889	=	\$103,312
297.46 miles RWWS and Casper Sewer			
E) Replacement Capital Expense			\$2,111,000

F) Management and Overhead of
Regional System

1) Sewer Administration	
a) Personnel	\$85,331
b) Contractual**	\$380,763
c) Materials & Supplies	\$2,000
	<hr/>
	\$468,094

** Less 201 WWTP Charges

Less:	
a) Administrative Services	(\$171,661)
b) Risk Mgmt./Human Resources	(\$12,180)
c) Engineering Services	\$0
d) Insurance & Bonds	(\$31,306)
e) Legal Fees	(\$29,517)
f) City Adm. Charges	(\$61,120)
g) Investment Fees	(\$3,911)
	<hr/>
	(\$309,695)

Total Administration Cost to be allocated to RWWS	\$158,399
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2) Regional 201 Direct Costs	
a) Wastewater Plant D) 1)	\$3,454,969
b) Wastewater Collection D) 2)	\$103,312
	<hr/>
	\$3,558,281

3) Total Casper Sewer Function Costs	
a) Wastewater Plant D) 1)	\$3,454,969
b) Wastewater Collection	\$1,026,989
c) Sewer Expenditures not allocated to RWWS	\$309,695
	<hr/>
	\$4,791,653

4) Percent of Administration Costs
allocated to RWWS

<u>\$3,558,281</u>	X	\$158,399	=	\$117,627.07
\$4,791,653				

5) Add Direct Costs For Administration Billing	\$0
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SUBTOTAL	\$6,717,805
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G) Less:

Septage Receiving and Non- Hazardous Industrial Waste	(\$440,000)
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H) Less:

Industrial Pretreatment Program Cost Recovery	\$0
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TOTAL 201 CHARGES FOR 2017-18 TO BE ALLOCATED	<hr/>
	\$6,277,805

Prepared in general accordance to "201 Regional Wastewater System Procedures for
Computation of Regional Wastewater System Charges" approved by Management
Oversight Committee at February 22, 1995 meeting.

201 REGIONAL WASTEWATER SYSTEM

PRELIMINARY 2022-23 BUDGET

METHOD OF ALLOCATION OF REGIONAL COSTS

	FY 21-22 Budget		Proposed FY 22-23 Budget	
A. Total annual costs for regional system		\$6,265,044		\$6,277,805
B. Total annual wastewater flow (MG)		2,451		2,463
C. Wholesale Treatment Cost per 1,000 gallons		\$2.556		\$2.549
D. Anticipated Cost to Each Agency				
Mills	6.08%	\$380,890	5.54%	\$347,790
Evansville	3.63%	\$227,390	3.39%	\$212,818
Bar Nunn	2.25%	\$141,214	2.21%	\$138,739
Wardwell	0.74%	\$46,656	0.71%	\$44,572
Casper	84.48%	\$5,292,903	85.42%	\$5,362,501
Airport	0.95%	\$59,205	0.88%	\$55,245
Westland Park/Red Butte Village	0.30%	\$18,494	0.29%	\$18,206
Ardon	0.07%	\$4,686	0.08%	\$5,022
Vista West/Westgate Park	1.32%	\$82,974	1.30%	\$81,611
Skyline Ranches	0.14%	\$8,470	0.14%	\$8,789
Six Mile	0.03%	\$2,174	0.04%	\$2,511
	100.00%	\$6,265,056	100.00%	\$6,277,805
		\$6,265,044		\$6,277,805

Budgeted Flow Measurements Based on January 2021 - December 2021 Percentage of Flows

Current as of February 25, 2022