

Cheyenne Board of Public Utilities

Regular Monthly Board Meeting

Monday, June 15, 2020



Hog Park Reservoir

AGENDA FOR BOARD MEETING
City of Cheyenne Board of Public Utilities
Monday, June 15, 2020
Timothy E. Wilson Board of Public Utilities Administration/Engineering Building
1st Floor Conference Room, 2416 Snyder Avenue, Cheyenne, Wyoming
3:00 p.m.

IN ATTENDANCE:

Mary Guthrie	Bruce Hattig
Matthew Pope	Kathy Kellner
John Edwards	Ashley Miller
Allan Cunningham	Frank Strong
Brad Brooks	Dena Egenhoff
Clint Bassett	Erin Lamb
Matt Buelow	Elizabeth Lance

HEREWITH THE FOLLOWING:

Minutes of Board Meetings Held:
May 18, 2020 — Regular Meeting
Voucher List for Approval
Financial and Supplementary
Statement

1. ITEMS REQUIRING BOARD ACTION

- A. CONSENT AGENDA: (All agenda items listed with the designation of CA are considered to be routine items by the Board of Public Utilities and will be enacted by one motion. The design of the Consent Agenda is that there will be no separate discussion on these items unless a member of the board so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.)

B. Minutes/Meetings/Proclamations/Presentations:

- | | |
|----|---|
| CA | 1. Approve the Minutes of the Regular Board Meeting held May 18, 2020 |
| CA | 2. Approve the Minutes of the Special Board Meeting held May 22, 2020 |
3. Sign the Minutes of the Regular Board Meeting held May 18, 2020
 4. Sign the Minutes of the Special Board Meeting held May 22, 2020
 5. Announcement of Upcoming Employee Summer Picnic: Thursday, July 9, 2020
 6. Announcement of Upcoming Monthly Board Meeting: Monday, July 20, 2020
 7. Introduction of Attendees at the Meeting

C. Comments from Mayor/City Council

1.

D. Old Business:

1.
2.

E. Financials:

1. Financial Statements as of Month-end May 31, 2020
2. Vouchers:

05/29/2020	652,907.01	Vouchers, Garbage Collections
05/29/2020	521,633.81	Payroll
06/15/2020	278,035.67	Vouchers, Garbage Collections
3. Investments of Cash: – 05/01/2020-05/31/2020
None

Staff's recommendation is to accept the financial statements as presented and to approve vouchers (included in the Board packet and if necessary distributed via email prior to the Board meeting) and investments of cash.

F. Request Board Action – Approval and Awards:

- CA

 1. Approve the Director to execute two (2) information sharing agreements with Summit Engineering, LLC and Gateway Construction, LLC.
- CA

 2. Approve award for Material Acquisition: Filter 6 Media project to CarbonFilt LLC.
- CA

 3. Approve contract to Renew Employee Assistance Program with Aetna.
- 4. Approve rejection of all four bids for the Sherard Hydroelectric Generation Facility Project and implement the plan presented to continue developing the project.
- 5. Approve award for the FY2021 Water Rehab and North Pressure Zone Interconnect and Expansion Project Design to AVI, PC and associated budget transfer.

2. PROJECTS (Informational items only)

- A. Release of Retainage Status – Ashley Miller, Administration Manager
- B. Report on Agreements, Contracts, Easements, Assignments, Licenses, Etc. – Ashley Miller, Administration Manager

3. REPORTS (Informational items only)

- A. Director
 - 1. Report
 - 2.
- B. Administration
 - 1. Manager's Report
 - 2. Water Conservation/PR Report
- C. Engineering
 - 1. Manager's Report
 - 2.
- D. Human Resources
 - 1. Manager's Report
 - 2.

- E. **Operations & Maintenance**
 - 1. Manager's Report
 - 2.
- F. **Water Reclamation**
 - 1. Manager's Report
 - 2.
- G. **Water Treatment**
 - 1. Manager's Report
 - 2.
- 4. OTHER BUSINESS
 - A.
- 5. EXECUTIVE SESSION
 - A. Legal Matters:
 - 1.
 - 2.
 - B. Real Estate:
 - 1.
 - 2.
 - C. Personnel Matters:
 - 1.
 - 2.

BOARD OF PUBLIC UTILITIES
CITY OF CHEYENNE, WYOMING
BOARD MEETING MINUTES
Monday, May 18, 2020
PAGE 1

The Board of Public Utilities of the City of Cheyenne, Wyoming assembled this day at 3:00 p.m. in the 1st Floor Conference Room of the Timothy E. Wilson City of Cheyenne Board of Public Utilities' Administration/Engineering Building, 2416 Snyder Avenue, Cheyenne, Wyoming.

Present via Teleconference were:

Mary Guthrie, President	Ashley Miller, Administration Manager
Matt Pope, Secretary	Frank Strong, Operations and Maintenance Manager
Allan Cunningham, Member	Bryce Dorr, Capital Projects Supervisor
John Edwards, Member	David Cole, Construction Project Coordinator
Brad Brooks, Director	Dena Egenhoff, Water Conservation/PR Specialist
Elizabeth Lance, Board Attorney	Lynn Butts, Accounting Supervisor
Bruce Hattig, Engineering/Water Resource Manager	Erin Lamb, Executive Admin. Assistant
Matt Buelow, Water Reclamation Manager	Dan Mummert, Trihydro Corp
Clint Bassett, Water Treatment Manager	Keith Zabka, Mechanical Systems Inc
Kathy Kellner, Human Resource Manager	

The regular board meeting for the Board of Public Utilities was called to order by Mary Guthrie, President at approximately 3:00 p.m. Monday, May 18, 2020.

Ms. Guthrie noted the first item on the agenda was the consent agenda (CA) and called for a motion to approve the items on the CA. Matthew Pope moved and Allan Cunningham seconded approval of the items on the CA as presented including:

- The minutes of the regular board meeting held April 20, 2020.
- The minutes of the special board meeting held April 27, 2020.
- Director to execute two (2) information sharing agreements with BenchMark Engineers PC, and AVI.
- Director to sign the Common Water and Sewer Agreement with PerCo Two LLC.
- Discharge and extinguish the uncollectible accounts from accounts receivable - Fiscal Year 2020.

The motion carried.

Ms. Guthrie asked Director Brad Brooks to announce upcoming meetings. The monthly Board Meeting for June will be held Monday, June 15, 2020. Director Brooks announced additional teleconference attendees.

There was no old business.

Administration Manager, Ashley Miller, reported on and answered questions regarding the financial statements for the month ending April 30, 2020.

Presented to the Board for review and approval was the following list of vouchers:

04/30/2020	1,175,191.51	Vouchers, Garbage Collections
04/30/2020	516,976.34	Payroll
05/18/2020	139,444.07	Vouchers, Garbage Collections
05/18/2020	3,846,033.75	Vouchers, Garbage Collections

A motion was made by John Edwards and seconded by Allan Cunningham approving the financial statements for month-end April 30, 2020 as presented, the vouchers for payment, and the Investments of Cash. The motion carried. Warrants of the Board of Public Utilities are signed by Mayor Marian Orr, Board President Mary Guthrie and Administration Manager Ashley Miller, and authority is given to ANB Bank of Cheyenne, Wyoming to charge these warrants to the proper Board of Public Utilities accounts at this bank.

BOARD OF PUBLIC UTILITIES
CITY OF CHEYENNE, WYOMING
BOARD MEETING MINUTES
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Ms. Miller reported on and answered questions regarding the request for approval of the project monitoring services through contract amendment three with Plante Moran to provide additional project management services of phase II and the utility billing and permitting software implementation. A motion was made by John Edwards and seconded by Matthew Pope to approve the project monitoring services through contract amendment three with Plante Moran. The motion carried.

Water Reclamation Manager, Matthew Buelow, reported on and answered questions regarding request for approval of the award to Huber Technology for the equipment procurement contract for the Dewatering Improvements Project Screw Press Dewater Equipment. A motion was made by Allan Cunningham and seconded by John Edwards to approve the award to Huber Technology. The motion carried.

Operations and Maintenance Manager, Frank Strong, reported on and answered questions regarding the request for approval of the Evers Boulevard Change Order #1 with the City of Cheyenne for fly ash stabilization and approval of associated budget transfer. A motion was made by Allan Cunningham and seconded by John Edwards to approve the Evers Boulevard Change Order #1 with the City of Cheyenne and approval of associated budget transfer. The motion carried.

Mr. Strong reported on and answered questions regarding the request for approval to award the FY2020 Water Rehab Project to Aztec Construction and approval of associated budget transfer. A motion was made by Matt Pope and seconded by Allan Cunningham to approve the award for the FY2020 Water Rehab Project to Aztec Construction and approval of associated budget transfer. The motion carried.

Human Resources Manager, Kathy Kellner, reported on and answered questions regarding the approval of Amendment Number Four of the Professional Services Agreement with NOVO Benefits to provide benefit consulting through March 31, 2021. A motion was made by Allan Cunningham and seconded by John Edwards to approve Amendment Number Four of the Professional Services Agreement with NOVO Benefits. The motion carried.

Ms. Miller reported on releases of retainage and contracts, easements, change orders and amendments that were approved in the amount of \$25,000 or less.

Mr. Brooks reported on and answered questions regarding the Director's report.

Ms. Miller reported on and answered questions related to the Administration Division.

Water Conservation and Public Relations Specialist Dena Eganhoff reported on and answered questions regarding water conservation, reservoirs, snowpack and public relations.

Engineering & Water Resources Manager, Bruce Hattig, reported on and answered questions related to the Engineering and Water Resource Division.

Ms. Kellner reported on and answered questions regarding Human Resources.

Mr. Strong reported on and answered questions related to the Operations and Maintenance Division.

Mr. Buelow reported on and answered questions related to the Water Reclamation Division.

Water Treatment Manager, Clint Bassett, reported on and answered questions related to the Water Treatment Division.

BOARD OF PUBLIC UTILITIES
CITY OF CHEYENNE, WYOMING
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The Board meeting adjourned into Executive Session at approximately 3:50 p.m. to discuss possible Real Estate matters under Wyoming State Statutes W.S. 16-4-405(a)(vii) (To consider the selection of a site or the purchase of real estate when the publicity regarding the consideration would cause a likelihood of an increase in price). No action was taken during Executive Session.

The Board meeting Executive Session adjourned at approximately 4:00 p.m.

Mary B. Guthrie, President

Matthew Pope, Secretary

BOARD OF PUBLIC UTILITIES
CITY OF CHEYENNE, WYOMING
SPECIAL BOARD MEETING MINUTES
Friday, May 22, 2020
PAGE 1

The Board of Public Utilities of the City of Cheyenne, Wyoming assembled this day at 3:00 p.m. in the 1st Floor Conference Room of the Timothy E. Wilson City of Cheyenne Board of Public Utilities' Administration/Engineering Building, 2416 Snyder Avenue, Cheyenne, Wyoming.

Present via Teleconference were:

Mary Guthrie, President	Bruce Hattig, Engineering/Water Resource Manager
Matt Pope, Secretary	Matt Buelow, Water Reclamation Manager
Allan Cunningham, Member	Ashley Miller, Administration Manager
John Edwards, Member	Frank Strong, Operations and Maintenance Manager
Brad Brooks, Director	David Cole, Capital Projects Engineer 2
Elizabeth Lance, Board Attorney	Dena Egenhoff, Water Conservation/PR Specialist

The special board meeting for the Board of Public Utilities was called to order by Mary Guthrie, President at approximately 3:00 p.m. Friday, May 22, 2020. President Guthrie noted this meeting was properly noticed to the public.

A motion was made by Allan Cunningham and seconded by John Edwards to approve the Board of Public Utilities Resolution recognizing the decision of the City of Cheyenne to divert the Board of Public Utilities share of revenues received pursuant to city of Cheyenne contract no. 5902 and city resolution no. 6023 to be used in the city's FY2021 budget and providing that the BOPU's revenues will be restored in full in FY2022.

The Special Board meeting adjourned at approximately 3:05 p.m.

Mary B. Guthrie, President

Matthew Pope, Secretary



Board of Public Utilities

Cheyenne Water and Sewer Departments

2416 Snyder Ave.
P.O. Box 1469
Cheyenne, Wyoming 82003
(307) 637-6460
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City of Cheyenne Board of Public Utilities May Monthly Financial Activity Summary

Financial Information

Water Sales Revenue *(Water Revenue Projection Report and Metered Consumption Report)*

Water Sales Revenue for the month of May was projected at \$1,352,447; actual revenue for water sales in May was \$1,309,644; a deficit of \$42,803. Year to date sales for FY2020 is at \$18,348,176; a shortage of \$843,275 per the budgeted amount. This is due to the monthly consumption of 236,286,000 gallons. The monthly consumption was projected to be 257,677,000 gallons. The year to date consumption for FY2020 is 3,390,252,000 gallons. This is 156,536,000 gallons less than FY2019.

Specific to May, commercial was down this month (55.978), the refinery is down by 9.724 compared to last year and so was raw water use (3.318).

The reduced revenue in water sales is a result of the abnormally wet spring and summer reducing irrigation (consumption) during the summer months. Other notable facts include Holly Frontier reduced usage this year due to the turn around and fixing leaks last summer.

Yearly Average Comparative Consumption and Revenue		
Averages	Consumption (In Million Gallons)	Revenue
3 Year	4,028,718	\$32,962,445
5 Year	3,940,406	\$31,166,873
10 Year	4,042,707	\$28,134,813

Sewer Sales Revenue *(Sewer Revenue Projection Report and Metered Consumption Report)*

Sewer Sales Revenue for the month of May was projected at \$1,085,378; actual revenue for sewage was \$1,110,487; a surplus of \$25,109. Year to date sales for FY2020 is at \$12,375,663; a surplus of \$298,358 per the budgeted amount. The monthly consumption was 189,461,000 gallons. The monthly consumption was projected to be 190,029,000 gallons. The year to date consumption for FY2020 is 2,163,981,000 gallons. This is 14,318,000 gallons more than FY2019.

Specific to May's effluent, industrial and large volume was higher than projected, while overall was lower than projected. Thus, revenue was higher than projected.

Yearly Average Comparative Consumption and Revenue		
Averages	Consumption (In Million Gallons)	Revenue
3 Year	2,270,626	\$15,000,547
5 Year	2,250,608	\$14,582,874
10 year	N/A	\$13,031,636

Other Water Revenue *(Water Revenue Projection Report)*

- Fiscal year to date System Development revenue at May month end, was \$2,086,567, approximately \$63,759 above projections for the year. Currently there is \$1,486,581 in unearned system development revenue. As planned developments come online, the system development fee revenue will increase significantly.
- Year to Date Accrued Interest Revenue at May end was \$327,043 or approximately \$29,541 below projections. Interest continues to be lower than projections due to the COVID-19 economic crisis.
- Year to Date Miscellaneous Revenue at May end was \$258,562, or approximately \$79,629 above projections.
- Year to Date Revenue for Fees and Penalties at May end was \$113,446 or approximately \$79,054 below projections.

Other Sewer Revenue *(Sewer Revenue Projection Report)*

- Fiscal Year to Date System Development fees at May end are \$447,992, or approximately \$146,925 below projections. Currently there is \$381,495 in unearned system development revenue which will convert to revenue once the infrastructure is completed.
- Year to Date Accrued Interest Revenue at May end is \$181,734, or approximately \$99,142 above projections.
- Miscellaneous Revenue at May end was \$78,972, or approximately \$25,347 above projections.
- Revenue for Fees and Penalties at May end was \$210,935, or approximately \$240,982 below projections.

Water Expenses *(Year to Date Budget Report)*

Operating and Maintenance Expenses at May end were \$11,125,832 to include encumbered funds. This is a specific point in time and the system is unable to present committed funds. Budget reports show a remaining balance of \$3,683,716. Year to date 74.45% of the total Operations and Maintenance Budget has been expended. Year to date projections will be provided during the June 2020 meeting showing the fiscal year end numbers to included committed funds.

Sewer Expenses *(Year to Date Budget Report)*

Operating and Maintenance Expenses at the end of May were \$5,688,690 to include encumbered funds. This is a specific point in time and the system is unable to present all committed funds. Budget reports show a remaining balance of \$2,549,537. Year to date 68.61% of the total Operations and Maintenance Budget has been expended. Year to date projections will be provided during the June 2020 meeting showing the fiscal year end numbers to included committed funds.

Water Reserves and Projections *(Water Cash Projections)*

The water fund cash and investments balance is \$27,240,726 as of May month end. Based on current sales and projected miscellaneous revenues (penalties & fees, SDF, etc.) and unspent balances as of May month end, the projected cash and investment is \$14,498,597.

Per the American Water Works Association (AWWA) the Board uses the industry standard of a set number of days of expense to calculate operational reserves. As per Water Environmental Federation (WEF), it is recommended to maintain three months of expenses while other organizations recommend less. To ensure adequate reserves, the Board has opted for 120 days (four (4) months) of expenses; therefore, the Board's expenses require an operational reserve of \$727,845. The Board's capital assets required reserve balance as of May month end is \$4,797,647 as per AWWA's industry standard of two percent (2%) of capital assets less depreciation.

Per the city ordinance restricting system development fees as restricted funds; are projected to be \$6,337,120. These funds are calculated from current permits and taps, plus interest less any paid but uninstalled taps/permits, minus the portion identified as capital asset replacement.

Overall, the Board exceeds the required reserves, with restricted and unrestricted funds, by \$8,973,105.

Sewer Reserves and Projections *(Sewer Cash Projections)*

The sewer funds cash and investment balance is \$16,270,424 as of May month end. Based on current sales and projected miscellaneous revenues (penalties & fees, SDF, etc.) and unspent balances as of May month end, the projected cash and investment is \$5,832,966.

Per the AWWA, the Board uses the industry standard of a set number of days of expense to calculate operational reserves. As per Water Environmental Federation (WEF), it is recommended to maintain three months of expenses while other organizations recommend less. To ensure adequate reserves, the Board has opted for 120 days (four (4) months) of expenses therefore, this

requires an operational reserve of \$461,370. The Board's capital assets required reserve balance as of May month end is \$1,823,389 as per AWWA's industry standard of two percent (2%) of capital assets less depreciation.

Per the city ordinance restricting system development fees areas restricted funds; are projected to be \$1,019,340. These funds are calculated from current permits and taps, plus interest less any paid but uninstalled taps/permits, minus the portion identified as capital asset replacement.

Overall, the Board exceeds the required reserves, with restricted and unrestricted funds, by \$3,548,207.

Capital Purchases (*Water Capital Purchases Interim Statement & Sewer Capital Purchase Interim Statement*)

In the water fund, during May, there were Capital Purchase expenditures in the amount of \$40,858, expenditures include:

- Water Meters \$39,147
- Fire Hydrants \$1,711

In the sewer fund during May there were no Capital Purchase expenditures within the sewer fund.

Construction Work in Progress (CWIP) (*Water Construction Work in Progress Interim Statement & Sewer Construction Work in Progress Interim Statement*)

In the water fund, during May, there were CWIP expenditures in the amount of \$181,374. Expended on the projects listed below:

- 2013 Master Plan Vol. 10 project budgeted at \$847,477; spent to date \$391,672; remaining \$452,049 (includes encumbrances). These funds are contracted with Plante Moran and Tyler Technologies.
- Water Main Rehabs budgeted at \$2,875,410; spent to date \$1,376,133; remaining \$1,496,914 (includes encumbrances).
- Christensen Road Extension project budgeted at \$92,306; spent to date \$90,000; remaining \$2,306.
- North City System Improvement project budgeted at \$330,000; spent to date \$101,050; remaining \$228,950.

In the sewer fund, during May, there were CWIP expenditures in the amount of \$254,747. Expended on the projects listed below:

- 2013 Master Plan Vol. 10 project budgeted at \$403,559; spent to date \$130,173; remaining \$272,304 (includes encumbrances). These funds are contracted with Plante Moran and Tyler Technologies. \$60,000 dollars for RTU's were moved into 9220-81033 (SCADA Rehabilitation).
- FY19 Sewer Rehabs project budgeted at \$2,962,817; spent to date \$1,703,030; remaining \$1,257,744 (includes encumbrances).
- FY20 Sewer Rehab project budgeted at \$2,149,000; spent to date \$84,047; remaining \$2,059,566 (includes encumbrances).
- No. Crow Sewer Interceptor project budgeted at \$225,000; spent to date \$62,500; remaining balance \$162,500.

Balance Sheet Report for 2020 Period 11 - Water

Description	Account Balance
CASH- OPERATING	\$ 814,621.70
A/R SUSPENSE CASH	\$ 207,379.69
PETTY CASH	\$ 800.00
CASH- CUSTOMER DEPOSITS	\$ 215,918.00
CASH- DEBT SERVICE	\$ 717.54
CASH- SYSTEM DEVELOPMENT FEES	\$ 917,177.52
CASH- CAPITAL	\$ 6,918.21
CASH- PUMP STATION FEES	\$ 38,070.00
INVESTMENTS- OPERATING	\$ 15,681,902.81
INVESTMENTS- DEBT SERVICE	\$ 1,329,565.70
INVESTMENTS- SYSTEM DEV FEES	\$ 6,684,413.70
INVESTMENTS- CAPITAL	\$ 506,102.01
INVESTMENTS- PUMP STATION FEES	\$ 837,139.99
ACCOUNTS RECEIVABLE	\$ 816,189.10
A/R SUSPENSE	\$ (170,159.93)
A/R MISCELLANEOUS	\$ 75,172.19
ESTIMATED UNBILLED REVENUE	\$ 1,340,817.48
DUE FROM OTHER GOVERNMENTS	\$ 22,539.16
BAD DEBT ALLOWANCE- A/R	\$ (19,567.42)
BAD DEBT ALLOWANCE- MISC	\$ (2,841.64)
ACCRUED INTEREST- OPERATING	\$ 14,239.21
ACCRUED INTEREST- DEBT	\$ 1,207.25
ACCRUED INTEREST- SDF	\$ 6,069.47
ACCRUED INTEREST- CAPITAL	\$ 459.54
ACCRUED INTEREST- PUMP STN	\$ 760.13
MATERIALS	\$ 241,000.28
CHEMICALS	\$ -
METERS & PARTS	\$ 211,803.38
PLANT SPARE PARTS	\$ 7,006.00
PREPAID EXPENSES	\$ 34,519.48
TOTAL CURRENT ASSETS	\$ 29,819,940.55
WELLS & SPRINGS	\$ 12,938,120.35
RESERVOIRS & DAMS	\$ 45,209,629.75
DIVERSION PIPES	\$ 52,594,043.75
BUILDINGS & IMP- DIVERSION	\$ 628,608.55
LAND & LAND RIGHTS- DIVERSION	\$ 3,138,941.00
WATER RIGHTS	\$ 1,797,967.85
PUMPING & TESTING	\$ 3,966,529.37
BUILDINGS & IMP- PUMPING	\$ 2,297,012.54
RECYCLE WATER	\$ 1,104,878.00
PLANT EQUIPMENT	\$ 2,886,402.92
BUILDINGS & IMP- SHERARD	\$ 42,550,920.80
BUILDINGS & IMP- ROUNDTOP	\$ 2,868,002.74

Balance Sheet Report for 2020 Period 11 - Water

Description	Account Balance
LAND & LAND RIGHTS- WTR TRMNT	\$ 22,984.00
RESERVOIRS & STD PIPE	\$ 10,669,148.38
TRANSMISSION MAINS	\$ 133,097,382.89
DISTRIBUTION MAINS	\$ 84,656,364.41
RECYCLE WATER	\$ 7,488,252.68
EQUIPMENT- SYSTEM	\$ 2,627,888.46
WATER METERS	\$ 6,108,679.84
FIRE HYDRANTS	\$ 7,582,720.45
LAND & LAND RIGHTS- WTR SYS	\$ 188,678.28
TOOLS, SHOP, EQUIPMENT	\$ 449,695.93
COMMUNICATION EQUIPMENT	\$ 69,803.90
MOTORIZED EQUIPMENT	\$ 2,660,830.67
BUILDINGS & IMP- OFFICE	\$ 4,521,761.90
BUILDINGS & IMP- O&M	\$ 1,904,173.66
LAND & LAND RIGHTS- ADMIN	\$ 1,237,087.27
OFFICE FURNITURE & EQUIPMENT	\$ 991,706.89
CONSTRUCTION IN PROGRESS	\$ 6,415,640.49
TOTAL CAPITAL ASSETS	\$ 442,673,857.72
ACCUMULATED DEPRECIATION	\$ (203,660,611.69)
TOTAL CAPITAL ASSETS (NET ACUMULATED DEPRECIATION)	\$ 239,013,246.03
DEFERRED AMORT ON REFUNDING	\$ 263,322.40
DEFERRED OUTFLOW- GASB 68	\$ 2,411,812.00
TOTAL ASSETS	\$ 271,508,320.98
ACCOUNTS PAYABLE	\$ (164,021.47)
RETAINAGE PAYABLE	\$ -
PAYROLL LIABILITY	\$ (39,514.23)
SALES TAX LIABILITY	\$ (1.27)
ACCRUED PAYABLES	\$ (37,376.97)
EARLY RETIREMENT PAYABLE	\$ (207,901.09)
ACCRUED INTEREST PAYABLE	\$ (144,511.36)
CURRENT PORTION OF DEBT	\$ (2,232,211.18)
LONG TERM DEBT	\$ (22,530,904.44)
NONCURRENT ACCRUED PAYABLES	\$ (584,002.37)
UNEARNED TAP FEES	\$ (84,939.08)
UNEARNED SYSTEM DEV FEES	\$ (1,486,581.50)
UNEARNED PUMP STATION FEES	\$ (18,620.00)
CUSTOMER REFUNDS/DEPOSITS	\$ (230,918.00)
TOTAL CURRENT LIABILITIES	\$ (27,761,502.96)
OTHER LONG TERM LIABILITIES	\$ -
DUE TO OTHER GOVERNMENTS	\$ -
PENSION LIABILITY- GASB 68	\$ (9,542,137.00)
DEFERRED INFLOW- GASB 68	\$ (235,820.00)
TOTAL NONCURRENT LIABILITIES	\$ (9,777,957.00)

Balance Sheet Report for 2020 Period 11 - Water

Description	Account Balance
TOTAL LIABILITIES	\$ (37,539,459.96)
CONTRIBUTED CAPITAL- CUSTOMERS	\$ (494,854.69)
CONTRIBUTED CAPITAL- DEVELOPER	\$ (9,829,127.63)
CONTRIBUTED CAPITAL- GOVT	\$ (67,041,107.03)
RETAINED EARNINGS- UNRESERVED	\$ (154,832,409.99)
ENCUMBRANCES	\$ 173,418.49
FUND BALANCE UNRESERVED	\$ -
EXPENDITURES	\$ 20,838,607.50
REVENUES	\$ (22,609,969.18)
BUD FB UNRESERVED	\$ 15,737,104.00
APPROPRIATIONS	\$ (39,807,304.00)
ESTIMATED REVENUES	\$ 24,070,200.00
FB RES FOR ENCUMBRANCES	\$ -
BUD FB RES 4 ENCUMBRANCES	\$ (173,418.49)
TOTAL NET ASSETS	\$ (233,968,861.02)
TOTAL LIABILITIES & ASSETS	\$ (271,508,320.98)

Balance Sheet Report for 2020 Period 11 - Sewer

Description	Account Balance
CASH- OPERATING	\$ 94,190.63
CASH- DEBT SERVICE	\$ 102.43
CASH- SYSTEM DEVELOPMENT FEES	\$ 247,702.29
CASH- CAPITAL	\$ 6,888.79
INVESTMENTS- OPERATING	\$ 8,964,547.61
INVESTMENTS- DEBT SERVICE	\$ 1,542,875.01
WYO CONCRETE PRODUCTS	\$
INVESTMENTS- SYSTEM DEV FEES	\$ 4,911,066.64
INVESTMENTS- CAPITAL	\$ 503,051.32
ACCOUNTS RECEIVABLE	\$ 758,947.60
A/R MISCELLANEOUS	\$ 26,922.73
ESTIMATED UNBILLED REVENUE	\$ 991,708.20
DUE FROM OTHER GOVERNMENTS	\$
BAD DEBT ALLOWANCE- A/R	\$ (25,987.74)
BAD DEBT ALLOWANCE- MISC	\$ (2,841.64)
ACCRUED INTEREST- OPERATING	\$ 8,139.83
ACCRUED INTEREST- DEBT	\$ 1,400.93
ACCRUED INTEREST- SDF	\$ 4,459.26
ACCRUED INTEREST- CAPITAL	\$ 456.77
MATERIALS	\$ 26,379.82
PREPAID EXPENSES	\$ 11,309.50
TOTAL CURRENT ASSETS	\$ 18,071,319.98
PUMPING & TESTING	\$ 1,142,920.13
EQUIPMENT- CROW CREEK	\$ 429,780.14
EQUIPMENT- DRY CREEK	\$ 1,318,416.50
EQUIPMENT- RECYCLE WATER	\$ 6,238,095.53
BUILDINGS & IMP- CROW CREEK	\$ 28,998,150.59
BUILDINGS & IMP- DRY CREEK	\$ 40,224,951.16
SEWER MAINS 20" AND LARGER	\$ 21,680,792.75
SEWER MAINS 18" AND SMALLER	\$ 52,945,473.16
EQUIPMENT- SYSTEM	\$ 2,223,660.10
LAND & LAND RIGHTS- WTR SYS	\$ 132,640.35
TOOLS, SHOP, EQUIPMENT	\$ 148,571.92
COMMUNICATION EQUIPMENT	\$ 23,267.95
MOTORIZED EQUIPMENT	\$ 867,881.35
BUILDINGS & IMP- OFFICE	\$ 1,523,476.51
BUILDINGS & IMP- O&M	\$ 634,724.45
LAND & LAND RIGHTS- ADMIN	\$ 412,362.39
OFFICE FURNITURE & EQUIPMENT	\$ 345,760.73
CONSTRUCTION IN PROGRESS	\$ 3,311,166.02
TOTAL CAPITAL ASSETS	\$ 162,602,091.73
ACCUMULATED DEPRECIATION	\$ (71,534,729.60)
TOTAL CAPITAL ASSETS (NET ACUMULATED DEPRECIATION)	\$ 91,067,362.13

Balance Sheet Report for 2020 Period 11 - Sewer

Description	Account Balance
DEFERRED OUTFLOW- GASB 68	\$ 803,937.00
TOTAL ASSETS	\$ 109,942,619.11
ACCOUNTS PAYABLE	\$ (109,560.68)
RETAINAGE PAYABLE	\$ -
PAYROLL LIABILITY	\$ 22,902.55
SALES TAX LIABILITY	\$ -
ACCRUED PAYABLES	\$ (34,674.65)
EARLY RETIREMENT PAYABLE	\$ (179,326.60)
DUE TO OTHER GOVERNMENTS	\$ -
ACCRUED INTEREST PAYABLE	\$ (192,612.93)
CURRENT PORTION OF DEBT	\$ (2,865,123.92)
LONG TERM DEBT	\$ (27,407,469.70)
UNEARNED TAP FEES	\$ (18,556.00)
UNEARNED SYSTEM DEV FEES	\$ (381,495.50)
WYO CONCRETE PRODUCTS	\$ -
TOTAL CURRENT LIABILITIES	\$ (31,165,917.43)
OTHER LONG TERM LIABILITIES	\$ (391,695.42)
PENSION LIABILITY- GASB 68	\$ (3,180,713.00)
DEFERRED INFLOW- GASB 68	\$ (78,606.00)
TOTAL NONCURRENT LIABILITIES	\$ (3,651,014.42)
TOTAL LIABILITIES	\$ (34,816,931.85)
CONTRIBUTED CAPITAL- CUSTOMERS	\$ (285,237.14)
CONTRIBUTED CAPITAL- DEVELOPER	\$ (5,948,694.91)
CONTRIBUTED CAPITAL- GOVT	\$ (6,365,956.13)
RETAINED EARNINGS- UNRESERVED	\$ (59,423,719.45)
ENCUMBRANCES	\$ 81,587.36
FUND BALANCE UNRESERVED	\$ -
EXPENDITURES	\$ 10,269,792.27
REVENUES	\$ (13,371,871.90)
BUD FB UNRESERVED	\$ 9,250,536.00
APPROPRIATIONS	\$ (23,787,836.00)
ESTIMATED REVENUES	\$ 14,537,300.00
FB RES FOR ENCUMBRANCES	\$ -
BUD FB RES 4 ENCUMBRANCES	\$ (81,587.36)
TOTAL NET ASSETS	\$ (75,125,687.26)
TOTAL LIABILITIES & NET ASSETS	\$ (109,942,619.11)

Income Statement - FY2020

Period: 1 to 13

	2018	2019	2020
Revenue	\$46,615,455.19	\$39,557,338.21	\$37,195,500.39
100 - WATER FUND	\$21,688,151.91	\$19,791,598.90	\$19,443,281.25
199 - NONOPERATING REVENUES/EXPENSES	\$10,163,971.03	\$4,660,766.35	\$3,894,722.09
200 - SEWER FUND	\$12,830,287.17	\$13,611,406.95	\$13,156,025.06
299 - NONOPERATING REVENUES/EXPENSES	\$1,933,045.08	\$1,493,566.01	\$701,471.99
Expense	\$33,097,478.83	(\$295,319,491.99)	\$31,150,201.64
111 - WATER TREATMENT WELLS	\$509,836.79	\$457,094.09	\$431,264.16
112 - SURFACE WATER	\$1,280,373.34	\$796,274.95	\$702,037.22
113 - REUSE WATER	\$164,831.94	\$191,550.74	\$146,505.02
120 - WATER TREATMENT GENERAL	\$165,400.43	\$164,653.11	\$164,088.76
121 - RL SHERARD	\$1,560,727.82	\$1,633,253.94	\$1,454,616.68
122 - ROUNDTOP	\$11,797.57	\$8,792.01	\$4,910.96
123 - WATER TREATMENT LABORATORY	\$195,308.92	\$211,769.92	\$163,163.62
130 - TRANSMISSION & DIST O&M GENERA	\$1,384,434.09	\$1,426,016.48	\$1,156,197.36
131 - TRANSMISSION & DIST O&M SUPPOR	\$455,573.31	\$462,512.71	\$421,007.71
132 - TRANSMISSION & DIST O&M UTILIT	\$609,087.71	\$635,654.83	\$634,955.21
140 - WATER ENGINEERING GENERAL	\$803,479.34	\$762,663.33	\$779,697.95
141 - WATER ENGINEERING GIS	\$123,539.91	\$131,506.20	\$103,702.11
142 - WATER ENGINEERING UTILITY INSP	\$180,062.75	\$175,543.62	\$168,267.69
150 - WATER ADMIN GENERAL	\$3,852,116.00	\$4,201,412.53	\$3,960,783.28
160 - WATER ADMIN SERVICES GENERAL	\$266,116.87	\$345,322.52	\$206,394.55
161 - WATER ADMIN SERVICES IT	\$186,646.50	\$195,523.48	\$223,785.23
162 - WATER ADMIN SERVICES CUSTOMER	\$197,771.71	\$208,761.14	\$220,286.66
163 - WATER ADMIN SERVICES METER IN	\$184,045.25	\$204,476.52	\$150,079.25
164 - WATER ADMIN SERVICES WATER CON	\$49,976.56	\$53,678.53	\$51,549.85
199 - NONOPERATING REVENUES/EXPENSES	\$9,999,488.37	(\$227,824,454.46)	\$9,732,310.53
230 - SEWER COLLECTIONS O&M GENERAL	\$561,750.34	\$755,709.26	\$332,816.43
231 - SEWER COLLECTIONS O&M SUPPORT	\$81,199.73	\$85,161.76	\$74,796.12
232 - SEWER COLLECTIONS O&M UTILITY	\$666,310.70	\$702,154.92	\$593,138.95
240 - SEWER ENGINEERING GENERAL	\$246,048.71	\$227,626.20	\$253,763.89
241 - SEWER ENGINEERING GIS	\$41,177.41	\$43,835.55	\$29,331.24
242 - SEWER ENGINEERING UTILITY INSP	\$60,017.51	\$58,512.40	\$56,086.95
250 - SEWER ADMIN GENERAL	\$1,971,189.52	\$2,233,461.36	\$1,968,486.35
260 - SEWER ADMIN SERVICES GENERAL	\$85,932.83	\$115,157.17	\$68,769.18
261 - SEWER ADMIN SERVICES IT	\$62,212.54	\$65,171.72	\$74,591.62
262 - SEWER ADMIN SERVICES CUSTOMER	\$65,920.53	\$69,585.37	\$73,422.77
263 - SEWER ADMIN SERVICES METER IN	\$62,637.53	\$73,469.19	\$50,661.81
264 - SEWER ADMIN SERVICES SEWER CON	\$16,659.12	\$17,891.96	\$17,181.78
280 - WATER RECLAMATION GENERAL	\$437,673.86	\$425,603.77	\$362,564.11
281 - WATER RECLAMATION CROW CREEK	\$443,105.54	\$471,029.07	\$446,690.09
282 - WATER RECLAMATION DRY CREEK	\$1,391,822.58	\$1,509,532.87	\$1,148,966.59

Income Statement - FY2020

Period: 1 to 13

283 - WATER RECLAMATION LABORATORY	\$200,142.81	\$208,321.99	\$142,228.42
299 - NONOPERATING REVENUES/EXPENSES	\$4,523,062.39	(\$86,823,722.74)	\$4,581,101.54
Net Income:	\$13,517,976.36	\$334,876,830.20	\$6,045,298.75



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ACCOUNTS FOR: 1 WATER	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 WATER FUND							
100 4110 RESIDENTIAL	-9,851,000	-9,851,000	-9,359,941.09	-657,719.53	.00	-491,058.91	95.0%*
100 4120 COMMERCIAL	-3,729,000	-3,729,000	-3,203,946.59	-173,096.34	.00	-525,053.41	85.9%*
100 4130 INDUSTRIAL	-3,847,000	-3,847,000	-2,679,571.91	-260,070.10	.00	-1,167,428.09	69.7%*
100 4140 PUBLIC CONSTRUCTION	-143,800	-143,800	-139,567.34	-11,071.00	.00	-4,232.66	97.1%*
100 4150 WARREN AIR FORCE BASE	-1,006,000	-1,006,000	-680,053.23	-29,562.81	.00	-325,946.77	67.6%*
100 4160 SOUTH CHEYENNE WATER & SE	-1,657,000	-1,657,000	-1,552,754.12	-119,065.04	.00	-104,245.88	93.7%*
100 4170 OUTSIDE CITY SERVICES	-600,000	-600,000	-508,130.78	-37,088.71	.00	-91,869.22	84.7%*
100 4171 OUTSIDE CITY OIL EXPLORAT	-2,200	-2,200	.00	.00	.00	-2,200.00	.0%*
100 4180 RAW WATER	-171,000	-171,000	-150,690.77	-21,412.10	.00	-20,309.23	88.1%*
100 4190 RECYCLED WATER	-62,300	-62,300	-67,473.43	-558.73	.00	5,173.43	108.3%
100 4210 PENALTIES	-75,000	-75,000	-52,491.75	-194.25	.00	-22,508.25	70.0%*
100 4215 ADMIN FEES AND CHARGES	0	0	.00	.00	.00	.00	.0%*
100 4220 TAP FEES	-135,000	-135,000	-55,817.97	-278.00	.00	-79,182.03	41.3%*
100 4230 MISCELLANEOUS	-114,000	-114,000	-165,419.30	-47,008.81	.00	51,419.30	145.1%
100 4231 MATERIAL & LABOR	-6,800	-6,800	-7,026.19	-272.71	.00	226.19	103.3%
100 4232 SALVAGE	-18,000	-18,000	-6,087.52	-2,069.80	.00	-11,912.48	33.8%*
100 4233 EQUIPMENT & LAND RENTAL	-5,400	-5,400	-48,948.97	.00	.00	43,548.97	906.5%
100 4234 ENGINEERING/INSPECTION	-51,000	-51,000	-37,326.13	-1,862.25	.00	-13,673.87	73.2%*
TOTAL WATER FUND	-21,474,500	-21,474,500	-18,715,247.09	-1,361,330.18	.00	-2,759,252.91	87.2%
111 WATER TREATMENT WELLS							
111 5120 FULL TIME STAFF	164,200	164,200	151,755.77	13,856.83	.00	12,444.23	92.4%
111 5130 TEMPORARY WAGES	5,000	5,000	.00	.00	.00	5,000.00	.0%
111 5140 OVERTIME	3,000	3,000	305.96	196.69	.00	2,694.04	10.2%
111 5190 DUTY TRUCK	1,000	1,000	.00	.00	.00	1,000.00	.0%
111 5311 ELECTRIC- PUMPING	265,000	265,000	131,849.33	2,120.14	.00	133,150.67	49.8%
111 5320 TELEPHONE SERVICE	2,000	2,000	40.56	.00	.00	1,959.44	2.0%
111 5340 REGISTRATION, FEES, DUES	2,500	2,500	1,543.27	375.00	.00	956.73	61.7%
111 5341 TRAVEL, LODGING, MEALS	3,000	3,000	616.38	.00	.00	2,383.62	20.5%
111 5410 OFFICE & GENERAL SUPPLIE	2,000	2,000	2,134.55	991.26	490.69	-625.24	131.3%*
111 5432 BUILDINGS & STRUCTURES	5,000	5,000	3,002.76	.00	.00	1,997.24	60.1%
111 5437 WELLFIELDS	16,000	16,000	11,512.24	6,285.23	14,248.46	-9,760.70	161.0%*
111 5440 SUPPLY MAINS	5,500	5,500	3,152.18	.00	.00	2,347.82	57.3%
111 5450 SCADA & INSTRUMENTATION	10,000	10,000	7,023.35	.00	2,184.70	791.95	92.1%
111 5510 GENERAL CONTRACTUAL	145,987	145,987	115,657.92	2,969.54	.00	30,329.08	79.2%
111 5520 STUDIES/SURVEYS	0	0	.00	.00	.00	.00	.0%



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ACCOUNTS FOR: 1 WATER	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
111 5530 EQUIPMENT	3,500	3,500	.00	.00	.00	3,500.00	.0%
111 5541 LAND LEASES	13,000	13,000	2,669.89	.00	.00	10,330.11	20.5%
TOTAL WATER TREATMENT WELLS	646,687	646,687	431,264.16	26,794.69	16,923.85	198,498.99	69.3%
112 SURFACE WATER							
112 5120 FULL TIME STAFF	353,900	353,900	315,549.91	30,089.67	.00	38,350.09	89.2%
112 5130 TEMPORARY WAGES	12,000	12,000	5,825.38	.00	.00	6,174.62	48.5%
112 5140 OVERTIME	7,000	7,000	80.00	.00	.00	6,920.00	1.1%
112 5311 ELECTRIC- PUMPING	88,000	88,000	45,920.93	6,183.99	.00	42,079.07	52.2%
112 5312 ELECTRIC- SOURCE OF SUPPL	39,000	39,000	35,966.00	3,614.76	.00	3,034.00	92.2%
112 5313 ELECTRIC- CATHODIC POWER	12,000	12,000	8,132.49	799.87	.00	3,867.51	67.8%
112 5330 NETWORK COMMUNICATION LIN	15,000	15,000	11,921.36	691.84	.00	3,078.64	79.5%
112 5340 REGISTRATION, FEES, DUES	4,000	4,000	1,476.44	-225.00	.00	2,523.56	36.9%
112 5341 TRAVEL, LODGING, MEALS	26,300	26,300	12,556.94	.00	.00	13,743.06	47.7%
112 5410 OFFICE & GENERAL SUPPLIE	5,000	5,000	7,104.10	26.96	95.94	-2,200.04	144.0%*
112 5432 BUILDINGS & STRUCTURES	7,000	7,000	17,763.55	.00	136.79	-10,900.34	255.7%*
112 5433 SMALL TOOLS	8,000	8,000	7,991.85	269.36	634.76	-626.61	107.8%*
112 5438 RESERVOIRS	7,000	7,000	464.90	.00	.00	6,535.10	6.6%
112 5440 SUPPLY MAINS	65,000	65,000	4,835.75	179.39	.00	60,164.25	7.4%
112 5444 RAW WATER SYSTEM	6,000	6,000	5,583.51	103.58	.00	416.49	93.1%
112 5450 SCADA & INSTRUMENTATION	15,000	15,000	8,177.08	1,048.55	783.00	6,039.92	59.7%
112 5510 GENERAL CONTRACTUAL	275,000	275,000	295,290.07	-19,942.08	2,244.56	-22,534.63	108.2%*
112 5520 STUDIES/SURVEYS	60,000	60,000	-82,603.04	.00	20,710.58	121,892.46	-103.2%*
112 5530 EQUIPMENT	3,000	3,000	.00	.00	.00	3,000.00	.0%
TOTAL SURFACE WATER	1,008,200	1,008,200	702,037.22	22,840.89	24,605.63	281,557.15	72.1%
113 REUSE WATER							
113 5313 ELECTRIC- CATHODIC POWER	88,000	88,000	41,154.92	.00	.00	46,845.08	46.8%
113 5314 ELECTRIC- REUSE SYSTEM	66,000	66,000	59,511.50	8,017.50	.00	6,488.50	90.2%
113 5430 EQUIPMENT	15,000	15,000	10,199.93	.00	.00	4,800.07	68.0%
113 5432 BUILDINGS & STRUCTURES	3,000	3,000	.00	.00	.00	3,000.00	.0%
113 5445 REUSE SYSTEM	3,000	3,000	465.09	92.35	.00	2,534.91	15.5%
113 5450 SCADA & INSTRUMENTATION	9,000	9,000	1,513.16	.00	.00	7,486.84	16.8%
113 5460 CHEMICALS	30,000	30,000	33,660.42	9,103.10	.00	-3,660.42	112.2%*
113 5510 GENERAL CONTRACTUAL	0	0	.00	.00	.00	.00	.0%
TOTAL REUSE WATER	214,000	214,000	146,505.02	17,212.95	.00	67,494.98	68.5%



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ACCOUNTS FOR: 1 WATER	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
120 WATER TREATMENT GENERAL							
120 5120 FULL TIME STAFF	146,900	146,900	134,370.54	13,130.00	.00	12,529.46	91.5%
120 5130 TEMPORARY WAGES	10,000	10,000	3,991.00	.00	.00	6,009.00	39.9%
120 5140 OVERTIME	500	500	430.29	.00	.00	69.71	86.1%
120 5340 REGISTRATION, FEES, DUES	9,000	9,000	11,661.09	880.00	.00	-2,661.09	129.6%*
120 5341 TRAVEL, LODGING, MEALS	10,500	10,500	3,612.97	.00	.00	6,887.03	34.4%
120 5410 OFFICE & GENERAL SUPPLIE	4,000	4,000	3,779.25	65.51	.00	220.75	94.5%
120 5414 SAFETY SUPPLIES	6,000	6,000	2,766.06	155.18	1,327.03	1,906.91	68.2%
120 5510 GENERAL CONTRACTUAL	2,000	2,000	3,477.56	.00	.00	-1,477.56	173.9%*
TOTAL WATER TREATMENT GENERAL	188,900	188,900	164,088.76	14,230.69	1,327.03	23,484.21	87.6%
121 RL SHERARD							
121 5120 FULL TIME STAFF	754,300	754,300	620,167.69	54,300.40	.00	134,132.31	82.2%
121 5140 OVERTIME	8,000	8,000	13,966.58	241.44	.00	-5,966.58	174.6%*
121 5310 ELECTRIC & GAS	300,000	300,000	246,900.24	.00	.00	53,099.76	82.3%
121 5320 TELEPHONE SERVICE	6,000	6,000	5,642.15	384.44	.00	357.85	94.0%
121 5410 OFFICE & GENERAL SUPPLIE	10,000	10,000	6,747.15	706.19	188.26	3,064.59	69.4%
121 5430 EQUIPMENT	50,000	50,000	40,291.32	1,228.07	4,952.12	4,756.56	90.5%
121 5432 BUILDINGS & STRUCTURES	40,000	40,000	27,009.37	4,374.84	668.62	12,322.01	69.2%
121 5433 SMALL TOOLS	3,000	3,000	1,733.28	182.48	766.71	500.01	83.3%
121 5450 SCADA & INSTRUMENTATION	15,000	15,000	267.48	267.48	.00	14,732.52	1.8%
121 5460 CHEMICALS	500,000	500,000	417,008.21	12,864.90	22,889.49	60,102.30	88.0%
121 5461 FILTERS	3,000	3,000	1,789.10	1,789.10	.00	1,210.90	59.6%
121 5510 GENERAL CONTRACTUAL	724,499	724,499	72,894.45	1,745.58	1,783.00	649,821.55	10.3%
121 5520 STUDIES/SURVEYS	0	0	.00	.00	.00	.00	.0%
TOTAL RL SHERARD	2,413,799	2,413,799	1,454,417.02	78,084.92	31,248.20	928,133.78	61.5%
122 ROUNDTOP							
122 5310 ELECTRIC & GAS	6,000	6,000	1,050.50	.00	.00	4,949.50	17.5%
122 5430 EQUIPMENT	4,000	4,000	227.46	.00	.00	3,772.54	5.7%
122 5432 BUILDINGS & STRUCTURES	1,500	1,500	.00	.00	.00	1,500.00	.0%
122 5460 CHEMICALS	3,000	3,000	1,350.00	1,350.00	.00	1,650.00	45.0%
122 5510 GENERAL CONTRACTUAL	1,000	1,000	2,283.00	.00	.00	-1,283.00	228.3%*



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TOTAL ROUNDTOP	15,500	15,500	4,910.96	1,350.00	.00	10,589.04	31.7%
123 WATER TREATMENT LABORATORY							
123 5120 FULL TIME STAFF	131,000	131,000	105,786.41	9,875.88	.00	25,213.59	80.8%
123 5140 OVERTIME	400	400	775.41	.00	.00	-375.41	193.9%*
123 5412 LABORATORY SUPPLIES	25,000	25,000	20,452.67	.00	135.24	4,412.09	82.4%
123 5430 EQUIPMENT	7,000	7,000	21,957.26	.00	.00	-14,957.26	313.7%*
123 5432 BUILDINGS & STRUCTURES	0	0	.00	.00	.00	.00	.0%
123 5510 GENERAL CONTRACTUAL	50,000	50,000	14,191.87	12.06	903.95	34,904.18	30.2%
TOTAL WATER TREATMENT LABORATORY	213,400	213,400	163,163.62	9,887.94	1,039.19	49,197.19	76.9%
130 TRANSMISSION & DIST O&M GENERA							
130 5120 FULL TIME STAFF	248,200	248,200	224,120.84	20,272.97	.00	24,079.16	90.3%
130 5130 TEMPORARY WAGES	6,000	6,000	3,685.50	.00	.00	2,314.50	61.4%
130 5140 OVERTIME	52,000	52,000	52,376.00	2,953.24	.00	-376.00	100.7%*
130 5190 DUTY TRUCK	20,000	20,000	18,686.00	2,500.25	.00	1,314.00	93.4%
130 5310 ELECTRIC & GAS	35,000	35,000	20,287.01	-.01	.00	14,712.99	58.0%
130 5311 ELECTRIC- PUMPING	185,000	185,000	96,794.75	3,005.73	-536.06	88,741.31	52.0%
130 5320 TELEPHONE SERVICE	15,000	15,000	11,129.21	238.25	.00	3,870.79	74.2%
130 5340 REGISTRATION, FEES, DUES	12,000	12,000	12,158.68	154.00	.00	-158.68	101.3%*
130 5341 TRAVEL, LODGING, MEALS	5,000	5,000	2,767.47	6.98	.00	2,232.53	55.3%
130 5410 OFFICE & GENERAL SUPPLIE	15,000	15,000	6,945.21	160.52	21.74	8,033.05	46.4%
130 5414 SAFETY SUPPLIES	16,900	16,900	10,577.13	1,512.73	.00	6,322.87	62.6%
130 5415 EMPLOYEE SAFETY CLOTHING	7,600	7,600	4,712.39	.00	150.00	2,737.61	64.0%
130 5432 BUILDINGS & STRUCTURES	9,750	9,750	6,614.07	136.31	301.70	2,834.23	70.9%
130 5433 SMALL TOOLS	40,000	40,000	31,826.92	834.30	1,456.38	6,716.70	83.2%
130 5435 RECLAMATION	60,000	60,000	52,579.81	3,383.42	3,222.66	4,197.53	93.0%
130 5441 TRANSMISSION MAINS	25,000	25,000	10,629.87	-2,748.39	.00	14,370.13	42.5%
130 5442 DISTRIBUTION MAINS	80,000	80,000	53,659.96	2,547.29	.00	26,340.04	67.1%
130 5446 SERVICE LINES	25,000	25,000	20,480.72	1,161.03	679.99	3,839.29	84.6%
130 5447 METERS	180,000	180,000	172,309.76	7,480.80	.00	7,690.24	95.7%
130 5448 METER PITS	3,000	3,000	3,551.19	350.85	.00	-551.19	118.4%*
130 5449 HYDRANTS	7,500	7,500	9,705.29	2,496.60	.00	-2,205.29	129.4%*
130 5450 SCADA & INSTRUMENTATION	6,000	6,000	-915.35	.00	.00	6,915.35	-15.3%
130 5470 VEHICLES GAS & OIL	120,000	120,000	64,199.50	228.61	176.10	55,624.40	53.6%
130 5471 VEHICLES REPAIRS & MAINT	133,000	133,000	101,521.13	4,203.01	4,919.47	26,559.40	80.0%



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<u>130 5510 GENERAL CONTRACTUAL</u>	69,000	69,000	76,746.69	3,625.14	384.50	-8,131.19	111.8%*
<u>130 5520 STUDIES/SURVEYS</u>	46,482	46,482	54,901.78	.00	2,089.90	-10,509.68	122.6%*
<u>130 5530 EQUIPMENT</u>	7,100	7,100	3,612.52	351.58	.00	3,487.48	50.9%
<u>130 5540 BUILDINGS & STRUCTURES</u>	21,000	21,000	11,018.80	.00	.00	9,981.20	52.5%
<u>130 5541 LAND LEASES</u>	3,500	3,500	3,229.32	.00	.00	270.68	92.3%
TOTAL TRANSMISSION & DIST O&M GEN	1,454,032	1,454,032	1,139,912.17	54,855.21	12,866.38	301,253.45	79.3%
131 TRANSMISSION & DIST O&M SUPPOR							
<u>131 5120 FULL TIME STAFF</u>	493,500	493,500	421,007.71	39,142.34	.00	72,492.29	85.3%
TOTAL TRANSMISSION & DIST O&M SUP	493,500	493,500	421,007.71	39,142.34	.00	72,492.29	85.3%
132 TRANSMISSION & DIST O&M UTILIT							
<u>132 5120 FULL TIME STAFF</u>	689,400	689,400	634,955.21	53,268.95	.00	54,444.79	92.1%
TOTAL TRANSMISSION & DIST O&M UTI	689,400	689,400	634,955.21	53,268.95	.00	54,444.79	92.1%
140 WATER ENGINEERING GENERAL							
<u>140 5120 FULL TIME STAFF</u>	582,900	582,900	526,775.77	50,080.37	.00	56,124.23	90.4%
<u>140 5130 TEMPORARY WAGES</u>	0	0	.00	.00	.00	.00	.0%
<u>140 5140 OVERTIME</u>	11,250	11,250	7,629.52	354.65	.00	3,620.48	67.8%
<u>140 5320 TELEPHONE SERVICE</u>	12,000	12,000	6,992.28	.00	.00	5,007.72	58.3%
<u>140 5340 REGISTRATION, FEES, DUES</u>	23,850	23,850	6,616.64	115.50	.00	17,233.36	27.7%
<u>140 5341 TRAVEL, LODGING, MEALS</u>	20,100	20,100	3,375.55	.00	.00	16,724.45	16.8%
<u>140 5410 OFFICE & GENERAL SUPPLIE</u>	15,000	15,000	6,101.13	403.23	550.77	8,348.10	44.3%
<u>140 5433 SMALL TOOLS</u>	16,125	16,125	11,491.13	.00	735.42	3,898.45	75.8%
<u>140 5480 GIS CO-OP CONTRIBUTION</u>	0	0	.00	.00	.00	.00	.0%
<u>140 5510 GENERAL CONTRACTUAL</u>	191,250	191,250	181,277.72	41,837.78	723.83	9,248.45	95.2%
<u>140 5520 STUDIES/SURVEYS</u>	0	0	.00	.00	.00	.00	.0%
<u>140 5531 SYSTEM MAINTENANCE CONTRA</u>	55,564	55,564	28,833.01	.00	13,230.00	13,500.99	75.7%
TOTAL WATER ENGINEERING GENERAL	928,039	928,039	779,092.75	92,791.53	15,240.02	133,706.23	85.6%
141 WATER ENGINEERING GIS							
<u>141 5120 FULL TIME STAFF</u>	137,000	137,000	103,702.11	9,933.67	.00	33,297.89	75.7%



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<u>141 5480 GIS CO-OP PROJECTS</u>	0	0	.00	.00	.00	.00	.0%
TOTAL WATER ENGINEERING GIS	137,000	137,000	103,702.11	9,933.67	.00	33,297.89	75.7%
<u>142 WATER ENGINEERING UTILITY INSP</u>							
<u>142 5120 FULL TIME STAFF</u>	182,300	182,300	168,267.69	15,369.17	.00	14,032.31	92.3%
TOTAL WATER ENGINEERING UTILITY I	182,300	182,300	168,267.69	15,369.17	.00	14,032.31	92.3%
<u>150 WATER ADMIN GENERAL</u>							
<u>150 5110 BOARD MEMBERS</u>	1,500	1,500	1,350.00	100.00	.00	150.00	90.0%
<u>150 5120 FULL TIME STAFF</u>	468,900	468,900	425,955.18	35,906.57	.00	42,944.82	90.8%
<u>150 5140 OVERTIME</u>	2,300	2,300	2,836.69	400.59	.00	-536.69	123.3%*
<u>150 5210 COMP TIME ACCRUED</u>	8,000	8,000	-976.00	-3,304.20	.00	8,976.00	-12.2%
<u>150 5211 SICK TIME ACCRUED</u>	75,000	75,000	94,487.97	3,152.15	.00	-19,487.97	126.0%*
<u>150 5212 VACATION ACCRUED</u>	45,000	45,000	11,998.23	-5,789.65	.00	33,001.77	26.7%
<u>150 5220 FICA/MEDICARE TAXES</u>	397,000	397,000	365,871.61	30,207.75	.00	31,128.39	92.2%
<u>150 5221 WORKERS COMPENSATION</u>	121,400	121,400	113,994.24	9,628.72	.00	7,405.76	93.9%
<u>150 5222 UNEMPLOYMENT COMPENSATION</u>	2,000	2,000	4,193.83	1,443.75	.00	-2,193.83	209.7%*
<u>150 5230 EMPLOYEE INSURANCE</u>	2,213,103	2,213,103	1,794,032.84	129,735.11	.00	419,070.16	81.1%
<u>150 5231 WYOMING RETIREMENT</u>	783,000	783,000	692,464.87	62,264.03	.00	90,535.13	88.4%
<u>150 5232 DEFERRED COMPENSATION</u>	21,500	21,500	19,787.52	1,824.52	.00	1,712.48	92.0%
<u>150 5233 EMPLOYEE SELF-INSURANCE</u>	0	0	-321,103.00	.00	.00	321,103.00	100.0%
<u>150 5239 OTHER EMPLOYEE BENEFITS</u>	3,500	3,500	2,308.50	.00	.00	1,191.50	66.0%
<u>150 5240 EMPLOYEE RECOGNITION</u>	5,500	5,500	2,705.85	.00	.00	2,794.15	49.2%
<u>150 5241 EMPLOYEE SAFETY PROGRAM</u>	1,000	1,000	.00	.00	.00	1,000.00	.0%
<u>150 5242 EMPLOYEE WELLNESS PROGRAM</u>	10,000	10,000	3,280.20	.00	.00	6,719.80	32.8%
<u>150 5250 EARLY RETIREMENT</u>	65,000	65,000	122,667.00	.00	.00	-57,667.00	188.7%*
<u>150 5310 ELECTRIC & GAS</u>	46,000	46,000	31,141.72	.00	.00	14,858.28	67.7%
<u>150 5320 TELEPHONE SERVICE</u>	4,500	4,500	5,362.02	61.19	.00	-862.02	119.2%*
<u>150 5340 REGISTRATION, FEES, DUES</u>	16,000	16,000	17,315.65	.00	56.25	-1,371.90	108.6%*
<u>150 5341 TRAVEL, LODGING, MEALS</u>	4,200	4,200	1,681.91	.00	.00	2,518.09	40.0%
<u>150 5350 POSTAGE</u>	109,000	109,000	95,884.27	6,649.27	22.43	13,093.30	88.0%
<u>150 5360 ADVERTISING/PUBLIC RELATI</u>	17,500	17,500	5,792.37	5.32	.00	11,707.63	33.1%
<u>150 5390 CASH OVER/SHORT</u>	0	0	1.76	1.00	.00	-1.76	100.0%*
<u>150 5391 BAD DEBT EXPENSE</u>	13,000	13,000	.00	.00	.00	13,000.00	.0%
<u>150 5410 OFFICE & GENERAL SUPPLIE</u>	24,000	24,000	23,962.31	1,377.09	378.90	-341.21	101.4%*
<u>150 5411 PRINTING & FORMS</u>	500	500	535.31	.00	.00	-35.31	107.1%*



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150 5414 SAFETY SUPPLIES	2,800	2,800	1,682.78	25.49	188.25	928.97	66.8%
150 5510 GENERAL CONTRACTUAL	110,000	110,000	73,209.01	-1,294.23	5,909.63	30,881.36	71.9%
150 5520 STUDIES/SURVEYS	225,000	225,000	11,368.13	10,040.63	9,249.38	204,382.49	9.2%
150 5530 EQUIPMENT	10,000	10,000	7,898.78	186.98	.00	2,101.22	79.0%
150 5540 BUILDINGS & STRUCTURES	16,000	16,000	17,200.87	.00	42.30	-1,243.17	107.8%*
150 5550 INSURANCE	354,000	354,000	308,311.30	28,678.55	.00	45,688.70	87.1%
150 5551 LEGAL, CLAIMS, SETTLEMENT	30,000	30,000	23,268.56	2,655.00	.00	6,731.44	77.6%
TOTAL WATER ADMIN GENERAL	5,206,203	5,206,203	3,960,472.28	313,955.63	15,847.14	1,229,883.58	76.4%
160 WATER ADMIN SERVICES GENERAL							
160 5130 TEMPORARY WAGES	40,800	40,800	.00	.00	.00	40,800.00	.0%
160 5140 OVERTIME	500	500	115.44	.00	.00	384.56	23.1%
160 5330 NETWORK COMMUNICATION LIN	28,500	28,500	28,674.43	2,313.02	-8.29	-166.14	100.6%*
160 5340 REGISTRATION, FEES, DUES	9,800	9,800	8,780.38	.00	.00	1,019.62	89.6%
160 5341 TRAVEL, LODGING, MEALS	2,700	2,700	2,327.57	.00	.00	372.43	86.2%
160 5342 AUTO MILEAGE	4,700	4,700	2,886.27	249.38	.00	1,813.73	61.4%
160 5411 PRINTING & FORMS	7,500	7,500	277.67	277.67	5,266.00	1,956.33	73.9%
160 5413 CONSERVATION SUPPLIES	1,500	1,500	5.28	.00	.00	1,494.72	.4%
160 5416 CONSERVATION PROGRAMS	52,500	52,500	159.74	.00	.00	52,340.26	.3%
160 5420 INFORMATION TECH SOFTWARE	36,600	36,600	33,368.73	271.49	.00	3,231.27	91.2%
160 5421 INFORMATION TECH SUPPLIES	45,000	45,000	28,407.47	3,946.46	722.05	15,870.48	64.7%
160 5433 SMALL TOOLS	1,200	1,200	380.83	.00	.00	819.17	31.7%
160 5480 GIS CO-OP PROJECTS	11,300	11,300	.00	.00	3,569.09	7,730.91	31.6%
160 5510 GENERAL CONTRACTUAL	80,000	80,000	43,044.26	517.08	1,529.63	35,426.11	55.7%
160 5531 SYSTEM MAINTENANCE CONTRA	21,000	21,000	4,646.25	.00	1,194.89	15,158.86	27.8%
160 5532 SYSTEM MAINTENANCE REPAIR	4,500	4,500	3,742.22	185.84	.00	757.78	83.2%
160 5533 SOFTWARE MAINTENANCE	91,500	91,500	49,517.99	.00	3,540.75	38,441.26	58.0%
TOTAL WATER ADMIN SERVICES GENERA	439,600	439,600	206,334.53	7,760.94	15,814.12	217,451.35	50.5%
161 WATER ADMIN SERVICES IT							
161 5120 FULL TIME STAFF	252,000	252,000	223,785.23	21,069.95	.00	28,214.77	88.8%
TOTAL WATER ADMIN SERVICES IT	252,000	252,000	223,785.23	21,069.95	.00	28,214.77	88.8%
162 WATER ADMIN SERVICES CUSTOMER							
162 5120 FULL TIME STAFF	228,600	228,600	220,286.66	20,661.32	.00	8,313.34	96.4%



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TOTAL WATER ADMIN SERVICES CUSTOM	228,600	228,600	220,286.66	20,661.32	.00	8,313.34	96.4%
163 WATER ADMIN SERVICES METER IN							
163 5120 FULL TIME STAFF	176,600	176,600	150,079.25	13,296.57	.00	26,520.75	85.0%
TOTAL WATER ADMIN SERVICES METER	176,600	176,600	150,079.25	13,296.57	.00	26,520.75	85.0%
164 WATER ADMIN SERVICES WATER CON							
164 5120 FULL TIME STAFF	56,700	56,700	51,549.85	4,686.35	.00	5,150.15	90.9%
TOTAL WATER ADMIN SERVICES WATER	56,700	56,700	51,549.85	4,686.35	.00	5,150.15	90.9%
199 NONOPERATING REVENUES/EXPENSES							
199 5900 DEPRECIATION	0	0	8,371,992.57	764,941.49	.00	-8,371,992.57	100.0%*
199 8110 INTEREST- OPERATING	-250,000	-250,000	-213,053.95	-13,531.34	.00	-36,946.05	85.2%*
199 8130 INTEREST- DEBT SERVICE	-50,000	-50,000	-16,210.83	-1,152.47	.00	-33,789.17	32.4%*
199 8140 INTEREST- SYSTEM DEVELOPM	-60,000	-60,000	-80,023.40	-5,794.07	.00	20,023.40	133.4%
199 8150 INTEREST- CAPITAL	-11,000	-11,000	-6,797.73	-438.68	.00	-4,202.27	61.8%*
199 8170 INTEREST- PUMP STATION	-18,000	-18,000	-10,956.98	-725.64	.00	-7,043.02	60.9%*
199 8210 SYSTEM DEVELOPMENT FEES	-2,186,000	-2,186,000	-1,950,941.00	-95,370.00	.00	-235,059.00	89.2%*
199 8220 PUMP STATION FEES	-20,700	-20,700	-140,726.00	.00	.00	120,026.00	679.8%
199 8310 GAIN/LOSS ON SALE OF ASSE	0	0	.00	.00	.00	.00	.0%
199 8410 GRANT REVENUES	0	0	.00	.00	.00	.00	.0%
199 8510 DONATED UTILITIES	0	0	-1,476,012.20	.00	.00	1,476,012.20	100.0%
199 9110 101 INT EXP DW034 2004 WAT	6,000	6,000	5,510.25	-6,110.43	.00	489.75	91.8%
199 9110 102 INT EXP DW056 2005 WES	12,100	12,100	10,994.65	-11,407.59	.00	1,105.35	90.9%
199 9110 103 INT EXP WWDC 1993 STAG	36,300	36,300	.00	.00	.00	36,300.00	.0%
199 9110 104 INT EXP DW002 2000 RLS	21,000	21,000	.00	.00	.00	21,000.00	.0%
199 9110 105 INT EXP DW023 2002 RLS	52,000	52,000	.00	.00	.00	52,000.00	.0%
199 9110 106 INT EXP DW065 2007 S W	67,100	67,100	61,454.76	5,488.82	.00	5,645.24	91.6%
199 9110 107 INT EXP DW074 2007 ADM	0	0	.00	.00	.00	.00	.0%
199 9110 108 INT EXP CW084 2007 ADM	5,100	5,100	4,540.98	412.81	.00	559.02	89.0%
199 9110 109 INT EXP CW081 2007 REU	18,100	18,100	16,476.23	1,474.45	.00	1,623.77	91.0%
199 9110 110 INT EXP DW079 2009 WAF	85,500	85,500	78,359.28	7,033.14	.00	7,140.72	91.6%



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199 9110 111 INT EXP DW106 2009 ADM	32,700	32,700	30,026.73	2,729.71	.00	2,673.27	91.8%
199 9110 112 INT EXP CW115 2009 ADM	32,700	32,700	30,026.73	2,729.71	.00	2,673.27	91.8%
199 9110 113 INT EXP DW133 2013 HYD	0	0	.00	.00	.00	.00	.0%
199 9110 114 INT EXP DW120 2012 S W	148,300	148,300	136,414.12	12,401.29	.00	11,885.88	92.0%
199 9110 115 INT EXP CW143 2016 HOL	0	0	.00	.00	.00	.00	.0%
199 9110 116 INT EXP DW150 2015 WAT	0	0	.00	.00	.00	.00	.0%
199 9110 117 INT EXP DW151 2015 POW	0	0	.00	.00	.00	.00	.0%
199 9110 118 INT EXP DW169 2016 BUF	0	0	.00	.00	.00	.00	.0%
199 9110 119 INT EXP DW177 2016 S W	68,500	68,500	62,497.40	-63,465.88	.00	6,002.60	91.2%
199 9110 120 INT EXP DWXXX 2019 BUF	0	0	.00	.00	.00	.00	.0%
199 9110 150 INT EXP 2013 WATER REF	129,900	129,900	119,656.52	-60,752.08	.00	10,243.48	92.1%
199 9110 151 INT EXP 2007 WATER REF	0	0	.00	.00	.00	.00	.0%
199 9120 101 PRIN PAY DW034 2004 WA	41,300	41,300	41,156.28	.00	.00	143.72	99.7%
199 9120 102 PRIN PAY DW056 2005 WE	49,700	49,700	49,553.47	.00	.00	146.53	99.7%
199 9120 103 PRIN PAY WWDC 1993 STA	1,058,600	1,058,600	1,058,563.59	.00	.00	36.41	100.0%
199 9120 104 PRIN PAY DW002 2000 RL	971,000	971,000	971,276.16	.00	.00	-276.16	100.0%*
199 9120 105 PRIN PAY DW023 2002 RL	2,413,200	2,413,200	2,414,207.08	.00	.00	-1,007.08	100.0%*
199 9120 106 PRIN PAY DW065 2007 S	262,400	262,400	262,250.16	.00	.00	149.84	99.9%
199 9120 107 PRIN PAY DW074 2007 AD	0	0	.00	.00	.00	.00	.0%
199 9120 108 PRIN PAY CW084 2007 AD	13,200	13,200	13,087.58	13,087.58	.00	112.42	99.1%
199 9120 109 PRIN PAY CW081 2007 RE	62,800	62,800	62,605.88	.00	.00	194.12	99.7%
199 9120 110 PRIN PAY DW079 2009 WA	238,900	238,900	238,741.21	.00	.00	158.79	99.9%
199 9120 111 PRIN PAY DW106 2009 AD	86,700	86,700	86,540.21	86,540.21	.00	159.79	99.8%
199 9120 112 PRIN PAY CW115 2009 AD	86,700	86,700	86,540.22	86,540.22	.00	159.78	99.8%
199 9120 113 PRIN PAY DW133 2013 HY	0	0	.00	.00	.00	.00	.0%
199 9120 114 PRIN PAY DW120 2012 S	332,100	332,100	331,956.29	331,956.29	.00	143.71	100.0%
199 9120 115 PRIN PAY CW143 2016 HO	37,500	37,500	37,500.00	.00	.00	.00	100.0%
199 9120 116 PRIN PAY DW150 2015 WA	0	0	.00	.00	.00	.00	.0%
199 9120 117 PRIN PAY DW151 2015 PO	0	0	.00	.00	.00	.00	.0%
199 9120 118 PRIN PAY DW169 2016 BU	0	0	.00	.00	.00	.00	.0%
199 9120 119 PRINCIPAL DW177 2016 S	118,000	118,000	117,836.16	.00	.00	163.84	99.9%
199 9120 150 PRIN PAY 2013 WATER RE	850,000	850,000	850,000.00	.00	.00	.00	100.0%
199 9120 151 PRIN PAY 2007 WATER RE	0	0	.00	.00	.00	.00	.0%
199 9210 CAPITAL PURCHASES	0	0	.00	.00	.00	.00	.0%
199 9210 1811 CAP PURCH RESERVOIRS	100,000	100,000	.00	.00	.00	100,000.00	.0%
199 9210 1830 CAP PURCH PLANT EQUIP	39,000	39,000	.00	.00	22,664.94	16,335.06	58.1%
199 9210 1840 CAP PURCH BUILDINGS &	23,300	23,300	.00	.00	.00	23,300.00	.0%
199 9210 1841 CAP PURCH BUILDINGS &	0	0	.00	.00	.00	.00	.0%
199 9210 1856 CAP PURCH EQUIPMENT-	172,500	172,500	148,782.00	.00	.00	23,718.00	86.3%
199 9210 1857 CAP PURCH WATER METER	350,000	350,000	257,078.88	39,146.93	.00	92,921.12	73.5%
199 9210 1858 CAP PURCH FIRE HYDRAN	40,000	40,000	21,884.06	1,710.81	.00	18,115.94	54.7%
199 9210 1860 CAP PURCH TOOLS, SHOP	3,750	3,750	3,386.25	.00	.00	363.75	90.3%
199 9210 1870 CAP PURCH MOTORIZED E	67,500	67,500	58,190.25	.00	.00	9,309.75	86.2%
199 9210 1880 CAP PURCH BUILDINGS &	22,500	22,500	.00	.00	.00	22,500.00	.0%



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199 9210 1881 CAP PURCH BUILDINGS &	30,000	30,000	.00	.00	.00	30,000.00	.0%
199 9210 1882 CAP PURCH LAND & LAND	0	0	.00	.00	.00	.00	.0%
199 9210 1883 CAP PURCH OFFICE FURN	78,000	78,000	.00	.00	.00	78,000.00	.0%
199 9220 80010 CWIP SPECIAL WATER P	382,322	382,322	350,000.00	350,000.00	.00	32,322.00	91.5%
199 9220 80011 CWIP DIRECT POTABLE	0	0	.00	.00	.00	.00	.0%
199 9220 80012 CWIP GIS AERIAL SURV	0	0	.00	.00	.00	.00	.0%
199 9220 80015 CWIP VOL 10- I.T. PR	847,477	847,477	391,672.44	12,879.87	3,755.20	452,049.36	46.7%
199 9220 81029 CWIP LS ST II COL MA	0	0	.00	.00	.00	.00	.0%
199 9220 81030 CWIP STANDARD CR FLO	0	0	.00	.00	.00	.00	.0%
199 9220 81031 CWIP HOG PARK TELEMT	0	0	.00	.00	.00	.00	.0%
199 9220 81032 CWIP LARAMIE RIVER P	0	0	.00	.00	.00	.00	.0%
199 9220 81033 CWIP SCADA REHAB	0	0	-191,298.03	.00	.00	191,298.03	100.0%
199 9220 82010 CWIP WATER RECYCLE P	0	0	.00	.00	.00	.00	.0%
199 9220 82012 CWIP ROB ROY GATE RE	0	0	.00	.00	.00	.00	.0%
199 9220 82015 CWIP BOOSTER ST 12TH	0	0	.00	.00	.00	.00	.0%
199 9220 82016 CWIP SLOAN LAKE PIPE	0	0	.00	.00	.00	.00	.0%
199 9220 82017 CWIP HP/RR GATE REPL	380,000	380,000	258,260.66	.00	.00	121,739.34	68.0%
199 9220 82018 CWIP SOS REHAB FY21	0	0	.00	.00	.00	.00	.0%
199 9220 83044 CWIP FY13 WELLFIELD	0	0	.00	.00	.00	.00	.0%
199 9220 83045 CWIP N. FORK CC TO S	0	0	.00	.00	.00	.00	.0%
199 9220 83046 CWIP FY14 WELLFIELD	0	0	.00	.00	.00	.00	.0%
199 9220 83049 CWIP FY16 WELLFIELD	0	0	.00	.00	.00	.00	.0%
199 9220 83050 CWIP FY17 WELLFIELD	0	0	.00	.00	.00	.00	.0%
199 9220 83051 CWIP FY18 WELLFIELD	0	0	.00	.00	.00	.00	.0%
199 9220 83053 CWIP FY19 WELLFIELD	0	0	.00	.00	.00	.00	.0%
199 9220 83054 CWIP FY20 WELL REHAB	450,000	238,455	31,545.00	.00	.00	206,910.00	13.2%
199 9220 83060 CWIP AQUIFER STORAGE	0	0	.00	.00	.00	.00	.0%
199 9220 83061 CWIP AEM WELLFIELD S	0	211,545	39,000.00	.00	.00	172,545.00	18.4%
199 9220 84002 CWIP 26TH ST (BENT-C	294,042	294,042	.00	.00	.00	294,042.00	.0%
199 9220 84003 CWIP EVERS (BSHP-VND	664,265	664,265	222,961.54	-26,529.59	.00	441,303.46	33.6%
199 9220 84004 CWIP TERRA PKWY (BSH	0	0	.00	.00	.00	.00	.0%
199 9220 84005 CWIP WSTLND RD (WSTC	0	0	.00	.00	.00	.00	.0%
199 9220 84006 CWIP CMPSTL RD (FRON	0	0	.00	.00	.00	.00	.0%
199 9220 84007 CWIP RAWLINS (MNR-CL	0	0	.00	.00	.00	.00	.0%
199 9220 84008 CWIP WATER MAIN REHA	0	0	.00	.00	.00	.00	.0%
199 9220 84009 CWIP BUFFALO RDG BOQ	0	0	.00	.00	.00	.00	.0%
199 9220 84010 CWIP BUFFALO RDG TAN	0	0	.00	.00	.00	.00	.0%
199 9220 84011 CWIP BUFFALO RDG BOQ	330,000	330,000	101,050.00	99,800.00	.00	228,950.00	30.6%
199 9220 84012 CWIP SADDLE RIDGE PR	0	0	.00	.00	.00	.00	.0%
199 9220 84014 CWIP W 7TH ST (SNYDE	0	0	.00	.00	.00	.00	.0%
199 9220 84015 CWIP SNYDER AVE 9W5T	0	0	.00	.00	.00	.00	.0%
199 9220 84016 CWIP W 8TH ST (W9TH-	0	0	.00	.00	.00	.00	.0%
199 9220 84017 CWIP E 22ND ST (SYMR	0	0	.00	.00	.00	.00	.0%
199 9220 84018 CWIP HICKORY PL (SHR	0	0	.00	.00	.00	.00	.0%



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199 9220 84019 CWIP STILLWATER (DRN	0	0	.00	.00	.00	.00	.0%
199 9220 84020 CWIP 1400 DELL RANGE	0	0	.00	.00	.00	.00	.0%
199 9220 84021 CWIP 1650 DELL RANGE	0	0	.00	.00	.00	.00	.0%
199 9220 84022 CWIP STILLWATER (DET	0	0	.00	.00	.00	.00	.0%
199 9220 84023 CWIP W LINCOLNWAY (S	0	0	.00	.00	.00	.00	.0%
199 9220 84024 CWIP CHESTNUT (CON-C	0	0	.00	.00	.00	.00	.0%
199 9220 84025 CWIP W LEISHER (WJF-	0	0	.00	.00	.00	.00	.0%
199 9220 84026 CWIP PRVFLOW, PRSS M	0	0	.00	.00	.00	.00	.0%
199 9220 84027 CWIP PRAIRIE-FRONTIE	365,548	365,548	211.95	.00	.00	365,336.05	.1%
199 9220 84028 CWIP APACHE (WEAVER-	0	0	.00	.00	.00	.00	.0%
199 9220 84029 CWIP E 2ND (VAN LEN-	0	0	.00	.00	.00	.00	.0%
199 9220 84030 CWIP OXFORD (BSTN-DU	0	0	.00	.00	.00	.00	.0%
199 9220 84031 CWIP E 17TH ST (HUGR	0	0	.00	.00	.00	.00	.0%
199 9220 84032 CWIP W LINCOLNWAY (C	0	0	.00	.00	.00	.00	.0%
199 9220 84033 CWIP ONTARIO (RIO-DL	0	0	.00	.00	.00	.00	.0%
199 9220 84034 CWIP APACHE (OGDN-MN	0	0	.00	.00	.00	.00	.0%
199 9220 84035 CWIP FREDRICK (JLTN-	0	0	.00	.00	.00	.00	.0%
199 9220 84036 CWIP HYNDS LN CLEANI	0	0	.00	.00	.00	.00	.0%
199 9220 84037 CWIP FILL STN (WNDML	0	0	.00	.00	.00	.00	.0%
199 9220 84038 CONSTRUCTION WORK IN	0	0	1,121,639.62	.00	.00	-1,121,639.62	100.0%*
199 9220 84039 CWIP E PRSHNG (DUNN-	0	0	.00	.00	.00	.00	.0%
199 9220 84040 CWIP WATER MAIN REHA	0	0	.00	.00	.00	.00	.0%
199 9220 84041 CWIP PRAIRIE (PWDRHS	0	0	.00	.00	.00	.00	.0%
199 9220 84042 CWIP E 17TH ST (CNVR	0	0	.00	.00	.00	.00	.0%
199 9220 84046 CWIP WATER MAIN REHA	0	0	.00	.00	.00	.00	.0%
199 9220 84048 CWIP CHRISTENSEN RD	92,306	92,306	90,000.00	90,000.00	.00	2,306.00	97.5%
199 9220 84049 CWIP PUMP STATIONS P	0	0	.00	.00	.00	.00	.0%
199 9220 84050 CWIP PLAINVIEW ROAD-	0	0	.00	.00	.00	.00	.0%
199 9220 84051 CWIP NORTH AMERICAN	0	0	.00	.00	.00	.00	.0%
199 9220 84052 CWIP E 22ND (SYMOUR-	0	0	.00	.00	.00	.00	.0%
199 9220 84053 CWIP MOUNTAIN ROAD-	0	0	.00	.00	.00	.00	.0%
199 9220 84054 CWIP REIMBURSE OVERS	400,000	400,000	.00	.00	.00	400,000.00	.0%
199 9220 84055 CWIP HOMESTEAD AVE-	0	0	.00	.00	.00	.00	.0%
199 9220 84056 CWIP PIERCE AVENUE-	0	0	.00	.00	.00	.00	.0%
199 9220 84057 CWIP HANSON STREET-	0	0	.00	.00	.00	.00	.0%
199 9220 84058 CWIP GRIER BOULEVARD	0	0	.00	.00	.00	.00	.0%
199 9220 84059 CWIP KING ARTHUR ROA	0	0	.00	.00	.00	.00	.0%
199 9220 84060 CWIP FY20 WATER REHA	4,120,000	4,120,000	-381,248.24	-598,278.75	1,500.00	4,499,748.24	-9.2%
199 9220 84061 CWIP PRESSURE MNGMNT	540,000	540,000	.00	.00	.00	540,000.00	.0%
199 9220 84062 CWIP 26TH STREET PHI	0	0	.00	.00	.00	.00	.0%
199 9220 84063 CWIP FY20 RTU REHABS	0	0	.00	.00	.00	.00	.0%
199 9220 84064 CWIP 19TH ST (SNYDER	0	0	.00	.00	.00	.00	.0%
199 9220 84065 CWIP LOGAN (NATNWY-W	0	0	.00	.00	.00	.00	.0%
199 9220 84066 CWIP WATER MAIN REHA	0	0	.00	.00	.00	.00	.0%



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199 9220 84067 CWIP WATER MAIN REHA	0	0	.00	.00	.00	.00	.0%
199 9220 84072 CWIP WATER MAIN REHA	2,875,410	2,875,410	1,376,132.60	244,825.26	2,363.50	1,496,913.90	47.9%
199 9220 84073 CWIP SNYDER AVE RECO	0	0	.00	.00	.00	.00	.0%
199 9220 84074 CWIP WINDMILL (MLTN-	0	0	.00	.00	.00	.00	.0%
199 9220 84075 CWIP CIVIC CENTER CO	29,923	29,923	.00	.00	.00	29,923.00	.0%
199 9220 84076 CWIP E 7TH (MXWLL-AL	0	0	.00	.00	.00	.00	.0%
199 9220 84077 CWIP SYRACUSE (ARPH-	0	0	.00	.00	.00	.00	.0%
199 9220 84078 CWIP WEAVER RD (MNTC	0	0	.00	.00	.00	.00	.0%
199 9220 84079 CWIP N. CITY ZONE IM	0	0	.00	.00	.00	.00	.0%
199 9220 84080 CWIP N. PUMP INT & E	0	0	.00	.00	.00	.00	.0%
199 9220 84081 CWIP WATER REHAB FY2	0	0	.00	.00	.00	.00	.0%
199 9220 84082 CWIP WATER REHABS FY	0	0	.00	.00	.00	.00	.0%
199 9220 85011 CWIP S WTR TRN MAIN	0	0	.00	.00	.00	.00	.0%
199 9220 85021 CWIP S WTR TRN MAIN	0	0	.00	.00	.00	.00	.0%
199 9220 86051 CWIP WILFIRE RSP PLA	0	0	.00	.00	.00	.00	.0%
199 9220 86056 CWIP HYPOCHLORITE GE	0	0	.00	.00	.00	.00	.0%
199 9220 86057 CWIP RLS POWDER ACTI	0	0	.00	.00	.00	.00	.0%
199 9220 86059 CWIP ROUNDTOP VALVE	0	0	.00	.00	.00	.00	.0%
199 9220 86061 CWIP HYDROELECTRIC G	3,938,601	3,938,601	-160,058.06	8,677.62	8,223.29	4,090,435.77	-3.9%
199 9220 86062 CWIP RLS EO & CHEM S	0	0	.00	.00	.00	.00	.0%
199 9220 86063 CWIP FILTER MEDIA &	271,000	271,000	173,809.88	.00	.00	97,190.12	64.1%
199 9220 86064 CWIP FLOC BASIN REHA	618,000	618,000	489,030.73	.00	.00	128,969.27	79.1%
199 9220 87002 CWIP ADMIN BLDG CONS	0	0	.00	.00	.00	.00	.0%
199 9220 87004 CWIP O&M BLDG REMODE	0	0	.00	.00	.00	.00	.0%
199 9220 87005 CWIP SAFETY POLE BAR	0	0	.00	.00	.00	.00	.0%
199 9220 87006 CWIP CONCRETE STORAG	0	0	.00	.00	.00	.00	.0%
199 9510 AMORTIZATION	0	0	39,948.96	3,668.27	.00	-39,948.96	100.0%*
199 9610 PENSION- GASB 68	0	0	1,083,470.00	.00	.00	-1,083,470.00	100.0%*
199 9900 CONTRA ACCOUNT	0	0	-11,362,439.70	-729,039.97	.00	11,362,439.70	100.0%
TOTAL NONOPERATING REVENUES/EXPEN	22,267,144	22,267,144	5,818,053.21	553,447.99	38,506.93	16,410,583.86	26.3%
TOTAL WATER	15,737,104	15,737,104	-1,771,361.68	9,311.52	173,418.49	17,335,047.19	-10.2%
TOTAL REVENUES	-24,070,200	-24,070,200	-22,609,969.18	-1,478,342.38	.00	-1,460,230.82	
TOTAL EXPENSES	39,807,304	39,807,304	20,838,607.50	1,487,653.90	173,418.49	18,795,278.01	



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ACCOUNTS FOR: 2 SEWER	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
200 SEWER FUND							
200 4110 RESIDENTIAL	-7,231,000	-7,231,000	-6,546,461.99	-615,932.77	.00	-684,538.01	90.5%*
200 4120 COMMERCIAL	-2,281,000	-2,281,000	-2,048,643.97	-165,747.45	.00	-232,356.03	89.8%*
200 4130 INDUSTRIAL	-1,454,000	-1,454,000	-1,400,312.70	-134,481.38	.00	-53,687.30	96.3%*
200 4150 WARREN AIR FORCE BASE	-499,000	-499,000	-448,269.40	-36,201.63	.00	-50,730.60	89.8%*
200 4160 SOUTH CHEYENNE WATER & SE	-1,454,000	-1,454,000	-1,646,530.55	-140,837.05	.00	192,530.55	113.2%*
200 4170 OUTSIDE CITY SERVICES	-326,500	-326,500	-207,229.97	-17,287.08	.00	-119,270.03	63.5%*
200 4191 RECLAMATION EFFLUENT	-1,200	-1,200	.00	.00	.00	-1,200.00	.0%*
200 4210 PENALTIES	-135,000	-135,000	-79,315.51	-194.25	.00	-55,684.49	58.8%*
200 4220 TAP FEES	-23,000	-23,000	-14,286.00	.00	.00	-8,714.00	62.1%*
200 4230 MISCELLANEOUS	-14,600	-14,600	-17,346.10	-2,504.40	.00	2,746.10	118.8%*
200 4231 MATERIAL & LABOR	-5,200	-5,200	-8,983.85	.00	.00	3,783.85	172.8%*
200 4233 EQUIPMENT & LAND RENTAL	-14,000	-14,000	-530.00	.00	.00	-13,470.00	3.8%*
200 4234 ENGINEERING/INSPECTION	-24,700	-24,700	-25,593.87	-931.50	.00	893.87	103.6%*
200 4235 SEPTIC WASTE	-270,000	-270,000	-212,750.00	-16,056.00	.00	-57,250.00	78.8%*
200 4236 LIQUID INDUSTRIAL WASTE	-65,000	-65,000	-14,146.00	.00	.00	-50,854.00	21.8%*
TOTAL SEWER FUND	-13,798,200	-13,798,200	-12,670,399.91	-1,130,173.51	.00	-1,127,800.09	91.8%
230 SEWER COLLECTIONS O&M GENERAL							
230 5120 FULL TIME STAFF	82,800	82,800	73,101.89	6,757.28	.00	9,698.11	88.3%
230 5130 TEMPORARY WAGES	2,000	2,000	1,228.50	.00	.00	771.50	61.4%
230 5140 OVERTIME	15,000	15,000	8,797.96	427.04	.00	6,202.04	58.7%
230 5190 DUTY TRUCK	20,000	20,000	17,475.00	1,946.00	.00	2,525.00	87.4%
230 5310 ELECTRIC & GAS	14,000	14,000	6,973.23	.01	.00	7,026.77	49.8%
230 5311 ELECTRIC- PUMPING	30,000	30,000	12,967.94	951.52	-19.60	17,051.66	43.2%
230 5320 TELEPHONE SERVICE	5,000	5,000	3,880.57	164.85	.00	1,119.43	77.6%
230 5340 REGISTRATION, FEES, DUES	8,000	8,000	4,733.19	.00	.00	3,266.81	59.2%
230 5341 TRAVEL, LODGING, MEALS	6,000	6,000	621.57	2.32	.00	5,378.43	10.4%
230 5410 OFFICE & GENERAL SUPPLIE	5,000	5,000	2,661.17	38.43	2,707.22	-368.39	107.4%*
230 5414 SAFETY SUPPLIES	6,100	6,100	3,505.17	507.45	.00	2,594.83	57.5%
230 5415 EMPLOYEE SAFETY CLOTHING	5,350	5,350	4,863.54	.00	.00	486.46	90.9%
230 5432 BUILDINGS & STRUCTURES	3,250	3,250	2,284.70	45.43	100.57	864.73	73.4%
230 5433 SMALL TOOLS	32,000	32,000	25,366.74	612.18	310.56	6,322.70	80.2%
230 5435 RECLAMATION	35,000	35,000	18,454.06	2,839.76	1,478.79	15,067.15	57.0%
230 5443 COLLECTION MAINS	55,000	55,000	43,013.58	22,871.76	.00	11,986.42	78.2%
230 5450 SCADA & INSTRUMENTATION	3,000	3,000	3,143.70	117.38	.00	-143.70	104.8%*
230 5460 CHEMICALS	7,000	7,000	3,530.37	51.49	.00	3,469.63	50.4%



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230 5470 VEHICLES GAS & OIL	40,000	40,000	21,482.37	76.20	58.70	18,458.93	53.9%
230 5471 VEHICLES REPAIRS & MAINT	45,000	45,000	33,790.06	1,400.90	1,637.54	9,572.40	78.7%
230 5510 GENERAL CONTRACTUAL	194,777	194,777	21,760.68	243.82	2,458.57	170,557.75	12.4%
230 5520 STUDIES/SURVEYS	100,000	100,000	.00	.00	.00	100,000.00	.0%
230 5530 EQUIPMENT	4,900	4,900	997.22	117.19	.00	3,902.78	20.4%
230 5540 BUILDINGS & STRUCTURES	7,000	7,000	4,244.66	571.74	.00	2,755.34	60.6%
230 5541 LAND LEASES	9,500	9,500	9,674.78	.00	.00	-174.78	101.8%*
TOTAL SEWER COLLECTIONS O&M GENER	735,677	735,677	328,552.65	39,742.75	8,732.35	398,392.00	45.8%
231 SEWER COLLECTIONS O&M SUPPORT							
231 5120 FULL TIME STAFF	88,500	88,500	74,796.12	6,176.48	.00	13,703.88	84.5%
TOTAL SEWER COLLECTIONS O&M SUPPO	88,500	88,500	74,796.12	6,176.48	.00	13,703.88	84.5%
232 SEWER COLLECTIONS O&M UTILITY							
232 5120 FULL TIME STAFF	759,300	759,300	593,138.95	55,555.28	.00	166,161.05	78.1%
TOTAL SEWER COLLECTIONS O&M UTILI	759,300	759,300	593,138.95	55,555.28	.00	166,161.05	78.1%
240 SEWER ENGINEERING GENERAL							
240 5120 FULL TIME STAFF	194,300	194,300	175,585.80	16,692.80	.00	18,714.20	90.4%
240 5130 TEMPORARY WAGES	0	0	.00	.00	.00	.00	.0%
240 5140 OVERTIME	3,750	3,750	2,542.97	118.22	.00	1,207.03	67.8%
240 5320 TELEPHONE SERVICE	4,000	4,000	5,183.93	.00	.00	-1,183.93	129.6%*
240 5340 REGISTRATION, FEES, DUES	7,950	7,950	2,194.28	38.50	.00	5,755.72	27.6%
240 5341 TRAVEL, LODGING, MEALS	6,700	6,700	1,136.43	.00	.00	5,563.57	17.0%
240 5410 OFFICE & GENERAL SUPPLIE	5,000	5,000	2,038.33	134.39	183.55	2,778.12	44.4%
240 5433 SMALL TOOLS	5,375	5,375	3,808.32	.00	245.14	1,321.54	75.4%
240 5480 GIS CO-OP CONTRIBUTION	0	0	.00	.00	.00	.00	.0%
240 5510 GENERAL CONTRACTUAL	46,750	46,750	51,461.10	7,212.24	4,410.00	-9,121.10	119.5%*
240 5520 STUDIES/SURVEYS	0	0	.00	.00	.00	.00	.0%
240 5531 SYSTEM MAINTENANCE CONTRA	21,223	21,223	9,611.00	.00	.00	11,612.00	45.3%
TOTAL SEWER ENGINEERING GENERAL	295,048	295,048	253,562.16	24,196.15	4,838.69	36,647.15	87.6%
241 SEWER ENGINEERING GIS							



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241 5120 FULL TIME STAFF	45,700	45,700	29,331.24	1,566.41	.00	16,368.76	64.2%
241 5480 GIS CO-OP PROJECTS	0	0	.00	.00	.00	.00	.0%
TOTAL SEWER ENGINEERING GIS	45,700	45,700	29,331.24	1,566.41	.00	16,368.76	64.2%
242 SEWER ENGINEERING UTILITY INSP							
242 5120 FULL TIME STAFF	60,800	60,800	56,086.95	5,122.83	.00	4,713.05	92.2%
TOTAL SEWER ENGINEERING UTILITY I	60,800	60,800	56,086.95	5,122.83	.00	4,713.05	92.2%
250 SEWER ADMIN GENERAL							
250 5110 BOARD MEMBERS	1,500	1,500	1,399.30	100.00	7.48	93.22	93.8%
250 5120 FULL TIME STAFF	156,300	156,300	157,380.07	13,731.80	.00	-1,080.07	100.7%*
250 5140 OVERTIME	800	800	1,948.73	400.54	.00	-1,148.73	243.6%*
250 5210 COMP TIME ACCRUED	6,000	6,000	-650.66	-2,202.80	.00	6,650.66	-10.8%
250 5211 SICK TIME ACCRUED	45,000	45,000	47,448.98	2,101.44	.00	-2,448.98	105.4%*
250 5212 VACATION ACCRUED	45,000	45,000	7,862.57	-3,996.02	.00	37,137.43	17.5%
250 5220 FICA/MEDICARE TAXES	217,000	217,000	193,140.88	16,292.50	.00	23,859.12	89.0%
250 5221 WORKERS COMPENSATION	70,000	70,000	61,462.99	5,263.03	.00	8,537.01	87.8%
250 5222 UNEMPLOYMENT COMPENSATION	1,200	1,200	1,397.94	481.25	.00	-197.94	116.5%*
250 5230 EMPLOYEE INSURANCE	1,222,913	1,222,913	954,657.01	75,376.82	.00	268,255.99	78.1%
250 5231 WYOMING RETIREMENT	419,000	419,000	361,875.83	33,637.60	.00	57,124.17	86.4%
250 5232 DEFERRED COMPENSATION	10,500	10,500	10,362.48	975.48	.00	137.52	98.7%
250 5233 EMPLOYEE SELF-INSURANCE	0	0	-123,913.00	.00	.00	123,913.00	100.0%
250 5239 OTHER EMPLOYEE BENEFITS	2,000	2,000	769.50	.00	.00	1,230.50	38.5%
250 5240 EMPLOYEE RECOGNITION	2,800	2,800	1,219.87	.00	.00	1,580.13	43.6%
250 5241 EMPLOYEE SAFETY PROGRAM	300	300	.00	.00	.00	300.00	.0%
250 5242 EMPLOYEE WELLNESS PROGRAM	2,500	2,500	1,093.40	.00	.00	1,406.60	43.7%
250 5250 EARLY RETIREMENT	60,000	60,000	79,763.00	.00	.00	-19,763.00	132.9%*
250 5310 ELECTRIC & GAS	15,500	15,500	10,431.49	.00	.00	5,068.51	67.3%
250 5320 TELEPHONE SERVICE	1,500	1,500	1,787.34	20.39	.00	-287.34	119.2%*
250 5340 REGISTRATION, FEES, DUES	5,400	5,400	5,065.22	.00	18.75	316.03	94.1%
250 5341 TRAVEL, LODGING, MEALS	1,400	1,400	542.48	.00	.00	857.52	38.7%
250 5350 POSTAGE	37,000	37,000	31,961.41	2,216.41	.00	5,038.59	86.4%
250 5360 ADVERTISING/PUBLIC RELATI	10,500	10,500	5,950.21	1,599.77	.00	4,549.79	56.7%
250 5390 CASH OVER/SHORT	0	0	.55	.00	.00	-.55	100.0%*
250 5391 BAD DEBT EXPENSE	13,000	13,000	.00	.00	.00	13,000.00	.0%



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250 5410 OFFICE & GENERAL SUPPLIE	8,000	8,000	7,999.72	459.03	126.29	-126.01	101.6%*
250 5411 PRINTING & FORMS	200	200	178.43	.00	.00	21.57	89.2%
250 5414 SAFETY SUPPLIES	900	900	560.92	8.50	62.75	276.33	69.3%
250 5510 GENERAL CONTRACTUAL	37,000	37,000	24,003.48	2,143.58	1,969.87	11,026.65	70.2%
250 5520 STUDIES/SURVEYS	75,000	75,000	3,789.37	3,346.87	3,083.12	68,127.51	9.2%
250 5530 EQUIPMENT	2,500	2,500	2,632.86	62.33	.00	-132.86	105.3%*
250 5540 BUILDINGS & STRUCTURES	5,400	5,400	5,733.63	.00	14.10	-347.73	106.4%*
250 5550 INSURANCE	118,000	118,000	102,770.46	9,559.52	.00	15,229.54	87.1%
250 5551 LEGAL, CLAIMS, SETTLEMENT	10,000	10,000	7,756.19	885.00	.00	2,243.81	77.6%
TOTAL SEWER ADMIN GENERAL	2,604,113	2,604,113	1,968,382.65	162,463.04	5,282.36	630,447.99	75.8%
260 SEWER ADMIN SERVICES GENERAL							
260 5130 TEMPORARY WAGES	13,600	13,600	.00	.00	.00	13,600.00	.0%
260 5140 OVERTIME	200	200	38.49	.00	.00	161.51	19.2%
260 5330 NETWORK COMMUNICATION LIN	9,500	9,500	9,649.29	771.02	-2.76	-146.53	101.5%*
260 5340 REGISTRATION, FEES, DUES	3,300	3,300	2,857.86	.00	.00	442.14	86.6%
260 5341 TRAVEL, LODGING, MEALS	900	900	738.75	.00	.00	161.25	82.1%
260 5342 AUTO MILEAGE	1,600	1,600	961.23	83.12	.00	638.77	60.1%
260 5411 PRINTING & FORMS	2,500	2,500	827.67	92.55	1,755.33	-83.00	103.3%*
260 5413 CONSERVATION SUPPLIES	500	500	1.83	.00	.00	498.17	.4%
260 5416 CONSERVATION PROGRAMS	17,500	17,500	53.24	.00	.00	17,446.76	.3%
260 5420 INFORMATION TECH SOFTWARE	12,200	12,200	11,122.89	90.49	.00	1,077.11	91.2%
260 5421 INFORMATION TECH SUPPLIES	15,000	15,000	9,455.93	1,315.48	240.68	5,303.39	64.6%
260 5433 SMALL TOOLS	400	400	126.96	.00	.00	273.04	31.7%
260 5480 GIS CO-OP PROJECTS	3,800	3,800	.00	.00	1,189.70	2,610.30	31.3%
260 5510 GENERAL CONTRACTUAL	26,700	26,700	13,612.93	172.36	509.88	12,577.19	52.9%
260 5531 SYSTEM MAINTENANCE CONTRA	7,000	7,000	1,548.75	.00	398.30	5,052.95	27.8%
260 5532 SYSTEM MAINTENANCE REPAIR	1,500	1,500	1,247.38	61.94	.00	252.62	83.2%
260 5533 SOFTWARE MAINTENANCE	30,500	30,500	16,505.98	.00	1,180.25	12,813.77	58.0%
TOTAL SEWER ADMIN SERVICES GENERA	146,700	146,700	68,749.18	2,586.96	5,271.38	72,679.44	50.5%
261 SEWER ADMIN SERVICES IT							
261 5120 FULL TIME STAFF	84,000	84,000	74,591.62	7,022.96	.00	9,408.38	88.8%
TOTAL SEWER ADMIN SERVICES IT	84,000	84,000	74,591.62	7,022.96	.00	9,408.38	88.8%
262 SEWER ADMIN SERVICES CUSTOMER							
262 5120 FULL TIME STAFF	76,200	76,200	73,422.77	6,886.56	.00	2,777.23	96.4%



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TOTAL SEWER ADMIN SERVICES CUSTOM	76,200	76,200	73,422.77	6,886.56	.00	2,777.23	96.4%
263 SEWER ADMIN SERVICES METER IN							
<u>263 5120 FULL TIME STAFF</u>	58,900	58,900	50,661.81	4,432.18	.00	8,238.19	86.0%
TOTAL SEWER ADMIN SERVICES METER	58,900	58,900	50,661.81	4,432.18	.00	8,238.19	86.0%
264 SEWER ADMIN SERVICES SEWER CON							
<u>264 5120 FULL TIME STAFF</u>	18,900	18,900	17,181.78	1,561.98	.00	1,718.22	90.9%
TOTAL SEWER ADMIN SERVICES SEWER	18,900	18,900	17,181.78	1,561.98	.00	1,718.22	90.9%
280 WATER RECLAMATION GENERAL							
<u>280 5120 FULL TIME STAFF</u>	427,300	427,300	328,094.36	33,025.00	.00	99,205.64	76.8%
<u>280 5130 TEMPORARY WAGES</u>	7,500	7,500	.00	.00	.00	7,500.00	.0%
<u>280 5140 OVERTIME</u>	1,000	1,000	.00	.00	.00	1,000.00	.0%
<u>280 5340 REGISTRATION, FEES, DUES</u>	7,000	7,000	13,235.67	-790.00	114.00	-6,349.67	190.7%*
<u>280 5341 TRAVEL, LODGING, MEALS</u>	9,000	9,000	3,710.80	.00	2.00	5,287.20	41.3%
<u>280 5410 OFFICE & GENERAL SUPPLIE</u>	11,500	11,500	11,452.75	4,383.53	.00	47.25	99.6%
<u>280 5417 IPP SUPPLIES</u>	0	0	.00	.00	.00	.00	.0%
<u>280 5471 VEHICLES REPAIRS & MAINT</u>	12,000	12,000	4,904.10	1,622.34	39.96	7,055.94	41.2%
<u>280 5510 GENERAL CONTRACTUAL</u>	4,000	4,000	1,166.43	.00	255.60	2,577.97	35.6%
TOTAL WATER RECLAMATION GENERAL	479,300	479,300	362,564.11	38,240.87	411.56	116,324.33	75.7%
281 WATER RECLAMATION CROW CREEK							
<u>281 5120 FULL TIME STAFF</u>	79,100	79,100	79,111.95	7,530.00	.00	-11.95	100.0%*
<u>281 5140 OVERTIME</u>	1,000	1,000	.00	.00	.00	1,000.00	.0%
<u>281 5310 ELECTRIC & GAS</u>	380,000	380,000	286,011.48	679.86	-679.86	94,668.38	75.1%
<u>281 5320 TELEPHONE SERVICE</u>	2,000	2,000	1,487.39	139.15	.00	512.61	74.4%
<u>281 5410 OFFICE & GENERAL SUPPLIE</u>	1,400	1,400	710.11	10.18	.00	689.89	50.7%



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<u>281 5430 EQUIPMENT</u>	71,480	71,480	20,283.62	265.21	6,824.50	44,371.88	37.9%
<u>281 5432 BUILDINGS & STRUCTURES</u>	11,000	11,000	955.12	.00	.00	10,044.88	8.7%
<u>281 5433 SMALL TOOLS</u>	1,500	1,500	531.29	.00	.00	968.71	35.4%
<u>281 5450 SCADA & INSTRUMENTATION</u>	5,000	5,000	.00	.00	.00	5,000.00	.0%
<u>281 5460 CHEMICALS</u>	1,200	1,200	103.86	.00	.00	1,096.14	8.7%
<u>281 5462 UV EQUIPMENT</u>	55,000	55,000	54,620.63	.00	.00	379.37	99.3%
<u>281 5510 GENERAL CONTRACTUAL</u>	18,700	18,700	2,874.64	.00	.00	15,825.36	15.4%
<u>281 5520 STUDIES/SURVEYS</u>	0	0	.00	.00	.00	.00	.0%
TOTAL WATER RECLAMATION CROW CREE	627,380	627,380	446,690.09	8,624.40	6,144.64	174,545.27	72.2%
282 WATER RECLAMATION DRY CREEK							
<u>282 5120 FULL TIME STAFF</u>	640,900	640,900	488,880.94	42,770.56	.00	152,019.06	76.3%
<u>282 5140 OVERTIME</u>	1,500	1,500	2,608.33	1,204.55	.00	-1,108.33	173.9%*
<u>282 5310 ELECTRIC & GAS</u>	504,000	504,000	315,253.24	3,206.42	-3,206.42	191,953.18	61.9%
<u>282 5320 TELEPHONE SERVICE</u>	8,300	8,300	6,578.40	323.36	.00	1,721.60	79.3%
<u>282 5410 OFFICE & GENERAL SUPPLIE</u>	12,000	12,000	7,155.94	659.74	226.89	4,617.17	61.5%
<u>282 5414 SAFETY SUPPLIES</u>	10,750	10,750	10,010.39	745.96	150.00	589.61	94.5%
<u>282 5430 EQUIPMENT</u>	494,206	494,206	123,964.02	25,952.58	1,350.90	368,891.08	25.4%
<u>282 5432 BUILDINGS & STRUCTURES</u>	22,000	22,000	8,441.38	.00	.00	13,558.62	38.4%
<u>282 5433 SMALL TOOLS</u>	2,000	2,000	1,463.36	.00	.00	536.64	73.2%
<u>282 5436 EVAPORATION PONDS</u>	12,000	12,000	.00	.00	.00	12,000.00	.0%
<u>282 5450 SCADA & INSTRUMENTATION</u>	8,000	8,000	1,560.35	.00	.00	6,439.65	19.5%
<u>282 5460 CHEMICALS</u>	115,000	115,000	97,029.18	10,799.09	18,282.24	-311.42	100.3%*
<u>282 5462 UV EQUIPMENT</u>	75,000	75,000	46,410.65	.00	.00	28,589.35	61.9%
<u>282 5470 VEHICLES GAS & OIL</u>	10,000	10,000	5,246.03	.00	.00	4,753.97	52.5%
<u>282 5510 GENERAL CONTRACTUAL</u>	4,200	4,200	3,378.02	224.63	.00	821.98	80.4%
<u>282 5520 STUDIES/SURVEYS</u>	67,739	67,739	30,770.00	.00	.00	36,969.00	45.4%
TOTAL WATER RECLAMATION DRY CREEK	1,987,595	1,987,595	1,148,750.23	85,886.89	16,803.61	822,041.16	58.6%
283 WATER RECLAMATION LABORATORY							
<u>283 5120 FULL TIME STAFF</u>	137,000	137,000	95,429.51	9,577.70	.00	41,570.49	69.7%
<u>283 5140 OVERTIME</u>	100	100	.00	.00	.00	100.00	.0%
<u>283 5412 LABORATORY SUPPLIES</u>	41,000	41,000	24,658.17	1,762.34	781.34	15,560.49	62.0%
<u>283 5430 EQUIPMENT</u>	8,500	8,500	3,636.02	.00	.00	4,863.98	42.8%
<u>283 5543 LABORATORY CONTRACTUAL</u>	36,500	36,500	18,504.72	4,804.03	4,719.50	13,275.78	63.6%
TOTAL WATER RECLAMATION LABORATOR	223,100	223,100	142,228.42	16,144.07	5,500.84	75,370.74	66.2%



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299 NONOPERATING REVENUES/EXPENSES							
299 5900 DEPRECIATION	0	0	3,602,277.13	327,392.66	.00	-3,602,277.13	100.0%*
299 8110 INTEREST- OPERATING	-40,000	-40,000	-114,933.87	-7,749.90	.00	74,933.87	287.3%
299 8130 INTEREST- DEBT SERVICE	-25,000	-25,000	-18,347.05	-1,337.36	.00	-6,652.95	73.4%*
299 8140 INTEREST- SYSTEM DEVELOPM	-23,000	-23,000	-42,912.35	-4,256.93	.00	19,912.35	186.6%
299 8150 INTEREST- CAPITAL	-2,100	-2,100	-5,541.20	-436.04	.00	3,441.20	263.9%
299 8210 SYSTEM DEVELOPMENT FEES	-649,000	-649,000	-447,992.00	-21,700.00	.00	-201,008.00	69.0%*
299 8310 GAIN/LOSS ON SALE OF ASSE	0	0	.00	.00	.00	.00	.0%
299 8410 GRANT REVENUES	0	0	.00	.00	.00	.00	.0%
299 8510 DONATED UTILITIES	0	0	-71,745.52	.00	.00	71,745.52	100.0%
299 9110 201 INT EXP CW007 1996 CRO	0	0	.00	.00	.00	.00	.0%
299 9110 202 INT EXP CW032 2002 CC/	0	0	.00	.00	.00	.00	.0%
299 9110 203 INT EXP CW046 2003 CC/	367,200	367,200	340,218.75	30,928.97	.00	26,981.25	92.7%
299 9110 204 INT EXP CW060 2006 WAF	35,100	35,100	32,124.45	2,869.19	.00	2,975.55	91.5%
299 9110 205 INT EXP DW074 2007 ADM	0	0	.00	.00	.00	.00	.0%
299 9110 206 INT EXP CW084 2007 ADM	1,800	1,800	1,513.65	137.60	.00	286.35	84.1%
299 9110 207 INT EXP DW106 2009 ADM	11,000	11,000	10,008.91	909.91	.00	991.09	91.0%
299 9110 208 INT EXP CW115 2009 ADM	11,000	11,000	10,008.91	909.91	.00	991.09	91.0%
299 9110 209 INT EXP CW133 2013 CC	101,700	101,700	93,256.09	-96,406.89	.00	8,443.91	91.7%
299 9110 210 INT EXP CW144 2015 S I	33,000	33,000	28,598.91	-83,091.61	.00	4,401.09	86.7%
299 9110 211 INT EXP CW159 2018 S I	247,500	247,500	198,729.99	-742,143.61	.00	48,770.01	80.3%
299 9120 201 PRIN PAY CW007 1996 CR	0	0	.00	.00	.00	.00	.0%
299 9120 202 PRIN PAY CW032 2002 CC	0	0	.00	.00	.00	.00	.0%
299 9120 203 PRIN PAY CW046 2003 CC	1,967,200	1,967,200	1,967,015.11	1,967,015.11	.00	184.89	100.0%
299 9120 204 PRIN PAY CW060 2006 WA	137,300	137,300	137,087.04	.00	.00	212.96	99.8%
299 9120 205 PRIN PAY DW074 2007 AD	0	0	.00	.00	.00	.00	.0%
299 9120 206 PRIN PAY CW084 2007 AD	4,500	4,500	4,362.53	4,362.53	.00	137.47	96.9%
299 9120 207 PRIN PAY DW106 2009 AD	29,000	29,000	28,846.74	28,846.74	.00	153.26	99.5%
299 9120 208 PRIN PAY CW115 2009 AD	29,000	29,000	28,846.73	28,846.73	.00	153.27	99.5%
299 9120 209 PRIN PAY CW133 2013 CC	216,200	216,200	216,055.53	.00	.00	144.47	99.9%
299 9120 210 PRIN PAY CW144 2015 S	53,000	53,000	51,336.48	.00	.00	1,663.52	96.9%
299 9120 211 PRIN PAY CW159 2018 S	475,000	475,000	390,946.98	390,946.98	.00	84,053.02	82.3%
299 9210 1831 CAP PURCH EQUIPMENT-	30,000	30,000	.00	.00	.00	30,000.00	.0%
299 9210 1832 CAP PURCH EQUIPMENT-	330,120	330,120	55,378.06	.00	13,391.12	261,350.82	20.8%
299 9210 1842 CAP PURCH BUILDINGS &	80,000	80,000	.00	.00	.00	80,000.00	.0%
299 9210 1843 CAP PURCH BUILDINGS &	367,000	367,000	-5,500.00	.00	.00	372,500.00	-1.5%
299 9210 1856 CAP PURCH EQUIPMENT-	57,500	57,500	49,594.00	.00	.00	7,906.00	86.3%
299 9210 1860 CAP PURCH TOOLS, SHOP	1,250	1,250	1,128.75	.00	.00	121.25	90.3%
299 9210 1870 CAP PURCH MOTORIZED E	22,500	22,500	19,396.75	.00	.00	3,103.25	86.2%
299 9210 1880 CAP PURCH BUILDINGS &	7,500	7,500	.00	.00	.00	7,500.00	.0%
299 9210 1881 CAP PURCH BUILDINGS &	10,000	10,000	.00	.00	.00	10,000.00	.0%



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ACCOUNTS FOR: 2 SEWER	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
299 9210 1883 CAP PURCH OFFICE FURN	21,000	21,000	.00	.00	.00	21,000.00	.0%
299 9220 90001 CWIP FY19 SEWER REHA	2,962,817	2,962,817	1,703,029.51	242,503.58	2,043.99	1,257,743.50	57.5%
299 9220 90002 CWIP 19TH ST (MORRIE	0	0	.00	.00	.00	.00	.0%
299 9220 90003 CWIP DRY CRK INTERCE	0	0	.00	.00	.00	.00	.0%
299 9220 90004 CWIP DRY CRK NORTH #	0	0	.00	.00	.00	.00	.0%
299 9220 90006 CWIP DILLON AVENUE-	0	0	.00	.00	.00	.00	.0%
299 9220 90007 CWIP ALBANY AVENUE-	15,952	0	.00	.00	.00	.00	.0%
299 9220 90008 CWIP 3246 OLD FAITHF	0	0	.00	.00	.00	.00	.0%
299 9220 90009 CWIP 1000 CLEVELAND	76,287	0	.00	.00	.00	.00	.0%
299 9220 90010 CWIP 2020 E 16TH ST-	0	0	.00	.00	.00	.00	.0%
299 9220 90011 CWIP 2152 DELL RANGE	0	0	.00	.00	.00	.00	.0%
299 9220 90012 CWIP 2930-2984 HENDE	0	0	.00	.00	.00	.00	.0%
299 9220 90013 CWIP 3302 YCCA-LNG V	0	0	.00	.00	.00	.00	.0%
299 9220 90014 CWIP 4700 MOUNTAIN-	0	0	.00	.00	.00	.00	.0%
299 9220 90015 CWIP 800 PLATTE AVEN	0	0	.00	.00	.00	.00	.0%
299 9220 90016 CWIP SOUTHWEST DRIVE	0	0	.00	.00	.00	.00	.0%
299 9220 90017 CWIP 5147 REDMOND- 1	0	0	.00	.00	.00	.00	.0%
299 9220 90018 CWIP 721 APACHE STRE	0	0	.00	.00	.00	.00	.0%
299 9220 90019 CWIP MANHOLE REPLACE	0	0	.00	.00	.00	.00	.0%
299 9220 90030 CWIP SNYDER RECON- 1	0	0	.00	.00	.00	.00	.0%
299 9220 90031 CWIP 900 E 25TH ST-	0	0	.00	.00	.00	.00	.0%
299 9220 90032 CWIP 2201-2229 E 19T	0	0	.00	.00	.00	.00	.0%
299 9220 90033 CWIP 3306 KELLEY DRI	0	0	.00	.00	.00	.00	.0%
299 9220 90034 CWIP 1500 BIGHORN AV	10,698	0	.00	.00	.00	.00	.0%
299 9220 90035 CWIP 900 W PERSHING	0	0	.00	.00	.00	.00	.0%
299 9220 90036 CWIP 2649 KELLEY DRI	2,096	2,096	.00	.00	.00	2,096.00	.0%
299 9220 90037 CWIP E 13TH ST- 18	0	0	.00	.00	.00	.00	.0%
299 9220 90038 CWIP 1641 FREMONT AV	0	0	.00	.00	.00	.00	.0%
299 9220 90039 CWIP 23RD STREET- 18	0	0	.00	.00	.00	.00	.0%
299 9220 90040 CWIP SEWER REHABS- 1	0	0	.00	.00	.00	.00	.0%
299 9220 90041 CWIP SEWER REHABS- 1	0	0	.00	.00	.00	.00	.0%
299 9220 90042 CWIP 2212 GARRETT ST	0	0	.00	.00	.00	.00	.0%
299 9220 90043 CWIP GOSHEN AVE (E17	0	0	.00	.00	.00	.00	.0%
299 9220 90044 CWIP SEWER REHABS- 1	0	0	.00	.00	.00	.00	.0%
299 9220 90045 CWIP FY20 SEWER REHA	2,149,000	2,149,000	84,047.18	6,457.02	5,387.00	2,059,565.82	4.2%
299 9220 90046 CWIP 26TH STREET PHA	0	0	-35,000.00	.00	.00	35,000.00	100.0%
299 9220 90047 CWIP FY20 RTU REHABS	0	0	.00	.00	.00	.00	.0%
299 9220 90050 CWIP REIMBURSE OVERS	300,011	300,011	.00	.00	.00	300,011.00	.0%
299 9220 90053 CWIP CONVERSE AVENUE	0	0	.00	.00	.00	.00	.0%
299 9220 90054 CWIP MANHOLE REPLACE	0	0	.00	.00	.00	.00	.0%
299 9220 90055 CWIP W LINCOLNWAY (M	0	0	.00	.00	.00	.00	.0%
299 9220 90056 CWIP ALLISON ROAD- 1	0	0	.00	.00	.00	.00	.0%
299 9220 90057 CWIP E 17TH ST- 15	0	0	.00	.00	.00	.00	.0%
299 9220 90058 CWIP EVANS AVE (MH30	0	0	.00	.00	.00	.00	.0%



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ACCOUNTS FOR: 2 SEWER	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
299 9220 90059 CWIP WINDSOR BOULEVA	0	0	.00	.00	.00	.00	.0%
299 9220 90060 CWIP E 13TH ST- 15	0	0	.00	.00	.00	.00	.0%
299 9220 90061 CWIP 2600 BLK WARREN	0	0	.00	.00	.00	.00	.0%
299 9220 90062 CWIP W PERSHING BOUL	0	0	.00	.00	.00	.00	.0%
299 9220 90063 CWIP GREEN VALLEY- 1	0	0	.00	.00	.00	.00	.0%
299 9220 90065 CWIP SEMINOE ROAD- 1	0	0	.00	.00	.00	.00	.0%
299 9220 90066 CWIP EVANS AVE (MH28	0	0	.00	.00	.00	.00	.0%
299 9220 90067 CWIP WEST 27TH STREE	0	0	.00	.00	.00	.00	.0%
299 9220 90068 CWIP GOODMAN LIFT ST	0	0	.00	.00	.00	.00	.0%
299 9220 90069 CWIP EVERS (VNDH-BSH	607,819	607,819	138,260.62	-26,007.06	.00	469,558.38	22.7%
299 9220 90070 CWIP DRY CREEK LINE-	0	0	.00	.00	.00	.00	.0%
299 9220 90071 CWIP ANDOVER DRIVE-	0	0	.00	.00	.00	.00	.0%
299 9220 90073 CWIP E 10TH STREET-	0	0	.00	.00	.00	.00	.0%
299 9220 90074 CWIP PEBRICAN AVE- 1	0	0	.00	.00	.00	.00	.0%
299 9220 90076 CWIP FOREST DRIVE- 1	0	0	.00	.00	.00	.00	.0%
299 9220 90077 CWIP EAST LINCOLNWAY	0	0	.00	.00	.00	.00	.0%
299 9220 90078 CWIP DUNN AVENUE- 17	0	0	.00	.00	.00	.00	.0%
299 9220 90079 CWIP 4405 E 11TH STR	0	0	.00	.00	.00	.00	.0%
299 9220 90080 CWIP CIVIC CENTER MA	0	0	.00	.00	.00	.00	.0%
299 9220 90081 CWIP MANHOLE REPLACE	0	0	.00	.00	.00	.00	.0%
299 9220 90082 CWIP SEWER REHABS- 1	0	0	.00	.00	.00	.00	.0%
299 9220 90083 CWIP SEWER REHABS- 1	0	0	.00	.00	.00	.00	.0%
299 9220 90084 CWIP FLOW MONITOR ST	0	0	.00	.00	.00	.00	.0%
299 9220 90087 CWIP LOGAN (NTNWX- E	0	0	.00	.00	.00	.00	.0%
299 9220 90088 CWIP 500 BARBELL CT-	0	0	.00	.00	.00	.00	.0%
299 9220 90089 CWIP BISHOP AVE- 17	144,745	144,745	.00	.00	.00	144,745.00	.0%
299 9220 90090 CWIP WARREN (27TH-29	0	0	.00	.00	.00	.00	.0%
299 9220 90091 CWIP W LINCOLNWAY (M	0	0	.00	.00	.00	.00	.0%
299 9220 90092 CWIP 4TH STREET- 17	0	0	.00	.00	.00	.00	.0%
299 9220 90093 CWIP 900 E 25TH ST-	0	0	.00	.00	.00	.00	.0%
299 9220 90094 CWIP 6102 ELK AVE- 1	0	0	.00	.00	.00	.00	.0%
299 9220 90095 CWIP 1100 W PERSHING	0	0	.00	.00	.00	.00	.0%
299 9220 90096 CWIP 3218 BOX ELDER-	0	0	.00	.00	.00	.00	.0%
299 9220 90097 CWIP 500 PLATTE AVE-	62,495	62,495	.00	.00	.00	62,495.00	.0%
299 9220 90098 CWIP DUFF AVENUE	0	0	.00	.00	.00	.00	.0%
299 9220 90099 CWIP ALLISON DRAW S	0	0	.00	.00	.00	.00	.0%
299 9220 90100 CWIP SEWER REHAB FY2	0	0	.00	.00	.00	.00	.0%
299 9220 91032 CWIP DCWRF INFLUENT	0	0	.00	.00	.00	.00	.0%
299 9220 91040 CWIP METAL SOURCE LO	0	0	.00	.00	.00	.00	.0%
299 9220 91046 CWIP CCWRF- ENGINEE	0	0	.00	.00	.00	.00	.0%
299 9220 91047 CWIP CCWRF- CONSTRU	0	0	.00	.00	.00	.00	.0%
299 9220 91049 CWIP CC SECONDARY BA	0	0	.00	.00	.00	.00	.0%
299 9220 91050 CWIP SLUDGE DEWATERI	3,100,000	3,100,000	121,126.35	.00	6,570.75	2,972,302.90	4.1%
299 9220 92010 CWIP WTR REC SPECIAL	439,774	439,774	.00	.00	128.00	439,646.00	.0%



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ACCOUNTS FOR: 2 SEWER	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
299 9220 92012 CWIP GIS AERIAL SURV	0	0	.00	.00	.00	.00	.0%
299 9220 92015 CWIP 2013 MST PLAN V	403,559	403,559	130,173.45	4,293.28	1,081.07	272,304.48	32.5%
299 9220 92016 CWIP FIBER OPTIC LIN	350,000	452,937	.00	.00	.00	452,937.00	.0%
299 9220 92017 CWIP SCADA REHAB	0	0	-63,766.04	.00	.00	63,766.04	100.0%
299 9220 93015 CWIP S SWR INTERCEPT	0	0	47,557.54	.00	.00	-47,557.54	100.0%*
299 9220 93016 CWIP N CROW SEWER IN	225,000	225,000	62,500.00	27,500.00	.00	162,500.00	27.8%
299 9220 97002 CWIP ADMIN BLDG CONS	0	0	.00	.00	.00	.00	.0%
299 9220 97004 CWIP O&M BLDG REMODE	0	0	.00	.00	.00	.00	.0%
299 9220 97005 CWIP SAFETY POLE BAR	0	0	.00	.00	.00	.00	.0%
299 9220 97006 CWIP CONCRETE STORAG	0	0	.00	.00	.00	.00	.0%
299 9610 PENSION- GASB 68	0	0	361,157.00	.00	.00	-361,157.00	100.0%*
299 9900 CONTRA ACCOUNT	0	0	-5,229,215.56	-2,283,817.93	.00	5,229,215.56	100.0%
TOTAL NONOPERATING REVENUES/EXPEN	14,757,523	14,757,523	3,879,629.55	-203,027.12	28,601.93	10,849,291.52	26.5%
TOTAL SEWER	9,250,536	9,250,536	-3,102,079.63	-866,990.82	81,587.36	12,271,028.27	-32.7%
TOTAL REVENUES	-14,537,300	-14,537,300	-13,371,871.90	-1,165,653.74	.00	-1,165,428.10	
TOTAL EXPENSES	23,787,836	23,787,836	10,269,792.27	298,662.92	81,587.36	13,436,456.37	



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ACCOUNTS FOR: 3 SANITATION	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
300 SANITATION FUND							
300 4110 RESIDENTIAL	0	0	-7,482,545.74	-710,586.94	.00	7,482,545.74	100.0%
300 4120 COMMERCIAL	0	0	-6,844,611.69	-571,223.02	.00	6,844,611.69	100.0%
300 4130 INDUSTRIAL	0	0	-31,632.19	-3,240.75	.00	31,632.19	100.0%
300 4310 STREET CUTS-ASPHALT	0	0	.00	.00	.00	.00	.0%
300 4311 IMPACT FEES OIL EXPLORTN	0	0	.00	.00	.00	.00	.0%
300 4312 SPECIAL PICKUPS	0	0	-293,548.19	-23,671.35	.00	293,548.19	100.0%
300 4313 LANDFILL	0	0	.00	.00	.00	.00	.0%
300 4314 TRANSFER STATION	0	0	-927.75	.00	.00	927.75	100.0%
300 4315 FREON REMOVAL	0	0	-1,260.05	.00	.00	1,260.05	100.0%
300 4316 HAZARDOUS WASTE	0	0	.00	.00	.00	.00	.0%
300 4317 COMPOST LANDFILL	0	0	.00	.00	.00	.00	.0%
300 4318 COMPOST FEES	0	0	.00	.00	.00	.00	.0%
300 4319 NUISANCE ABATEMENT	0	0	.00	.00	.00	.00	.0%
300 9900 CONTRA ACCOUNT	0	0	.00	.00	.00	.00	.0%
TOTAL SANITATION FUND	0	0	-14,654,525.61	-1,308,722.06	.00	14,654,525.61	100.0%
TOTAL SANITATION	0	0	-14,654,525.61	-1,308,722.06	.00	14,654,525.61	100.0%
TOTAL REVENUES	0	0	-14,654,525.61	-1,308,722.06	.00	14,654,525.61	



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	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	24,987,640	24,987,640	-19,527,966.92	-2,166,401.36	255,005.85	44,260,601.07	-77.1%
** END OF REPORT - Generated by Ashley Miller **							

BOARD OF PUBLIC UTILITIES
WATERWORKS FUND
STATEMENT OF DEBT AND INTEREST REQUIREMENTS
AS OF MAY 31, 2020

Waterworks Fund		Due 09-01-20	Due 12-01-20	Due 03-01-21	Due 06-01-21	TOTAL
1	2004 DWSRF #034 - Water Main Rehab					
	Principal		42,185.19			42,185.19
	Interest		5,543.48			5,543.48
2	2013 Water Revenue Refunding Note					
	Principal		870,000.00			870,000.00
	Interest		60,611.50		50,128.00	110,739.50
3	2005 DWSRF #056 - Western Hills 30" Main					
	Principal			50,792.30		50,792.30
	Interest			11,093.19		11,093.19
4	2007 DWSRF #065 - S Water Trans Main					
	Principal	268,716.61				268,716.61
	Interest	65,865.83				65,865.83
5	2007 CWSRF #081 - Phase II Water Reuse					
	Principal	64,149.58				64,149.58
	Interest	17,693.36				17,693.36
6	2008 DWSRF #079 - WAFB 30" Trans Main					
	Principal	244,709.74				244,709.74
	Interest	84,397.66				84,397.66
7	2013 CWSRF #084 - Administration Bldg					
	Principal				13,414.77	13,414.77
	Interest				4,626.60	4,626.60
8	2013 DWSRF #106 - Administration Bldg					
	Principal				88,703.72	88,703.72
	Interest				30,592.92	30,592.92
9	2013 CWSRF #115 - Administration Bldg					
	Principal				88,703.72	88,703.72
	Interest				30,592.92	30,592.92
10	2014 DWSRF #120 - S. Water Trans Main PHII					
	Principal				340,255.20	340,255.20
	Interest				140,516.49	140,516.49
11	2016 CWSRF #143 - Holliday Park Recycle					
	Principal	37,500.00				37,500.00
	Interest	-				-
12	2018 DWSRF #177 - S. Water Trans Main PHIII					
	Principal			120,741.71		120,741.71
	Interest			66,065.82		66,065.82
16	Balances Due	783,032.78	978,340.17	248,693.02	787,534.34	2,797,600.31
	Less: Reserved Debt Service					
17	Cash and Investments	587,274.59	489,170.09	62,173.26	65,627.86	1,204,245.80
18	Funds Required for Water Debt Service	\$ 195,758.19	\$ 489,170.08	\$ 186,519.76	\$ 721,906.48	\$ 1,593,354.51

BOARD OF PUBLIC UTILITIES
SEWER FUND
STATEMENT OF DEBT AND INTEREST REQUIREMENTS
AS OF MAY 31, 2020

Sewer Fund		Due 09-01-20	Due 12-01-20	Due 06-01-21	TOTAL
1	2004 Loan CWSRF #046 - DC/CC				
	Principal			2,016,190.49	2,016,190.49
	Interest			321,972.35	321,972.35
2	2005 Loan CWSRF #060 - Snyder/Parsley Relief				
	Principal	140,467.27			140,467.27
	Interest	34,430.30			34,430.30
3	2013 Loan CWSRF #084 - Administration Bldg				
	Principal			4,471.60	4,471.60
	Interest			1,542.20	1,542.20
4	2013 Loan DWSRF #106 - Administration Bldg				
	Principal			29,567.91	29,567.91
	Interest			10,197.64	10,197.64
5	2013 Loan CWSRF #115 - Administration Bldg				
	Principal			29,567.91	29,567.91
	Interest			10,197.64	10,197.64
6	2012 Loan CWSRF #133 - CC WRF Improvements				
	Principal		221,456.91		221,456.91
	Interest		99,278.73		99,278.73
6	2018 Loan CWSRF #144 - Southern Sewer				
	Principal		52,602.31		52,602.31
	Interest		30,788.96		30,788.96
7	2019 Loan CWSRF#159 - Southern Sewer				
	Principal		400,586.77		400,586.77
	Interest		234,469.80		234,469.80
8	Balances Due	174,897.57	1,039,183.48	2,423,707.74	3,637,788.79
	Less: Reserved Debt Service				
9	Cash and Investments	131,173.18	519,591.74	201,975.64	852,740.56
10	Funds Required for Sewer Debt Service	\$ 43,724.39	\$ 519,591.74	\$ 2,221,732.10	\$ 2,785,048.23

**** Fiscal Year 2020 ****

Month/Year	Residtl.	Commer.	Indust.	Frontier Refinery	FE WAFB	South Cheyenne	Out of City	Raw Water	Recycled	Oil & Gas	Construc.	Total
Jul 19	192.713	71.812	0.301	42.673	16.530	26.760	3.878	6.012	2.488	0.000	0.478	363.645
Aug 19	278.494	98.210	0.527	65.295	25.321	37.812	8.514	12.817	4.109	0.000	1.140	532.239
Sept 19	307.788	107.660	0.476	64.068	26.054	37.822	7.524	14.580	5.239	0.000	1.346	572.557
Oct 19	209.033	85.387	0.576	49.607	21.310	36.950	6.577	8.456	3.498	0.000	1.630	423.024
Nov 19	94.556	39.424	0.381	10.318	7.566	26.243	7.833	0.961	0.255	0.000	1.779	189.316
Dec 19	96.085	32.007	0.144	39.683	5.967	22.161	3.091	0.029	0.000	0.000	0.623	199.790
Jan 20	95.770	33.449	0.186	60.933	8.277	26.710	3.826	0.013	0.000	0.000	0.124	229.288
Feb 20	92.665	33.793	0.162	57.361	6.146	26.114	4.171	0.000	0.000	0.000	0.080	220.492
Mar 20	91.041	36.508	0.164	53.613	5.418	22.294	4.377	0.000	0.000	0.000	0.081	213.496
Apr 20	90.308	25.633	0.194	57.165	5.175	24.900	4.340	2.306	0.000	0.000	0.098	210.119
May 20	112.453	29.916	0.764	52.535	5.489	23.438	4.171	7.374	0.023	0.000	0.123	236.286
Jun 20												0.000
Total	1660.906	593.799	3.875	553.251	133.253	311.204	58.302	52.548	15.612	0.000	7.502	3390.252

**** Fiscal Year 2019 ****

Line No.	Month/Year	Residtl.	Commer.	Indust.	Frontier Refinery	FE WAFB	South Cheyenne	Out of City	Raw Water	Recycled	Oil & Gas	Construc.	Total	FYTD
14	Jul 18	286.764	99.624	0.259	64.046	21.502	38.188	10.690	10.389	3.849	0.000	0.977	536.288	
15	Aug 18	260.464	104.092	0.508	64.033	25.121	41.752	14.063	5.865	4.644	0.022	0.566	521.130	
16	Sept 18	246.217	97.090	0.332	59.961	21.054	33.734	13.109	17.381	3.524	0.026	0.725	493.153	
17	Oct 18	198.184	85.796	0.448	72.913	20.383	32.375	11.539	5.308	4.167	0.000	2.978	434.091	
18	Nov 18	96.328	38.714	0.322	65.317	9.142	26.521	3.248	4.968	0.470	0.000	0.460	245.490	
19	Dec 18	92.072	32.713	0.198	59.445	7.858	22.486	2.800	0.007	0.054	0.000	0.563	218.196	
20	Jan 19	92.762	32.030	0.174	58.518	8.426	23.127	2.707	0.000	0.000	0.000	0.466	218.210	
21	Feb 19	93.895	32.999	0.153	60.692	9.212	23.723	2.581	0.000	0.000	0.000	0.550	223.805	
22	Mar 19	89.674	34.043	0.209	51.580	7.664	22.558	2.289	0.000	0.000	0.000	0.490	208.507	
23	Apr 19	86.433	31.934	0.233	54.224	7.980	22.762	2.067	1.088	0.000	0.000	0.623	207.344	
24	May 19	97.486	35.894	0.349	62.259	12.751	24.530	2.116	4.056	0.025	0.000	1.108	240.574	3546.788
25	Jun 19	122.613	50.017	0.259	59.913	10.197	24.845	2.655	4.662	0.580	0.000	0.535	276.276	
26	Total	1762.892	674.946	3.444	732.901	161.290	336.601	69.864	53.724	17.313	0.048	10.041	3823.064	

MONTHLY AVERAGE BASED ON LAST TEN FISCAL YEARS

Line No.	Month	Residtl.	Commer.	Indust.	Frontier Refinery	FE WAFB	South Cheyenne	Out of City	Raw Water	Recycled	Oil & Gas	Construc.	Total	FYTD
27	Jul	277.986	96.876	0.691	60.728	29.310	35.026	4.739	12.068	2.703			520.127	
28	Aug	287.935	106.727	0.888	70.745	35.377	39.308	5.977	13.682	4.482			565.121	
29	Sep	277.278	105.172	0.800	67.700	38.118	37.240	6.009	12.453	3.739			548.509	
30	Oct	198.922	84.156	0.769	67.388	30.474	32.356	4.963	9.293	3.069			431.390	
31	Nov	104.936	41.920	0.487	61.658	11.735	24.610	2.572	5.482	0.858			254.257	
32	Dec	96.541	34.365	0.380	60.642	8.906	22.648	1.871	0.016	0.012			225.381	
33	Jan	100.084	33.269	0.313	60.817	9.369	22.332	1.731	0.001	0.015			227.931	
34	Feb	94.082	32.993	0.367	62.793	9.590	23.910	1.715	0.005	0.000			225.454	
35	Mar	92.080	32.926	0.352	54.640	8.432	21.271	1.719	0.406	0.000			211.825	
36	Apr	96.295	33.506	0.460	61.012	9.080	22.633	1.859	2.968	0.089			227.900	
37	May	112.478	39.674	0.442	58.915	10.387	22.915	2.159	4.201	0.164			251.334	3689.230
38	Jun	169.416	61.973	0.456	66.520	17.469	26.123	3.019	7.574	0.927			353.477	
39	Total	1908.032	703.558	6.403	753.558	218.246	330.373	38.334	68.147	16.057			4,042.707	

**** LAST TEN FISCAL YEARS ****

Line No.	Fiscal Year	Residtl.	Commer.	Indust.	Frontier Refinery	FE WAFB	South Cheyenne	Out of City	Raw Water	Recycled	Oil & Gas	Construc.	Total
40	2019	1762.892	674.946	3.444	732.901	161.290	336.601	69.864	53.724	17.313	0.048	10.041	3823.064
41	2018	1908.840	712.710	4.133	846.690	182.857	346.075	72.589	60.905	14.284	3.144	13.444	4165.671
42	2017	1880.860	710.720	4.086	790.799	174.401	336.733	63.312	92.226	18.380	0.000	25.903	4097.420
43	2016	1827.595	757.082	3.412	717.856	177.298	321.242	38.695	55.614	13.348	0.936	8.606	3921.684
44	2015	1725.254	688.995	5.590	653.790	189.640	313.828	29.781	61.452	16.032	2.099	7.732	3694.193
45	2014	1883.289	678.572	7.451	709.881	180.714	326.350	27.746	104.216	17.122	0.515	13.235	3949.091
46	2013	2079.444	711.647	9.264	819.979	255.285	357.885	26.880	71.441	21.320	0.019	19.447	4372.611
47	2012	2152.263	759.672	10.654	734.467	297.063	350.224	19.996	69.948	20.008			4414.295
48	2011	2058.931	701.715	8.724	744.009	324.206	323.243	19.447	64.013	20.205			4264.493
49	2010	1800.954	639.518	7.267	785.211	239.710	291.546	15.025	47.930	2.555			3829.716
50	*5yr* Avg	1821.088	708.891	4.133	748.407	177.097	330.896	54.848	64.784	15.871	1.245	13.145	3940.406
51	*10yr* Avg	1908.032	703.558	6.403	753.558	218.246	330.373	38.334	68.147	16.057			4042.707

**** FISCAL YEAR 2020 ****

Line No.	Month/Year	Residtl.	Commer.	Indust.	Frontier	FE WAFB	South Cheyenne	Out of City	Total
1	Jul 19	95.037	36.784	0.783	27.776	9.443	40.249	1.775	211.847
2	Aug 19	95.730	40.505	0.746	29.540	11.126	42.697	2.611	222.955
3	Sept 19	96.299	40.984	0.612	24.518	8.830	29.694	2.626	203.563
4	Oct 19	96.213	39.201	0.565	23.512	8.594	27.624	2.372	198.081
5	Nov 19	95.933	34.244	0.431	13.773	8.142	27.500	1.908	181.931
6	Dec 19	96.350	33.167	0.292	17.876	6.854	23.864	1.663	180.066
7	Jan 20	96.845	34.215	0.324	28.234	8.717	29.393	1.896	199.624
8	Feb 20	96.597	33.792	0.426	27.690	6.793	27.386	2.482	195.166
9	Mar 20	96.891	33.843	0.431	22.698	6.511	24.363	2.351	187.088
10	Apr 20	96.796	29.374	0.443	28.878	7.406	28.900	2.402	194.199
11	May 20	97.359	30.036	0.427	25.371	7.012	27.347	1.909	189.461
12	Jun 20								0.000
13	Total	1060.050	386.145	5.480	269.866	89.428	329.017	23.995	2163.981

**** FISCAL YEAR 2019 ****

Line No.	Month/Year	Residtl.	Commer.	Indust.	Frontier	FE WAFB	South Cheyenne	Out of City	Total	FYTD
14	Jul 18	95.950	39.195	0.423	27.243	7.821	24.697	5.063	200.392	
15	Aug 18	89.741	39.275	0.703	29.003	8.993	29.119	12.973	209.807	
16	Sept 18	96.260	39.165	0.715	28.596	9.088	30.073	6.887	210.784	
17	Oct 18	96.691	39.430	0.609	24.261	7.477	23.018	6.241	197.727	
18	Nov 18	96.659	33.527	0.498	28.464	8.521	27.456	2.334	197.459	
19	Dec 18	96.763	32.673	0.395	24.295	7.311	24.408	1.494	187.339	
20	Jan 19	96.929	31.758	0.348	29.542	7.374	26.446	1.424	193.821	
21	Feb 19	97.356	32.264	0.324	25.732	7.556	22.049	1.650	186.931	
22	Mar 19	97.363	33.413	0.247	23.106	6.595	21.911	1.326	183.961	
23	Apr 19	97.488	32.416	0.270	23.424	6.902	23.491	1.707	185.698	
24	May 19	98.007	33.505	0.359	27.425	7.829	27.039	1.580	195.744	
25	Jun 19	97.651	35.382	0.517	27.710	8.701	32.694	1.848	204.503	
26	Total	1156.858	422.003	5.408	318.801	94.168	312.401	44.527	2354.166	2149.663

**** MONTHLY AVERAGE BASED ON LAST THREE FISCAL YEARS ****

Line No.	Month	Residtl.	Commer.	Indust.	Frontier	FE WAFB	South Cheyenne	Out of City	Total	FYTD
27	Jul	96.466	40.246	0.424	26.406	8.827	25.408	4.527	202.302	
28	Aug	91.557	39.397	0.512	27.826	9.018	25.980	8.884	203.172	
29	Sep	96.738	39.794	0.559	27.319	9.025	26.559	6.021	206.014	
30	Oct	96.947	38.130	0.566	23.974	7.783	21.428	5.629	194.456	
31	Nov	122.709	42.648	0.582	39.894	11.560	24.964	2.088	134.265	
32	Dec	150.629	50.356	0.543	43.060	13.882	26.694	1.396	127.238	
33	Jan	137.928	48.175	0.528	41.308	11.564	25.283	1.121	126.807	
34	Feb	117.339	43.854	0.544	39.233	15.126	22.266	1.246	126.418	
35	Mar	100.229	37.566	0.567	42.029	10.189	21.202	1.032	122.807	
36	Apr	99.344	36.498	0.529	35.748	8.912	20.954	1.319	123.509	
37	May	102.263	36.020	0.596	41.965	9.291	24.099	1.653	129.475	
38	Jun	98.317	35.640	0.644	38.712	9.482	26.888	2.279	136.100	
39	Total	1310.466	488.324	6.596	427.472	124.657	291.724	37.193	2686.431	1696.463

**** LAST FIVE FISCAL YEARS ****

Line No.	Fiscal Year	Residtl.	Commer.	Indust.	Frontier	FE WAFB	South Cheyenne	Out of City	Total
40	2019	1156.858	422.003	5.408	318.801	94.168	312.401	44.527	2354.166
41	2018	1167.248	422.691	4.801	300.048	100.092	268.742	35.343	2298.965
42	2017	1175.913	430.916	4.349	265.559	98.345	282.449	40.023	2297.554
43	2016	1183.042	464.868	5.263	147.360	102.414	315.193	23.403	2241.543
44	2015	1197.956	452.610	5.877	134.636	92.872	276.009	23.755	2183.715
45	*3yr* Avg	1166.673	439.492	4.804	237.656	100.284	288.795	32.923	2270.626
46	*5yr* Avg	1176.203	442.771	5.073	211.901	98.431	285.598	30.631	2250.608

BOARD OF PUBLIC UTILITIES
STATEMENT OF COLLATERAL BY INSTITUTION
5/31/2020

05/31/20

Class Code	Issuing Agent	Cusip Number	Maturity Date	Value Date	Pledged Value	Book Value	Collateral Required (C.D's)	Over/Under
ANB								
FHLB	Fed Home Loan Banks	313380GJ0	9/9/22	5/31/20	5,000,000.00		See note below	
FCSB	Fed Farm Credit Bank Bonds	3133ELAE4	8/22/22	5/31/20	1,800,000.00		See note below	
FNMA	Fed Natl Mortgage Assoc	3138LEEF4	12/1/26	5/31/20	4,800,000.00		See note below	
					<u>11,600,000.00</u>	<u>0.00</u>	7,481,540.57	(7,481,540.57)
ANB								
FDIC	Transaction Account Guarantee			5/31/20		7,125,276.73	Daily Bank Balance	
						<u>3,655,236.52</u>	Outstanding Checks	
						<u>3,470,040.21</u>	Available	
First Interstate								
FCOR	Fed Farm Credit	3133ELJU9	12/14/20	5/31/20	<u>0.00</u>	<u>0.00</u>		
					<u>0.00</u>	<u>0.00</u>		0.00
						<u>0.00</u>		
WYOSTAR ST. TREASURER								
POOL	PUR-US&GOVT SECURITIES			4/30/20		736,810,634.60	37,945,669.19	

NOTE:

We closed out the CD's with First Interstate in April. Thus, we did not receive the collateral report from the Federal Reserve for May. We received paperwork to send to the Federal Reserve. Once processed, the Federal Reserve will continue to provide the details. The bank is reviewing the collateral amounts as we have a lower bank balance. The book values will be stated on the June's collateral statement.

CLASS CODE KEY

FHLB Consolidated Bond
FHLMC Fixed Rate Pool
FHOR Optional Principal Redemption Bond
FNMA Fixed Rate Pool
FNNT Medium Term Note
FNSM Debenture Note or Bond

BOARD OF PUBLIC UTILITIES
WATER AND SEWER FUNDS
STATEMENT OF INVESTMENTS BY INSTITUTION
May 31, 2020

Type of Investment	Account Number	Interest Rate%	Date Invested	Date Maturing	Principal	# Days to Maturity	Interest Per Day	Days of Interest Earned 05/31/20	Amount of Interest	Total with Interest
WYOSTAR ST. TREASURER										
State Investment Pool (Wyostar I)	5043-884	1.07%	5/1/20	5/31/20	37,911,245.70	31	1110.44	31	34,423.49	37,945,669.19
State Investment Pool (Wyostar II)	7023-3326	1.07%	5/1/20	5/31/20	3,049,419.07	31	89.32	31	2,768.86	3,052,187.93
(Old CD 1010039218 closed and transferred to Wyostar Accounts)					<u>40,960,664.77</u>		<u>1,199.75</u>		<u>37,192.35</u>	<u>40,997,857.12</u>
TOTAL WATER AND SEWER FUNDS					<u>40,960,664.77</u>		<u>1,199.75</u>		<u>37,192.35</u>	<u>40,997,857.12</u>

Institution
WYOSTAR ST. TREASURER
Total Water and Sewer Funds

Principal	%
40,960,664.82	100.00%
<u>40,960,664.82</u>	<u>100.00%</u>

BOARD OF PUBLIC UTILITIES
WATER FUND
STATEMENT OF INVESTMENTS
May 31, 2020

Type of Investment		Interest Rate%	Date Invested	Date Maturing	Principal	# Days to Maturity	Interest Per Day	Days of Interest Earned 5/31/20	Amount of Interest	Total with Interest
OPERATING CASH										
Wyostar	State Invest. Pool	1.069%	5/1/20	5/31/20	15,681,902.81	31	459.33	31	14,239.21	15,696,142.02
					<u>15,681,902.81</u>				<u>14,239.21</u>	<u>15,696,142.02</u>
RESERVED-BONDED DEBT										
Wyostar	State Invest. Pool	1.069%	5/1/20	5/31/20	1,329,565.70	31	38.94	31	1,207.25	1,330,772.95
					<u>1,329,565.70</u>				<u>1,207.25</u>	<u>1,330,772.95</u>
SYSTEM DEVELOPMENT FEES										
Wyostar	State Invest. Pool	1.069%	5/1/20	5/31/20	6,684,413.70	31	195.79	31	6,069.47	6,690,483.17
					<u>6,684,413.70</u>				<u>6,069.47</u>	<u>6,690,483.17</u>
CAPITAL ADDITIONS AND REPLACEMENTS										
Wyostar	State Invest. Pool	1.069%	5/1/20	5/31/20	<u>506,102.01</u>	31	14.82	31	<u>459.54</u>	<u>506,561.55</u>
PUMP STATION										
Wyostar	State Invest. Pool	1.069%	5/1/20	5/31/20	<u>837,139.99</u>	31	24.52	31	<u>760.13</u>	<u>837,900.12</u>
TOTAL WATER FUND					<u>25,039,124.21</u>				<u>22,735.60</u>	<u>25,061,859.81</u>

Percent of Total Principal Invested by Institution:

Institution	Principal	%
First Interstate	\$0.00	0.00%
WGIF	\$0.00	0.00%
Wyostar	\$25,039,124.21	100.00%
Total Water Fund	<u>\$25,039,124.21</u>	100.00%

BOARD OF PUBLIC UTILITIES
SEWER FUND
STATEMENT OF INVESTMENTS
May 31, 2020

Type of Investment		Interest Rate%	Date Invested	Date Maturing	Principal	# Days to Maturity	Interest Per Day	Days of Interest Earned 5/31/20	Amount of Interest	Total with Interest
OPERATING CASH										
Wyostar	State Invest. Pool	1.069%	5/1/20	5/31/20	8,964,547.61	31	262.58	31	8,139.83	8,972,687.44
					<u>8,964,547.61</u>				<u>8,139.83</u>	<u>8,972,687.44</u>
RESERVED-BONDED DEBT										
Wyostar	State Invest. Pool	1.069%	5/1/20	5/31/20	1,542,875.04	31	45.19	31	1,400.93	1,544,275.97
					<u>1,542,875.04</u>				<u>1,400.93</u>	<u>1,544,275.97</u>
SYSTEM DEVELOPMENT FEES										
Wyostar	State Invest. Pool	1.069%	5/1/20	5/31/20	4,911,066.64	31	143.85	31	4,459.26	4,915,525.90
					<u>4,911,066.64</u>				<u>4,459.26</u>	<u>4,915,525.90</u>
CAPITAL ADD & REPLACEMENT										
Wyostar	State Invest. Pool	1.069%	5/1/20	5/31/20	<u>503,051.32</u>	31	14.73	31	<u>456.77</u>	<u>503,508.09</u>
TOTAL SEWER FUND					<u>15,921,540.61</u>		<u>466.35</u>		<u>14,456.79</u>	<u>15,935,997.40</u>

Percent of Total Principal Invested by Institution:

Institution	Principal	%
First Interstate	\$0.00	0.00%
WGIF	\$0.00	0.00%
Wyostar	\$15,921,540.61	100.00%
Total Sewer Fund	<u>\$15,921,540.61</u>	<u>100.00%</u>

Board of Public Utilities
Water and Sewer Enterprise Funds
Summary of Cash Receipts/Disbursements FY2020

	Water	Sewer	Sanitation	Total
1 Cash Balance (5/01/20)	\$27,820,880.83	\$ 18,323,917.98	\$ 702,841.79	\$ 46,847,640.60
2 Cash Receipts				
Customers	1,324,817.70	1,130,243.93	\$ 1,211,118.92	\$ 3,666,180.55
Pump Station				-
Sys.Dev.Fees				-
Loans/Grants				-
City-Bond Debt				-
City-Spec.Purpose Tax				-
Transfers-Penalties				-
Deposits				-
Interest	23,235.12	14,377.12		37,612.24
3 TOTALS TO 5/31/20	\$ 1,348,052.82	\$ 1,144,621.05	\$ 1,211,118.92	\$ 3,703,792.79
4 Cash Disbursements				
Oper & Maint (includes Payroll)	1,928,012.53	3,198,308.56	1,029,410.72	\$ 6,155,731.81
Const/Capital				-
Debt				-
Transfers-Penalties	194.25	(194.25)		-
Transfers to City				-
5 TOTALS TO 5/31/20	\$ 1,928,206.78	\$ 3,198,114.31	\$ 1,029,410.72	\$ 6,155,731.81
6 Cash Balance (6/30/20)	\$ 27,240,726.87	\$ 16,270,424.72	\$ 884,549.99	\$ 44,395,701.58
7 CASH PROJECTIONS				
Cash & Investments				
8 (Includes bond funds)	\$ 27,240,726.87	\$ 16,270,424.72	\$ 884,549.99	\$ 44,395,701.58
Less:Restricted				
9 Debt Reserve Fund				
Capital Reserve-State	(500,000.00)			(500,000.00)
10 Add: Accrued Interest Rec.	22,735.60	14,456.79		37,192.39
11 Add: Due from other Gov't	22,539.16	0.00		22,539.16
12 Less: Payables	(2,230,358.11)	(723,613.43)		(2,953,971.54)
13 Add: Revenue	5,371,024.19	1,276,945.00		6,647,969.19
14 Specific Purpose Tax				-
15 Loan Proceeds				-
16 Less: Expense	(15,268,442.00)	(10,824,703.64)		(26,093,145.64)
17 Less: Debt Payments	(159,628.06)	(180,543.20)		(340,171.26)
18 Cash Projections (06/30/20)	\$ 14,498,597.65	\$ 5,832,966.24	\$ 884,549.99	\$ 21,216,113.88
	\$ 14,498,597.65	\$ 5,832,966.24	884,549.99	
	\$ -	\$ -	\$ -	

	Operating Cash	Customer Deposit	Debt Service	System Development	Capital Additions & Replacements	Pump Station	Bond Debt Reserve	Total
1 Cash & Investments Balance (May 1, 2020)	\$17,393,606.03	\$231,778.00	\$1,329,119.20	\$7,480,368.99	\$514,151.54	\$871,857.07	\$0.00	\$27,820,880.83
2 Cash Receipts:								
Customers	1,197,687.70	9,140.00		115,370.00		2,620.00		1,324,817.70
Loans/Grants								0.00
Bond Proceeds								0.00
Special Purpose Tax								0.00
Interest	15,042.84		1,164.04	5,852.23	443.09	732.92		23,235.12
								0.00
								0.00
3 Cash Disbursements:								
Operation & Maintenance	(1,436,307.48)	(25,000.00)			(161,574.41)			(1,622,881.89)
Construction/Capital								0.00
Bond/Debt								0.00
Payroll	(305,130.64)							(305,130.64)
								0.00
Transfers - Investment	0.00							0.00
Transfers - Bonds/Loans								0.00
Transfers - Capital	(160,000.00)				160,000.00			0.00
Transfers - Penalties	(194.25)							(194.25)
Cash and Investments Balance (May 31, 2020)	\$16,704,704.20	\$215,918.00	\$1,330,283.24	\$7,601,591.22	\$513,020.22	\$875,209.99	\$0.00	\$27,240,726.87
5 Projections - Revenue:								
Water Sales	1,877,849.00							1,877,849.00
Holly/Frontier Rev Adj	(1,000,000.00)							(1,000,000.00)
Penalties & Fees	17,500.00							17,500.00
System Development Fees				183,891.67				183,891.67
Miscellaneous Revenue	16,266.67							16,266.67
Grants								0.00
Loans					4,243,100.19			4,243,100.19
Interest	20,302.43		1,721.31	8,653.91	655.22	1,083.80		32,416.67
								0.00
								0.00
6 Projections - Expense:								
Operation & Maintenance	(2,183,536.46)							(2,183,536.46)
Construction/Capital					(13,084,905.54)			(13,084,905.54)
Bond/Loan Payments			(159,628.06)					(159,628.06)
Restricted Capital Reserve					(500,000.00)			(500,000.00)
Accrued Interest Receivable	14,239.21		1,207.25	6,069.47	459.54	760.13		22,735.60
Due from Other Governments					22,539.16			22,539.16
Vouchers/Contracts Payable	(13,958.11)	(230,918.00)		(1,571,520.58)	(150,063.36)	(18,620.00)		(1,985,080.05)
Accrued Leave Payable	(245,278.06)							(245,278.06)
Transfers - Bonds/Loans	(30,662.05)		30,662.05					0.00
Transfers - Capital	(8,725,000.00)			(750,000.00)	9,475,000.00			0.00
7 Total Projections	(10,252,277.37)	(230,918.00)	(126,037.45)	(2,122,905.53)	6,785.21	(16,776.07)	-	\$ (12,742,129.22)
Cash and Investments Projection (June 30, 2020)	\$ 6,452,426.83	\$ (15,000.00)	\$ 1,204,245.79	\$ 5,478,685.69	\$ 519,805.43	\$ 858,433.92	\$ -	\$14,498,597.65

Water Operating Reserve \$ 1,204,245.79
\$ (0.00)

\$ 500,000.00

Water Capital Reserve

Recommended Reserves ****

\$ 727,845

Recommended Reserves

\$ 4,797,647

05/31/20 Projected Unrestricted Funds

\$ 7,641,673

05/31/20 Total Projected Unrestricted Funds

\$ 519,805

Surplus \$ 6,913,827

05/31/20 Total Projected Restricted Funds

\$ 6,337,120

05/31/20 Water Accounts Receivable

\$ 698,792

Surplus \$ 6,856,925

05/31/20 Total Projected Unrestricted Funds

\$ 8,340,465

***Recommended Capital Reserve equates to 2% of Capital Assets less Depreciation

Surplus \$ 7,612,619

**** Projected Restricted Reserves include System Development and Pump Station System Development Fees currently held in reserve

***Recommended Operating Reserve equates to 120 days of operating expenses

NOTE: Customer Deposits is showing a deficit of \$15,000. Whitney Ranch LLC's bond release was posted 06/01/2020, after month end, for \$15,000. Thus, making the projection as of 06/01/2020 \$0.

	Operating Cash	Debt Service	Wyo Concrete Products	System Development	Capital Additions & Replacements	Spec Purpose Tax CC/DC	Total
1 Cash & Investments (May 1, 2020)	\$ 10,889,835.55	\$ 1,541,626.65	0	\$ 5,383,209.27	\$ 509,246.51	0	\$ 18,323,917.98
2 Cash Receipts:							
Customers	1,103,983.93			26,260.00			1,130,243.93
Loans/Grants							-
Special Purpose Tax							-
Interest	8,286.25	1,350.79		4,299.66	440.42		14,377.12
Cash Disbursements:							
Operation & Maintenance	(2,779,973.82)				(254,746.82)		(3,034,720.64)
Construction/Capital							-
Bond/ Debt							-
Payroll	(163,587.92)						(163,587.92)
Transfer - Investment Wyostar	-						-
Transfers - Loans							-
Transfers - Capital				(255,000.00)	255,000.00		-
Transfers - Penalties	194.25						194.25
Cash and Investments Balance (May 31, 2020)	\$9,058,738.24	\$1,542,977.44	\$0.00	\$5,158,768.93	\$509,940.11	\$0.00	\$16,270,424.72
5 Projections-Revenue:							
Sewer Sales	1,169,395.00						1,169,395.00
Penalties & Fees	41,083.33						41,083.33
System Development Fees				54,083.33			54,083.33
Miscellaneous Revenue	4,875.00						4,875.00
Grants							0.00
Loans							0.00
Interest	4,463.32	727.59		2,080.19	237.23		7,508.33
Special Purpose Tax							0.00
6 Projections-Expense:							
Operation & Maintenance	(1,384,108.74)						(1,384,108.74)
Construction/Capital					(9,440,594.90)		(9,440,594.90)
Loan Payments		(180,543.20)					(180,543.20)
Accrued Interest Receivable	8,139.83	1,400.93		4,459.26	456.77		14,456.79
Due from Other Governments					0.00		0.00
Vouchers/Contracts Payable	(39,972.09)		0.00	(400,051.50)	(69,588.59)		(509,612.18)
Accrued Leave Payable	(214,001.25)						(214,001.25)
Transfers - Debt	511,822.20	(511,822.20)					0.00
Transfers - Capital	(5,300,000.00)			(3,800,000.00)	9,100,000.00		0.00
7 Total Projections	(5,198,303.40)	(690,236.88)	-	(4,139,428.72)	(409,489.49)	-	\$ (10,437,458.48)
Cash and Investments Projection (June 30, 2020)	\$ 3,860,434.84	\$ 852,740.56	\$ -	\$ 1,019,340.21	\$ 100,450.62	\$ -	\$ 5,832,966.24

852,740.56
0.00

Sewer Operating
Reserve

Sewer Capital Reserve

Recommended Reserves	\$ 461,370
05/31/20 Projected Unrestricted Funds	\$ 4,713,175
Surplus	\$ 4,251,806
05/31/20 Sewer Accounts Receivable	\$ 757,041
05/31/20 Total Projected Unrestricted Funds	\$ 5,470,216
Surplus	\$ 5,008,847

Recommended Reserves	\$ 1,823,389
05/31/20 Total Projected Unrestricted Funds	\$ 100,451
05/31/20 Total Projected Restricted Funds	\$ 1,019,340
Deficit	\$ 1,119,791
	\$ (703,599)

***Recommended Operating Reserve equates to 120 days of operating expenses

***Recommended Capital Reserve equates to 2% of Capital Assets less Depreciation
**** Projected Restricted Reserves include System Development Fees currently held in reserve

Board of Public Utilities
City of Cheyenne
Revenue Projections FY 2020

WATER REVENUES									
by	Water	Fees &	Misc	Grant	Donated	Interest	City/Trans	System	Total Water
Month ** Actual**	Sales	Penalties	Revenue	Revenue	Utilities	Revenue	Debt Service	Development Fees	Revenues
JULY	\$1,930,469	\$10,760	\$970	\$0	\$0	\$0	\$0	\$104,040	\$2,046,239
AUGUST	\$2,796,854	\$10,794	\$14,743	\$0	\$1,200,542	\$49,057	\$0	\$386,917	\$4,458,906
SEPTEMBER	\$3,012,285	\$5,599	\$3,609	\$0	\$275,471	(\$2,466)	\$0	\$188,991	\$3,483,489
OCTOBER	\$2,224,997	\$45,914	\$10,589	\$0	\$0	\$80,117	\$0	\$345,961	\$2,707,578
NOVEMBER	\$1,076,366	\$13,979	\$62,765	\$0	\$0	\$37,769	\$0	\$91,058	\$1,281,938
DECEMBER	\$1,131,488	\$5,493	\$17,546	\$0	\$0	\$16,501	\$0	\$216,150	\$1,387,179
JANUARY	\$1,332,668	\$10,156	\$59,850	\$0	\$0	\$43,339	\$0	\$139,830	\$1,585,843
FEBRUARY	\$1,184,123	\$5,004	\$6,617	\$0	\$0	\$33,217	\$0	\$31,840	\$1,260,801
MARCH	\$1,159,525	(\$584)	\$9,021	\$0	\$0	\$33,391	\$0	\$339,130	\$1,540,483
APRIL	\$1,189,757	\$5,859	\$21,638	\$0	\$0	\$14,475	\$0	\$147,280	\$1,379,009
MAY	\$1,309,644	\$472	\$51,213	\$0	\$0	\$21,642	\$0	\$95,370	\$1,478,341
JUNE	\$1,877,849	\$17,500	\$16,267	\$0	\$0	\$32,417	\$0	\$183,892	\$2,127,924
Est Unbilled Svcs									
Carry Over to FY 2020									\$0
FY 2020 Projection	\$20,226,025	\$130,946	\$274,829	\$0	\$1,476,012	\$359,459	\$0	\$2,270,459	\$24,737,730
Budget FY 2020	\$21,069,300	\$210,000	\$195,200	\$0	\$0	\$389,000	\$0	\$2,206,700	\$24,070,200
Variance	-\$843,275	-\$79,054	\$79,629	\$0	\$1,476,012	-\$29,541	\$0	\$63,759	\$667,530
								Donated Utilities	-\$1,476,012
								Over/Under Budgeted Revenue	-\$808,482
Actual FY 2019	\$19,383,845	\$196,460	\$211,294	\$1,065,740	\$994,643	\$590,570		\$2,055,813	\$24,498,365
Actual FY 2018	\$21,167,384	\$209,294	\$250,869	\$6,046,603	\$1,315,397	\$281,002	\$0	\$2,541,631	\$31,812,180
Actual FY 2017	\$20,259,231	\$164,322	\$149,307	\$2,159,121	\$881,367	\$136,553	\$0	\$1,630,642	\$25,380,543
Actual FY 2016	\$18,855,461	\$256,549	\$154,158	\$761,359	\$1,677,931	\$82,366	\$0	\$2,394,474	\$24,182,298
Actual FY 2015	\$17,074,853	\$252,902	\$190,714	\$1,361,856	\$770,305	\$62,361	\$0	\$2,568,658	\$22,281,649
Actual FY 2014	\$17,607,911	\$251,040	\$418,104	\$15,173,444	\$2,712,553	\$47,946	\$0	\$3,292,384	\$39,503,382
Actual FY 2013	\$18,759,665	\$144,323	\$176,906	\$1,404,495	\$1,376,845	\$43,621	\$0	\$1,206,117	\$23,111,972
Actual FY 2012	\$18,599,313	\$146,166	\$208,703	\$495,259	\$2,354,809	\$74,621	\$0	\$1,493,401	\$23,372,272
Actual FY 2011	\$17,653,550	\$187,679	\$170,758	\$264,247	\$756,642	\$122,891	\$0	\$1,335,754	\$20,491,521
Actual FY 2010	\$15,211,636	\$129,901	\$178,148	\$622,551	\$520,750	\$206,972	\$1,000,000	\$915,960	\$18,785,917
Actual FY 2009	\$15,521,466	\$159,248	\$164,741	\$1,861,885	\$793,755	\$421,489	\$1,000,000	\$1,011,625	\$20,934,209
Actual FY 2008	\$14,736,981	\$232,698	\$222,891	\$297,530	\$1,167,439	\$852,527	\$1,000,000	\$984,300	\$19,494,366
Actual FY 2007	\$14,580,270	\$189,950	\$204,256	\$2,089,491	\$1,936,012	\$974,555	\$1,000,000	\$822,955	\$21,797,489
Actual FY 2006	\$14,657,466	\$199,675	\$137,465	\$2,961,313	\$3,236,236	\$739,254	\$1,000,000	\$2,009,690	\$21,704,863
Actual FY 2005	\$10,825,172	\$198,890	\$155,897	\$137,389	\$1,270,441	\$346,210	\$4,250,745	\$1,438,698	\$18,623,443
Actual FY 2004	\$11,739,215	\$210,902	\$400,700	\$573,730	\$1,604,091	\$174,073	\$2,336,169	\$1,977,135	\$19,016,015
Actual FY 2003	\$11,232,827	\$110,567	\$84,905	\$274,571	\$216,685	\$322,948	\$6,767,707	\$1,341,309	\$20,351,519

SEWER REVENUES

by	Sewer	Fees &	Misc	Grant	Donated	Interest	City/Trans	System	Total Sewer
Month ** Actual**	Sales	Penalties	Revenue	Revenue	Utilities	Revenue	Debt Service	Development Fees	Revenues
JULY	\$1,163,628	\$6,710	\$1,791	\$0	\$0	\$0		\$26,950	\$1,199,079
AUGUST	\$1,219,381	\$53,344	\$12,721	\$0	\$29,115	\$26,962		\$103,341	\$1,444,864
SEPTEMBER	\$1,125,483	\$34,514	\$1,270	\$0	\$42,631	(\$1,355)		\$48,041	\$1,250,584
OCTOBER	\$1,108,649	\$52,393	\$6,087	\$0	\$0	\$40,375		\$18,942	\$1,226,446
NOVEMBER	\$1,019,650	\$7,378	\$4,472	\$0	\$0	\$20,543		\$22,636	\$1,074,679
DECEMBER	\$1,010,234	\$4,766	\$40,398	\$0	\$0	\$9,351		\$55,266	\$1,120,015
JANUARY	\$1,177,707	\$5,511	\$1,332	\$0	\$0	\$24,956		\$26,296	\$1,235,801
FEBRUARY	\$1,165,526	\$9,492	\$2,489	\$0	\$0	\$18,730		\$7,110	\$1,203,348
MARCH	\$1,121,166	\$14,695	\$3,159	\$0	\$0	\$20,365		\$85,270	\$1,244,655
APRIL	\$1,153,753	\$5,881	\$1,818	\$0	\$0	\$8,027		\$32,440	\$1,201,919
MAY	\$1,110,487	\$16,251	\$3,435	\$0	\$0	\$13,780		\$21,700	\$1,165,653
JUNE	\$1,169,395	\$41,083	\$4,875	\$0	\$0	\$7,508		\$54,083	\$1,276,945
Est Unbilled Svcs									
Carry Over to FY 2020									\$0
FY 2020 Projection	\$13,545,058	\$252,018	\$83,847	\$0	\$71,746	\$189,242	\$0	\$502,075	\$14,643,987
Budget FY 2020	\$13,246,700	\$493,000	\$58,500	\$0	\$0	\$90,100	\$0	\$649,000	\$14,537,300
Variance	\$298,358	-\$240,982	\$25,347	\$0	\$71,746	\$99,142	\$0	-\$146,925	\$106,687
								Donated Utilities	-\$71,746
								Over/Under Budgeted Revenue	\$34,941
Actual FY 2018	\$13,008,655	\$556,880	\$45,871	\$0	714,311	\$287,935	\$0	\$488,320	\$15,101,973
Actual FY 2018	\$12,261,814	\$438,756	\$101,365	\$0	1,272,680	\$126,904	\$0	\$568,702	\$14,770,221
Actual FY 2017	\$11,764,199	\$431,225	\$54,116	\$0	1,091,053	\$51,325	\$0	\$1,922,580	\$15,314,498
Actual FY 2016	\$10,975,666	\$501,452	\$74,914	\$114,876	1,386,348	\$33,490	\$0	\$1,620,218	\$14,706,964
Actual FY 2015	\$10,135,485	\$626,309	\$30,872	\$118,499	303,379	\$23,715	\$0	\$1,911,722	\$13,149,981
Actual FY 2014	\$9,640,808	\$560,839	\$127,866	\$60,642	1,136,868	\$17,402	\$0	\$859,212	\$12,403,637
Actual FY 2013	\$8,887,992	\$418,779	\$36,088	\$170,116	779,093	\$16,267	\$0	\$325,891	\$10,634,226
Actual FY 2012	\$8,666,492	\$356,587	\$46,774	\$151,257	1,379,695	\$30,088	\$0	\$434,752	\$11,065,645
Actual FY 2011	\$8,343,875	\$380,447	\$39,052	\$4,331,216	606,493	\$55,829	\$0	\$319,809	\$14,076,721
Actual FY 2010	\$8,181,446	\$260,128	\$15,640	\$0	354,972	\$100,422	\$10,257	\$237,365	\$9,160,230
Actual FY 2009	\$7,870,804	\$213,112	\$67,365	\$348,976	274,696	\$191,032	\$259,653	\$255,733	\$9,578,812
Actual FY 2008	\$7,406,305	\$225,919	\$50,712	\$0	597,738	\$452,966	\$879,212	\$284,435	\$9,897,286
Actual FY 2007	\$7,076,671	\$207,303	\$750,879	\$126,600	1,700,200	\$575,450	\$1,365,071	\$229,790	\$12,031,964
Actual FY 2006	\$6,252,915	\$217,100	\$56,057	\$1,205,600	0	\$473,074	\$1,300,753	\$497,760	\$10,003,259
Actual FY 2005	\$5,902,180	\$211,729	\$21,264	\$ -	671,354	\$266,007	\$1,223,235	\$1,985,084	\$10,280,854
Actual FY 2004	\$5,032,810	\$225,310	\$31,170	\$ -	1,672,452	\$108,666	\$30,389	\$504,545	\$7,605,341
Actual FY 2003	\$4,381,130	\$164,029	\$28,362	\$ -	711,863	\$169,548	\$2,514,193	\$347,138	\$8,316,263

BOARD OF PUBLIC UTILITIES
WATER ENTERPRISE FUND
CAPITAL PURCHASES
INTERIM STATEMENT
May 31, 2020

ACCOUNT	ACCOUNT TITLE	TOTAL BUDGETED	CURRENT EXPENSES	EXPENSES TO DATE	UNEXPENDED BALANCE	ENCUMBRANCES	BALANCE AFTER ENCUMBRANCES	% Expended & Committed	Material - Vendor
1	SOURCE OF SUPPLY								
9210-1811	Reservoirs-Dams and Structures	100,000			100,000	-	100,000	0.00%	
	Total Source of Supply	100,000	-	-	100,000	-	100,000	0.00%	
2	WATER TREATMENT PLANTS								
9210-1830	Water Treatment Equipment	39,000	-	-	39,000	22,665	16,335	58.12%	
9210-1841	Struct. & Imprvmnts-Roundtop Plant	-			-	-	-	#DIV/0!	
9210-1840	Struct. & Imprvmnts-Sherard Plant	23,300			23,300	-	23,300	0.00%	
	Total Water Treatment Plants	62,300	-	-	62,300	22,665	39,635	0.00%	
3	TRANSMISSION & DISTRIBUTION								
9210-1856	Water System Equipment	172,500	-	148,782	23,718	-	23,718	86.25%	
9210-1857	Water Meters	350,000	39,147	257,079	92,921	-	92,921	73.45%	
9210-1858	Fire Hydrants	40,000	1,711	21,884	18,116	-	18,116	54.71%	
	Total Transmission & Distribution	562,500	40,858	427,745	134,755	-	134,755	76.04%	
4	MACHINERY AND EQUIPMENT								
9210-1860	Tools, Shop, Garage Equipment	3,750		3,386	364	-	364	90.30%	
	Total Machinery and Equipment	3,750	-	3,386	364	-	364	90.30%	
5	TRANSPORTATION EQUIPMENT								
9210-1870	Motorized Equipment	67,500	-	58,190	9,310		9,310	86.21%	
	Total Transportation Equipment	67,500	-	58,190	9,310	-	9,310	0.00%	
6	ADMIN, O&M & ENGINEERING								
9210-1880	Struct. & Imprvmnts-Admin Bldg	22,500			22,500		22,500	0.00%	
9210-1881	Struct. & Imprvmnts-Shop Bldgs	30,000			30,000	-	30,000	0.00%	
9210-1883	Office Furniture & Eqpt.	78,000	-	-	78,000	-	78,000	0.00%	
9210-1882	Land and Land Rights	-			-	-	-		
	TOTAL Admin,O&M, Engineering	130,500	-	-	130,500	-	130,500	0.00%	
7	TOTAL PURCHASE OF CAPITAL ASSETS	926,550	40,858	489,321	437,229	22,665	414,564	55.26%	
		926,550.00	40,857.74	489,321.44		22,664.94	414,563.62		

BOARD OF PUBLIC UTILITIES
SEWER ENTERPRISE FUND
CAPITAL PROJECTS
INTERIM STATEMENT
May 31, 2020

ACCOUNT	ACCOUNT TITLE	TOTAL BUDGETED	CURRENT EXPENSES	EXPENSES TO DATE	Unexpended BALANCE	ENCUMBRANCES	BALANCE AFTER ENCUMBRANCES	% Expended & Committed	Material - Vendor
1	WATER RECLAMATION PLANTS								
9210-1831	Plant Equipment - Crow Creek Plant	30,000	-	-	30,000	-	30,000	0.00%	
9210-1832	Plant Equipment - Dry Creek Plant	330,120		55,378	274,742	13,391	261,351	20.83%	
9210-1842	Structures & Improvements-Crow Creek Plt	80,000			80,000	-	80,000	0.00%	
9210-1843	Structures & Improvements-Dry Creek Plt	367,000		(5,500)	372,500	-	372,500	-1.50%	
	Total Water Reclamation Plants	807,120	-	49,878	757,242	13,391	743,851	7.84%	
2	SEWER COLLECTION MAINS								
	Sewer Mains -- 20" & Larger				-	-	-	#DIV/0!	
	Sewer Mains -- 18" and Smaller				-	-	-	#DIV/0!	
9210-1856	Sewer System Equipment	57,500	-	49,594	7,906	-	7,906	86.25%	
	Total Sewer Collection Mains	57,500	-	49,594	7,906	-	7,906	0.00%	
3	MACHINERY AND EQUIPMENT								
9210-1860	Tools, Shop, Garage Equipment	1,250		1,129	121	-	121	90.30%	
	Communications Equipment				-	-	-	#DIV/0!	
	Total Machinery and Equipment	1,250	-	1,129	121	-	121	90.30%	
4	TRANSPORTATION EQUIPMENT								
9210-1870	Motorized Equipment	22,500	-	19,397	3,103		3,103	86.21%	Spradley Barr
	Total Transportation Equipment	22,500	-	19,397	3,103	-	3,103	0.00%	
5	ADMIN, O&M, ENGINEERING								
9210-1880	Structure & Improvements-Admin Bldg	7,500			7,500	-	7,500	0.00%	
9210-1881	Structure & Improvements-Shop Facilities	10,000			10,000	-	10,000	0.00%	
9210-1883	Office Furniture & Eqpt.	21,000	-	-	21,000	-	21,000	0.00%	
	Land and Land Rights				-	-	-	#DIV/0!	
	Total Admin, O&M, Engineering	38,500	-	-	38,500	-	38,500	0.00%	
6	TOTAL PURCHASE OF CAPITAL ASSETS	926,870	-	119,998	806,872	13,391	793,481	14.39%	
		926,870.00		119,997.56	806,872.44	13,391.12	793,481.32		

WATER ENTERPRISE FUND
CONSTRUCTION WORK IN PROGRESS
INTERIM STATEMENT
May 31, 2020

ACCOUNT 199	ACCOUNT TITLE	TOTAL BUDGETED	CURRENT EXPENSES	EXPENSES TO DATE	UNEXPENDED BALANCE	ENCUMBRANCES	Completed	BALANCE AFTER ENCUMBRANCES	% Expended & Committed	Engineer
1	CHEYENNE WTR DEVELOPMENT									
9220-80010	Special Water Projects	382,322	350,000	350,000	32,322	-		32,322	91.55%	
9220-80011	Direct Potable Reuse Study	-	-	-	-	-		-	#DIV/0!	
9220-80015	Mstr Plan- Vol 10 Project	847,477	12,880	391,672	455,805	3,755		452,049	46.66%	Plante Moran/Tyler Technologies
	Total Cheyenne Water Development	1,229,799	362,880	741,672	488,127	3,755	-	484,371	60.61%	
2	WTR DELIVERY & COLLECTION									
9220-81032	Laramie River Pipeline	-	-	-	-	-		-	#DIV/0!	
9220-81033	Scada Rehabilitation	-	-	(191,298)	191,298	-		191,298	#DIV/0!	
	Total Wtr Delivery & Collection Projects	-	-	(191,298)	191,298	-	-	191,298	#DIV/0!	
3	RAW WTR & DAM PROJECTS									
9220-82016	Sloan Lake Pipeline Rehab	-	-	-	-	-		-	#DIV/0!	
9220-82017	HP/RR Gate Replacement	380,000	-	258,261	121,739	-	-	121,739	67.96%	Hamm Equipment
	Total Raw Water and Dam Projects	380,000	-	258,261	121,739	-	-	121,739	67.96%	
4	WELLFIELD PROJECTS									
9220-83050	FY2017 Well Projects	-	-	-	-	-		-	#DIV/0!	
9220-83051	FY2018 Well Projects	-	-	-	-	-		-	#DIV/0!	
9220-83053	FY2019 Well Projects	-	-	-	-	-		-	#DIV/0!	
9220-83054	FY2020 Well Projects	238,455	-	31,545	206,910	-		206,910	13.23%	
9220-83061	AEM Wellfield Survey	211,545	-	39,000	172,545	-		172,545	18.44%	
	Total Wellfield Projects	450,000	-	70,545	379,455	-	-	379,455	#DIV/0!	
5	WATER DISTRIBUTION PROJECTS									
9220-84002	26th Street (Bent-Carey)	294,042	-	-	294,042	-		294,042	0.00%	Benchmark/Simon Contractors
9220-84003	Evers Blvd (Bishop-Vandehei)	664,265	(26,530)	222,962	441,303	-		441,303	33.57%	AVI
9220-84004	Trra Parkway (Bishop-Vandehei)	-	-	-	-	-		-	#DIV/0!	AVI/Aztec
9220-84005	Westland Road (Wstct-Hyp)	-	-	-	-	-		-	#DIV/0!	AVI/Aztec
9220-84006	Campstool Road (Front-N Col)	-	-	-	-	-		-	#DIV/0!	AVI/Aztec
9220-84007	Rawlins (Mnr-Cleveland)	-	-	-	-	-		-	#DIV/0!	AVI/Aztec
9220-84010	Buffalo Ridge Boster Station	-	-	-	-	-		-	#DIV/0!	
9220-84011	N City System Improvement	330,000	99,800	101,050	228,950	-		228,950	30.62%	
9220-84012	Saddle Ridge Pressure Zone	-	-	-	-	-		-	#DIV/0!	Mechanical Systems
9220-84014	W 7th (Snydr-Thms)	-	-	-	-	-		-	#DIV/0!	Aztec
9220-84015	Snyder Ave (W5th-W7th)	-	-	-	-	-		-	#DIV/0!	Aztec
9220-84016	West 8th (W9th-Thomes)	-	-	-	-	-		-	#DIV/0!	Aztec
9220-84017	E 22nd (Symr-Alxnd)	-	-	-	-	-		-	#DIV/0!	Aztec
9220-84018	Hickory Pl (Shrdn-Mnt)	-	-	-	-	-		-	#DIV/0!	Aztec
9220-84019	Stillwater (DRng-Drft)	-	-	-	-	-		-	#DIV/0!	Aztec
9220-84020	1400 Deli Range	-	-	-	-	-		-	#DIV/0!	
9220-84021	1650 Deli Range	-	-	-	-	-		-	#DIV/0!	
9220-84022	Stillwater (Dftwd-Mld)	-	-	-	-	-		-	#DIV/0!	
9220-84023	W Lincolnway (Stn-Grt)	-	-	-	-	-		-	#DIV/0!	
9220-84024	Chestnut (Con-Chrch)	-	-	-	-	-		-	#DIV/0!	
9220-84025	W Leisher (WJf-Chrch)	-	-	-	-	-		-	#DIV/0!	
9220-84026	Prv Flow Pressure Monitor	-	-	-	-	-		-	#DIV/0!	
9220-84027	Prairie - Frontier	365,548	-	212	365,336	-		365,336	0.06%	HDR
9220-84028	Apache (Weaver-Syracuse)	-	-	-	-	-		-	#DIV/0!	AVI/Aztec
9220-84029	E 2nd (Van Lennon-Russell)	-	-	-	-	-		-	#DIV/0!	AVI/Aztec
9220-84030	Oxford (Boston-Durham)	-	-	-	-	-		-	#DIV/0!	AVI/Aztec
9220-84031	E 17th (Hugar-Holiday Park)	-	-	-	-	-		-	#DIV/0!	AVI/Aztec
9220-84032	W Lincolnway (Cdwld-Ctl)	-	-	-	-	-		-	#DIV/0!	AVI/Aztec
9220-84033	Ontario (Rio-DII Rng)	-	-	-	-	-		-	#DIV/0!	AVI/Aztec
9220-84034	Apache (Ogdn-Mnt)	-	-	-	-	-		-	#DIV/0!	AVI/Aztec
9220-84035	Fredrick (Mltn-Hamltm)	-	-	-	-	-		-	#DIV/0!	AVI/Aztec
9220-84036	Hynnds Ln Cleaning	-	-	-	-	-		-	#DIV/0!	
9220-84037	Fill Station (Windmill) Design	-	-	-	-	-		-	#DIV/0!	
9220-84038	FY19 Water Rehab Project	-	-	1,121,640	(1,121,640)	-		(1,121,640)	#DIV/0!	AVI
9220-84041	Prairie (Pwdrhs-Fmtr)	-	-	-	-	-		-	#DIV/0!	Aztec

H:\Financial\Month and Fiscal Year End\Management Reports\End of month reports\PAGE23-24 workpaper for FY20.xlsx

WATER ENTERPRISE FUND
CONSTRUCTION WORK IN PROGRESS
INTERIM STATEMENT
May 31, 2020

ACCOUNT 199	ACCOUNT TITLE		TOTAL BUDGETED	CURRENT EXPENSES	EXPENSES TO DATE	UNEXPENDED BALANCE	ENCUMBRANCES	Completed	BALANCE AFTER ENCUMBRANCES	% Expended & Committed	Engineer
9220-84042	E 17th (Cnvers-Lgn)	18		-	-	-	-		-	#DIV/0!	Aztec
9220-84048	Christensen Road Extension	15	92,306	90,000	90,000	2,306			2,306	97.50%	Benchmark/HDR
9220-84049	FY15 Pump Stations Project	15		-	-	-			-	#DIV/0!	Wenck
9220-84054	Reimburse Oversize Mains	17	400,000			400,000			400,000	0.00%	
9220-84060	FY 2020 Rehab Projects	20	4,120,000	(598,279)	(381,248)	4,501,248	1,500		4,499,748	-9.22%	
9220-84061	Pressure Mng City South	20	540,000		-	540,000	-		540,000	0.00%	
9220-84064	19th St - (Snyder-Morrie)	14		-	-	-			-	#DIV/0!	S.E.H./Reiman Corp
9220-84066	FY 2018 Rehabs Geo Tech	17		-	-	-			-	#DIV/0!	AVI/Strata
9220-84067	FY 2019 Rehabs Geo Tech	18		-	-	-			-	#DIV/0!	Strata
9220-84072	CWIP Water Main Rehab		2,875,410	244,825	1,376,133	1,499,277	2,364		1,496,914	47.94%	
9220-84073	Civic Center Commons	18		-	-	-			-	#DIV/0!	Reiman Corp
9220-84075	Civic Center Commons	18	29,923	-	-	29,923			29,923	0.00%	
Total Water Distribution Projects			9,711,494	(190,183)	2,530,747	7,180,747	3,864		7,176,883	26.10%	
6	LARGE DISTRIBUTION MAIN PROJECTS										
9220-85021	S. Wtr Trans Main PH III	14	-	-	-	-	-		-	#DIV/0!	DOWL/Mountian View Building
Total Large Distribution Main Projects			-	-	-	-	-		-	#DIV/0!	
7	WATER TREATMENT PLANTS										
9220-86057	RLS Powder Active Carbon	15		-	-	-	-		-	#DIV/0!	WENCK/Town and Country
9220-86061	Hydro Electric Generator	13	3,938,601	8,678	(160,058)	4,098,659	8,223		4,090,436	-3.86%	States West Water/Gilber Gilkes & Gordon
9220-86063	RLS Filter Media and Rehab	19	271,000	-	173,810	97,190	-		97,190	64.14%	Coblaco Services
9220-86064	Floc Basin Rehab	19	618,000	-	489,031	128,969	-		128,969	79.13%	Mandros Painting
Total Water Treatment Plant Projects			4,827,601	8,678	502,783	4,324,818	8,223		4,316,595	10.59%	
8	ADMIN/O&M/ENGR FACILITIES										
				-	-	-	-		-	#DIV/0!	
Total Admin/O&M/Engr Facilities			-	-	-	-	-		-	#DIV/0!	
9	Total Water Constr. Work in Progress										
			16,598,894	181,374	3,912,710	12,686,184	15,842		12,670,342	23.67%	

SEWER ENTERPRISE FUND
CONSTRUCTION WORK IN PROGRESS
INTERIM STATEMENT
May 31, 2020

ACCOUNT 299	ACCOUNT TITLE		TOTAL BUDGETED	CURRENT EXPENSES	EXPENSES TO DATE	UNEXPENDED BALANCE	BALANCE AFTER ENCUMBRANCES	% Expended & Committed	Engineer
1	SEWER COLLECTION MAIN PROJECTS								
9220-90001	FY 19 Sewer Rehabs	19	2,962,817	242,504	1,703,030	1,259,787	2,044	1,257,744	57.55%
9220-90007	Albany Avenue	18				-		-	#DIV/0! Aztec
9220-90008	3246 Old Faithful Road	18				-		-	#DIV/0! Aztec
9220-90009	1000 Cleveland Avenue	18				-		-	#DIV/0! Aztec
9220-90010	2020 E 16th Street	18				-		-	#DIV/0! Aztec
9220-90034	1500 Bighorn Avenue	18				-		-	#DIV/0! Aztec
9220-90035	900 W Pershing Blvd	18				-		-	#DIV/0! Aztec
9220-90036	2649 Kelley Drive	18	2,096			2,096		2,096	0.00% Aztec
9220-90037	East 13th Street	18				-		-	#DIV/0! Aztec
9220-90038	1641 Fremont Avenue	18				-		-	#DIV/0! Aztec
9220-90039	23rd Street	18				-		-	#DIV/0! Aztec
9220-90042	2212 Garrett Street	18				-		-	#DIV/0! Aztec
9220-90043	Goshen Avenue (E17-E18)	18				-		-	#DIV/0! Aztec
9220-90044	Sewer Rehabs - FY2018	18				-		-	#DIV/0! AVI/Terracon
9220-90045	FY20 Sewer Rehabs	20	2,149,000	6,457	84,047	2,064,953	5,387	2,059,566	4.16%
9220-90046	26th Street Phase II				(35,000)	35,000		35,000	#DIV/0!
9220-90050	Reimb Oversize Col. Mains		300,011			300,011		300,011	0.00%
9220-90069	Evers (Bishop-Vandehei)	19	607,819	(26,007)	138,261	469,558		469,558	22.75% AVI
9220-90073	E 10th Street	17				-		-	#DIV/0! AVI/Simon
9220-90075	Pebrican Avenue	17				-		-	#DIV/0! AVI/Simon
9220-90076	Forest Drive	17				-		-	#DIV/0! AVI/Simon
9220-90077	East Lincolnway	17				-		-	#DIV/0! AVI/Simon
9220-90078	Dunn Avenue	17				-		-	#DIV/0! AVI/Simon
9220-90079	4405 E 11th Street	17				-		-	#DIV/0! AVI/Simon
9220-90080	Civic Center Manhole	19				-		-	#DIV/0!
9220-90081	Manhole Replacement	18				-		-	#DIV/0! Aztec Construction
9220-90088	500 Barbell Ct	17				-		-	#DIV/0!
9220-90089	Bishop Avenue	17	144,745			144,745		144,745	0.00% AVI/Simon
9220-90090	Warren Ave (27th-29th)	17				-		-	#DIV/0! AVI/Simon
9220-90091	W Lincolnway (MH93-95)	17				-		-	#DIV/0! AVI/Simon
9220-90092	4th Street	17				-		-	#DIV/0! AVI/Simon
9220-90093	900 E 25th Street	17				-		-	#DIV/0! AVI/Simon
9220-90094	6102 Elk Avenue	17				-		-	#DIV/0! AVI/Simon
9220-90095	1100 W Pershing	17				-		-	#DIV/0! AVI/Simon
9220-90096	3218 Box Elder	17				-		-	#DIV/0! AVI/Simon
9220-90097	500 Platte Avenue	17	62,495			62,495		62,495	0.00%
9220-90098	Duff Avenue	17				-		-	#DIV/0! AVI/Simon
	Total Sewer Collection Main Projects		6,228,983	222,954	1,890,337	4,338,646	7,431	4,331,215	30.47%
2	WATER RECLAMATION PLANT								
9220-91046	CCWRIF- Engineering	17				-		-	#DIV/0!
9220-91047	CCWRIF- Construction	17				-		-	#DIV/0!
9220-91049	CC/Secondary Baffling	16				-		-	#DIV/0!
9220-91050	Sludge Dewatering		3,100,000		121,126	2,978,874	6,571	2,972,303	4.12%
	Total Water Reclamation Plant Projects		3,100,000	-	121,126	2,978,874	6,571	2,972,303	4.12%
3	WATER RECLAMATION DEVELOPMENT								
9220-92010	Wtr Rec Special Projects	15	439,774			439,774	128	439,646	0.03%
9220-92015	2013 Master Plan Vol 10 project	15	403,559	4,293	130,173	273,386	1,081	272,304	32.52% Plante Moran/Tyler Technologies
9220-92016	Fiber Optic Line DC/CC	19	452,937			452,937		452,937	0.00%
9220-92017	Scada Rehabilitation				(63,766)	63,766		63,766	#DIV/0!
	Total Water Reclamation Dev. Projects		1,296,270	4,293	66,407	1,229,863	1,209	1,228,654	5.22%
4	LARGE COLLECTION MAIN PROJECTS								
9220-93015	So. Sewer Interceptor PH I	14			47,558	(47,558)		(47,558)	#DIV/0! Burns & McDonnell/Simon
9220-93016	No. Crow Sewer Interceptor		225,000	27,500	62,500	162,500		162,500	27.78%
	Total Large Collection Main Projects		225,000	27,500	110,058	114,942	-	114,942	48.91%
5	ADMIN/O&M/ENGR FACILITIES								
	Total Admin/O&M/Engr Facilities		-	-	-	-	-	-	#DIV/0!
6	Total Sewer Constr. Work in Progress		10,850,253	254,747	2,187,929	8,662,324	15,211	8,647,114	20.30%

Expenditure Approval List - Utilities and Refunds

VENDOR	VENDOR NAME	ACCOUNT	AMOUNT	CHECK NO	INVOICE	FULL DESC
1141	CITY OF CHEYENNE	300 3210	624,850.61	132281	114052620	Garbage Collections Through 5/26/20
		Vendor Voucher Total	624,850.61			
1199	VERIZON WIRELESS	121 5320	199.66	132285	119053120	Monthly Cell Phone & iPad Services 5/20- and 3 iPa
1199	VERIZON WIRELESS	130 5320	1,109.66	132285	119053120	Monthly Cell Phone & iPad Services 5/20- and 3 iPa
1199	VERIZON WIRELESS	140 5320	605.20	132285	119053120	Monthly Cell Phone & iPad Services 5/20- and 3 iPa
1199	VERIZON WIRELESS	150 5320	194.60	132285	119053120	Monthly Cell Phone & iPad Services 5/20- and 3 iPa
1199	VERIZON WIRELESS	160 5330	60.02	132285	119053120	Monthly Cell Phone & iPad Services 5/20- and 3 iPa
1199	VERIZON WIRELESS	230 5320	369.88	132285	119053120	Monthly Cell Phone & iPad Services 5/20- and 3 iPa
1199	VERIZON WIRELESS	230 5410	2,399.97	132285	119053120	Monthly Cell Phone & iPad Services 5/20- and 3 iPa
1199	VERIZON WIRELESS	240 5320	201.73	132285	119053120	Monthly Cell Phone & iPad Services 5/20- and 3 iPa
1199	VERIZON WIRELESS	250 5320	64.87	132285	119053120	Monthly Cell Phone & iPad Services 5/20- and 3 iPa
1199	VERIZON WIRELESS	260 5330	20.00	132285	119053120	Monthly Cell Phone & iPad Services 5/20- and 3 iPa
1199	VERIZON WIRELESS	282 5320	216.36	132285	119053120	Monthly Cell Phone & iPad Services 5/20- and 3 iPa
		Vendor Voucher Total	5,441.95			
1787	BLACK HILLS ENERGY	130 5311	536.06	132279	178053120	Electric and Gas Services
1787	BLACK HILLS ENERGY	160 5330	8.29	132279	178053120	Electric and Gas Services
1787	BLACK HILLS ENERGY	230 5311	19.60	132279	178053120	Electric and Gas Services
1787	BLACK HILLS ENERGY	260 5330	2.76	132279	178053120	Electric and Gas Services
1787	BLACK HILLS ENERGY	281 5310	679.86	132279	178053120	Electric and Gas Services
1787	BLACK HILLS ENERGY	282 5310	3,206.42	132279	178053120	Electric and Gas Services
		Vendor Voucher Total	4,452.99			
2104	CENTURYLINK	160 5330	835.00	132280	1491618591	Monthly Internet Services
2104	CENTURYLINK	260 5330	278.34	132280	1491618591	Monthly Internet Services
		Vendor Voucher Total	1,113.34			
999999	KMJ Holdings LLC	100 1411	153.92	132282	557698-52977	Overpaid final bill.557698-52977 - 5003 Sunny Rid
999999	Westport Group	100 1411	1,894.20	132283	559725-999007664	Hydrant Refund for WestPort Group
999999	Whitney Ranch LLC	100 2650	15,000.00	132284	Bond Release 18-238	Bond Release for project 18-238 - Whitney Ranch
		Misc. Vendors Voucher Total	17,048.12			

652,907.01

President: _____

Administration Manager: _____

Board of Public Utilities
May 2020 Payroll EAL report

Check Total - EAL report	521,633.81
Net Pay	468,447.10
Net Pay, Manual Check - Johnson	271.46
Net Pay, Manual Check	
Net Pay, Manual Check	
Net Pay, Manual Check	
Net Pay, Manual Check	
Net Pay, Manual Check	
	<u>990,352.37</u>
Gross Pay	634,626.54
Gross Pay, Manual Check - Johnson	204.37
Gross Pay, Manual Check	
Gross Pay, Manual Check	
Gross Pay, Manual Check	
Gross Pay, Manual Check	
Gross Pay, Manual Check	
Benefits	364,975.74
Benefits, Manual Check - Johnson	(761.38)
Benefits, Manual Check	
Benefits, Manual Check	
Benefits, Manual Check	
Benefits, Manual Check	
Benefits, Manual Check	
Retiree Dental	1,353.35
Retiree Health	9,295.00
Retiree Vision	202.79
Retiree - Gold's Gym	
Flex Savings- BCBS	(4,657.31)
Worker's Comp - May20	(14,886.73)
	<u>990,352.37</u>

Expenditure Approval List - Payroll

VENDOR	VENDOR NAME	ACCOUNT	PO	AMOUNT	WARRANT	CHECK NO	INVOICE	FULL DESC
1010	BLUE CROSS BLUE SHIE	100 2130	20202081	\$ 131,908.77	052720PR	132261	200505222112	May20 PR BCBS June Premium
1010	BLUE CROSS BLUE SHIE	100 2160	20202081	\$ 9,295.00	052720PR	132261	200505222112	May20 PR BCBS June Premium
1010	BLUE CROSS BLUE SHIE	200 2130	20202081	\$ 77,470.23	052720PR	132261	200505222112	May20 PR BCBS June Premium
Vendor Voucher Total				\$ 218,674.00				
1043	ANB BANK-FED W/H	100 2130	20202079	\$ 92,183.35	052720PR	132260	May20 PR 941 Tax	May20 PR 941 Tax
1043	ANB BANK-FED W/H	200 2130	20202079	\$ 54,139.43	052720PR	132260	May20 PR 941 Tax	May20 PR 941 Tax
Vendor Voucher Total				\$ 146,322.78				
1148	VALIC	100 2130	20202088	\$ 3,178.35	052720PR	132269	May20 PR Contributio	May20 Valic Contributions
1148	VALIC	200 2130	20202088	\$ 1,866.65	052720PR	132269	May20 PR Contributio	May20 Valic Contributions
Vendor Voucher Total				\$ 5,045.00				
1182	NCPERS GROUP LIFE	100 2130	20202083	\$ 496.00	052720PR	132266	June20 Premiums	May20 Wyo Life Premiums
Vendor Voucher Total				\$ 496.00				
1193	DELTA DENTAL	100 2130	20202082	\$ 7,639.11	052720PR	132263	9859680-IN	May20 PR Delta Dental Premiums (June20)
1193	DELTA DENTAL	100 2160	20202082	\$ 1,353.35	052720PR	132263	9859680-IN	May20 PR Delta Dental Premiums (June20)
1193	DELTA DENTAL	200 2130	20202082	\$ 4,486.46	052720PR	132263	9859680-IN	May20 PR Delta Dental Premiums (June20)
Vendor Voucher Total				\$ 13,478.92				
1206	GREAT-WEST	100 2130	20202080	\$ 9,417.24	052720PR	132265	May20 Contributions	May20 PR Def Comp
1206	GREAT-WEST	200 2130	20202080	\$ 5,530.76	052720PR	132265	May20 Contributions	May20 PR Def Comp
Vendor Voucher Total				\$ 14,948.00				
1213	WYOMING CHILD SUPPOR	100 2130	20202086	\$ 2,067.42	052720PR	132271	June20 Child Support	May20 PR Child Supports
Vendor Voucher Total				\$ 2,067.42				
1419	FITNESS ONE	100 2130	20202089	\$ 135.23	052720PR	132264	June20 Memberships	June20 Memberships
1419	FITNESS ONE	200 2130	20202089	\$ 79.42	052720PR	132264	June20 Memberships	June20 Memberships
Vendor Voucher Total				\$ 214.65				
1779	VSP VISION CARE	100 2130	20202078	\$ 1,328.84	052720PR	132270	809370576	June20 VSP Premiums (May20 PR)
1779	VSP VISION CARE	200 2130	20202078	\$ 780.42	052720PR	132270	809370576	June20 VSP Premiums (May20 PR)
Vendor Voucher Total				\$ 2,109.26				
2007	UNUM LIFE INSURANCE	100 2130	20202084	\$ 3,105.26	052720PR	132268	0877519-520 June20	June20 Premiums Group/Supp
2007	UNUM LIFE INSURANCE	200 2130	20202084	\$ 1,823.73	052720PR	132268	0877519-520 June20	June20 Premiums Group/Supp
Vendor Voucher Total				\$ 4,928.99				
2083	PROVIDENT LIFE	100 2130	20202085	\$ 912.31	052720PR	132267	May20 E0773218	May20 Prem Vol Life/Accidental
2083	PROVIDENT LIFE	200 2130	20202085	\$ 535.80	052720PR	132267	May20 E0773218	May20 Prem Vol Life/Accidental
Vendor Voucher Total				\$ 1,448.11				

2155 CITY OF CHEYENNE	100	2130	20202087	\$	152.79	052720PR	132262 May20 Golf Pass	May20 Golf Pass
2155 CITY OF CHEYENNE	200	2130	20202087	\$	89.73	052720PR	132262 May20 Golf Pass	May20 Golf Pass
Vendor Voucher Total				\$	<u>242.52</u>			

\$ 409,975.65

President: _____

Administration Manager: _____



Board of Public Utilities, Cheyenne, Wyoming

05/28/2020 10:29
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Cheyenne Board of Public Utilities
A/P CASH DISBURSEMENTS JOURNAL

P 1
apcshdsb

CASH ACCOUNT: 900		1110		POOLED CASH							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET		
132272	05/28/2020	PRTD	1181 WYO STATE RETIREMENT		193135-193136	05/28/2020	20202125	053020PR	111,658.16		
							CHECK	132272	TOTAL:	111,658.16	
				NUMBER OF CHECKS	1	*** CASH ACCOUNT TOTAL ***			111,658.16		
						COUNT	AMOUNT				
				TOTAL PRINTED CHECKS	1	111,658.16					
							*** GRAND TOTAL ***			111,658.16	

President:

Administration Manager:

Expenditure Approval List - Vouchers

VENDOR	VENDOR NAME	ACCOUNT	PO	AMOUNT	INVOICE	FULL DESC
1,189	AZTEC CONSTRUCTION,	199 9220 84072	20202249	162,170.76	19212-9	2019WDR01 Contractor Pay Request 09-Azted
Vendor Voucher Total				<u>162,170.76</u>		
1,311	CARD SERVICES	111 5410	20201983	139.88	60020000475780	V SPENCER P CARD Straps for A-02, battery tenders
1,311	CARD SERVICES	120 5414	20201913	201.93	499745	N DENNIS P CARD PPE for Delena
1,311	CARD SERVICES	120 5414	20201913	8.09	6-215196	N DENNIS P CARD PPE for Delena
1,311	CARD SERVICES	120 5414	20201910	209.82	60020005241179	N DENNIS P CARD headlamps for the operators
1,311	CARD SERVICES	121 5410	20201917	63.34	1042000314	S MILLER P CARD HAND AND DISH SOAP
1,311	CARD SERVICES	121 5410	20201910	22.97	60020005241179	N DENNIS P CARD headlamps for the operators
1,311	CARD SERVICES	121 5430	20201912	42.94	60020000645416	C MICKLE P CARD PVC pipe to make a new dust collec
1,311	CARD SERVICES	121 5430	20201899	20.30	60020006112742	J SALYARDS P CARD 1/4" fittings for trac vac's.
1,311	CARD SERVICES	121 5433	20201882	115.78	60020005233622	N DENNIS P CARD FENCING TOOLS AND FLOOR DRY
1,311	CARD SERVICES	123 5510	20201980	12.29	83235283920324888397	S MILLER P CARD SHIPPING SAMPLES FOR LAB
1,311	CARD SERVICES	123 5510	20201981	591.66	ups 5/7/20	shipping for water samples from wells near landfil
Vendor Voucher Total				<u>1,429.00</u>		
1,391	AMBIENTE H2O INC	299 9210 1832	20202115	13,391.12	V200308	AMBIENT H2O SLUDGE PUMP
Vendor Voucher Total				<u>13,391.12</u>		
1,563	THE LOCATORS L.L.C.	140 5510	20202192	11,395.35	3340	Locate
1,563	THE LOCATORS L.L.C.	140 5510	20202192	8,831.27	3349	Locate
1,563	THE LOCATORS L.L.C.	240 5510	20202192	3,798.45	3340	Locate
1,563	THE LOCATORS L.L.C.	240 5510	20202192	2,943.75	3349	Locate
Vendor Voucher Total				<u>26,968.82</u>		
1,673	AQUAMARK, INC.	121 5510	20202212	15,795.00	29736	POLYMER FOR POND 3 SOLIDS REMOVAL
Vendor Voucher Total				<u>15,795.00</u>		
1,914	CORE & MAIN LP	100 1630	20202074	17,988.00	M247864	METERS AND ACCESSORIES
1,914	CORE & MAIN LP	100 1630	20202074	22,274.00	M345771	METERS AND ACCESSORIES
Vendor Voucher Total				<u>40,262.00</u>		
2,097	AZTEC CONSTRUCTION-R	199 9220 84072	20202250	18,018.97	19212-9	2019WDR01 Contractor Pay Request 09-Azted
Vendor Voucher Total				<u>18,018.97</u>		
				278,035.67		

President:

Administration Manager:

Purchasing Card Services
6/1/2020

DIVISION		
LAST NAME	VENDOR	AMOUNT
Administration		
Mercer, M.	Amzn Mktp Us	98.93
Mercer, M.	Amzn Mktp Us	15.99
Mercer, M.	Sp * Gumdropcases.Com	-119.9
Mercer, M.	Amazon.Com*6b5to2bl3	59.97
Mercer, M.	Paypal	115.38
Mercer, M.	Amazon.Com*mc1ip2yd1 Amzn	347.07
Mercer, M.	Amzn Mktp Us	375.8
Mercer, M.	Freeconferencecall.Com	9
Bates, S.	Usps Po 5716720457	240
Total Administration		1,142.24
O&M		
Dulaney, A.	Culver S Of Cheyenne #282	56.46
Russell, C.	Arbys 5009026	24.04
Graham, D.	Printrunner	878.58
Graham, D.	Www.Exitlightco.Com	78
Graham, D.	The Webstaurant Store	39.24
Strong, F.	Freeconferencecall.Com	6
Schuessler, K.	Owpsacstate	50
Schuessler, K.	Amzn Mktp Us	39.98
Total O&M		1,172.30
Water		
Mickle, C.	The Home Depot #6002	42.94
Mickle, C.	The Home Depot #6002	52.46
Bassett, C.	The Ups Store #2192	591.66
Penny, C.	The Home Depot #6002	60.85
Penny, C.	Murdochs Ranch&home #23	219.99
Penny, C.	The Home Depot #6002	139.88
Penny, C.	Murdochs Ranch&home #23	42.97
Salyards, J.	The Home Depot #6002	20.3
Salyards, J.	The Home Depot 6002	239.2
Salyards, J.	The Home Depot #6002	49.73
Dennis, N.	The Home Depot #6002	115.78
Dennis, N.	Murdochs Ranch&home #23	201.93
Dennis, N.	Wyoming Work Warehouse	8.09
Dennis, N.	The Home Depot 6002	232.79
Dennis, N.	Murdochs Ranch&home #23	-1,125.00
Dennis, N.	Murdochs Ranch&home #23	1,125.00
Dennis, N.	Owpsacstate	50
Dennis, N.	Office Depot #460	101.95

Dennis, N.	Jax Outdoor Gear Farm	599.95
Dennis, N.	The Home Depot 6002	89.83
Dennis, N.	The Home Depot #6002	49.97
Miller, S.	Wm Supercenter #4653	63.34
Miller, S.	The Ups Store #2192	12.29
Total Water		2,985.90

Water Reclamation

Crecelius, C.	Owpsacstate	114
Crecelius, C.	Office Depot #460	226.89
Crecelius, C.	Abc-Nv	100
Kaufhold, N.	Usps Po 5716720457	18.4
Bray, R.	Harbor Freight Tools 696	164.96
Total Water Reclamation		624.25

Engineering

Gilmore, R.	Galco Industrial Electro	226.15
Total Engineering		226.15

SOS

McCann, R.	Wm Supercenter #4653	18.97
Pontillo, V.	Kum & Go #970	58.32
Total SOS		77.29

Grand Total**6,228.13**

I. GIS INFORMATION SHARING AGREEMENTS

II. GENERAL DESCRIPTION AND PURPOSE:

In response to comments from the April 2019 Development Forum, GIS staff developed a new program to make GIS data more readily available to external customers. These customers would primarily be professional service firms working on Board or private development projects. A standard information sharing agreement has been prepared and reviewed by legal counsel that complies with the City's Administrative Policy Regarding Open Data adopted by Resolution No. 6003 dated July 22, 2019 (see attached). The overall benefit is to provide convenient, on-demand access to current GIS information.

III. FINANCIAL:

The program leverages prior investments in technology and staff capabilities. There are no added expenses.

IV. STATUS:

The program was advertised in early April. Five (5) firms have signed the standard agreement so far.

V. REQUEST AND RECOMMENDATION:

Staff recommends that the Board approve the Director to execute two (2) information sharing agreements with Summit Engineering, LLC and Gateway Construction, LLC.

INFORMATION SHARING AGREEMENT

This agreement made this 11 day of May, 2020 between the City of Cheyenne, hereinafter referred to as "CITY," a municipal corporation organized pursuant to the laws of the State of Wyoming, acting by and through its Board of Public Utilities, hereinafter referred to as "BOPU," and Summit Engineering, LLC, hereinafter referred to as the "USER."

WITNESSETH:

WHEREAS, the BOPU manages, operates, maintains and controls the municipal water works, and sanitary sewer system for the CITY.

WHEREAS, the BOPU is the owner of geospatial information within the City of Cheyenne, Laramie County, Albany County, and Carbon County;

WHEREAS, the BOPU is the steward of and responsible for the control and maintenance of BOPU geospatial information within the City of Cheyenne, Laramie County, Albany County, and Carbon County;

WHEREAS, BOPU desires to share geospatial information with the USER for the sole and exclusive benefit of the USER pursuant to the terms and conditions herein;

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the parties agree as follows:

1. Purpose:

The purpose of this Agreement is to outline the general terms and conditions of cooperation between the parties in the overall sharing of certain data and information owned or in the legal possession of each party hereto.

2. Effective Date:

This Agreement shall become effective on the date of signing by all parties. The Agreement shall not expire.

3. Termination:

Either party may terminate this Agreement for any reason, without penalty, upon thirty (30) days' prior written notice to the other party or upon mutual agreement.

4. Sharing Agreement and Intended Use:

The BOPU agrees to provide the USER with access to BOPU geospatial information through the BOPU's ESRI ArcGIS Online "Shared Mapping Application". The USER agrees and understands that any and all digital data, Shared Mapping Application, and imagery created by the BOPU, the CITY or the Cheyenne/Laramie County GIS Cooperative, hereinafter referred to as "SHARED INFORMATION", for use by the USER through the BOPU's ESRI ArcGIS Online Shared Mapping Application are the property of the BOPU.



5. Constraints on the Use of Shared Information:

- a. USER acknowledges that its employees and personnel will have access to confidential and proprietary SHARED INFORMATION of the BOPU during the term of this Agreement and agrees not to disclose any SHARED INFORMATION obtained to any person or entity except as authorized herein.
- b. All SHARED INFORMATION is to be considered confidential and proprietary and is subject to the restrictions herein. The USER agrees that no SHARED INFORMATION will be sold, given or loaned to any person or entity not a party to this Agreement without the express written consent of the BOPU.
- c. The USER agrees and understands that certain SHARED INFORMATION held by the BOPU may be subject to state and federal law including, but not limited to, the Wyoming Public Records Act, WS 16-4-201 et seq.
- d. The USER agrees and understands that access to SHARED INFORMATION owned by the BOPU may be denied at any time pursuant to W.S. 16-4-203(b)(vi) or W.S. 16-4-203(d)(v), as information which might jeopardize public safety or as trade secrets, respectively.
- e. All SHARED INFORMATION is provided solely for the benefit of the USER and exclusively for planning purposes. The USER expressly acknowledges and understands that the SHARED INFORMATION represents estimated location of utility facilities and is not meant to replace locates or field identification. Any reliance upon, reproduction of, or use of the shared information will be at the sole and exclusive risk of the USER.

6. Security:

The USER shall employ industry best practices, both technically and procedurally, to protect the BOPU's SHARED INFORMATION from unauthorized physical and electronic access. Methods and procedures utilized in furtherance of this obligation are subject to review by the BOPU to this Agreement.

7. Access:

- a. Access to SHARED INFORMATION provided hereunder shall be limited to those employees and staff members with a defined business need for review of the SHARED INFORMATION.
- b. The BOPU agrees to grant one ESRI ArcGIS Online username owned and operated by the USER access to SHARED INFORMATION.

8. Notification of Security Breaches:

In the event of any breach or compromise of the security or confidentiality of SHARED INFORMATION where SHARED INFORMATION was or is reasonably believed to have been accessed by an unauthorized person or entity, immediate notification shall be provided to the BOPU and all reasonable action shall be taken to mitigate the security breach.

9. Indemnification:

The USER to this agreement shall be responsible for any liability arising from its own conduct and agrees to indemnify, pay the defense costs of, and hold the BOPU harmless from any and all claims, demands, costs liabilities, losses, expenses and damages (including attorneys' fees, costs, and expert witnesses' fees) arising out of or in connection with this Agreement that sound in an intellectual property claim (including but not limited to patent, copyright, trademark, trade name, or trade secret infringement).

10. No Warranties:

The BOPU makes no representations or warranties, either expressed or implied, with respect to the accuracy, completeness or appropriateness of the SHARED INFORMATION provided by the BOPU to the USER for use hereunder.

11. Miscellaneous:

- a. **Assignment.** The USER hereto may not assign their respective rights, duties and obligations without the prior written consent of the BOPU.
- b. **Severability, Entire Agreement and Amendments.** The invalidity in whole or of any part of this Agreement shall not affect the validity of the remainder of the Agreement. This written Agreement represents the complete agreement of the parties and shall not be modified except by an instrument in writing signed by the USER and the BOPU.
- c. **Governmental/Sovereign Immunity.** Neither BOPU nor its agencies/members waive their Governmental/Sovereign Immunity, as provided by any applicable law including W.S. § 1-39-101 et seq., by entering into this agreement. Further, the BOPU fully retain all immunities and defenses provided by law with regard to any action, whether in tort, contract or any other theory of law, based on this Agreement.
- d. **Third Parties** The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Agreement shall operate only between the parties to the Agreement, and shall inure solely to the benefit of the parties to this Agreement.
- e. **Applicable Law and Venue.** The parties mutually understand and agree this Agreement shall be governed by and interpreted pursuant to the laws of the State of Wyoming. If any dispute arises between the parties from or concerning this Agreement or the subject matter hereof, any suit or proceeding at law or in equity shall be brought in the District Court of the State of Wyoming, First Judicial District, sitting at Cheyenne, Wyoming or the Federal District Court, District of Wyoming. This provision is not intended nor shall it be construed to waive any party's governmental immunity as provided in this Agreement.
- f. **Invalidity.** If any provision of this Agreement is held invalid or unenforceable by any court of competent jurisdiction, or if the parties are advised of any such actual or potential invalidity or unenforceability, such holding, or advice shall not invalidate or render unenforceable any other provision hereof. It is the express intent of the parties the provisions of this Agreement are fully severable.

IN WITNESS WHEREOF, we have hereunto set our hands this _____ day of _____, 20__.

Signed and delivered in the presence of:

USER:

BOPU:

CITY OF CHEYENNE, WYOMING
BOARD OF PUBLIC UTILITIES

By: Larry R. Gallagher

Title: owner

Bradley A. Brooks
Director, Board of Public Utilities of the
City of Cheyenne

STATE OF WYOMING)
) ss.
COUNTY OF LARAMIE)

Before me, a Notary Public in and for the state and county aforesaid, personally appeared Larry R. Gallagher, with whom I am personally acquainted, and who, upon oath, acknowledged that he/she is the owner of Summit Engineering, and that he/she executed the foregoing instrument for the purposes therein contained, by signing his/her name as such officer.

Witness my hand and official seal at office in the state and county aforesaid, this 11th day of May, 2020.



Terri D. Applegarth
Notary Public

My commission expires: April 20, 2022

STATE OF WYOMING)
) ss.
COUNTY OF LARAMIE)

Before me, a Notary Public in and for the state and county aforesaid, personally appeared _____, with whom I am personally acquainted, and who, upon oath, acknowledged that he/she is the _____ of _____, and that he/she executed the foregoing instrument for the purposes therein contained, by signing his/her name as such officer.

Witness my hand and official seal at office in the state and county aforesaid, this _____ day of _____, 20__.

Notary Public

My commission expires: _____
(date) (date)

INFORMATION SHARING AGREEMENT

This agreement made this DAY day of MONTH, 20YY between the City of Cheyenne, hereinafter referred to as "CITY," a municipal corporation organized pursuant to the laws of the State of Wyoming, acting by and through its Board of Public Utilities, hereinafter referred to as "BOPU," and ~~APPLICANT NAME~~, hereinafter referred to as the "USER."

Gateway Construction, LLC

WITNESSETH:

WHEREAS, the BOPU manages, operates, maintains and controls the municipal water works, and sanitary sewer system for the CITY.

WHEREAS, the BOPU is the owner of geospatial information within the City of Cheyenne, Laramie County, Albany County, and Carbon County;

WHEREAS, the BOPU is the steward of and responsible for the control and maintenance of BOPU geospatial information within the City of Cheyenne, Laramie County, Albany County, and Carbon County;

WHEREAS, BOPU desires to share geospatial information with the USER for the sole and exclusive benefit of the USER pursuant to the terms and conditions herein;

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the parties agree as follows:

1. Purpose:

The purpose of this Agreement is to outline the general terms and conditions of cooperation between the parties in the overall sharing of certain data and information owned or in the legal possession of each party hereto.

2. Effective Date:

This Agreement shall become effective on the date of signing by all parties. The Agreement shall not expire.

3. Termination:

Either party may terminate this Agreement for any reason, without penalty, upon thirty (30) days' prior written notice to the other party or upon mutual agreement.

4. Sharing Agreement and Intended Use:

The BOPU agrees to provide the USER with access to BOPU geospatial information through the BOPU's ESRI ArcGIS Online "Shared Mapping Application". The USER agrees and understands that any and all digital data, Shared Mapping Application, and imagery created by the BOPU, the CITY or the Cheyenne/Laramie County GIS Cooperative, hereinafter referred to as "SHARED INFORMATION", for use by the USER through the BOPU's ESRI ArcGIS Online Shared Mapping Application are the property of the BOPU.

5. Constraints on the Use of Shared Information:

- a. USER acknowledges that its employees and personnel will have access to confidential and proprietary SHARED INFORMATION of the BOPU during the term of this Agreement and agrees not to disclose any SHARED INFORMATION obtained to any person or entity except as authorized herein.
- b. All SHARED INFORMATION is to be considered confidential and proprietary and is subject to the restrictions herein. The USER agrees that no SHARED INFORMATION will be sold, given or loaned to any person or entity not a party to this Agreement without the express written consent of the BOPU.
- c. The USER agrees and understands that certain SHARED INFORMATION held by the BOPU may be subject to state and federal law including, but not limited to, the Wyoming Public Records Act, WS 16-4-201 et seq.
- d. The USER agrees and understands that access to SHARED INFORMATION owned by the BOPU may be denied at any time pursuant to W.S. 16-4-203(b)(vi) or W.S. 16-4-203(d)(v), as information which might jeopardize public safety or as trade secrets, respectively.
- e. All SHARED INFORMATION is provided solely for the benefit of the USER and exclusively for planning purposes. The USER expressly acknowledges and understands that the SHARED INFORMATION represents estimated location of utility facilities and is not meant to replace locates or field identification. Any reliance upon, reproduction of, or use of the shared information will be at the sole and exclusive risk of the USER.

6. Security:

The USER shall employ industry best practices, both technically and procedurally, to protect the BOPU's SHARED INFORMATION from unauthorized physical and electronic access. Methods and procedures utilized in furtherance of this obligation are subject to review by the BOPU to this Agreement.

7. Access:

- a. Access to SHARED INFORMATION provided hereunder shall be limited to those employees and staff members with a defined business need for review of the SHARED INFORMATION.
- b. The BOPU agrees to grant one ESRI ArcGIS Online username owned and operated by the USER access to SHARED INFORMATION.

8. Notification of Security Breaches:

In the event of any breach or compromise of the security or confidentiality of SHARED INFORMATION where SHARED INFORMATION was or is reasonably believed to have been accessed by an unauthorized person or entity, immediate notification shall be provided to the BOPU and all reasonable action shall be taken to mitigate the security breach.

9. Indemnification:

The USER to this agreement shall be responsible for any liability arising from its own conduct and agrees to indemnify, pay the defense costs of, and hold the BOPU harmless from any and all claims, demands, costs liabilities, losses, expenses and damages (including attorneys' fees, costs, and expert witnesses' fees) arising out of or in connection with this Agreement that sound in an intellectual property claim (including but not limited to patent, copyright, trademark, trade name, or trade secret infringement).

10. No Warranties:

The BOPU makes no representations or warranties, either expressed or implied, with respect to the accuracy, completeness or appropriateness of the SHARED INFORMATION provided by the BOPU to the USER for use hereunder.

11. Miscellaneous:

- a. **Assignment.** The USER hereto may not assign their respective rights, duties and obligations without the prior written consent of the BOPU.
- b. **Severability, Entire Agreement and Amendments.** The invalidity in whole or of any part of this Agreement shall not affect the validity of the remainder of the Agreement. This written Agreement represents the complete agreement of the parties and shall not be modified except by an instrument in writing signed by the USER and the BOPU.
- c. **Governmental/Sovereign Immunity.** Neither BOPU nor its agencies/members waive their Governmental/Sovereign Immunity, as provided by any applicable law including W.S. § 1-39-101 et seq., by entering into this agreement. Further, the BOPU fully retain all immunities and defenses provided by law with regard to any action, whether in tort, contract or any other theory of law, based on this Agreement.
- d. **Third Parties** The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Agreement shall operate only between the parties to the Agreement, and shall inure solely to the benefit of the parties to this Agreement.
- e. **Applicable Law and Venue.** The parties mutually understand and agree this Agreement shall be governed by and interpreted pursuant to the laws of the State of Wyoming. If any dispute arises between the parties from or concerning this Agreement or the subject matter hereof, any suit or proceeding at law or in equity shall be brought in the District Court of the State of Wyoming, First Judicial District, sitting at Cheyenne, Wyoming or the Federal District Court, District of Wyoming. This provision is not intended nor shall it be construed to waive any party's governmental immunity as provided in this Agreement.
- f. **Invalidity.** If any provision of this Agreement is held invalid or unenforceable by any court of competent jurisdiction, or if the parties are advised of any such actual or potential invalidity or unenforceability, such holding, or advice shall not invalidate or render unenforceable any other provision hereof. It is the express intent of the parties the provisions of this Agreement are fully severable.

IN WITNESS WHEREOF, we have hereunto set our hands this 3rd day of June, 2020.

Signed and delivered in the presence of:

USER:

BOPU:

Gateway Construction, LLC

CITY OF CHEYENNE, WYOMING
BOARD OF PUBLIC UTILITIES

By: Jason W. Stephen

Bradley A. Brooks

Title: Managing Member

Director, Board of Public Utilities of the
City of Cheyenne

STATE OF WYOMING)
) ss.
COUNTY OF LARAMIE)

Before me, a Notary Public in and for the state and county aforesaid, personally appeared Jason W. Stephen, with whom I am personally acquainted, and who, upon oath, acknowledged that he/she is the Managing Member of Gateway Construction, LLC, and that he/she executed the foregoing instrument for the purposes therein contained, by signing his/her name as such officer.

3rd Witness my hand and official seal at office in the state and county aforesaid, this day of June, 2020

Afton Crowder
Notary Public

My commission expires:

July 03 2022

STATE OF WYOMING)
) ss.
COUNTY OF LARAMIE)



Before me, a Notary Public in and for the state and county aforesaid, personally appeared _____, with whom I am personally acquainted, and who, upon oath, acknowledged that he/she is the _____ of _____, and that he/she executed the foregoing instrument for the purposes therein contained, by signing his/her name as such officer.

Witness my hand and official seal at office in the state and county aforesaid, this _____ day of _____, 20____.

Notary Public

My commission expires: _____
(date)

(date)

I. PROJECT NAME: FILTER 6 MEDIA

II. GENERAL DESCRIPTION AND PURPOSE:

This project purchases replacement filter media, consisting of 1 foot of sand and 5 feet of anthracite, for Filter 6 at the water treatment plant. As part of the water treatment plant's filter and floc tank rehabilitation projects, the grout in the underdrain in Filter 6 has been inspected/repared and the epoxy coating has been replaced. Staff are ready to order and install new filter media.

Once the new media is installed, staff will install the weir plates and the filter will be ready to put back in service.



III. FINANCIAL:

The FY 20 Budget includes \$196,000 for filter rehabilitations and replacement media in account number 199-9220-86063. The rehabilitation was bid in two parts. The first part replaces the epoxy coating and was awarded in November 2019. This work was performed by Mandros Painting and is completed. The second part purchases filter media.

Description	Amount
Project Budget	\$ 196,000.00
Mandros Painting Inc. for epoxy coating replacement	(102,862.50)
Remaining Balance for Filter Media	93,137.50

IV. STATUS:

The Board published an invitation to bid on the website, which also notifies construction companies who subscribe to the Board's website, advertised on the Wyoming Tribune Eagle newspaper and sent e-mails to eight known filter media manufacturers. The Board received four bids.

Bid Results

Supplier	City, State	Bid
Kleen Industrial Services	Danville, CA	\$78,287.40
Unifilt Corporation	Ellwood City, PA	\$70,099.88
CarbonFilt LLC	Katy, TX	\$68,224.77
CarbonFilt LLC - Alternate	Venice, FL	\$66,237.33 *
Initial Cost Estimate		\$ 90,000.00

* Bid included uniformity coefficients for media that did not match bid specifications.

V. REQUEST AND RECOMMENDATION:

Staff recommends the Board award the Material Acquisition: Filter 6 Media project to CarbonFilt LLC in the amount of \$68,224.77.

MEMORANDUM

To: Mary Guthrie, President
Matthew Pope, Secretary
John Edwards, Member
Allan Cunningham, Member

From: Kathy Kellner, Human Resource Manager

Date: June 9, 2020

Subject: Renew Employee Assistance Program with Aetna.

The Board provides an Employee Assistance Program through Aetna to all employees and persons living in their household. The current contract with Aetna ends August 31, 2020. Aetna has provided the Board with a renewal quote for a three-year contract ending August 31, 2023 at no increase in cost. The cost will remain at \$2.85 per employee per month.

Management is requesting approval to renew with Aetna for another three years beginning September 1, 2020.

Thank you.

**PROFESSIONAL SERVICES AGREEMENT
TO PROVIDE AN EMPLOYEE ASSISTANCE PROGRAM (EAP) TO BOARD OF PUBLIC UTILITIES
EMPLOYEES AND FAMILY MEMBERS**

This Agreement is made this 1st day of September 2020 by and between the Board of Public Utilities ("BOARD") of the City of Cheyenne, Wyoming ("CITY"), and Aetna Behavioral Health, LLC ("FIRM").

WITNESSETH

WHEREAS, the BOARD manages, operates, maintains and controls the municipal water works, sanitary sewer system, and disposal system for the CITY;

WHEREAS, the BOARD is in need of services to: Provide an Employee Assistance Program to Employees and Family Members;

WHEREAS, the FIRM is qualified to provide the professional services desired by the BOARD and has submitted a proposal dated May 5, 2020 for the above desired work, a copy of which is attached hereto as Exhibit "A" and incorporated by this reference;

WHEREAS, the BOARD desires to employ the FIRM under the terms and conditions hereinafter set forth.

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, it is agreed by and between the BOARD and the FIRM as follows:

1. SCOPE OF SERVICES:

a. The FIRM agrees to provide professional services for the BOARD as set forth in Exhibit "A" attached hereto and incorporated herein by this reference.

b. The BOARD may order major changes in the scope or character of work, either decreasing or increasing the amount of the FIRM's services. In the event that such changes are ordered, the FIRM shall be entitled to additional compensation for additional work performed. Additional compensation for major changes shall be determined in accordance with Paragraph 2 of this Contract, but in no event shall the BOARD be liable for payment unless the amount of such additional compensation shall first have been agreed to in writing by the BOARD. In the event that major changes are ordered pursuant to this Section, the schedule for progress and completion in Section 3 of this Contract and compensation in Section 2 shall be adjusted by negotiation between the FIRM and the BOARD.

2. COMPENSATION:

a. The FIRM shall perform the services set forth in Exhibits "A" for a cost not to exceed (\$2.85) two dollars and eighty-five cents per month multiplied by the number of covered employees listed on the BOARD'S payroll as of the first day of the calendar quarter (or portion thereof) for which payment is being made. If the term of this Agreement commences on a date other than the first day of a calendar quarter (or portion thereof), the amount payable by the BOARD to FIRM respecting the period between the commencement date and the beginning of the next succeeding calendar quarter will be prorated. Likewise, if the term of this Agreement expires on a date other than the last day of a calendar quarter, the amount payable by the BOARD to FIRM respecting that portion of the calendar quarter preceding the expiration date will be prorated.

b. The fee described in Section 2(a) will be due and payable by the BOARD to FIRM not later than 45 days after the receipt of invoice by the BOARD.

c. The FIRM shall maintain hourly records of the time worked by its personnel and records of direct project expenses to support any audits the BOARD may require and make those records available to the BOARD at the BOARD's request. Such records shall be made available to the BOARD during normal office hours at the BOARD's office any time after contract execution and before one year after the date of final payment.

3. TERM AND EFFECTIVE DATE: This Agreement shall commence on September 1, 2020 and shall continue in full force and effect until August 31, 2023, unless this Agreement is earlier terminated pursuant to Sections 21 and 22 herein.

4. MODIFICATION: Any changes, modifications, revisions or amendments to this Agreement which are ordered pursuant to Section 1 herein or which are mutually agreed upon by the parties to this Agreement shall be incorporated by written instrument, executed and signed by all parties to this Agreement.

5. INDEMNIFICATION / HOLD HARMLESS: The FIRM agrees to indemnify, hold harmless and defend the CITY and the BOARD from and against any and all liabilities, claims, penalties, forfeitures and suits, and the cost and expenses incident thereto, including reasonable attorney's fees, which may

hereafter arise as a result of death or bodily injury to any person, destruction or damage to any property, contamination of or adverse effects on the environment, or any violation of governmental laws, regulations or orders to the extent caused by (1) the FIRM's breach of any term or provision of this Agreement; or (2) any negligent or wrongful act, error or omission by the FIRM, or its employees or subcontractors in the performance of this Agreement. The FIRM acknowledges that it may incur a financial obligation to the CITY and the BOARD pursuant to the terms of this paragraph.

6. **GOVERNMENTAL IMMUNITY:** The BOARD and the CITY and their officials and employees do not waive governmental immunity by entering into this Agreement and specifically retain all immunities and defenses available to them as Governmental Entities pursuant to Wyo. Stat. § 1-39-101, *et seq.* and all other applicable laws, except to the extent necessary solely for the enforcement of the terms and conditions of this Agreement as between the parties. Further, the BOARD and the CITY fully retain all immunities and defenses provided by law with regard to any action, whether in tort, contract or any other theory of law, based on this Agreement. Designation of venue, choice of law and similar provisions should not be construed as a waiver of governmental immunity.

7. **INSURANCE:** The FIRM shall provide the BOARD with proof of the following insurance coverages:

Commercial General Liability Insurance

For claims arising out of bodily injury, illness or death, or from damage to or destruction of property of others, including loss or use thereof, with minimum limits of \$1,000,000 per occurrence, \$2,000,000 aggregate for the entire term of the Agreement.

Business Automobile Insurance

Including owned, non-owned and hired vehicles with minimum limits for bodily injury and property damage of \$1,000,000 per accident for the entire term of the Agreement.

Workers' Compensation

Workers' Compensation coverage shall be in effect for the entire term of the Agreement, as required by Wyoming law, for all employees or agents providing services under this Agreement. The FIRM shall provide the BOARD with proof of workers' compensation or employer's liability insurance coverage.

Professional Liability Insurance

The FIRM shall provide proof of professional liability insurance or errors and omissions liability insurance in an amount not less than \$500,000 to protect the BOARD from any and all claims arising from the FIRM's negligence in the performance of duties under this Agreement. The BOARD prefers that this liability insurance coverage be provided pursuant to an "occurrence" policy.

If this coverage is provided pursuant to a "claims made" policy:

(1) the FIRM shall, concurrently with the execution of this Agreement, provide the BOARD with a certificate of insurance demonstrating that such coverage is or shall be in effect at the time the FIRM begins the provision of services under this Agreement; and

(2) In the event the FIRM's services extend into a future policy period, the FIRM shall, prior to the policy expiration date, provide the BOARD with a new certificate of insurance demonstrating that such coverage is or shall be in effect during all periods of time that the FIRM will provide services under this Agreement; and

(3) the FIRM shall maintain said "claims made" coverage for a period of five (5) years following the last date that the FIRM has provided services under this Agreement; and

(4) In the event the FIRM or the insurer terminates "claims made" coverage prior to the expiration of the periods provided in subparagraphs (1), (2), or (3) of this paragraph, the FIRM shall provide to the BOARD advance written notification of the termination of said coverage and shall provide the BOARD with an endorsement for an extended reporting period ("tail coverage") which shall be in effect for a period of time not less than five (5) years following the last date that the FIRM has provided services under this Agreement.

Additional Insurance Information

The FIRM shall name the Board of Public Utilities and the City of Cheyenne as an **Additional Insured** by endorsement on its insurance policies, with the exception of worker's compensation and professional liability insurance and shall provide the BOARD with a copy of the endorsements.

The FIRM shall provide the BOARD with certificates of insurance acknowledging the above-stated coverages prior to beginning any work under this Agreement.

It is understood and agreed that these policies are primary and not contributory. All policies required under this Agreement shall be in effect for the duration of the Agreement. It shall be an affirmative obligation upon the FIRM to immediately notify in writing the BOARD of any fact, circumstance, or occurrence that has resulted in or may result in the cancellation or substantive change of any insurance coverage required by this Agreement, and failure to do so shall be construed to be a breach of this Agreement.

In addition, the FIRM shall provide the BOARD with copies of insurance policies and/or policy endorsements listing the Board of Public Utilities and the City of Cheyenne as an additional insured. The BOARD's failure to request or review such policies, endorsements, or certificates shall not affect the BOARD's rights or the FIRM's obligation hereunder.

Any insurance company providing coverage under this Agreement shall have a minimum A. M. Best rating of A- (excellent).

8. GOVERNING LAW, JURISDICTION and VENUE: The construction, interpretation and enforcement of this Agreement shall be governed by the laws of the State of Wyoming. The courts of the State of Wyoming shall have jurisdiction over any action arising out of this Agreement and over the parties, and the venue shall be the First Judicial District, Laramie County, Wyoming.

9. COMPLIANCE WITH LAWS: The FIRM shall comply with all applicable federal, state and local laws, rules and regulations in the performance of this contract. The identified Laws or Regulations are included in this Agreement as mandated by statute or for the convenience of the FIRM. The FIRM's attention is directed to the fact that all applicable Federal and State laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over design and construction of the project shall apply to the Agreement throughout, and they will be deemed to be included in the Agreement the same as though herein written out in full. Other Laws and Regulations apply which are not included herein and are within the FIRM's duty and responsibility for compliance therewith.

10. NONDISCRIMINATION: The FIRM shall comply with the Civil Rights Act of 1964, the Wyoming Fair Employment Practices Act (Wyo. Stat. §27-9-105 et seq.), the Americans With Disabilities Act (ADA), 42 U.S.C. § 12101 et seq., and the Age Discrimination Act of 1975 and/or any properly promulgated rules and regulations thereto and the FIRM assures that no person shall be excluded from participation in, denied the benefits of, or otherwise discriminated against in connection with the award and performance of this Agreement on the grounds of age, sex, race, creed, color, national origin, ancestry, religion, pregnancy or qualifying disability. The FIRM further assures that it will include the language of this paragraph in all agreements associated or connected in any way with this Agreement and the work thereunder. If the FIRM, its employees or subcontractors are found in violation of these requirements, this Agreement may be terminated. The FIRM shall be responsible for all such non-compliance and shall defend, hold harmless and indemnify the BOARD therefrom.

11. ALCOHOL AND CONTROLLED SUBSTANCE POLICY: In compliance with the Drug-Free Workplace Act of November 1988, the BOARD has established an Alcohol and Controlled Substance Policy that pertains to alcohol and drug usage by BOARD employees. All parties under contract with the BOARD, including the FIRM and its employees and subcontractors, are required to comply with the provisions of the BOARD's Alcohol and Controlled Substance Policy for drug and/or alcohol usage on BOARD property or other sites occupied by the FIRM while performing duties and responsibilities of this contract. It is the responsibility of the FIRM to familiarize itself with the requirements of this policy and to inform all its employees and subcontractors of those requirements and to insure their compliance therewith. If the FIRM, its employees or subcontractors are found to be in violation of this policy, this contract may be terminated.

12. INDEPENDENT CONTRACTOR: At all times during the term of this Agreement, the FIRM shall be considered an independent contractor. Neither the FIRM nor anyone employed by it shall represent, act, purport to act or be deemed to be the agent, representative, employee or servant of the BOARD.

13. CONFIDENTIALITY: To the extent allowed by law, the BOARD and the FIRM shall treat as confidential and not disclose to others information (including technical information, experience or data) regarding either party's plans, programs, plants, processes, products, costs, equipment, operations, or customers which come within the knowledge of the parties, without in each instance securing the prior written consent of the other party, unless such disclosure is required by law or legal process. However, nothing shall prevent either the FIRM or the BOARD from disclosing to others or using in any manner information which either party can show (a) has been published or has become part of the public domain other than by acts of the FIRM or the BOARD; (b) has been furnished or made known to the FIRM or the BOARD by third parties without restrictions on its disclosure; or (c) was in either party's possession prior to the disclosure thereof by the BOARD or the FIRM to each other. Neither the FIRM nor the Board shall be restricted from releasing information in response to a subpoena, court order, or legal process, but, in the event such disclosure becomes necessary, the disclosing party shall notify the other party of the demand for information at least seven (7) days prior to disclosing such information so that the other party may take any and all steps provided by law to prevent the release of such information.

14. FIRM'S RESPONSIBILITIES: The FIRM shall be responsible for all terms and conditions as set forth in this Agreement and the professional quality, technical accuracy, and timely completion of all services as set forth in Exhibits A and all changes in the scope or character of the work made pursuant to

Sections 1 and/or 4 herein. The FIRM shall, without additional compensation, promptly remedy and correct any errors, omissions, or other deficiencies. The FIRM shall perform all work in a professional manner in conformance with industry standards. The Firm shall maintain a diary or log book, recording hours on the job site, weather conditions, data relative to questions of extras or deductions, list of visiting officials and representatives of manufactures, fabricators, suppliers and distributors, daily activities, decisions, observations in general, and record detailed results and procedures of tests conducted.

15. **NOTICES:** Any notice, correspondence or billing required to be given by the terms of this Agreement shall be delivered by hand, or delivered by mail, postage prepaid, to the addresses of the respective parties stated below:

BOARD: Kathy Kellner, Human Resource Manager
Board of Public Utilities
P.O. Box 1469
Cheyenne, WY 82003-1469

FIRM: Brooke Wilson, Head of EAP
Aetna Behavioral Health, LLC
151 Farmington Avenue
Hartford, CT 06156

16. **INTELLECTUAL PROPERTY AND WORK PRODUCT:**

a. All work (preliminary, draft, and final) performed by the FIRM under this Agreement is the property of the Board. The Board will own any and all data, documents, working papers, computer programs, photographs, and other material produced by the FIRM pursuant to this Agreement, and the FIRM hereby assigns and transfers to the BOARD any and all intellectual property rights for such materials. The FIRM will provide the BOARD with copies of all such materials including, without limitation, any research memoranda prepared under this Agreement. Under no circumstances, including pending disputes between the BOARD and the FIRM, will the FIRM fail to deliver possession of said documents and materials to the BOARD upon demand.

b. The FIRM agrees to indemnify, pay the defense costs of, and hold the BOARD harmless from any and all claims, demands, costs, liabilities, losses, expenses and damages (including attorneys' fees, costs, and expert witnesses' fees) arising out of or in connection with this Agreement that sound in an intellectual property claim (including but not limited to patent, copyright, trademark, trade name, or trade secret infringement).

c. This Section specifically survives the expiration or termination of this Agreement.

17. N.A.

18. **CONFLICT OF INTEREST:** In entering this Agreement, the FIRM covenants that it presently has no interest, and shall not acquire any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with performance of the services hereunder. In addition, the FIRM covenants that in the performance of this contract, no subcontractor or person having such an interest shall be employed. The FIRM certifies that no one who has or will have any financial interest under this contract is an officer or employee of the BOARD.

19. **ACCEPTANCE NOT WAIVER:** The BOARD's approval of drawings, plans, specifications, reports, and incidental work or materials furnished hereunder shall not in any way relieve the FIRM from responsibility for the technical accuracy of the work. The BOARD's approval or acceptance of, or payment for, any services shall not be construed to operate as a waiver of any of the BOARD's rights under this Agreement or any of its legal rights under statute and common law arising out of the performance of this Agreement.

20. **DEFAULT:** Each and every term and condition herein shall be deemed a material element of the Agreement. In the event either party shall fail or refuse to perform according to the terms of this Agreement, such party may be declared in default.

21. **REMEDIES:**

a. In the event a party declares the other party in default hereof, said party declaring default shall notify the defaulting party in writing and such defaulting party shall be allowed a period of fifteen (15) days to cure said default. In the event that the default remains uncorrected, the party not in default may elect to: (a) terminate the Agreement and seek damages; (b) treat the Agreement as continuing and require specific performance; or (c) avail itself of any other remedy at law or equity.

b. In the event the FIRM fails to strictly perform in accordance with this Agreement, the BOARD may elect to make good such deficiencies and charge the FIRM therefore.

22. **TERMINATION:** The BOARD may, by written notice to the FIRM, terminate this Agreement in whole or in part by giving the FIRM fifteen (15) days written notice. Upon receipt of such notice, the FIRM shall:

a. Discontinue all services affected (unless the notice directs otherwise); and

b. Deliver to the BOARD representative within five (5) days all data, drawings, specifications, reports, estimates, summaries, accumulated by the FIRM in performing this Agreement, whether completed or in process. In event of termination, the BOARD will pay the FIRM for accepted work done as of the date of termination.

23. **WAIVER:** The waiver by either party of any term, condition or covenant, or breach of any term, condition or covenant, shall not constitute a waiver of any other term, condition or covenant, or breach thereof.

24. **SEVERABILITY:** If any provision, section, subsection, sentence, clause, or phrase of this Agreement is invalidated by any court of competent jurisdiction, such holding shall not affect the validity of the remainder of this Agreement, which shall continue in full force and affect.

25. **SUCCESSORS AND ASSIGNS:** All the terms, conditions, and provisions herein shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

26. **ASSIGNMENT:** Neither party shall assign this Agreement without prior written consent of both parties. Any delegation or assignment shall not operate to relieve either party of its responsibilities hereunder. However, nothing in this Agreement shall prohibit the FIRM from subcontracting to a qualified subcontractor.

27. **THIRD PARTY RIGHTS:** The Parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Agreement shall operate only between the parties to this Agreement and shall inure solely to the benefit of the parties to this Agreement. The parties to this Agreement intend and expressly agree that only the parties signatory to this Agreement shall have any legal or equitable right to seek to enforce this Agreement, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Agreement, or to bring action for breach of this Agreement. This paragraph is not intended nor shall it be construed to waive any of the parties' immunities.

28. **ENTIRE AGREEMENT OF THE PARTIES:** This Agreement, to include Exhibits A, contains the entire understanding of the parties. There are no other terms or conditions, written or oral, concerning or controlling this matter.

REST OF THIS PAGE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the parties to this Agreement, through their duly authorized representatives, have executed this Agreement on the days and dates set out below and certify that they have read, understood and agreed to the terms and conditions of this Agreement.

The effective date of this Agreement is the date of the last signature affixed to this page.

BOARD OF PUBLIC UTILITIES

BY:

Kathy Kellner, Human Resource Manager

State of Wyoming)
)ss
County of Laramie)

Subscribed and sworn before me this _____ day of _____, 20____.

Notary Public
My Commission Expires: _____

AETNA BEHAVIORAL HEALTH, LLC

BY:

Brooke Wilson, Head of EAP

State of _____)
)ss
County of _____)

Subscribed and sworn before me this _____ day of _____, 20____.

Notary Public
My Commission Expires: _____

Board of Public Utilities, Cheyenne

Renewal Rate Period begins 09/01/2020 and is effective for 36 months, subject to the enclosed financial condition

120 employees	Current PEPQ Rate	Proposed Renewal PEPQ Rate
1-5-Session—Consultation and resource services with up to 5 face-to-face assessment and counseling sessions per issue. Unlimited 24/7/365 Telephonic Support Services Included.	\$8.55	\$8.55
EAP Models Include		
Online Worklife—Web access to information and resources to assist with child care, home health care, assisted living facilities, schools, colleges, health clubs, pet services and more.		
Unlimited Legal Consultation—Members receive 30 minute Telephonic or Face-to-Face attorney consultations for an unlimited number of issues. Typical matters may include divorce and child custody, contractual and consumer disputes, real estate and landlord tenant, car accidents and insurance disputes. Also included is a telephonic or face-to-face mediation consultation. Certain topic areas are excluded, including employment law and claims against an employer or matters that, in the attorney's opinion, lack merit. There is a 25 percent discount with attorney or mediator beyond the initial 30 minutes. Also included are a free online will for all eligible dependents and a 10 percent discount for do-it-yourself/assisted document preparation for divorce forms, estate planning forms and immigration forms, and other similar issues.		
Unlimited Financial Consultation—Members receive 30 minute Telephonic Financial Consultations for an unlimited number of issues. Telephonic Financial Consultations are provided by staff financial counselors for Budgeting, Credit, Debt, Retirement, College Funding, Buying vs. Leasing, Mortgages/Refinancing, Financial Planning, and similar issues. Telephonic Tax Consultants are provided by staff CPA and Enrolled Agents for tax questions, tax preparation and IRS matters. Telephonic tax levy/garnishment resolution is provided as well.		
ID Theft Consultation—Up to a (1) hour telephonic fraud resolution consultation for victims of Identity theft provided by a staff Certified Fraud Resolution Specialist. This includes coaching and direction on prevention and restoring credit for victims of Identity theft as well as a free Identity theft emergency response kit for victims.		
Unlimited Management Referral—Our Management Referral Unit is staffed by licensed clinicians who are specially trained in resolving workplace issues. When an employee's situation mandates a formal management referral, we can help your managers and supervisors through every step of the referral process.		
Unlimited Management Consultation—Our Account Managers, Management Resource Consultants, and Training Consultants all stay abreast of the governmental regulations and maintain a broad base of knowledge to help formulate and update corporate policies. It's like adding expert consultants to your Human Resources Department - without the added expense.		
Communications—Targeted communication materials that educate supervisors, employees and dependents on the immediate and long-term impact provided through their EAP and Worklife benefits. These include tri-fold brochures and wallet cards; managers resource updates; posters; newsletters and bulletins; web articles, videos, and links to helpful and timely subject matter every month of the year. Company will provide reasonable quantities of printed materials in support of implementation and/or on an annual basis at Customer's request at no cost. Reasonable quantities are defined as up to 120% of the number of eligible Employees for items such as flyers or brochures; a quantity up to 5% of the number of eligible Employees for items such as posters; and a quantity of up to 20% of anticipated attendees at health fairs for other promotional items. Requests exceeding these quantities may incur an additional fee.		
This proposed model includes a bank of three (3) crisis response hours or Reduction in Force services per benefit year. Services required within two hours of an event are subject to the fees described in the Fee For Service Options section below under Immediate Crisis Response. Additional hours are available on a Fee for Service basis.		
This proposed model includes a bank of four (4) on-site hours to be used for Workplace Seminars and Brownbag Training. Additional hours are available on a PEPQ or Fee for Service basis. <ul style="list-style-type: none"> • Training and Education services may be on-site, or for web-based seminars up to 50 participants • For webinars with more than 50 participants, an additional charge of \$25 applies for each additional 25 participants up to a maximum of 200 participants If training is not scheduled consecutively or multiple topics are scheduled, additional travel and preparation costs may apply.		
myStrength included. A unique online emotional wellness portal. It can help your employees with mild or moderate depression and anxiety. myStrength offers practical ways to improve emotional and overall well-being through eLearning programs, simple tools, trusted resources and daily motivation. <small>Proprietary</small>		

Fee For Service Options	Price
<p>Crisis Response Services—Customized and designed to meet organizational and individual needs to minimize damage and return people to previous levels of productivity as soon as possible. Crisis Response Services are available for standard crisis services, immediate services, reductions in force, grief, acts of terrorism, and catastrophic natural disasters. Crisis Response Services are excluded for acts of war. Fee for service pricing beyond the unlimited services included above.</p>	<p>\$250 Per Hour - Standard Service</p> <p>\$350 Per Hour - Immediate Service</p>
<p>TRAINING AND EDUCATION: The term “Training and Education” refers to training, provided by Aetna, or an Aetna Contracted educator to the Customer, concerning general behavioral health and work/life issues. This includes Employee Orientation Meetings and Supervisor Orientation Trainings. This training may be provided in different ways, i.e. in-person, telephonically, or web-based delivery. For webinars with more than 50 participants, an additional charge of \$25.00 applies for each additional 25 participants up to a maximum of 200 participants. Department of Transportation (DOT) services are excluded from standard Training and Education services. For specialized DOT training, see separate definition under Drug Free Workplace Services.</p>	<p>\$250 Per Hour</p>
<p>Crisis Response Services and Training and Education services travel and prep fee. (If training is not scheduled consecutively or multiple topics are scheduled, additional travel and preparation costs may apply.)</p>	<p>\$150 per Counselor</p>
<p>Crisis Response Services and Training and Education cancellation fee: Whenever possible, Customer agrees to provide Company with 24 hours advance notice of cancellation of any requested Workplace Crisis Response Services. Failure to provide Company with 24 hours’ notice of cancellation of any services may result in a charge as summarized to the right.</p> <p>Failure to provide Company six (6) business days’ notice of cancellation of a previously scheduled Training may result in a charge as summarized to the right:</p> <ul style="list-style-type: none"> • Fee for Service Cisd Cancellation Fee: Services which are provided on a fee for service basis and which are subject to the hourly rate will result in a charge of \$375.00 per incident. • Bank of Standard Cisd and Training Hours Cancellation Fee: Services which are included in the bank of capitated hours described above, will result in the deduction of a number of hours from the bank, equal to the number of cancelled hours. • Unlimited Standard Cisd Hours Cancellation Fee: Services which are excluded from the unlimited provision listed above, i.e. above the 10 hours per incident cap, immediate Cisd services, downsizings, organizational changes, catastrophic natural disasters, and terrorism which are subject to the hourly rate will result in a charge of \$375.00 per incident. 	<p>\$375 per incident for Cisd</p> <p>\$375 per hour for Training services which are provided on a fee for service basis and which are subject to the hourly rate.</p>
<p>DOT Alcohol and Drug-Free Workplace for Supervisors Training to meet Drug-Free Workplace regulations regarding drug and alcohol use. Additional fees may be added on to the base rate for DOT training. These fees will be assessed on a case-by-case basis and are dependent upon travel expenses and for classes that exceed 50 participants.</p> <ul style="list-style-type: none"> • DOT Supervisor Training - 2 hours at \$800 <p>DOT Alcohol and Drug-Free Workplace for Employees Awareness Training (Note: this training does not meet Drug-Free Workplace regulations regarding drug and alcohol use.) Additional fees may be added on to the base rate for DOT training. These fees will be assessed on a case-by-case basis and are dependent upon travel expenses and for classes that exceed 50 participants.</p> <ul style="list-style-type: none"> • DOT Employee Training - 1 hour at \$400 	
<p>Substance Abuse Professional (SAP) Services—The EAP shall provide initial and ongoing management consultation and referral for drug and alcohol cases that fall under the Department of Transportation (DOT) guidelines. We will refer the employee to a qualified SAP to conduct initial assessment and provide additional services as required. Services can include treatment recommendations, referral to an education/treatment program, compliance monitoring, SAP re-evaluation, and follow-up testing recommendations once the employee has been cleared to return to work.</p>	<p>\$750 per case</p>

EAP Pricing Assumptions

A one-year minimum contract.

All employees and their dependents/household members are eligible for services.

Proprietary

Sessions counted on a per issue basis rather than a per year basis (Depending on the model purchased, members have access to as many as three or five face-to-face counseling sessions per issue per year—not three or five total sessions per annum.)

Rates are good for 60 days.

36 month rate guarantee.

Rates are dependent on employee population within 20% (+/-) of that quoted.

Quoted rates include coverage for the 50 US states only. Please inquire about rates in outlying territories.

This quote excludes broker commissions.

Proprietary

I. PROJECT NAME: AWARD SHERARD HYDROELECTRIC GENERATION FACILITY PROJECT

II. GENERAL DESCRIPTION AND PURPOSE:

In 2013, the City of Cheyenne through its Board of Public Utilities (BOPU) applied for and received a Drinking Water State Revolving Fund (DWSRF) Loan from the Wyoming Office of State Lands and Investments to design and construction of a hydroelectric generation facility at the R.L. Sherard Water Treatment Plant. Between 2013 and 2017, studies, legal agreements, designations and contracts were completed including:

- Request for proposals for engineering services – January 2013
- Professional Services Agreement for engineering services – April 2013
- Feasibility and Economic Analysis – August 2013
- Power Purchase and Sale Agreement – April 2015
- Qualifying Conduit Hydropower Facility with the Federal Energy Regulatory Commission – October 2015
- Interconnection Agreement for Small Generator Facility – June 2017
- Invitation to Bid for Turbine/Generator Package – August 2017
- Turbine Purchase and Installation Agreement – April 2018



With the completion of the above, the project has been designed and permits obtained from Wyoming Department of Environmental Quality and Laramie County Planning to begin construction. In April, an invitation to bid was issued with the intent to award the bid at the June 2020 Board Meeting.

III. FINANCIAL:

The project is funded through Drinking Water State Revolving Fund Loan #133. The loan details include:

- \$4,900,000 principal.
- 0% interest.
- 20-year term.
- 25% principal forgiveness (up to 750,000).

Two service contracts have been let. They are to:

1. Wenck Associates for engineering services to perform a feasibility study, design the hydroelectric generation facility and perform construction management.
2. Gilbert Gilkes & Gordon (Gilkes) to construct and install a turbine and generator.

The status of each of the financial project contracts are summarized below.

Funding Description	Amount
DWSRF Loan #133	\$4,900,000

Expense Description	Contract Amount	Paid to Date
Engineering design	\$265,438	\$247,406
Engineering construction management	\$311,433	\$60,218
Turbine construction and commissioning	\$958,793	\$717,507
<i>Pipeline and building construction and turbine installation</i>	<i>\$3,364,336</i>	
Totals	\$4,900,000	\$1,025,131
DWSRF Loan #133 Principal Forgiveness	750,000	
<i>Remaining Loan Principal</i>	<i>4,150,000</i>	

Line items in *blue italics* are estimated.

IV. STATUS:

Staff released an invitation to bid with the following:

- Invitation to bid was issued – April 28, 2020. The invitation to bid was advertised in the Wyoming Tribune Eagle, text messages and e-mails were sent to subscribers to the City of Cheyenne's website and e-mails were sent general contractors who had done work for the BOPU and/or Wenck Associates in the past. The plans and specifications were downloaded from the website by 117 separate people.
- Online pre-bid meeting held – May 13, 2020. The online meeting had 65 participants join the meeting. Of which, several had multiple people attending through one computer.
- Online bid opening – May 29, 2020. Four bids were received. The results of the bids are shown below.

Contractor	City, State	Base Bid	Alt. 1	Alt. 2	Base + Alts
Velocity Constructors, Inc.*	Englewood, CO	\$5,063,906.00	\$208,406.00	\$47,527.00	\$5,319,839.00
Strobel Energy Group^	Clarks, NE	\$5,531,558.69	\$191,608.55	\$132,086.62	\$5,885,253.86
Hydro Construction Company, Inc.	Ft Collins, CO	\$6,814,219.00	\$171,720.00	\$24,000.00	\$7,009,939.00
Gracon LLC	Lafayette, CO	\$7,039,300.00	\$0	-\$1,250.00	\$7,038,050.00
Engineer's Estimate		\$3,084,656.00	\$110,835.00	\$18,539.00	\$3,214,030.00

*Did not submit a bid bond.

^Did not submit bidder's list, debarment certificate, or Good Faith Disadvantaged Business Enterprise Program documentation. For more information, see the attached bid tabulation.

Wenck Associates engineers and staff investigated and discussed the bid results. Staff concluded that the bid results and the interest in the project suggest several factors resulted in higher than anticipated costs. These factors include:

- The invitation to bid was advertised during a very busy bid climate where bidders are able to pick and choose projects.

- A labor shortage in the construction industry is driving up construction and supplier costs.
- Additional electrical construction, added to the project to decrease the risk of arc flash at the water treatment plant, added to the cost of the project more than was expected (estimated at \$730,000).



The hydroelectric generation project is still expected to provide long-term benefits to the BOPU. Over the 25 years of the Power Purchase and Sale Agreement, the hydroelectric generator project is expected to generate around \$4.5 million in cumulative net income (after removing payments for the the existing loan amount of \$4.9 million less the \$750,000 in principal forgiveness and after removing anticipated operations and maintenance costs). The facility has an expected life span of 50 years. Staff and Wenck Associate engineers still believe the project is beneficial. To address the factors that increased costs in the bids, staff and Wenck Associates engineers developed the following plan:

- Rebid the project during a less busy bid climate, around late November.
- Rebid with the electrical components that were added to reduce arc-flash risk as an alternate.
- Evaluate the bid specifications and look for ways to reduce risk and cost for contractors.
- Identify additional funding sources.

V. REQUEST AND RECOMMENDATION:

Staff recommends the Board reject all four bids for the Sherard Hydroelectric Generation Facility Project and implement the plan described above to continue developing the project.

Bid Tabulation

BID TABULATION PROJECT: CITY OF CHEYENNE BOARD OF PUBLIC UTILITIES - SHERARD HYDROELECTRIC GENERATION FACILITY BID NO. 2020WP101 CITY OF CHEYENNE, WYOMING

Bid Opening:	May 29th, 2020 at 2:00 pm MST
Location:	City of Cheyenne Board of Public Utilities Administration Building Conference Room
Engineer:	Wenck Associates, Inc.

Contractor	Addenda	Bid Bond	Sub-Contractor	Qualifications	Non-Collusion Affidavit	Bidders List	Debarment Certificate	Good Faith DBE	EPA Form 6100-3	EPA Form 6100-4	Signed	Residency Certificate	Base Bid Total	Add-Alternate 1 Bid Total	Add-Alternate 2 Bid Total	Base Bid + Add-Alt 1 Total	Base Bid + Add-Alt 2 Total	Summary of All Schedules
Velocity Constructors	X		X	X	X	X	X	X	X	X	X		\$5,063,906.00	\$208,406.00	\$47,527.00	\$5,272,312.00	\$5,111,433.00	\$5,319,839.00
Hydro Construction	X	X	X	X	X	X	X	X	X	X	X		\$6,814,219.00	\$171,720.00	\$24,000.00	\$6,985,939.00	\$6,838,219.00	\$7,009,939.00
Gracon	X	X	X	X	X	X	X	X	X	X	X		\$7,039,300.00	\$0.00	-\$1,250.00	\$7,039,300.00	\$7,038,050.00	\$7,038,050.00
Strobel Energy Group	X	X	X	X	X						X		\$5,531,558.69	\$191,608.55	\$132,086.62	\$5,723,167.24	\$5,663,645.31	\$5,885,253.86*
ENGINEER'S ESTIMATE													\$3,084,656	\$110,835	\$18,539	\$3,195,491	\$3,103,195	\$3,214,030

*Base Bid Total + Add-Alt 1 + Add-Alt 2 does not equal this amount as written on Bid Form

I. FY2021 WATER REHAB AND NORTH PRESSURE INTERCONNECT AND EXPANSION - AWARD OF DESIGN

II. GENERAL DESCRIPTION AND PURPOSE:

The FY2021 Water Rehab and North Pressure Zone Interconnect and Expansion Project consists of 10 individual improvement locations:

FY2021 Water Rehabs

- 5249 Yellowstone (UniWyo FCU)- replace 8" DIP
- 5230 Yellowstone (Arby's)- new water main construction
- 6001 Yellowstone (Uncle Charlie's)- new water main construction

North Pressure Zone Interconnect and Expansion

- Faith Drive- new water main construction
- Gardenia- new water main construction
- Yellowstone (M. Heights PS)- new water main construction
- Dartmouth Lane- new water main construction
- Harvard Lane- new water main construction
- Cherokee Street- new water main construction
- I-25 Interconnect- new water main construction

The above locations for the North Pressure Zone Interconnect and Expansion were selected to create loops and improve redundancy in the system. These improvements will combine and expand the existing pump zones on the north side of the City.

III. FINANCIAL:

No funds were budgeted for this project in FY2020 and the proposed budget for FY2021 includes total of \$3,099,500 for the construction of the North Pump Zone Interconnect and Expansion and the FY21 Water Rehabs.

IV. STATUS:

Proposals were received from AVI, Benchmark, Coffey, Dowl, ECA, HDR, SEH, Trihydro, Western Research, WWC, and Zion. AVI, Dowl, and HDR were short list and interviews were conducted the week of May 11, 2020. Upon Completion of the interviews, AVI was the highest ranked firm and BOPU staff began contract negotiations for scope and fee. A more detailed justification memo is attached.

V. REQUEST AND RECOMMENDATION:

Staff recommends that the Board award the FY2021 Water Rehab and North Pressure Zone Interconnect and Expansion Project Design to AVI, PC in the amount of **\$154,469.66** and approve a transfer in the amount of \$160,000 from 199-9220-84011 Buffalo Ridge Booster Station to 199-9220-84080 North Pump Zone Interconnect and Expansion.



Board of Public Utilities

Cheyenne Water and Sewer Departments

2416 Snyder Ave.
P.O. Box 1469
Cheyenne, Wyoming 82003
(307) 637-6460
www.cheyennebopu.org

Memo

To: Brad Brooks, P.E.
From: David Cole, P.E.
Copy: Frank Strong, P.E.
Date: June 9, 2020
Subject: Consultant Justification and Recommendation – FY2021 Water Rehab and North Pressure Zone Interconnect and Expansion Project Design

A request for proposals was advertised on March 5th, 2020 for the FY2021 Water Rehab & North Pressure Zone Interconnect and Expansion Project. Eleven proposals were received on April 30th, 2020. The firms submitting included, in alphabetical order, AVI, Benchmark Engineers, Coffey Engineering & Surveying, Dowl, Engineering Consulting Alliance, HDR, SEH, Trihydro, Western R&D, WWC Engineering, and Zion Engineering. Three firms were selected for interviews, AVI, Dowl, and HDR. Interviews were conducted the week of May 11th, 2020. The selection committee included: Frank Strong, Jon Savage, and David Cole.

Based on the interviews, the selection committee recommended negotiating a scope and fee with AVI. AVI's team included Inberg Miller for geotechnical investigation. Justification for the selection committee's recommendation is as follows:

- Continuity from prior work on water rehabilitation projects, most recently the FY2019 Water Rehabs.
 - AVI understands BOPU's preferences on plan/ profile drawings which will reduce time spent in review and revisions.
 - AVI experienced directional drilling through high conflict utility areas with minimal issues.
 - Inberg Miller has performed past geotechnical work for BOPU rehabs
- Understanding the challenges in crossing WYDOT ROW. AVI has already begun coordination and an early establishment of correspondence and relationship building with WYDOT and boring contractors.
- Local presence is vital in having early discussions with landowners to obtain easements for waterlines.
- Past project performance with AVI has been above average. They have managed their staff to complete past projects on or under budget.

Exhibit A
Scope of Work
FY2021 Water Rehabilitation &
North Pressure Zone Interconnect & Expansion

Task 1: Project Management

- A. Task goals
 - 1. Meet the budget and schedule constraints.
 - a. Advertise the project for construction by January 2021. Tentatively Tuesday Jan. 5, 2021.
 - 2. Manage scope variations to meet the budget and schedule constraints.
 - 3. Communicate early and openly about issues impacting the budget, schedule and scope.
- B. FIRM scope
 - 1. Prepare a Project Management Plan (PMP) describing the project goals, budget, schedule, scope, communication protocols, and quality control plan.
 - 2. Manage FIRM resources to meet the PMP.
 - 3. Facilitate these meetings:
 - a. Kickoff meeting to review the budget, schedule and scope.
 - b. Alternatives analysis and selection.
 - c. 30% design review.
 - d. 60% design review.
 - e. 90% design review.
 - 4. Submit monthly progress reports and invoices to BOPU project manager (PM). Monthly progress reports will include:
 - a. Invoice for the prior month. Include labor costs in terms of hours charged by individual and hourly rates. Include itemized expenses. Include a cost breakdown for each project task.
 - b. Cumulative percent complete by Task with a brief narrative of significant scope items completed within each Task.
 - c. Identify and recommend resolution of budget, schedule or scope issues.
 - d. Brief narrative of significant scope items to be completed in the next month.
 - 5. Review monthly progress report verbally with BOPU PM and discuss the following:
 - a. Cumulative actual and earned value costs compared to budget.
 - b. Risk log.
 - c. Data request log.
 - 6. Provide quality reviews on all deliverables prior to submission to BOPU.
 - 7. Engage the contracting community.
- C. BOPU scope:
 - 1. Review monthly progress reports and invoices, ask questions, and process invoices.
- D. FIRM deliverables
 - 1. Meeting agendas and meeting minutes.
 - 2. Project Management Plan.
 - 3. Monthly invoices and progress reports.
 - 4. Electronic resource for sharing documents.
- E. Assumptions

1. Project management task contains the total time for project management across all other tasks.

Task 2: Data Collection and Review

- A. Task goals
 1. Transfer pertinent information from BOPU to FIRM.
 2. Gather other utility information.
 3. Elevate FIRM's awareness and understanding of pertinent information.
- B. FIRM scope
 1. Prepare and maintain a data request tracking log.
 2. Request, obtain and review pertinent information from BOPU and all utilities within the construction limits.
- C. BOPU scope
 1. Provide the following information and other documents as requested by FIRM:
 - a. Record drawings of the infrastructure to be rehabilitated.
 - b. Available information from BOPU's GIS on the rehabilitation areas.
 - c. EJCDC front-end construction documents.
 - d. Maintenance or conditions records.
- D. FIRM deliverables
 1. Data requests.
 2. Data request tracking log.
- E. Assumptions
 1. Infrastructure segments to be rehabilitated include:
 - a. 5249 Yellowstone (UniWyo FCU), replace 8" DIP
 - b. 5230 Yellowstone (Arby's), new construction
 - c. 6001 Yellowstone (Uncle Charlie's), new construction
 - d. Faith Drive, new construction
 - e. Gardenia, new construction
 - f. Yellowstone (M. Heights PS), new construction
 - g. Dartmouth Lane, new construction
 - h. Harvard Lane, new construction
 - i. Cherokee Street, new construction
 - j. I-25 Interconnect, new construction

Task 3: Alternatives Analysis and Selection

- A. Task goals
 1. Determine extent of survey, geotechnical, or pot holing work required.
 2. Consider alternative construction methods for each of the segments listed to direct design requirements.
 3. Select the best overall method to minimize construction costs based upon the collected data during task 2.
- B. FIRM scope

1. Conduct required site surveys.
 2. Conduct required geotechnical investigations.
 3. Identify pot hole locations and submit request to BOPU PM. Coordinate with BOPU PM to be present to observe and measure findings in the field.
 4. Prepare alternative recommendations for each infrastructure segment.
 5. Facilitate a meeting with BOPU Staff to review these recommendations and select the alternative(s) to be used for each segment.
 6. Prepare meeting minutes and written summary of selected alternative(s) for each infrastructure segment.
 7. Perform Ground Penetrating Radar (GPR) locates at Gardenia and Yellowstone intersection.
 8. Coordinate I-25 bore with WYDOT.
- C. BOPU scope
1. Review meeting materials and participate in the meeting.
 2. Make decisions on the alternative method(s) to be used for each infrastructure segment.
 3. Provide Potholing of existing utilities including permits and traffic control.
- D. FIRM deliverables
1. Meeting minutes and summary of selected alternative(s) for each infrastructure segment.
- E. Assumptions
1. Some infrastructure segments may warrant multiple alternatives in the bidding documents.

Task 4: 30% Design

- A. Task goals
1. Deliver 30% construction documents using EJCDC front ends and BOPU provided Supplementary Specifications.
 2. Gather and document BOPU staff comments.
- B. FIRM scope
1. Prepare 30% construction documents including:
 - a. Technical specifications table of contents.
 - b. 60% draft DEQ design report draft including modeling results from BOPU.
 - c. 30% cover sheet for the construction drawings and general notes.
 - d. Plan and profile drawings of each infrastructure segment indicating all survey data, existing BOPU infrastructure, existing utilities and construction method(s).
 - e. Annotate existing utility data in accordance with Standard 38-02 of the American Society of Civil Engineers.
 - f. Review existing easements, Place on drawings. Prepare any new easements required.
 2. Transmit 30% construction documents electronically to BOPU Staff.
 3. Facilitate a meeting with BOPU staff to review the 30% construction documents. Gather and document comments.
 4. Conduct a utility coordination meeting with all impacted utilities.
- C. BOPU scope
1. Review meeting materials and participate in the meeting.

2. Make decisions in a timely manner to maintain schedule.
 3. Provide existing Easement documents
 4. Verify upsizing, new segments, etc. in water model and provide results to Firm.
- D. FIRM deliverables
1. 30% construction documents.
 2. Documented comments on the 30% construction documents.
- E. Assumptions
1. Standard BOPU specifications and details will be incorporated by reference.
 2. Documents will be delivered in “pdf” format.
 3. Drawing size will be 11x17, scalable to 22x34.
 4. Construction documents include drawings, front end documents and technical specifications.

Task 5: 60% Design

- A. Task goals
1. Incorporate 30% design comments from BOPU Staff.
 2. Deliver 60% construction documents.
 3. Gather and document BOPU staff comments.
- B. FIRM scope
1. Prepare 60% construction documents including:
 - a. 90% complete technical specifications.
 - b. 90% draft DEQ design report
 - c. Edits to the drawings cover sheet and general notes.
 - d. Edits to the plan and profile drawings.
 - e. New infrastructure edits to the plan and profile drawings.
 - f. Detail drawings.
 - g. Construction Phasing plan.
 - h. An opinion of probable construction cost (engineer’s estimate).
 2. Transmit 60% construction documents electronically to BOPU staff.
 3. Facilitate a meeting with BOPU staff to review the 60% construction documents. Gather and document comments.
- C. BOPU scope
1. Review meeting materials and participate in the meeting.
 2. Perform updates in water model per FIRM request and provide results to FIRM.
 3. Make decisions in a timely manner to maintain schedule.
- D. FIRM deliverables
1. 60% construction documents.
 2. Documented comments on the 60% construction documents.
- E. Assumptions
1. Standard BOPU specifications and details will be incorporated by reference.
 2. Documents will be delivered in “pdf” format.
 3. Drawing size will be 11x17, scalable to 22x34.

4. Construction documents include drawings, front end documents and technical specifications.

Task 6: 90% Design and Bid Ready Construction Documents

A. Task goals

1. Incorporate 60% design comments from BOPU Staff.
2. Deliver 90% construction documents.
3. Gather and document BOPU staff comments.
4. Submit to City of Cheyenne for initial Engineering plan review.

B. FIRM scope

1. Conduct a utility coordination meeting with all impacted utilities.
2. Prepare 90% construction documents including:
 - a. 90% completed front end documents.
 - b. Edits to the DEQ design report.
 - c. Edits to the technical specifications.
 - d. Edits to the drawings cover sheet and general notes.
 - e. Edits to the plan and profile drawings.
 - f. Edits to the detail drawings.
 - g. Edits to the traffic control plan.
 - h. Edits to the opinion of probable construction cost.
3. Transmit 90% construction documents electronically to BOPU staff.
4. Facilitate a meeting with BOPU staff to review the 90% construction documents. Gather and document comments.
5. Incorporate all comments and deliver bid-ready construction documents and the opinion of probable construction cost (engineer's estimate).
6. Prepare and submit Department of Environmental Quality (DEQ) permit application. BOPU will perform any additional modeling required by DEQ.

C. BOPU scope

1. Review meeting materials and participate in the meeting.
2. Make decisions in a timely manner to maintain schedule.
3. Facilitate legal review and approval of front end construction documents.

D. FIRM deliverables

1. 90% construction documents.
2. Documented comments on the 90% construction documents.
3. Bid-ready construction documents, approved by City of Cheyenne.
4. Approved DEQ permit.

E. Assumptions

1. Easement exhibits and descriptions will be completed and submitted to BOPU by this task for negotiation with property owners.

Task 7: Bidding and Contract Award

A. Task goals

1. Aim to receive five (5) bids.

2. Select and award the contract at the February 16, 2021 BOPU Board meeting.
- B. FIRM scope
 1. Provide written responses to questions from potential bidders.
 2. Evaluate the bids and offer a recommendation, including opinion of probable work load for contractor.
 3. Attend Prebid meeting.
 4. Prepare any addenda required.
- C. BOPU scope
 1. Advertise the project, tentatively 1/5/2021.
 2. Issue addenda on the BOPU website.
 3. Conduct the bid opening.
 4. Evaluate the bids and prepare an award recommendation.
 5. Present the award recommendation at the February 16, 2021 BOPU Board meeting.
- D. FIRM deliverables
 1. Written responses to questions from potential bidders.
 2. Prepare addenda.
- E. BOPU deliverables
 1. Advertisement.
 2. Board recommendation.
- F. Assumptions
 1. None.

Task 8: Construction Administration

- A. Task goals
 1. Provide adequate support to prevent construction delays due to review of documents.
- B. FIRM scope
 1. Interpret the construction documents by responding to requests for information (RFI's) and other questions from contractor/BOPU.
 2. Prepare contract document revisions to support significant change orders.
 3. Evaluate contractor proposals.
 4. Attend up to five (5) construction progress meetings.
 5. Provide control points at each site for contractor to perform own contractor construction staking.
- C. BOPU scope
 1. Issue contractor notifications for award, substantial completion, final completion, etc.
 2. Review shop drawings.
 3. Conduct weekly construction progress meetings.
 4. Observe and document construction progress.
 5. Issue change orders.
 6. Document field changes in a single set of plans.
 7. Review and approve progress payments.

- 8. Gather subcontractor lien waivers prior to final payment.
- 9. Engage the impacted customers and travelling public.
 - a. Issue press releases.
 - b. Post door hangers.
- D. FIRM Deliverables
 - 1. Contract document revisions to support significant change orders.
- E. BOPU Deliverables
- F. Assumptions
 - 1. FIRM will be engaged to represent the design intent.
 - 2. BOPU staff will lead the overall and day to day construction administration and observation.

Task 9: Closeout

- A. Task goals
 - 1. Record drawings with design change information for future reference.
- B. FIRM scope
 - 1. Incorporate field change orders into record drawing and specifications.
 - 2. Issue project completion notification to DEQ .
- C. BOPU scope
 - 1. Deliver field change notes gathered during construction.
- D. FIRM deliverables
 - 1. Record drawings in “pdf” format and 22x34 mylar.
- E. BOPU deliverables
 - 1. Field change notes gathered during construction
- F. Assumptions
 - 1. None.

AVI Fee Estimate for Fiscal Year 2021 Water Rehab & North Pressure Zone Interconnect & Expansion

EXHIBIT B

6/1/2020

Task	Description	Estimated Sub-totals Cost Not To Exceed
Task 1 Project Management		
B.1.	Prepare a Project Management Plan (PMP) describing the project goals, budget, schedule, scope, communication protocols, and quality control plan.	\$ 1,032.00
B.2.	Manage FIRM resources to meet the PMP.	\$ 3,650.00
B.3.	Facilitate these meetings:	\$ -
B.3.a.	Kickoff meeting to review the budget, schedule and scope.	\$ 1,100.00
B.3.b.	Alternatives analysis and selection.	\$ 1,190.00
B.3.c.	30% design review.	\$ 1,482.00
B.3.d.	60% design review.	\$ 1,482.00
B.3.e.	90% design review.	\$ 1,482.00
B.4.	Submit monthly progress reports and invoices to BOPU project manager (PM). Monthly progress reports will include:	\$ -
B.4.a.	Invoice for the prior month. Include labor costs in terms of hours charged by individual and hourly rates. Include itemized expenses.	\$ 3,016.00
B.4.b.	Cumulative percent complete by Task with a brief narrative of significant scope items completed within each Task.	\$ 1,448.00
B.4.c.	Identify and recommend resolution of budget, schedule or scope issues.	\$ 640.00
B.4.d.	Brief narrative of significant scope items to be completed in the next month.	\$ 640.00
B.5.	Review monthly progress report Meeting with BOPU PM.	\$ 584.00
B.5.a.	Cumulative actual and earned value costs compared to budget.	\$ 1,032.00
B.5.b.	Risk log.	\$ 1,168.00
B.5.c.	Data request log.	\$ 1,168.00
B.6.	Provide quality reviews on all deliverables prior to submission to BOPU.	\$ 1,168.00
B.7.	Engage the contracting community.	\$ 1,168.00
Task 1 Miscellaneous Expenses		\$ 150.00
Task 1 TOTAL		\$ 23,600.00
Task 2 Data Collection and Review		
B.1.	Prepare and maintain a data request tracking log.	\$ 1,156.00
B.2.	Request, obtain and review pertinent information from BOPU and all utilities within the construction limits	\$ 1,100.00
Task 2 Miscellaneous Expenses		\$ 100.00
Task 2 TOTAL		\$ 2,356.00
Task 3 Alternatives Analysis and Selection		
B.1.	Conduct required site surveys.	\$ 17,717.00
B.2.	Conduct required geotechnical investigations.	\$ 16,620.00
B.3.	Identify pot hole locations and submit request to BOPU PM. Coordinate with BOPU PM to be present to observe and measure findings in the field.	\$ 3,568.00
B.4.	Prepare alternative recommendations for each infrastructure segment.	\$ 2,052.00

B.5. Facilitate a meeting with BOPU Staff to review these recommendations and select the alternative(s) to be used for each segment.	\$ 1,392.00
B.6. Prepare meeting minutes and written summary of selected alternative(s) for each infrastructure segment.	\$ 808.00
B.7. Ground Penetrating Radar utility locates at Gardenia and Yellowstone	\$ 3,614.00
B.8. WYDOT coordination for I-25 Bore	\$ 2,480.00
Task 3 Miscellaneous Expenses	\$ 250.00
Task 3 Total	\$ 48,501.00
Task 4 30% Design	
B.1. Prepare 30% construction documents including:	\$ -
B.1.a. Technical specifications table of contents.	\$ 1,908.00
B.1.b. 60% draft DEQ design report draft including modeling results from BOPU.	\$ 4,072.00
B.1.c. 30% cover sheet for the construction drawings and general notes.	\$ 684.00
B.1.d. Plan and profile drawings of each infrastructure segment indicating all survey data, existing BOPU infrastructure, existing utilities and construction method(s).	\$ 6,804.00
B.1.e. Annotate existing utility data in accordance with Standard 38-02 of the American Society of Civil Engineers	\$ 2,780.00
B.1.f. Review existing easements, Place on drawings. Prepare any new easements required	\$ 2,028.00
B.2. Transmit 30% construction documents electronically to BOPU Staff.	\$ 662.00
B.3. Facilitate a meeting with BOPU staff to review the 30% construction documents. Gather and document comments.	\$ 1,392.00
B.4. Conduct Utility Coordination Meeting with all impacted utilities.	\$ 988.00
Task 4 Miscellaneous Expenses	\$ 250.00
Task 4 TOTAL	\$ 21,568.00
Task 5 60% Design	
B.1. Prepare 60% construction documents including:	\$ -
B.1.a. 90% complete technical specifications.	\$ 808.00
B.1.b. 90% draft DEQ design report.	\$ 1,592.00
B.1.c. Edits to the drawings cover sheet and general notes.	\$ 494.00
B.1.d. Edits to the plan and profile drawings.	\$ 2,444.00
B.1.e. New infrastructure edits to the plan and profile drawings.	\$ 2,780.00
B.1.f. Detail drawings.	\$ 2,780.00
B.1.g. Construction Phasing Plan.	\$ 2,736.00
B.3.h. An opinion of probable construction cost (engineer's estimate).	\$ 2,064.00
B.2. Transmit 60% construction documents electronically to BOPU staff.	\$ 696.00
B.3. Facilitate a meeting with BOPU staff to review the 60% construction documents. Gather and document comments.	\$ 2,672.00
Task 5 Miscellaneous Expenses	\$ 250.00
Task 5 TOTAL	\$ 19,316.00
Task 6 90% Design and Bid Ready Construction Documents	
B.1. Conduct a utility coordination meeting with all impacted utilities.	\$ 1,392.00
B.2. Prepare 90% construction documents including:	\$ -
B.2.a. 90% completed front end documents.	\$ 920.00
B.2.b. Edits to the DEQ design report.	\$ 404.00
B.2.c. Edits to the technical specifications.	\$ 808.00
B.2.d. Edits to the drawings cover sheet and general notes.	\$ 1,100.00
B.2.e. Edits to the plan and profile drawings.	\$ 1,772.00
B.2.f. Edits to the detail drawings.	\$ 2,356.00
B.2.g. Edits to the traffic control plan.	\$ 1,772.00

B.2.h. Edits to the opinion of probable construction cost.	\$ 988.00
B.3. Transmit 90% construction documents electronically to BOPU staff.	\$ 695.00
B.4. Facilitate a meeting with BOPU staff to review the 90% construction documents. Gather and document comments.	\$ 2,672.00
B.5. Incorporate all comments and deliver bid-ready construction documents and the opinion of probable construction cost (engineer's estimate).	\$ 1,884.00
B.6. Prepare and submit Department of Environmental Quality (DEQ) permit application. (BOPU performs any modeling required by DEQ).	\$ 1,492.00
Task 6 Miscellaneous Expenses	\$ 500.00
Task 6 TOTAL	\$ 18,755.00
Task 7 Bidding and Contract Award	
B.1. Provide written responses to questions from potential bidders.	\$ 1,212.00
B.2. Evaluate the bids and offer a recommendation.	\$ 898.00
B.3. Attend prebid meeting.	\$ 988.00
B.4. Prepare any addenda required.	\$ 1,840.00
Task 7 Miscellaneous Expenses	\$ 150.00
Task 7 TOTAL	\$ 5,088.00
Task 8 Construction Administration	
B.1. Interpret the construction documents by responding to requests for information (RFI's) and other questions from contractor/BOPU	\$ 1,492.00
B.2. Prepare contract document revisions to support significant change orders.	\$ 1,784.00
B.3. Evaluate contractor proposals.	\$ 1,100.00
B.4. Attend up to five (5) construction progress meetings.	\$ 2,272.00
B.5. Provide control points at each site for contractor to perform own contractor construction staking.	\$ 5,461.66
Task 8 Miscellaneous Expenses	\$ 250.00
Task 8 TOTAL	\$ 12,359.66
Task 9 Closeout	
B.1. Incorporate field change orders into record drawing and specifications.	\$ 1,906.00
B.2. Issue project completion notification to DEQ .	\$ 460.00
D.1. Firm Deliverables. Record drawings in "pdf" format and 22x34 mylar.	\$ 460.00
Task 9 Miscellaneous Expenses	\$ 100.00
Task 9 TOTAL	\$ 2,926.00
TOTAL	\$ 154,469.66

* Added since previous Board Meeting.

Contractor / Engineer	Project	Contract Completed	Amount of Retainage	Date Released or to be Released
* Plant Moran	ERP Project - Consulting Services	142,875.00	13,966.90	18-May-20
HDR	City Zone North Transmission Study	168,510.00	16,851.00	20-Apr-20
Hamm Equipment	2018 High Flow Sluice Gates Rehab	159,421.51	15,942.15	19-Feb-20
Daniel R. Houser Inc	ERP - Munis Conversion	11,700.00	1,170.00	18-Dec-19
Tyler Technologies	ERP - Munis Phase 1 Implementation	388,273.67	12,992.00	18-Dec-19
Mandros Painting, Inc.	Filter 8 & Floc Tank 1	653,301.00	65,330.10	25-Nov-19
Burns & McDonnell	Southern Sewer Interceptor Main	929,108.31	46,916.04	19-Nov-19
Simon Contractors	FY17 Sewer Rehabs	809,187.80	80,918.78	22-Oct-19
Simon Central Wyo	Phase One Sthrn Swr Interceptor	11,348,855.91	1,134,885.58	16-Jul-19
HDR Inc	Reclaimed Water Reuse Study	138,742.82	13,874.29	21-May-19
Aztec Construction	FY18 Manhole Rehabs	189,385.37	18,938.54	16-Apr-19
Aztec Construction	FY18 Sewer Rehabs	1,375,937.00	137,593.69	16-Apr-19
Aztec Construction	FY18 Water Rehabs	2,291,009.47	229,100.95	26-Mar-19
Mountain View Building	Southern Water Main Phase III	10,820,270.96	582,027.09	18-Dec-18
Dowl	Southern Wtr Main-PH III	901,374.40	41,655.28	28-Nov-18
Mountain View Building	FY18 Well Rehabs-Polo Pivot	105,974.22	10,597.42	12-Nov-18
Aztec Construction	Old North Crow Silt Removal	421,227.50	42,122.75	27-Oct-18
Inberg-Miller Engineers	DC Swr Trunk/Thomas Heights	24,755.00	2,475.51	18-Sep-18
Inberg-Miller Engineers	FY19 Water & Sewer Rehabs	38,765.00	3,876.50	18-Sep-18
AVI	North Crow Silt Removal	54,822.00	5,482.22	21-Aug-18
Simon Contractors	FY17 Paving Projects	142,404.72	14,240.47	18-Jun-18
Mountain View Building	Southern Water Main Phase III	10,494,129.04	500,000.00	21-Jun-18
Plante & Moran	ERP Project	137,925.00	13,792.51	17-Apr-18
Mechanical Systems Inc	FY17 Wtr Rehabs II-Saddle/dell zone 18	191,457.15	19,145.72	19-Apr-18
Aztec Construction	FY17 Water Rehab Project	2,412,418.16	241,241.83	5-Mar-18

6/9/2020

Report to the Board
Professional Service Agreements, Contracts, Easements
Change Orders and Amendments
\$25,000 or less

* Added since previous Board Meeting.

Date	Project/Agreements	Company	CO or Amndmnt	\$ Amount	New Contract Amount
Explanation					
*6/3/2020	2019 Water Rehabs	AVI	Amndmnt #2	\$0.00	\$195,034.00
	Use unused portion of budget to pay for additional drafting services for 2018 Water Rehab as-builts				
*5/18/2020	2019 Sewer Rehabs	Mechanical Systems Inc.	CO #06	\$0.00	\$2,921,521.56
	Use force account for cost increase of \$3,634.35 to install plug valve on influent line to Goodman Lift Station.				
5/6/2020	2019 Sewer Rehabs	Mechanical Systems Inc.	CO #05	\$0.00	\$2,921,521.56
	Additional labor & materials to install manhole & pipe deeper than shown on plans, paid with unused bid item.				
5/1/2020	Filter 6 & Floc Tank 3 Rehab	Mandros Painting Inc.	CO #01	\$23,600.00	\$663,227.08
	Cost increase for additional Mortarclad to repair pitted bug holes in concrete walls.				
4/13/2020	2019 Sewer Rehabs	Mechanical Systems Inc.	CO #04	\$1,050.43	\$2,921,521.56
	Cost increase for leak sealing manhole prior to applying epoxy coating.				
4/8/2020	2019 Sewer Rehabs	Mechanical Systems Inc.	CO #03	\$21,171.58	\$2,920,471.13
	Cost increase to cover overage in revegetation				
2/24/2020	2019 Sewer Rehabs	Mechanical Systems Inc.	CO #02	\$0.00	\$2,899,299.55
	Use force account for cost increase of \$4,865.08 to chip out manhole base to acheive minimum slope on pipe.				
12/17/2019	2020 Water Rehabs	Dowl	Amndmnt #2	\$0.00	\$279,335.00
	Cost increase to extend Dell Range design alignment for \$13,015.00 by using cost savings from 30% design.				
11/9/2019	2019 Sewer Rehabs	Mechanical Systems Inc.	CO #01	\$0.00	\$2,899,299.55
	Use force account for cost increase of \$6,726 to upsize two manholes from 48" to 60" diameter.				
10/21/2019	2020 Water Rehabs	Dowl	Amndmnt #1	\$8,535.00	\$279,335.00
	Add fee for additional survey and environmental analysis				
10/21/2019	2019 Sewer Rehabs	HDR	Amndmnt #1	\$9,101.25	\$189,415.25
	Add fee for re-bid services				
6/17/2019	2017 Sewer Rehabs	Simon Contractors	CO #7	(\$116,265.50)	\$809,187.80
	Deductive balancing change order				
6/17/2019	Phase One Southern Sewer	Simon Contractors	CO #36	(\$138,541.09)	\$11,348,855.91
	Deductive balancing change order				
5/23/2019	Phase One Southern Sewer	Simon Contractors	CO #35	\$0.00	\$11,487,397.00
	Identifying bid items to pay materials for Allison Draw Diversion removal				

Directors Board Report

June 15, 2020

I. Presentations/Tours:

Conducted a tour of the Sherard Water Treatment Plant for Ashley Miller and Erin Lamb on June 5, 2020.

II. SCWSD Agreements: Board staff is working with Beth Lance to prepare a draft response to the District's sewer credit request. The agreements are being reviewed to comprise a list of all discrepancies and non-compliance items for the Board's review. The Response letter was sent out on March 17, 2020 to the District from Beth Lance and as of Tuesday April 14, 2020 we have received no response or communication from the District. Agreement review still in process. Beth Lance did receive an e-mail from Curtis Buchhammer on April 28, 2020 acknowledging receipt of our letter. Mr. Buchhammer did say he would present to his Board at their May meeting and follow up with Beth. **A letter was received from Mr. Buchhammer dated May 14, 2020 see attached.**

III. BOPU Work Sessions: The fall work session was held on October 30, 2019 from 3pm to 6pm at the BOPU Administration Building Multipurpose Room. The session covered Future Water Planning Implementation Strategy and was attended by all Board members, management team, and Board and City staff. The work session was a success and the process were educational and beneficial for all in attendance. The organization and preliminary priority of all future water supply projects was established and an overview and background behind each project was explained. The Board's annual Goals & Planning Session is scheduled for Thursday January 30, 2020 at the Cheyenne Botanic Gardens Building from 8:00 am to 5:00 pm. The annual meeting was a success as the management team received positive comments from staff and Board members. The overall outcome of the meeting was that the Board staff will focus on Employee Development, Operational Optimization, and Infrastructure Strategy and Performance over the next year. I think we will plan to skip our spring work session until fall at which time I would like to propose discussing water and sewer reserve account amounts, balances, and industry recommendations as well as future guidelines on usage. **No Change.**

IV. Project Business Cases and 5-Year Plan: Met with staff on October 19, 2018, November 8, 2018, and December 5, 2018 to discuss 3-year plan and outlook for upcoming projects. Project reports are being prepared for each major project and final revisions are being made. The updated 3-year plan is presented for review in the Administration Division report section for discussion. The current 3-year plan will be included in the FY 2020 budget and be updated to look at 5 years out. Staff is working on preparing business cases for each project mentioned in the 3- year outlook and will have completed by budget cycle FY2021. Business cases are complete for all current and future projects and the 5-year plan has been updated. Management staff is reviewing and meeting to finalize both the business cases and the 5-year plan prior to FY 2021 budget preparation. Plan to present to the Board for review at the February 18, 2020 Board meeting prior to receiving 2021 budget at March 16, 2020 meeting. The plan and business cases will continue to be modified and updated as the FY2021 budget is finalized and approved at the April 27, 2020 Special Budget Meeting. The plan will be used in prioritizing and justifying projects in future years. **No Change.**

V. Participate in a weekly conference call every Monday with staff, Plant Moran, and Tyler Technologies representatives to discuss the overall ERP software project. Ongoing.

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20.06.15 Bd Report.doc

VI. Participate in COVID-19 meetings with the Mayor and her executive team every Wednesday at 1:30 pm to give updates on status for the City and County and any operational issues or concerns. **Ongoing.**

VII. Meet with Board management team every Tuesday and Thursday at 8:30 am to discuss Covid-19 operational items or issues. Relay any items from Mayors meetings held on Monday, Wednesday, and Friday. Plan to open BOPU lobby on May 18, 2020 from 9 am to 3 pm Monday through Friday for two weeks and then fully open lobby on June 1, 2020 from 9 am to 5 pm. **Lobby is fully open as of June 1, 2020 for customers paying bills. Staff is still conducting meetings by remote methods and attempting to limit additional public access into the building until further notice.**

VIII. Participated in a conference call with staff and consultant Wood Engineering on March 31, 2020 to discuss selection and award for the AEM Survey Project approval at the April 6, 2020 Special Board meeting. AEM flights began on-site the week of May 11, 2020. **AEM flights are all complete and an additional 36.63-line kilometers were flown due to unused project funds. A total of 636.63-line kilometers were flown.**

IX. Participated in a conference call with staff and Trihydro on March 31, 2020 to work on finalizing the scope of work for the Cathodic Protection System Evaluation Project. **Staff plans to postpone negotiations with Trihydro until after the first of the year 2021 to monitor current economic/revenue uncertainty.**

X. Participated in the Special Board and Budget Review Meeting on April 6, 2020. The Board gave staff recommendations for changes to the proposed FY 2021 Budget to be made prior to the April 27, 2020 Special Board Budget Approval Meeting. The staff will give a brief overview at the April 20, 2020 Board Meeting to make sure all changes were correctly understood and incorporated. Budget was approved at the April 27, 2020 Special Budget Board meeting. The budget and rate resolutions are now at the City Council for approval per the following schedule:

Budget ordinance to Mayor's Office for Agenda – May 6th **Complete.**

Council Meeting – 1st reading (Refer to COW) 6 p.m. – May 11th **Complete.**

Committee of the Whole – 6:00 p.m. - May 20th **Complete.**

Agenda item – announcement of public hearing

Council Meeting – 2nd reading (Refer to COW) 6 p.m. - May 26th **Changed to June 8, 2020 @ 6 p.m. Complete.**

Notice of hearing to Clerk for newspaper

Notice of hearing published with budget summary

Committee of the Whole – 6:00 p.m. June 3rd **Changed to June 10, 2020 @ 6 p.m. Complete.**

Public Hearing and Council Meeting 3rd reading 6 p.m. – June 8th (Budget must be approved within 24 hours of conclusion of public hearing)
Changed to June 16, 2020 @ 6 p.m.
Prior to July 1, 2020 Clerk will publish budget ordinance

XI. Participated in the initial kickoff meeting on April 10, 2020 with staff and FCS the consultant for the new Rate study. Ashley is in the process of getting them all the data they have requested. Have continued to participate in phone and web meetings with FCS to discuss the 5 to 20-year outlook on projects relating to the overall development and structure of fees and rate increases.
Ongoing.

XII. Have been working with staff, Elizabeth Lance, and representatives from HollyFrontier Refinery to discuss the proposed extension to the existing Administrative Compliance Order (ACO) and noncompliance fee changes as well as flow changes. We have a conference call with HollyFrontier on April 15, 2020 to discuss. The current ACO expires April 25, 2020. The new ACO is an 18-month extension through October 2021 with increased non-compliance penalty fees and reduced wastewater daily flows to the BOPU system. HollyFrontier is to be in full compliance by the end of the new 18-month extension. **With the refinery converting operations in Cheyenne to renewable diesel production the selenium issue will go away as will the need for the ACO.**

XIII. **I have completed the preparation of all managers performance appraisals and have met individually with each manager. I will need to meet with Mary Guthrie to discuss how the Board would like to conduct my review for July 1, 2019 through March 31, 2020.**

XIV. **The attached letter and BOPU Resolution was sent to Council President Dr. Mark Rinne on May 26, 2020. We have received no response from Dr. Rinne to date. The council did adopt a temporary suspension of the current City Resolution 6023 at their June 8, 2020 Council meeting.**

XV. **Participated in a Wyoming Association of Risk Managers (WARM) Board work session on June 11, 2020 representing the BOPU.**

BUCHHAMMER & WARD

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May 14, 2020

VIA EMAIL & U.S. MAIL

elizabeth@lanceandhall.com

Elizabeth B. Lance
Lance & Hall
P.O. Box 1108
Cheyenne, WY 82003

Re: South Cheyenne Water and Sewer District
Credit to BOPU billing

Dear Ms. Lance:

This is a follow up response to your letter of March 16, 2020, regarding the issue of crediting the South Cheyenne Water and Sewer District ("District") for excessive billings resulting from heavy rains. The District's Board met on May 5, 2020, to discuss the offer that was presented in your letter. The District will reject your client's offer of \$20,000. The District is prepared, however, to enter into negotiations with BOPU aimed at resolving this dispute. Given the recent health and safety issues with which we are all dealing, perhaps a remote meeting convened through Zoom or some other format would be appropriate until social distancing and other guidelines have been relaxed.

As we work on putting a meeting together to discuss resolution, it would be helpful if you could provide us with the basis and supporting documentation for the amount of the offer that was presented in your letter of March 16, 2020.

I look forward to your response.

Sincerely,



Curtis B. Buchhammer

CBB

cc: South Cheyenne Water and Sewer District



Board of Public Utilities

Cheyenne Water and Sewer Departments

2416 Snyder Ave.
P.O. Box 1469
Cheyenne, Wyoming 82003
(307) 637-6460
www.cheyennebopu.org

May 22, 2020

Dr. Mark Rinne, City Council President
Cheyenne City Council
2101 O'Neil Avenue, Room 108
Cheyenne, Wyoming 82001

Re: City of Cheyenne Resolution 6023

Dear Dr., Rinne,

I want to thank you for your participation in our April 24, 2020 budget workshop with the City Council. At that time, you inquired about the Board's plans for the Belvoir Wind Energy revenue and whether this revenue was budgeted in the Board's FY 2021 budget. Prior to this meeting, we were not aware of the City's intentions to use the Board's 1/3 portion of the Wind Energy revenue (per City Resolution 6023) to assist in balancing the City's FY 2021 budget.

Prior to our conversation, I had inquired of the City Treasurer the amount of anticipated revenue available to the BOPU. She was not able to estimate this and told me that no revenue had been received. The plan was for the City and BOPU to make budget re-appropriations once funds were received. Therefore, the Board did not budget for this revenue. The Board has over \$40 million worth of planned projects to be completed on the Belvoir to enlarge and improve our water resources to meet growth demands for the City.

Our Board discussed this issue at the May 22, 2020 Special Board meeting and unanimously agreed to prepare the attached BOPU Resolution outlining their understanding and expectations on the Belvoir Wind Energy revenue split moving forward.

Again, thank you for your time and feel free to call me (307-637-6464) if you have questions and/or need additional information.

Sincerely,

Bradley A. Brooks, P.E., Director

XC: Mary Guthrie, Board President
Marian Orr, Mayor
Michael O'Donnell, City Attorney
Elizabeth Lance, BOPU Attorney
Ashley Miller, Administration Manager

BOPU RESOLUTION 2020-01

ENTITLED: "A RESOLUTION RECOGNIZING THE DECISION OF THE CITY OF CHEYENNE TO DIVERT THE BOARD OF PUBLIC UTILITIES SHARE OF REVENUES RECEIVED PURSUANT TO CITY OF CHEYENNE CONTRACT NO. 5902 AND CITY RESOLUTION NO. 6023 TO BE USED IN THE CITY'S FY2021 BUDGET AND PROVIDING THAT THE BOPU'S REVENUES WILL BE RESTORED IN FULL IN FY2022."

WHEREAS, in 2019, the Governing Body of the City of Cheyenne, passed Resolution No. 6023, (a copy of which is attached) directing that "all revenue from City of Cheyenne Contract No. 5902 (a copy of which is attached) will be split evenly between the City of Cheyenne Solid Waste Enterprise Fund, the Board of Public Utilities (BOPU) and the newly established Belvoir Ranch Recreation Special Revenue Fund; and

WHEREAS, the BOPU has identified projects directly related to the development of water resources located on the Belvoir Ranch to be funded by the revenues from City of Cheyenne Contract No. 5902 and Resolution No. 6023; and

WHEREAS, the City of Cheyenne is in the process of preparing its budget for fiscal year 2021; and

WHEREAS, the BOPU recognizes that the City of Cheyenne is experiencing a dire financial situation due to COVID-19 issues and anticipated revenue shortfall; and

WHEREAS, the BOPU recognizes that the City of Cheyenne must present a balanced budget; and

WHEREAS, the BOPU has been advised that the City of Cheyenne wishes to divert the BOPU share of revenues received under City of Cheyenne Contract No. 5902 and Resolution No. 6023 in the FY2021 and defer payment to the BOPU until FY2022; and

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF PUBLIC UTILITIES agrees to a diversion of its share of the revenues from Contract No. 5902 and Resolution No. 6023 for the fiscal year 2021, as follows:

1. The diversion will be for one-year FY2021 to FY2022
2. A new resolution shall be approved by the council to replace resolution 6023, establishing a 10-year split (FY2022-FY2032) of Revenues from Contract 5902 between the City of Cheyenne, Solid Waste Enterprise Fund, The Board of Public Utilities, and the newly established Belvoir Ranch Recreation Special Revenue Fund.
3. The BOPU 1/3 share of the revenue will be paid in full beginning of FY2022 through FY2032.

ADOPTED this 22 day of May 2020.

BOARD OF PUBLIC UTILITIES
BY:

Mary B. Guthrie
Mary Guthrie, President

(SEAL)

ATTEST:

BY:

Matthew Pope, Secretary

Administration's Board Report

June 15, 2020

Administration General Information:

- Tiered Rate Charges/Consumption, etc. is attached.
- Investment Committee: Nothing to report
- HollyFrontier – Idle Projections

Projects in Progress:

- Policy Information and Updates: Candidate Interview and Relocation Expense and Reimbursement – Review with approval request for July 2020 Board Meeting
- Comprehensive Rate Study:
 - Information request has been completed
 - Anticipate the revenue requirements analysis (phase I) by the end of June
- Cowpoke Update:
 - We will be converting to the payroll system starting with October's payroll processing
- FY2020 Audit Update:
 - Preliminary Fieldwork Visit – Completed

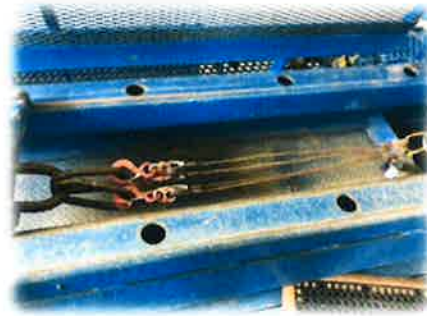
Employee Announcements:

Safety Initiatives:



The Board recently had their annual chain and sling inspection.





Every Division brought ropes, chains and slings to the mobile testing center parked inside vehicle storage for inspection. The testing equipment is seen above.

To the left, the red lifting chain's damage is visible and will require replacement.

Public Relations/Water Conservation:

See attached.

May 2020 Rate Comparative

As of

5/31/2020

Description	May 2020 Revenue	May 2020 Billed Consumption	May 2020 Rate per Unit	May 2019 Revenue	May 2019 Billed Consumption	May 2019 Rate Per Unit	May 2018 Revenue	May 2018 Billed Consumption	May 2018 Rate Per Unit
Residential/Multi Family (including Irrigation)	\$ 657,719	112,453	\$ 5.85	\$ 564,587	97,486	\$ 5.79	\$ 567,813	101,665	\$ 5.59
Commercial	\$ 173,096	29,916	\$ 5.79	\$ 196,904	35,894	\$ 5.49	\$ 194,222	36,487	\$ 5.32
Industrial/Large Volume	\$ 260,070	53,299	\$ 4.88	\$ 296,295	62,608	\$ 4.73	\$ 337,843	73,504	\$ 4.60
Warren Airforce Base	\$ 29,562	5,489	\$ 5.39	\$ 64,520	12,751	\$ 5.06	\$ 21,999	10,524	\$ 2.09
South Cheyenne SWD	\$ 119,065	23,438	\$ 5.08	\$ 120,932	24,530	\$ 4.93	\$ 113,939	23,787	\$ 4.79
Raw Water	\$ 558	7,374	\$ 0.08	\$ 11,615	4,056	\$ 2.86	\$ 16,880	5,766	\$ 2.75
Recycled Water	\$ 463	23	\$ 20.13	\$ 550	25	\$ 22.00	\$ 437	-	#DIV/0!
Construction Water	\$ 11,071	123	\$ 90.01	\$ 13,532	1,108	\$ 12.21	\$ 9,563	769	\$ 12.44
Exploration Water	\$ -	-	#DIV/0!	\$ -	-	#DIV/0!	\$ -	-	#DIV/0!
Outside City ***	\$ 37,088	4,171	\$ 8.89	\$ 22,142	2,116	\$ 10.46	\$ 37,820	4,374	\$ 8.65
Total	1,288,692	236,286	\$ 5.45	1,291,077	240,574	\$ 5.37	1,299,516	258,876	\$ 5.06

** Service Charges included in all revenue

*** Outside City includes Irrigation and Treated Water

	May 2020 to 2019 Revenue Percent Inc/Dec	May 2020 to 2018 Revenue Percent Inc/Dec
Residential/Multi Family	16%	16%
Commercial	-12%	-11%
Industrial/Large Volume	-12%	-23%
Warren Airforce Base	-54%	34%
South Cheyenne SWD	-2%	4%
Raw Water	-95%	-96%
Recycled Water	-16%	-99%
Construction Water	-18%	16%
Exploration Water	#DIV/0!	#DIV/0!
Outside City	68%	-2%
Total	-0.18%	-0.83%

	May 2020 to 2019 % Volume Inc/Dec	May 2020 to 2018 % Volume Inc/Dec
Residential/Multi Family	15%	11%
Commercial	-17%	-18%
Industrial/Large Volume	-15%	-27%
Warren Airforce Base	-57%	-48%
South Cheyenne SWD	-4%	-1%
Raw Water	82%	28%
Recycled Water	-8%	#DIV/0!
Construction Water	-89%	-84%
Exploration Water	#DIV/0!	#DIV/0!
Outside City	97%	-5%
Total	-1.78%	-8.02%

May -20 - Per Capita/Per Day Consumption	56.08
May -19 - Per Capita/Per Day Consumption	49.02
May -18 - Per Capita/Per Day Consumption	51.55

FY 2020 Year to Date Rate Comparative

As of

5/31/2020

Description	Fiscal YTD 2020 Revenue	YTD 2020 Billed Consumption	YTD 2020 Rate per Unit	Fiscal YTD 2019 Revenue	YTD 2019 Billed Consumption	YTD 2019 Rate Per Unit	Fiscal YTD 2018 Revenue	YTD 2018 Billed Consumption	YTD 2018 Rate Per Unit
Residential/Multi Family (including Irrigation)	\$ 9,359,941	1,660,906	\$ 5.64	\$ 9,010,283	1,640,279	\$ 5.49	\$ 9,225,797	1,732,386	\$ 5.33
Commercial	\$ 3,203,946	593,799	\$ 5.40	\$ 3,242,187	624,929	\$ 5.19	\$ 3,291,368	650,644	\$ 5.06
Industrial/Large Volume	\$ 2,679,571	557,126	\$ 4.81	\$ 3,148,653	676,173	\$ 4.66	\$ 3,512,494	776,008	\$ 4.53
Warren Airforce Base	\$ 680,053	133,253	\$ 5.10	\$ 747,953	151,093	\$ 4.95	\$ 802,620	167,162	\$ 4.80
South Cheyenne SWD	\$ 1,552,754	311,204	\$ 4.99	\$ 1,509,649	311,756	\$ 4.84	\$ 1,502,688	319,795	\$ 4.70
Raw Water	\$ 150,690	52,548	\$ 2.87	\$ 120,228	49,062	\$ 2.45	\$ 144,719	62,613	\$ 2.75
Recycled Water	\$ 67,473	15,612	\$ 4.32	\$ 69,970	16,733	\$ 4.18	\$ 53,145	13,788	\$ 3.85
Construction Water	\$ 139,657	7,502	\$ 18.62	\$ 132,412	9,506	\$ 13.93	\$ 134,685	12,958	\$ 10.39
Exploration Water	\$ -	-	#DIV/0!	\$ 1,531	48	\$ 31.89	\$ 50,521	3,144	\$ 16.07
Outside City ***	\$ 508,130	58,302	\$ 8.72	\$ 561,479	67,209	\$ 8.35	\$ 548,416	65,606	\$ 8.37
Total	\$ 18,342,215	3,390,252	\$ 5.41	\$ 18,544,345	3,546,788	\$ 5.23	\$ 19,266,453	3,794,002	\$ 5.08

** Service Charges included in all revenue

*** Outside City includes Irrigation and Treated Water

	YTD 2020 to 2019 Revenue Percent Inc/Dec	YTD 2020 to 2018 Revenue Percent Inc/Dec
Residential/Multi Family	4%	1%
Commercial	-1%	-3%
Industrial/Large Volume	-9%	-24%
Warren Airforce Base	-9%	-15%
South Cheyenne SWD	3%	3%
Recycled Water	-4%	27%
Raw Water	25%	4%
Outside City	-10%	-7%
Total	-1.09%	-4.80%

	YTD 2020 to 2019 % Volume Inc/Dec	YTD 2020 to 2018 % Volume Inc/Dec
Residential/Multi Family	1%	-4%
Commercial	-5%	-9%
Industrial/Large Volume	-18%	-28%
Warren Airforce Base	-12%	-20%
South Cheyenne SWD	0%	-3%
Recycled Water	-7%	13%
Raw Water	7%	0%
Outside City	-13%	-11%
Total	-4.41%	-10.54%

Fiscal Year 20 to Date - Per Capita/Per Day Consumption	76.42
Fiscal Year 19 to Date - Per Capita/Per Day Consumption	76.09
Fiscal Year 18 to Date - Per Capita/Per Day Consumption	81.04

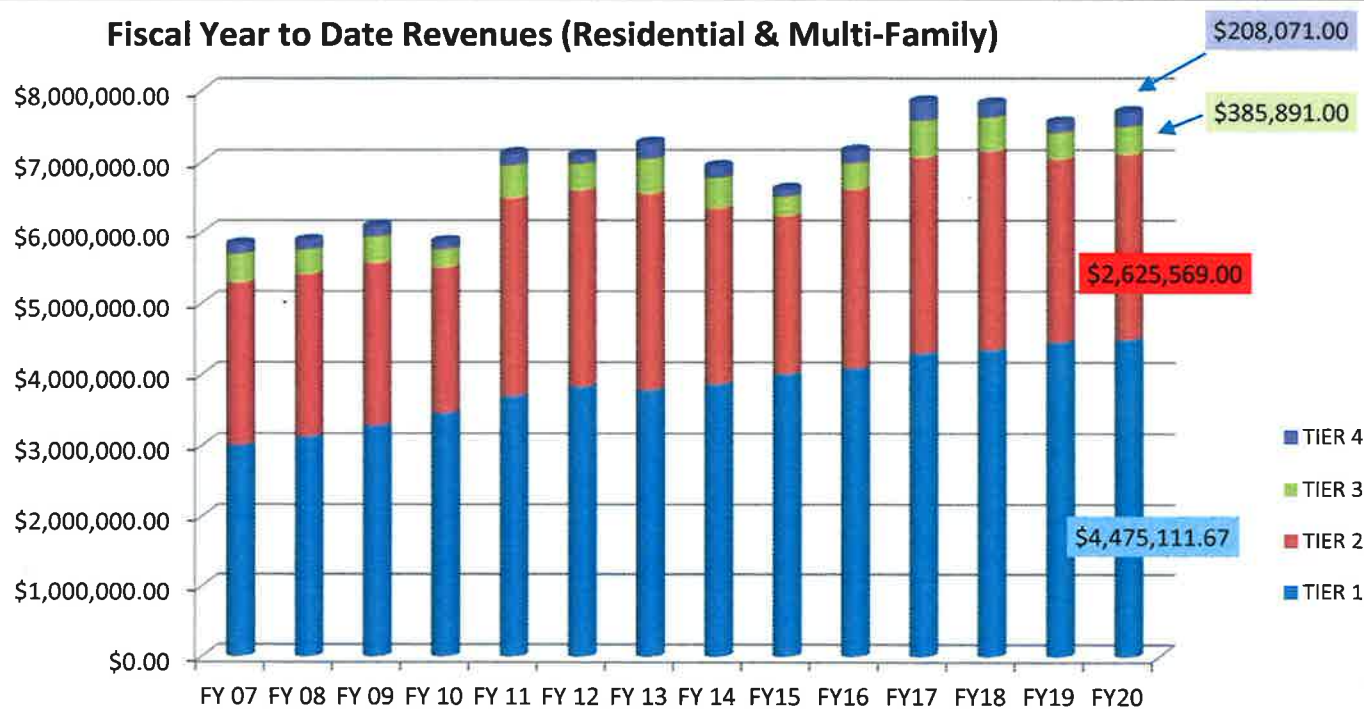
May FY 20 Tiered Rate Charges/Consumption

	Type		Tier 1	Tier 2	Tier 3	Tier 4	Total
In City	Multi Family	Revenue	\$ 76,468	\$ 20,657	\$ 1,091	\$ 10,499	\$ 108,715
		Gallons (1000's)	17,300	3,783	161	1244	22,488
		% Gal to Total	76.9%	16.8%	0.7%	5.5%	
		Accounts	1,309	414	6	3	1,732
		% Accts to Total	75.6%	23.9%	0.3%	0.2%	
	Residential	Revenue	\$ 337,166	\$ 77,422	\$ 2,054	\$ 481	\$ 417,123
		Gallons (1000's)	76,282	14,180	303	57	90,822
		% Gal to Total	84.0%	15.6%	0.3%	0.1%	
		Accounts	19,829	3,842	40	4	23,715
		% Accts to Total	83.6%	16.2%	0.2%	0.0%	
Outside City	Multi Family	Revenue	\$ 26	\$ -	\$ -	\$ -	\$ 26
		Gallons (1000's)	4	0	0	0	4
		% Gal to Total	100%	0%	0%	0%	
		Accounts	1	0	0	0	1
		% Accts to Total	100.0%	0.0%	0.0%	0.0%	
	Residential	Revenue	\$ 2,148	\$ 384	\$ -	\$ -	\$ 2,532
		Gallons (1000's)	324	47	-	-	371
		% Gal to Total	87.3%	12.7%	0.0%	0.0%	
		Accounts	86	13	0	0	99
		% Accts to Total	86.9%	13.1%	0.0%	0.0%	

Residential Gallons %'s in each Tier:	Tier 1	Tier 2	Tier 3	Tier 4
May-06	73.4%	25.6%	0.8%	0.2%
May-07	74.5%	24.7%	0.8%	0.1%
May-08	76.8%	22.2%	0.6%	0.3%
May-09	84.3%	14.1%	0.3%	1.2%
May-10	85.3%	14.1%	0.3%	0.3%
May-11	81.0%	18.9%	0.2%	0.0%
May-12	54.5%	41.4%	3.6%	0.6%
May-13	87.9%	11.7%	0.3%	0.1%
May-14	86.0%	13.7%	0.3%	0.0%
May-15	86.7%	13.0%	0.3%	0.0%
May-16	91.5%	83.0%	0.1%	0.1%
May-17	83.5%	16.0%	0.4%	0.1%
May-18	80.2%	19.4%	0.4%	0.1%
May-19	77.8%	20.7%	1.1%	0.4%
May-20	84.0%	15.6%	0.3%	0.1%

TIERED RATE REVENUE CHART

Fiscal Year to Date Revenues (Residential & Multi-Family)



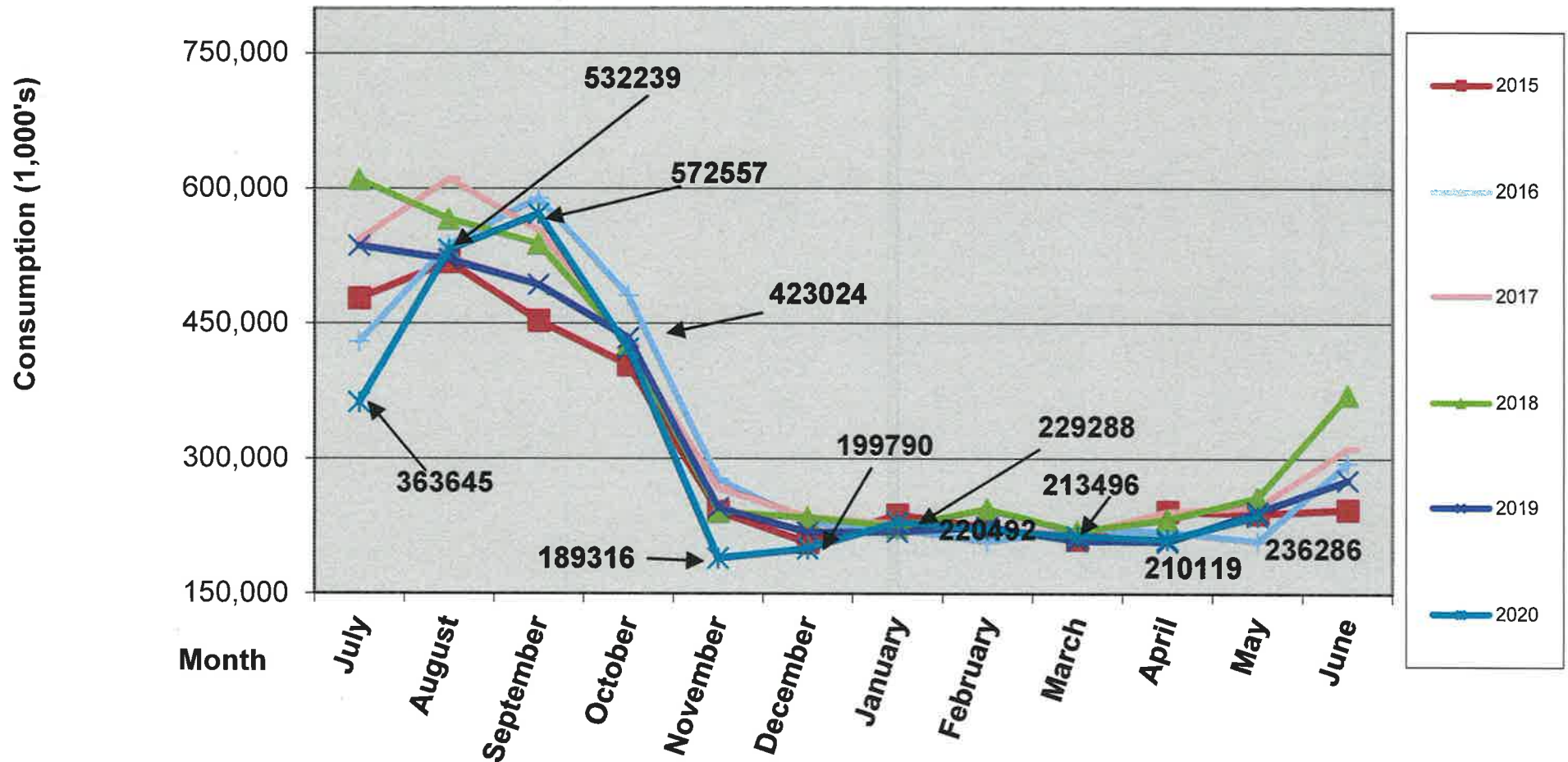
5/31/2020

Fiscal Year 2020 Tiered Rate Charges/Consumption

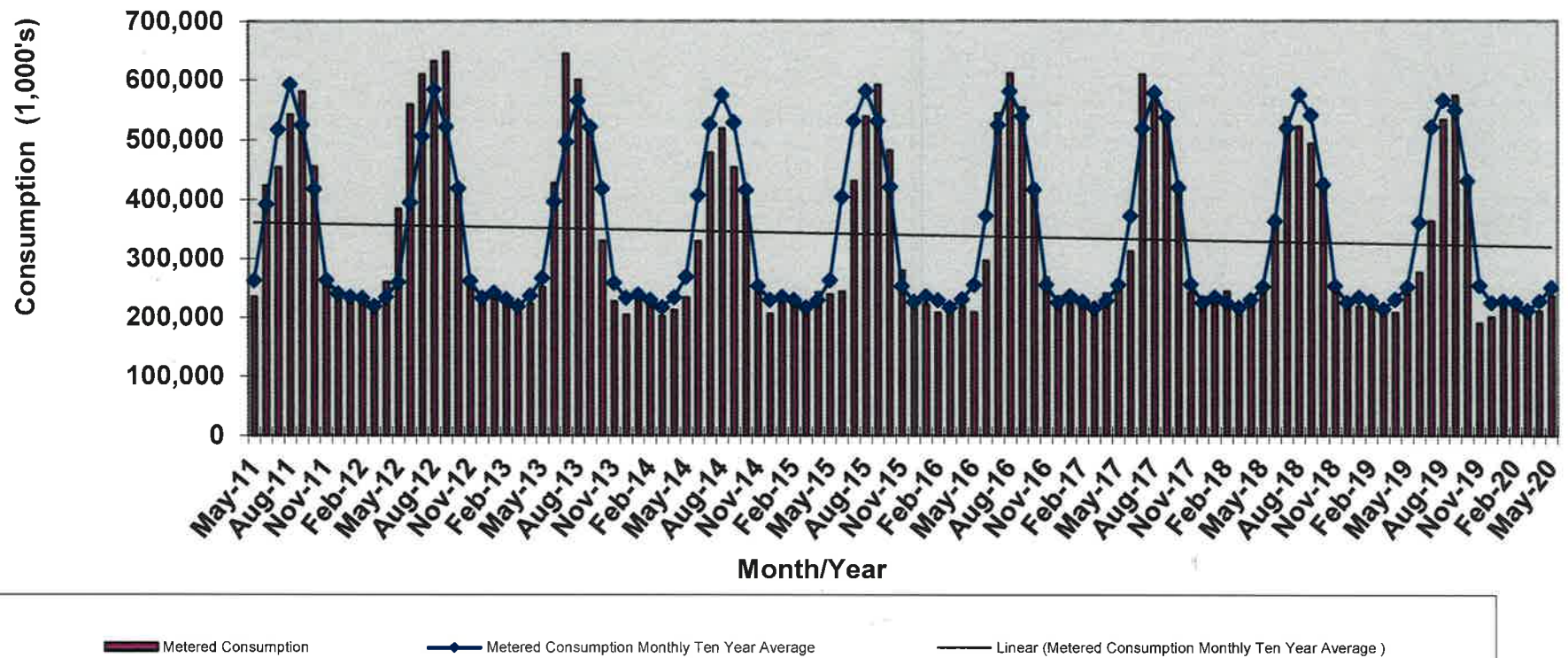
	Type		Tier 1	Tier 2	Tier 3	Tier 4	Total
In City	Multi Family	Revenue	\$ 833,796	\$ 391,694	\$ 24,918	\$ 25,318	\$ 1,275,726
		Gallons (1000's)	191,820	73,375	3,768	3,046	272,009
		% Gal to Total	70.5%	27.0%	1.4%	1.1%	
		Accounts	14,219	5,284	219	46	19,768
		% Accts to Total	71.9%	26.7%	1.1%	0.2%	
	Residential	Revenue	\$ 3,772,829	\$ 2,266,775	\$ 362,063	\$ 193,229	\$ 6,594,896
		Gallons (1000's)	869,068	426,615	54,992	23,575	1,374,250
		% Gal to Total	63.2%	31.0%	4.0%	1.7%	
		Accounts	218,499	59,975	6,566	997	286,037
		% Accts to Total	76.4%	21.0%	2.3%	0.3%	
Outside City	Multi Family	Revenue	\$ 260	\$ -	\$ -	\$ -	\$ 260.00
		Gallons (1000's)	40	0	0	0	40
		% Gal to Total	100%	0.0%	0.0%	0.0%	100.0%
		Accounts	11	0	0	0	11
		% Accts to Total	100.0%	0.0%	0.0%	0.0%	
	Residential	Revenue	\$ 21,202	\$ 5,541	\$ 524	\$ 1,068	\$ 28,335
		Gallons (1000's)	3,252	692	53	87	4,084
		% Gal to Total	79.6%	16.9%	1.3%	0.0%	0.0%
		Accounts	900	139	5	1	1045
		% Accts to Total	86.1%	13.3%	0.5%	0.1%	

Fiscal 2010 Residential %'s in each Tier:	59.2%	34.5%	4.8%	1.5%
Fiscal 2011 Residential %'s in each Tier:	57.1%	36.3%	5.1%	1.4%
Fiscal 2012 Residential %'s in each Tier:	56.1%	37.8%	4.8%	1.3%
Fiscal 2013 Residential %'s in each Tier:	55.1%	36.8%	5.9%	2.2%
Fiscal 2014 Residential %'s in each Tier:	60.5%	32.6%	4.9%	2.1%
Fiscal 2015 Residential %'s in each Tier:	66.1%	29.7%	3.2%	1.0%
Fiscal 2016 Residential %'s in each Tier:	60.3%	33.6%	4.3%	1.7%
Fiscal 2017 Residential %'s in each Tier:	60.8%	31.9%	4.4%	2.9%
Fiscal 2018 Residential %'s in each Tier:	67.3%	30.0%	2.2%	0.4%
Fiscal 2019 Residential %'s in each Tier:	70.8%	27.3%	1.6%	0.3%
Fiscal 2020 Residential %'s in each Tier:	76.4%	21.0%	2.3%	0.3%

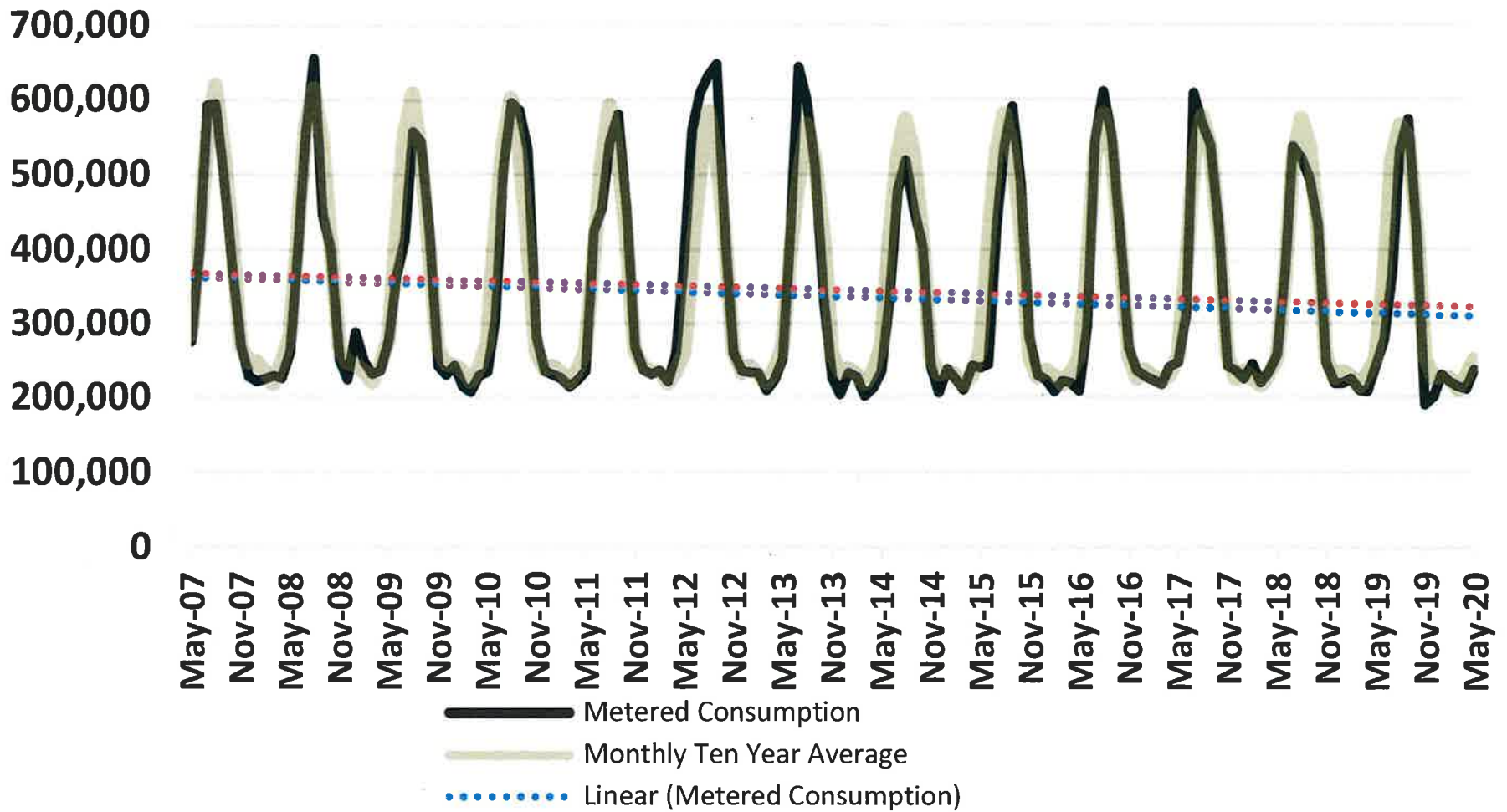
Billed Metered Water Consumption by Fiscal Year



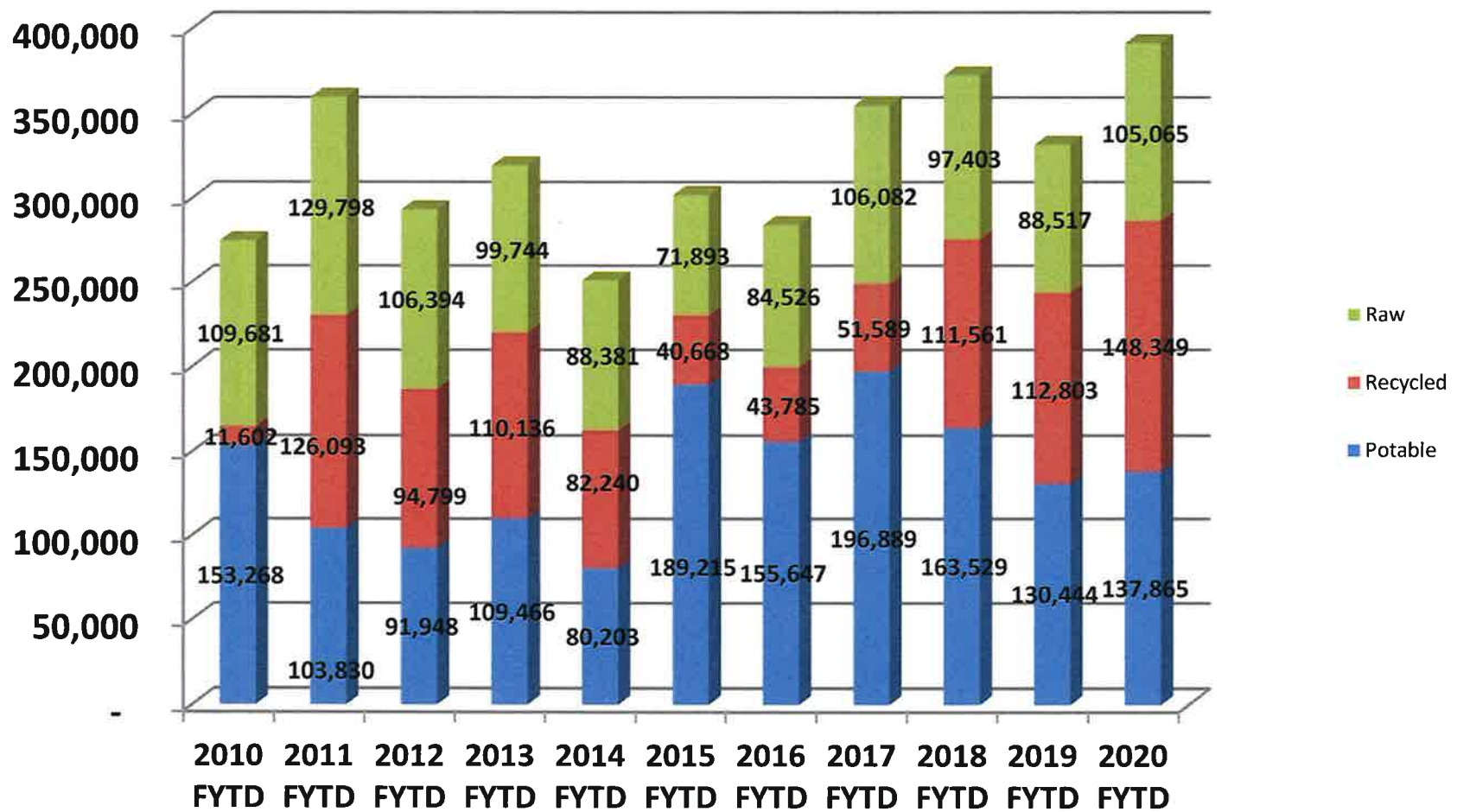
Billed Ten Year Metered Consumption History



Billed Consumption History



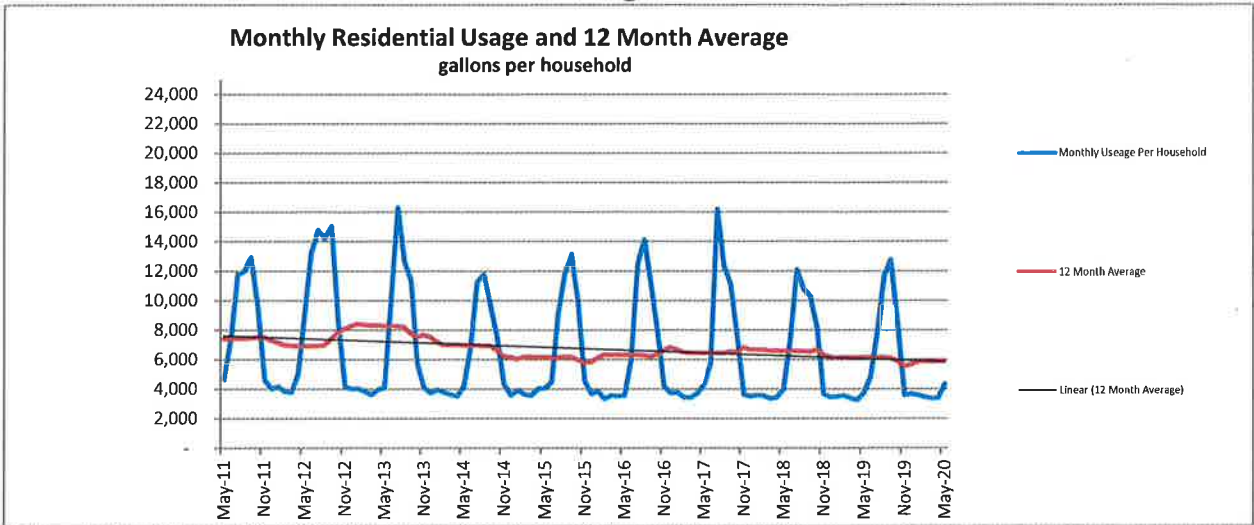
Fiscal Year to Date - City and BOPU Consumption



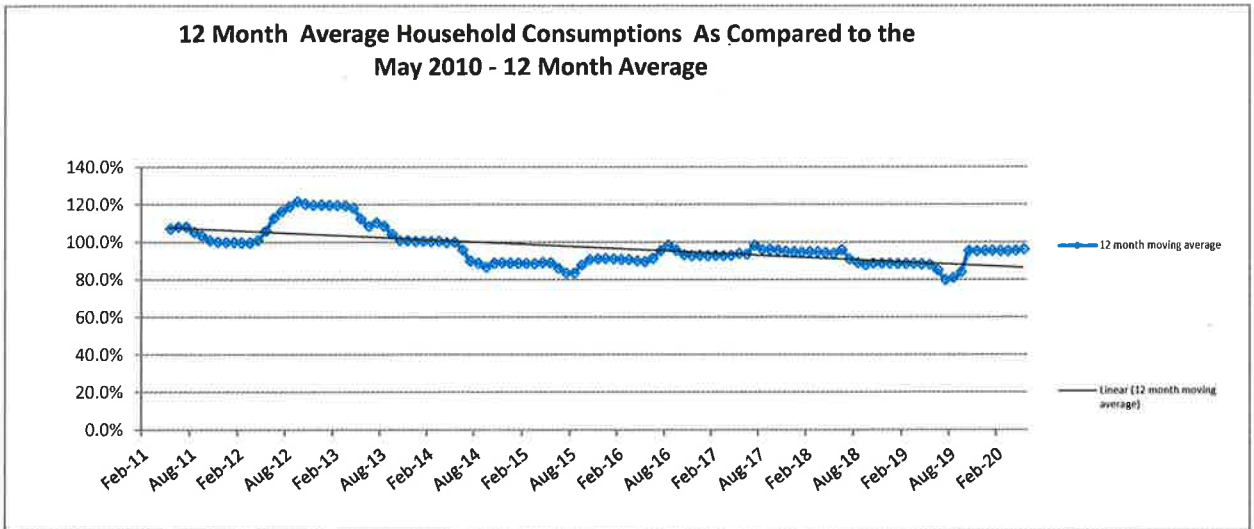
Metered City Water - Unrealized Revenue (BOPU not Included)

Year	Month	Potable Water		Irrigation- Potable		Hydrant		Raw Water		Recycled		Total Water		Sewer	
		Gallons	Cost	Gallons	Cost	Gallons	Cost	Gallons	Cost	Gallons	Cost	Gallons	Cost	Gallons	Cost
2019	July	868	\$ 4,713	11,407	\$ 65,019	43	\$ 211	11,738	\$ 33,453	24,262	\$ 99,959	48,318	\$ 203,355	417	\$ 2,141
2019	August	1,334	\$ 7,243	20,977	\$ 119,568	60	\$ 295	19,351	\$ 55,150	39,756	\$ 163,794	81,478	\$ 346,050	448	\$ 2,297
2019	September	1,965	\$ 10,670	20,002	\$ 114,011	243	\$ 1,198	17,044	\$ 48,575	43,915	\$ 180,930	83,169	\$ 355,385	821	\$ 4,228
2019	October	1,185	\$ 6,435	12,676	\$ 72,253	10	\$ 49	9,826	\$ 28,004	23,163	\$ 95,431	46,860	\$ 202,172	588	\$ 3,028
2019	November	713	\$ 3,872	869	\$ 4,953	-	\$ -	43	\$ 123	3,160	\$ 13,019	4,785	\$ 21,966	448	\$ 2,298
2019	December	414	\$ 2,248	121	\$ 690	20	\$ 99	-	\$ -	200	\$ 824	755	\$ 3,860	423	\$ 2,172
2020	January	437	\$ 2,373	42	\$ 239	69	\$ 340	-	\$ -	-	\$ -	548	\$ 2,952	472	\$ 2,544
2020	February	500	\$ 2,715	31	\$ 177	-	\$ -	-	\$ -	-	\$ -	531	\$ 2,892	447	\$ 2,293
2020	March	480	\$ 2,606	20	\$ 114	109	\$ 537	-	\$ -	-	\$ -	609	\$ 3,257	461	\$ 2,792
2020	April	543	\$ 2,948	12	\$ 68	29	\$ 119	1,026	\$ 2,924	152	\$ 749	1,762	\$ 6,809	453	\$ 2,318
2020	May	422	\$ 2,291	2,852	\$ 16,256	7	\$ 35	6,718	\$ 19,146	13,864	\$ 57,119	23,863	\$ 94,847	445	\$ 2,281
2020	June														
FY 20 Total		8,861	\$ 48,113	69,009	\$ 393,349	590	\$ 2,883	65,746	\$ 187,375	148,472	\$ 611,825	292,678	\$ 1,243,544	5,423	\$ 28,393
Year	Month	Potable Water		Irrigation- Potable		Hydrant		Raw Water		Recycled		Total Water		Sewer	
		Gallons	Cost	Gallons	Cost	Gallons	Cost	Gallons	Cost	Gallons	Cost	Gallons	Cost	Gallons	Cost
2018	July	1,670	\$ 8,717	17,532	\$ 94,146	142	\$ 680	15,706	\$ 42,249	36,194	\$ 140,794	71,244	\$ 286,586	489	\$ 2,322
2018	August	1,646	\$ 8,592	18,324	\$ 98,399	117	\$ 560	8,018	\$ 21,568	23,116	\$ 89,921	51,221	\$ 219,040	506	\$ 2,403
2018	September	1,532	\$ 7,997	16,634	\$ 89,324	110	\$ 526	17,381	\$ 46,754	26,662	\$ 103,715	62,319	\$ 248,316	735	\$ 3,490
2018	October	1,010	\$ 5,272	15,692	\$ 84,266	536	\$ 2,567	7,042	\$ 18,942	24,437	\$ 95,059	48,717	\$ 206,106	535	\$ 2,541
2018	November	491	\$ 2,563	2,113	\$ 11,346	132	\$ 632	3,675	\$ 9,885	1,481	\$ 5,761	7,892	\$ 30,187	421	\$ 1,999
2018	December	408	\$ 2,129	189	\$ 1,014	113	\$ 541	-	\$ -	571	\$ 2,221	1,281	\$ 5,905	397	\$ 1,885
2019	January	389	\$ 2,077	48	\$ 265	-	\$ -	-	\$ -	-	\$ -	437	\$ 2,342	399	\$ 1,954
2019	February	453	\$ 2,419	97	\$ 536	-	\$ -	-	\$ -	-	\$ -	550	\$ 2,955	407	\$ 1,994
2019	March	434	\$ 2,317	4	\$ 22	-	\$ -	-	\$ -	-	\$ -	438	\$ 2,339	396	\$ 1,940
2019	April	342	\$ 1,368	91	\$ 503	-	\$ -	610	\$ 1,689	342	\$ 1,368	1,385	\$ 4,928	398	\$ 1,949
2019	May	553	\$ 3,002	1,222	\$ 6,965	-	\$ -	5,599	\$ 15,957	6,383	\$ 26,297	13,757	\$ 52,221	352	\$ 1,804
2019	June	656	\$ 3,562	6,861	\$ 39,107	-	\$ -	5,896	\$ 16,803	12,046	\$ 49,629	25,459	\$ 109,101	431	\$ 2,210
FY 19 Total		9,584	\$ 50,015	78,807	\$ 425,893	1,150	\$ 5,506	63,927	\$ 173,847	131,232	\$ 514,765	284,700	\$ 1,170,026	5,466	\$ 26,491
Year	Month	Potable Water		Irrigation- Potable		Hydrant		Raw Water		Recycled		Total Water		Sewer	
		Gallons	Cost	Gallons	Cost	Gallons	Cost	Gallons	Cost	Gallons	Cost	Gallons	Cost	Gallons	Cost
2017	July	1,864	\$ 9,636	29,745	\$ 155,268	309	\$ 1,436	24,232	\$ 63,245	42,469	\$ 160,532	98,619	\$ 390,117	483	\$ 2,230
2017	August	1,760	\$ 9,099	28,502	\$ 148,780	495	\$ 2,301	9,488	\$ 24,763	26,470	\$ 100,056	66,715	\$ 284,999	400	\$ 1,847
2017	September	1,506	\$ 7,786	22,159	\$ 115,669	118	\$ 548	19,195	\$ 50,098	23,189	\$ 87,654	66,167	\$ 261,755	461	\$ 2,129
2017	October	754	\$ 3,898	15,342	\$ 80,085	101	\$ 469	3,396	\$ 8,863	14,434	\$ 54,560	34,027	\$ 147,875	416	\$ 1,921
2017	November	385	\$ 1,990	2,673	\$ 13,953	131	\$ 609	3,463	\$ 9,038	4,422	\$ 16,715	11,074	\$ 42,305	388	\$ 1,791
2017	December	539	\$ 2,786	758	\$ 3,956	12	\$ 55	955	\$ 2,492	375	\$ 1,417	2,639	\$ 10,706	548	\$ 2,531
2018	January	616	\$ 3,215	48	\$ 257	4	\$ 19	-	\$ -	-	\$ -	668	\$ 3,491	587	\$ 2,787
2018	February	454	\$ 2,369	(242)	\$ (1,299)	35	\$ 166	-	\$ -	-	\$ -	247	\$ 1,236	422	\$ 2,004
2018	March	509	\$ 2,656	68	\$ 365	-	\$ -	-	\$ -	-	\$ -	577	\$ 3,021	430	\$ 2,042
2018	April	526	\$ 2,745	63	\$ 338	4	\$ 19	2,414	\$ 6,493	202	\$ 785	3,209	\$ 10,380	372	\$ 1,766
2018	May	649	\$ 3,387	4,104	\$ 22,038	-	\$ -	4,413	\$ 11,870	9,341	\$ 36,336	18,507	\$ 73,631	381	\$ 1,809
2018	June	1,356	\$ 7,078	9,647	\$ 51,804	25	\$ 119	14,079	\$ 37,872	22,712	\$ 88,349	47,819	\$ 185,222	413	\$ 1,961
FY 18 Total		10,918	\$ 56,645	112,867	\$ 591,214	1,234	\$ 5,741	81,635	\$ 214,734	143,614	\$ 546,404	350,268	\$ 1,414,738	5,301	\$ 24,818
Year	Month	Potable Water		Irrigation- Potable		Hydrant		Raw Water		Recycled		Total Water		Sewer	
		Gallons	Cost	Gallons	Cost	Gallons	Cost	Gallons	Cost	Gallons	Cost	Gallons	Cost	Gallons	Cost
2016	July	2,691	\$ 12,270	48,812	\$ 249,917	3	\$ 14	20,989	\$ 53,731	10,320	\$ 38,287	82,815	\$ 354,219	409	\$ 1,770
2016	August	3,293	\$ 15,016	47,094	\$ 241,121	2	\$ 9	17,797	\$ 45,560	16,699	\$ 61,953	84,885	\$ 363,659	398	\$ 1,723
2016	September	2,557	\$ 11,659	42,790	\$ 219,084	6	\$ 27	12,574	\$ 32,189	9,899	\$ 36,725	67,826	\$ 299,684	380	\$ 1,645
2016	October	1,742	\$ 7,943	23,072	\$ 118,128	-	\$ -	11,671	\$ 29,877	8,409	\$ 31,197	44,894	\$ 187,145	398	\$ 1,506
2016	November	1,045	\$ 4,765	5,585	\$ 28,595	-	\$ -	7,501	\$ 19,202	3,330	\$ 12,354	17,461	\$ 64,916	346	\$ 1,498
2016	December	428	\$ 1,951	777	\$ 3,978	3	\$ 13	-	\$ -	1,840	\$ 6,826	3,048	\$ 12,768	441	\$ 1,908
2017	January	492	\$ 2,543	11	\$ 57	-	\$ -	-	\$ -	-	\$ -	503	\$ 2,600	470	\$ 2,170
2017	February	476	\$ 2,170	36	\$ 184	-	\$ -	-	\$ -	-	\$ -	512	\$ 2,354	441	\$ 1,908
2017	March	695	\$ 3,593	463	\$ 2,416	-	\$ -	569	\$ 1,485	-	\$ -	1,727	\$ 7,494	427	\$ 1,972
2017	April	668	\$ 3,453	848	\$ 4,426	-	\$ -	7,413	\$ 19,348	1,092	\$ 4,127	10,021	\$ 31,354	426	\$ 1,968
2017	May	586	\$ 2,672	4,386	\$ 22,456	1	\$ 4	3,306	\$ 8,463	6,881	\$ 25,528	15,160	\$ 59,123	370	\$ 1,601
2017	June	1,066	\$ 5,511	10,607	\$ 55,368	35	\$ 162	7,679	\$ 20,042	15,029	\$ 56,809	34,416	\$ 137,892	401	\$ 1,676
FY 17 Total		15,739	\$ 73,546	184,481	\$ 945,730	50	\$ 229	89,499	\$ 229,897	73,499	\$ 273,806	363,268	\$ 1,523,209	4,907	\$ 35,745

Residential 12 Month Average Charts



This graph shows the monthly residential usage per household and the month by month 12 month averages with a related trend line.



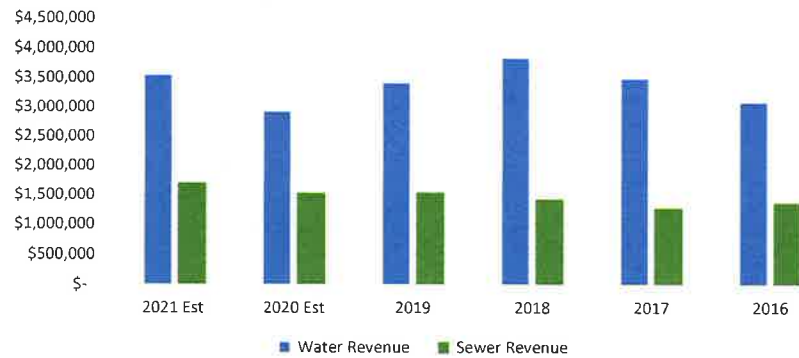
This graph shows the residential month by month 12 month averages as percent of the 12 month average on May 2010 with related trendline.

Holly Frontier Numbers

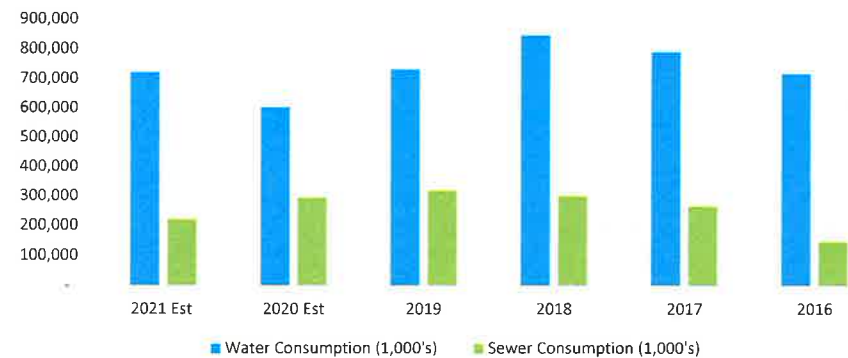
	2021 Est	2020 Est	2019	2018	2017	2016	Projections
Water Consumption (1,000's)	723,190	603,546	732,901	846,690	790,799	717,856	738,358
Water Revenue	\$ 3,545,000	\$ 2,923,168	\$ 3,406,966	\$ 3,828,508	\$ 3,487,092	\$ 3,081,702	\$ 3,345,487
Sewer Consumption (1,000's)	220,005	294,399	318,801	300,048	265,559	147,360	265,233
Sewer Revenue	\$ 1,700,000	\$ 1,527,613	\$ 1,540,273	\$ 1,422,556	\$ 1,272,278	\$ 1,361,105	\$ 1,424,765
Total % Of Op. Revenue	15.21%	14.12%	14.81%	15.21%	14.47%	14.22%	14.58%

Note: CWIP is 24.89% of total budget (not including N. Cheyenne) for a total of \$9,046,000

Holly Frontier Numbers Revenues



Holly Frontier Numbers Consumption



CANDIDATE INTERVIEW AND RELOCATION EXPENSE REIMBURSEMENT POLICY

I. INTERVIEW EXPENSES

GENERAL

The Board of Public Utilities (Board) seeks to secure the best possible candidates for position openings at the Board. For this reason, the Board recruits in national, regional, and local job markets as appropriate to the level of the position. When recruiting extends beyond the local commuting area, reimbursement of reasonable and customary travel expenses for candidates who are invited to interview with the Board will be authorized, subject to the following policies and limitations.

Reimbursement is limited to candidates for eligible full-time positions who reside outside a two hundred and fifty (250) mile radius of Cheyenne, Wyoming. All reimbursements are subject to the limitations of Wyoming State travel regulations and may not exceed the limitations in effect at the time of the interview. If selected candidate turns down job offer, the Board may not reimburse any interview travel expenses.

ELIGIBLE POSITIONS

Director and Administrative, highly technical or specialty trades or positions at pay grade 50 and above; all other position reimbursement will be at the discretion of the Board Director.

REIMBURSABLE EXPENSES

The Board may pay or reimburse for: airfare, lodging, mileage, taxi, Uber/Lift, rental car, public transportation, toll roads, luggage expenses, and parking expenses for travel to and from the interview. All charges must be supported with documentation/receipt.

Candidates will work with the Division Manager or HR Manager to use the most economical mode of transportation and parking.

The daily amount that may be authorized for lodging will be the daily rate as defined by the U.S. General Services Administration (GSA) for the travel destination. All rates can be found at:

<http://www.gsa.gov/portal/category/21287>. If for some reason the lodging rate exceeds the published GSA rate, an explanation of the reason for the higher rate must be indicated on the receipt and be pre-approved by the Division Manager, HR Manager or Director.

Charges to the room for movies, room service, miscellaneous conveniences (i.e. beverages, snacks, etc.), or phone calls will not be reimbursed and must be paid personally.

Meals and incidentals are not reimbursable expenses.

PROCEDURES

Human Resources and Division Managers should work with candidates to minimize reimbursable costs. When it is cost advantageous for the Board to make arrangements to direct pay expenses, that method should be followed.

Eligible candidates who incur travel expenses should submit all travel information and supporting documents/receipts to the interviewing manager (ref. W.S. § 16-4-108). Receipts should reflect zero balances.

The Division Manager will process the expense. Please contact the Board's Administration Manager for the appropriate charge codes.

II. MOVING AND RELOCATON EXPENSES

GENERAL

Moving and relocation expenses follow the policies and procedures of the Wyoming State Statues W.S § 15-1-103, W.S. § 15-17-401, W.S. § 15-7-404, W.S. § 15-7-406, and W.S. § 15-7-412. The maximum allowance will be \$5,000. The offer to cover moving expenses must be approved by the Director, Division Manager, and HR Manager. Reimbursement will only be paid based on actual expenses submitted by the employee.

CONDITIONS OF ELIGIBILITY

Eligible reimbursement for employees will be at the discretion of the Director.

Eligible reimbursement for the Director will be at the discretion of the Board of Directors.

To be eligible for reimbursement, the employee's relocation must meet all three of the following conditions:

Relocation at the Board's request

Relocation must be at the request of the Board and for the good of the Board as determined by the Director.

Relocation distance

The distance between the employee's current location and Cheyenne, Wyoming must be at minimum - two hundred and fifty (250) miles.

Two-year tenure

If the employee terminates full time employment within two years of the date of hire, they may be responsible to reimburse the Board for all relocation expenses previously reimbursed by the Board.

Public Relations Report May 8 – June 5, 2020

Below are summaries of media releases, customer notifications, tours/presentations and projects.

Media Releases			
Date	Headline	Summary	Distribution Type (# of people)
5/8/20	Water Main Leak	5100 block of Redmond Rd.	Website; Facebook (1,202); Twitter;
5/11/20	Eye in the Sky	Airborne Electromagnetic Survey will start today (5/11/20) looking for long-term groundwater sustainability for Cheyenne's drinking water resources. Learn more at www.cheyennebopu.org	Website; Facebook (4,196); Twitter; Instagram
5/12/20	Sewer Project	Starting Wednesday, 5/13/20, Bomar Dr. will be closed b/w Montclair Dr. & Gardenia Dr. & Palm Springs Ave. & Poulos Dr. for a sewer project until 5/21/20, weather permitting. Residential access will be accommodated. Thank you for your cooperation as we upgrade the sewer system.	Website; Facebook (1,236); Twitter; Instagram;
5/13/20	Board Meeting	On Monday, 5/18 starting at 3 pm the Board of Public Utilities will be having a Board meeting. Public participation is welcomed and encouraged. Visit www.cheyennebopu.org for more information.	Website; Facebook (866); Twitter;
5/14/20	Lobby Reopens	The Board of Public Utilities' lobby at 2416 Snyder Ave. will reopen starting Monday, May 18, 2020. The Board will phase the lobby hours May 18th – May 29th: M-F (9:00 am-3:00 pm) and June 1st – Future: M-F (9:00 am - 5:00 pm).	Website; Facebook (1,483); Twitter; Instagram
5/14/20	Hydrant Flushing Completed	Annual hydrant flushing has been completed (5/14/20). Thank you Cheyenne for your patience during our routine maintenance. ♻️ The Board of Public Utilities. ♻️	Facebook (1,117); Twitter; Instagram
5/18/20	Board Meeting	Reminder that today (5/18) starting at 3 pm the Board of Public Utilities (Board) will be having a Board meeting. Public participation is welcomed and encouraged.	Website; Facebook (1,110); Twitter;
5/20/20	Special Board meeting	On Friday, 5/22/20 starting at 3 pm the Board of Public Utilities (Board) will be having a special Board meeting. Public participation is welcomed and encouraged. Find more information at www.cheyennebopu.org .	Website; Facebook (1,256); Twitter;
5/21/20	Rob Roy Reservoir expected to fill	Rob Roy Reservoir expected to fill to capacity (5/21). People near the Douglas Creek area, located in the Medicine Bow Range, should expect higher than normal flows in the Douglas Creek & area riverways due to runoff from above average snowpack this year. http://ow.ly/7feq50zMV1g	Website; Facebook (3,019); Twitter; Instagram
5/24/20	Memorial Day	In observance of Memorial Day, 5/25, the Board of Public Utilities (2416 Snyder Ave.) will be closed but will respond 24/7 to water & sewer emergencies @ 307-637-6471. Honoring and remembering all who served our great Nation today & every day.	Facebook (1,501); Twitter;Instagram

5/26/20	Water Main Valve Repair	Starting Wed, 5/27/20, except road closures & lane shifts at the intersection of Yellowstone Rd & Western Hills Blvd for a water main valve repair until 6/10/20. Detour will be place & business access will be accommodated. Thank you for your cooperation with our system upgrades.	Facebook (1,269); Twitter;
5/29/20	Hog Park Reservoir expected to fill	Hog Park Reservoir expected to fill to capacity (6/1). People near the Encampment and Little Snake Rivers should expect higher than normal flows in the area due to runoff from above average snowpack this year. Visit us at www.cheyennebopu.org for more information.	Website; Facebook (1,760); Twitter; Instagram
6/2/20	Do your part to prevent sewer backups	Toilet paper is the *ONLY* paper product that breaks down in our sewer system. Everything else (wipes, tissues, paper towels, feminine hygiene products) has to go in the trash. #wipesclogpipes	Facebook (2,819); Twitter;
Tour/Presentations/Projects			
Date	Details		
5/8/20-Future	Website page creation, style designs, SOP for the website, administration set-up and rules, methods for smooth transitions, communications with the City, training workshops; website management etc. A new website will be launched June 30, 2020.		
5/12/20	Worked with RMSAWWA to be a panelist in RMSAWWA on working from home.		
5/22/20	Wyoming Water Association Special Meeting. The annual conference will be converted to a series of webinars.		
5/26/20	FEMA training		
6/2/20	LaVA cooperators discussion and objection resolution debriefing.		
6/3/20	Monthly CCR meeting. Discussed funding, permitting requirements and outstanding items.		
6/3/20	RMSAWWA Communications meeting with potential partnering on a 2-day workforce in Jan/Feb 2021.		
6/4/20	Met with US Forest Service and BlueForest on forest resilience bonds and watershed management once LaVA is implemented.		
6/5/20	Met with garden volunteers on a strategies to replant some of the Habitat Hero Demonstration Garden winter kill off and methods to improve the buffalo grass demonstration area.		
Future presentation 6/24/20	Dena Egenhoff, Matt Buelow and Bruce Dorr will be presenting on Wyoming Water Laws and Regulations on June 24, 2020 through the HalfMoon Education group.		

Google Analytics

How customers search for your business



1 Month ▾

Total searches 6.81K
Tap chart for more info



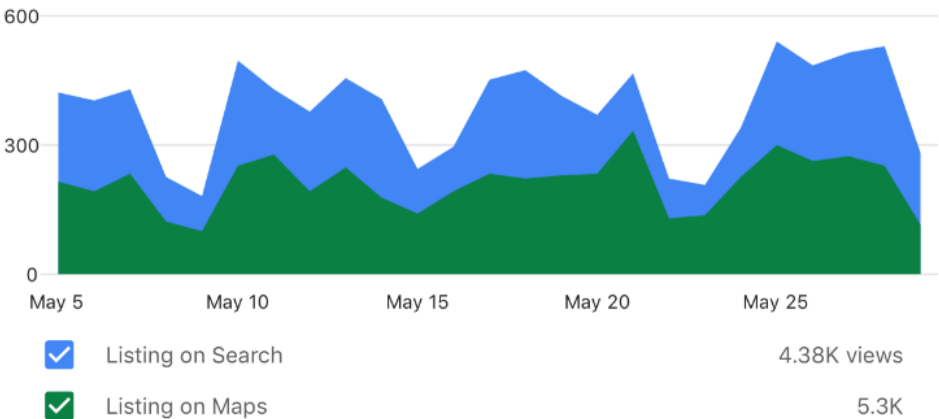
- Direct**
Customers who find your listing searching for your business name or address.
- Discovery**
Customers who find your listing searching for a category, product, or service.
- Businesses with recent photos typically receive more clicks to their websites
Post photos

Where customers view your business on Google



1 Month ▾

Total views 9.67K

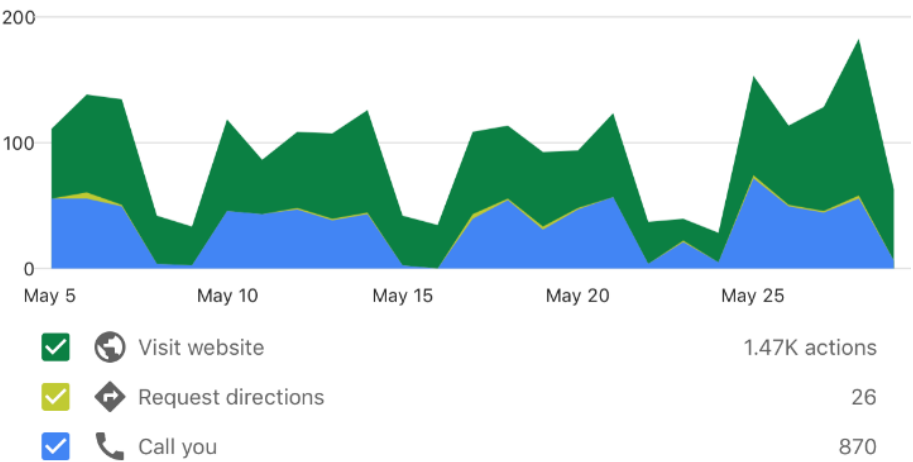


Customer actions



1 Month

Total actions 2.36K



Phone calls



Day of week

1 Month

Total calls 984

Tap chart for more info



Photo views



Owner photos 1 Month

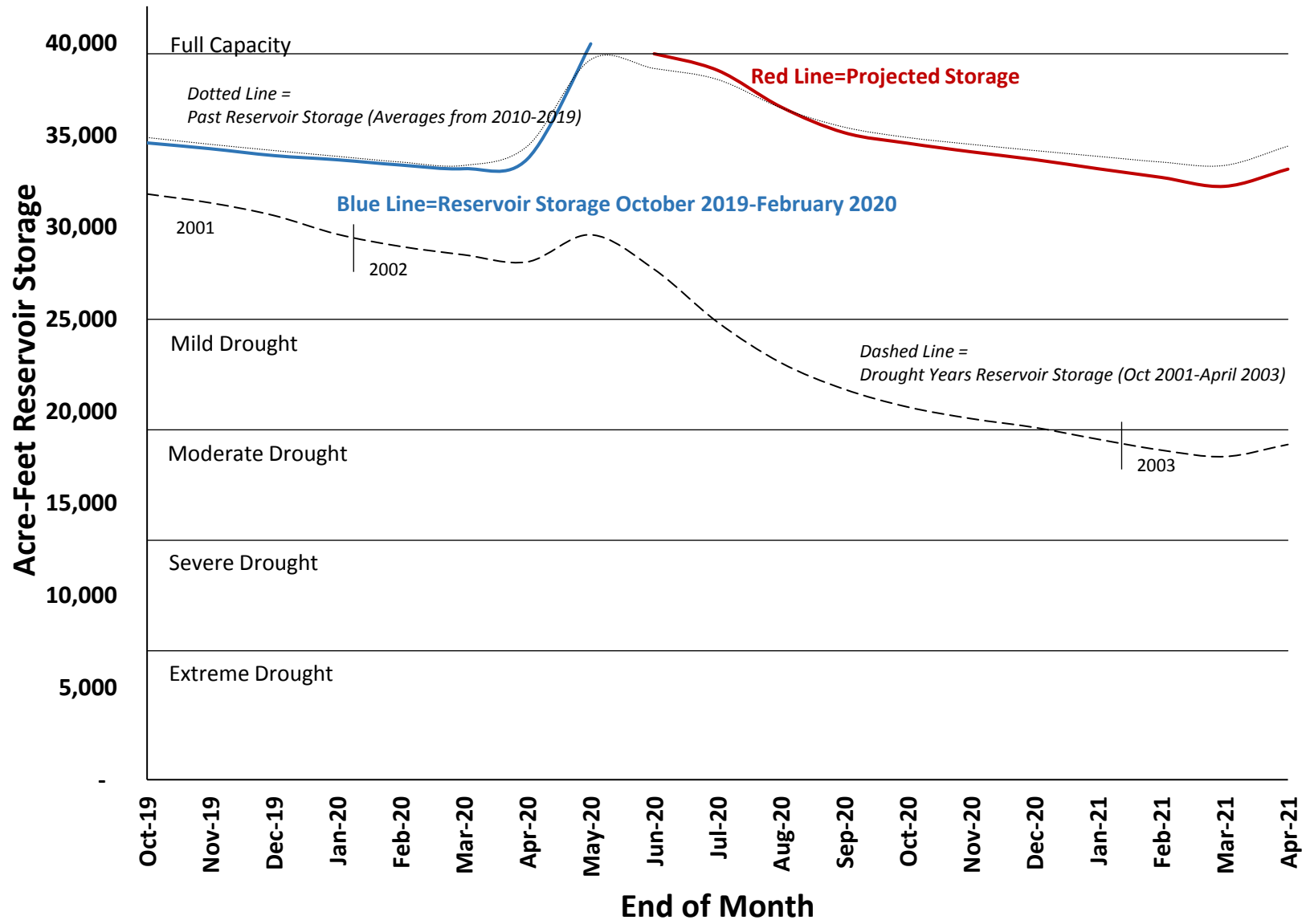


Your photos receive more views than similar businesses. Post more to stay ahead.



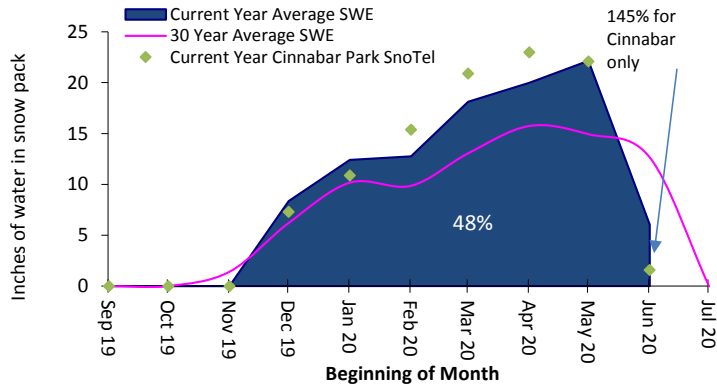
Projected Reservoir Levels through Spring 2021

Assumptions: 14,500 acre-feet of consumption, normal stream flows

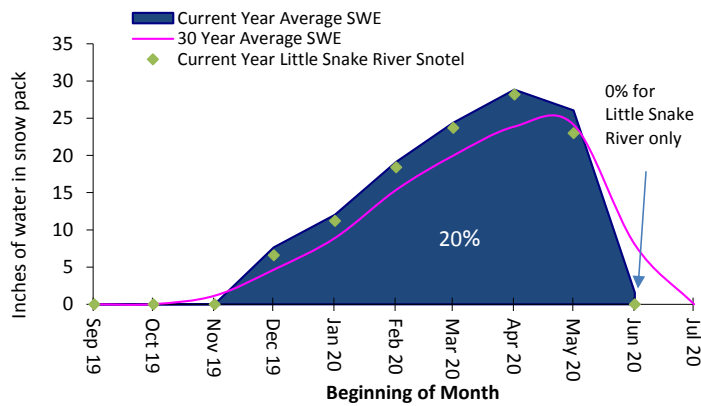


2019-2020 Snow Water Equivalence (SWE) For drainages in Cheyenne's Water System

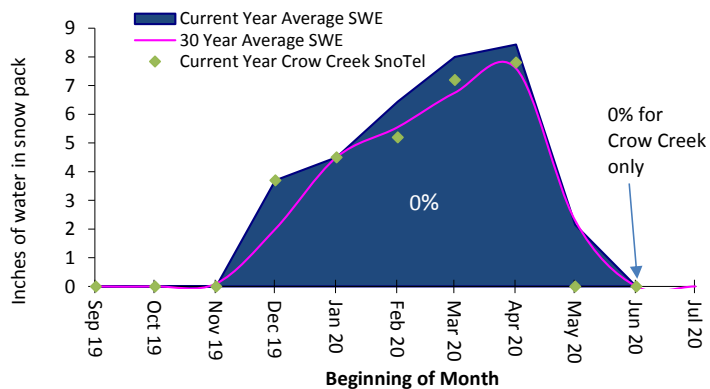
Average SWE for Douglas Creek Drainage



Average SWE for Little Snake Drainage



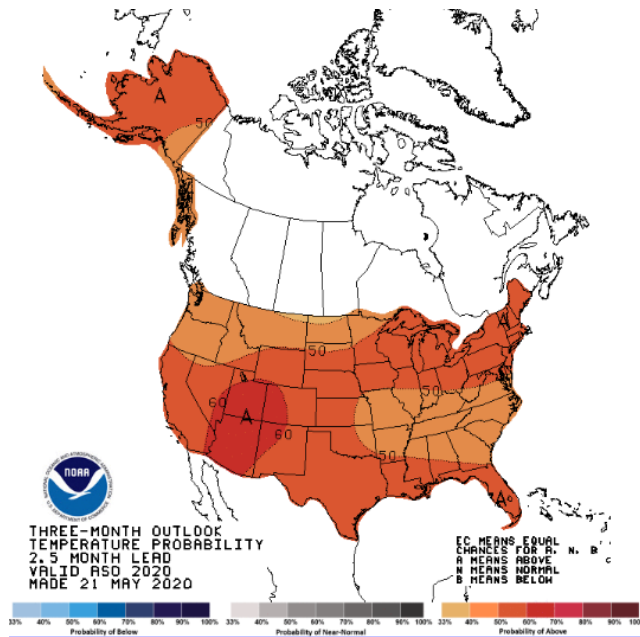
Average SWE for Crow Creek Drainage



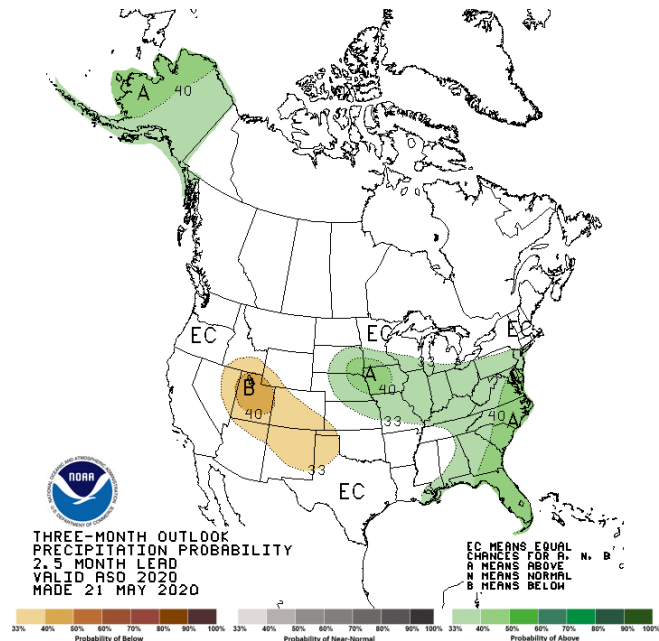


Short-Term Water Forecast

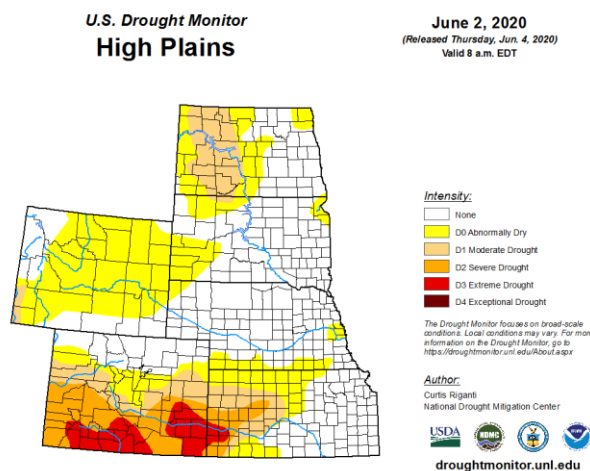
2.5-MONTH OUTLOOK FOR TEMPERATURES



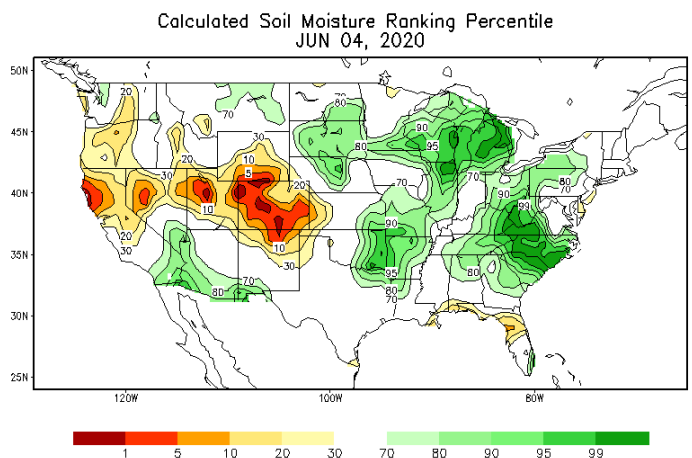
2.5-MONTH OUTLOOK FOR PRECIPITATION



CURRENT DROUGHT MONITOR



NLDAS SOIL MOISTURE RANKING PERCENTILE

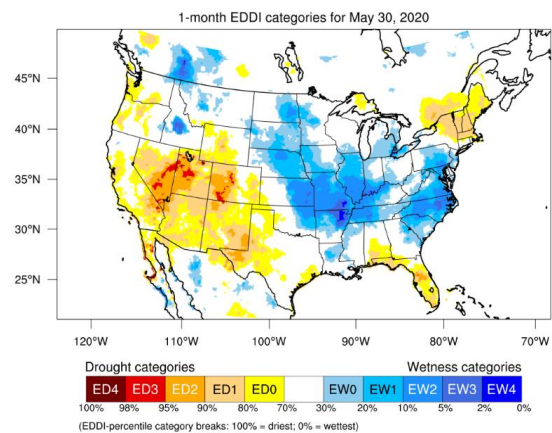


Soil moisture estimates based on anomalies from precipitation and temperature data (1931-present). Soil moisture provides early warning of drought/floods, groundwater recharge and surface run-off availability.

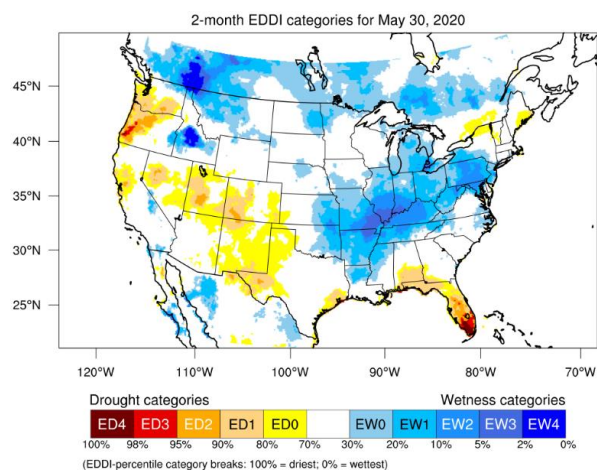
EVAPORATIVE DEMAND DROUGHT INDEX (EDDI)

EDDI provides early warning for droughts by looking at the atmospheric evaporative demand (E_0) or “the thirst of the atmosphere”. EDDI captures water stress signals from weekly to monthly timescales.

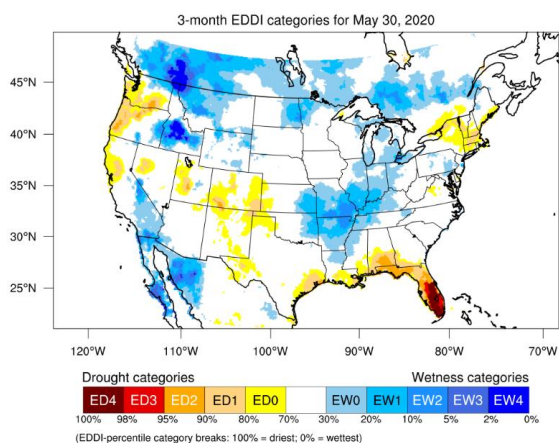
EDDI 1-MONTH



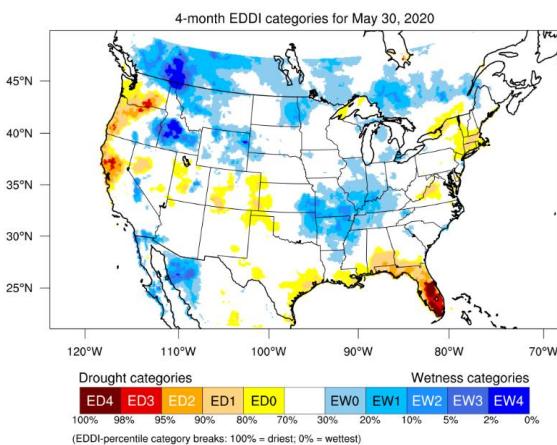
EDDI 2-MONTH



EDDI 3-MONTH



EDDI 4 -MONTH



Generated by NOAA/ESRL/Physical Sciences Division

BOARD REPORT
ENGINEERING AND WATER RESOURCES DIVISION
June 2020

1. Development

- a. Active development projects are summarized in Table 1 below. Changes from May include:
 - i. Black Hills Energy and Microsoft CY07 are complete.
 - ii. Allison Draw, Harmony Valley Offsite Sanitary Sewer, Hawk's Point Senior Living and Mead Lumber Utility Improvements are all new projects.

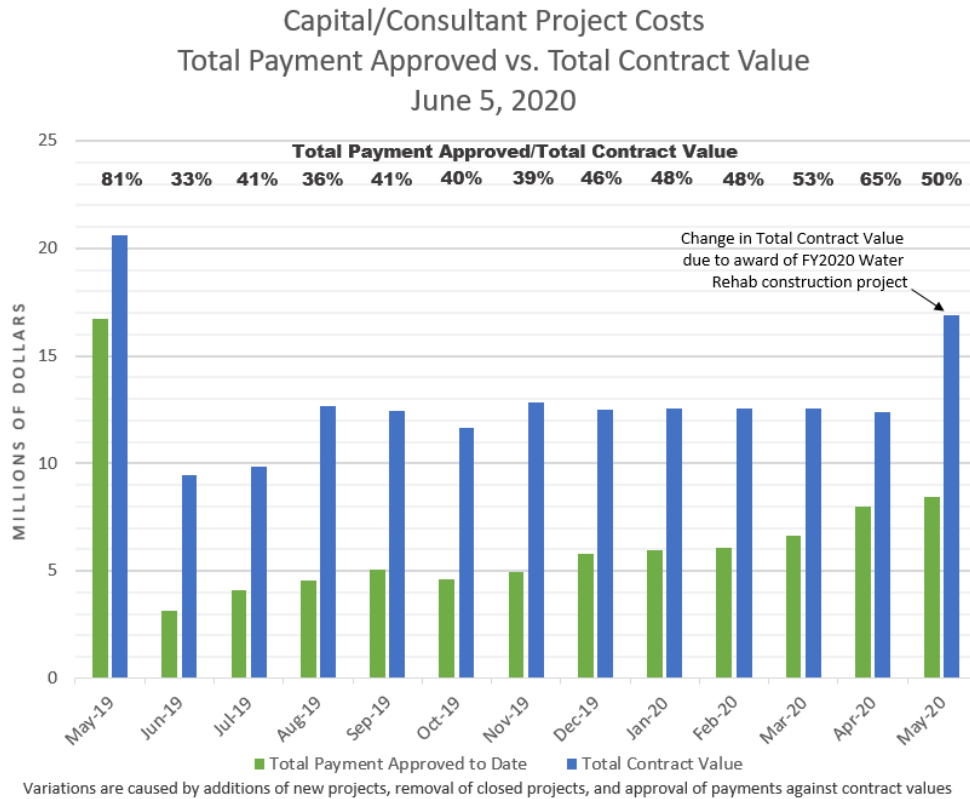
Table 1 – Development Projects Summary

Count	Project Name	Type	Comments	Status
1	Allison Draw South Interceptor Sewer		Sewer Main Extension	Design
2	Blue Federal Credit Union Headquarters	Commercial	29,680 sq. ft. bldg.	Construction
3	Christensen Park	Residential	18 Twin homes	Design
4	East High School New Pool	Commercial	New Pool	Design
5	Harmony Valley	Residential Multi-Family		Design
6	Harmony Valley Offsite Sanitary Sewer at College Drive		Sewer Main Extension	Design
7	Hawk's Point Senior Living	Multi-Family	56 units	Design
8	McDonald's	Commercial	4,365 sq. ft. bldg.	Construction
9	Mead Lumber Utility Improvements	Commercial		Construction
10	Saddle Ridge 13 Filing	Residential	113 Lots	Construction
11	Spradley Barr Toyota Sprinklers	Commercial	Fire Sprinkler line	Design
12	Sweet Grass Phase 2	Commercial	20.5 acers	Design
13	Tube Bending Manufacturing	Commercial	17,133 sq. ft. bldg.	Design
14	Whitney Road	Commercial	Sewer Main Extension	Construction
15	Willow Heights	Single Family Residential	15 Lots	Design

2. Capital/Consultant Projects

- a. New Projects – given the pandemic and the recent announcement by Holly Frontier, we are scrutinizing all new project starts. Most recently, we decided to postpone starting the Cathodic System Evaluation project until the spring of calendar 2021.
- b. Active Project Review - see the attached list for a dashboard view of all active projects.
- c. All Projects Under Contract - overall progress for capital/consultant projects under contract are shown in Figure 1 below.

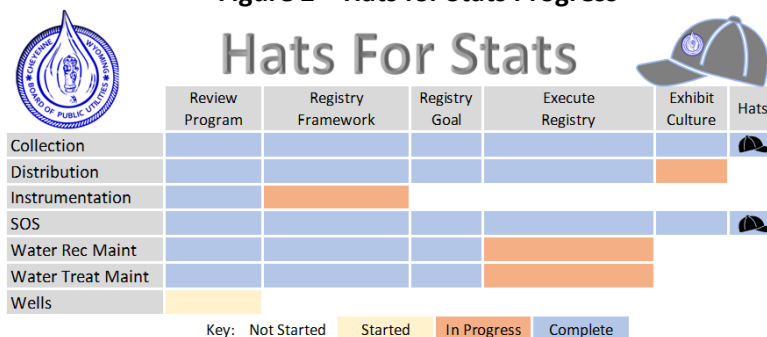
Figure 1 – Progress on All Capital/Consultant Projects



3. Operations

- GIS information sharing program – processing two more agreements in this board meeting. The total number of agreements processed will be 7.
- Asset Management Initiative – GIS and Capital Projects staff are now actively engaged at some level with the four largest operating units including O&M, Water Reclamation, Water Treatment and Source of Supply. GIS staff are delivering tailored assignment/data collection tools and the training and support to implement these applications. There is a growing commitment to use these resources and continue optimizing operations. Figure 2 shows operating unit progress in the *Hats for Stats* award program.

Figure 2 – Hats for Stats Progress



- i. O&M – Staff have been using the Workforce and Collection applications for two (2) months. The Workforce application assigns work to crews and allows them to self-manage their productivity and response to prioritized assignments. The Collector application is used to document the work being completed.
- ii. Source of Supply (SOS) (Surface and Wells) – Next to the O&M Collection crews, the Surface Water crews are among the most advanced operating units in using tailored data collection application to inventory assets, assess condition and document maintenance work completed. They have completed the Hats for Stats requirements and will be receiving their hats in the next week or so. Similar data collection applications are being developed for the Groundwater crews.
- iii. Water Reclamation – Staff are implementing a phased approach. The first phase is to inventory the headworks and pretreatment systems at both reclamation plants. The second phase will include primary clarification through secondary treatment. A web and graphically based data collection product was developed specific to the reclamation plants. Reclamation staff are trained and actively inventorying information. The collection product for the second phase is being developed for implementation by late summer.
- iv. Water Treatment – GIS staff are in the early stage of designing the data collection application. Water Treatment staff will use a phased approach as well. The first phase will be to inventory the pressure reducing and chemical mixing vaults. Subsequent phases will add chemical injection systems and treatment processes.
- c. Runoff - long-term weather forecast is calling for warmer and drier than normal conditions due to La Nina.
 - i. Crow Creek drainage – runoff from the snowpack has ended. Water is being conveyed from Rob Roy via Lake Owen to maintain Crystal and Granite (targeting 95% full) in anticipation of warmer and drier weather conditions.
 - ii. Lake Owen and Rob Roy – Rob Roy filled 5-21-20. Flushing flow commitments from Rob Roy into Douglas Creek have been satisfied. Rob Roy is expected to continue spilling for several weeks.
 - iii. Hog Park – filled 5-30-20. All but a few of the smaller collection intakes were closed on 6-3-20. On 6-7-20, all the flushing flows for the Little Snake drainage were satisfied. Hog Park is expected to continue spilling for a couple of weeks.
- d. Coal Bed Methane Produced Water – participating in a series of conference calls with consultants, well operator, Governor’s office, State Engineer’s Office, a Legislator and one other utility exploring the use of produced water from two coal bed methane operations.



Active Project Review

Updated: 6/3/2020

Schedule Legend:

Planning (P)
Selection (S)
Design (D)
Bid (B)
Construction (C)
Close out (X)
Study (Y)

		CURRENT MONTH PROJECT SNAPSHOT			
Project Name	Project Narrative	Comments	May	Jun	Jul
Risk Assessment and ERP	EPA mandate to assess the risk from malevolent acts and natural hazards; resilience of infrastructure and source water; monitoring practices; financial infrastructure; use, storage, and handling of chemicals; and operation/maintenance of the system. After completion of risk/resilience assessment, emergency action plan must include strategies to improve risk resilience.	Work Session to be scheduled for June; completing water asset threats	Y	Y	Y
Rate Study	Study to evaluate current rate structure to provide recommendation for future rates so required capital projects are funded. System development and other fees will also be evaluated.	Pending final information requests from IT to be submitted by June 1; Revenue Analysis Meeting should happen late June	Y	Y	Y
Fiber DC to CC	Construct a fiber optic communication line between Dry Creek and Crow Creek Water Reclamation Facilities. The fiber optic line will increase connectivity speed and reliability of the Dry Creek plant.	Contractor is staking alignment to begin conduit installation.	C	C	C
SOS Cathodic System Evaluation	Assess operation, maintenance and remaining useful life of 21 cathodic protection systems (prevent failure of iron piping systems). Report recommendations to operate and maintain cathodic protection system most effectively.	Negotiating scope and fee for presentation to June Board meeting	S	S	Y
Cheyenne Municipal Storage	WWDC Level 1 Study to evaluate the purpose and need of additional storage or supply to support future growth of Cheyenne. Study also evaluates condition and risk of existing infrastructure.	Final report due in May	Y	X	
Water Rights Evaluation	Support future growth and resilience by developing a water rights management plan identifying water right improvement opportunities.	Progressing	Y	Y	Y
SCADA Rehabs RTUs	SCADA infrastructure to communicate onsite data from SOS, distribution, and collection sites to central system is no longer supported by the manufacturer and is considered obsolete. Project will upgrade RTUs to modern technology.	Detailed schedules for two options on the RTU upgrades have been created. Option one- inhouse planning and inhouse construction. Option two, inhouse design, outside construction. First RTU Test panel, cell modem based, will be finished by June 30. Funds to be carried over from FY20. Schedule based on option one.	P	P	P
SCADA Rehabs PLCs	SCADA infrastructure to control plants and record data to central system is approaching end of support by manufacturer. Project will upgrade PLCs to modern technology.	PLC replacement schedule completed, schedule has slipped. Plan is to do RFP and design, then evaluate available funds for construction in lieu of project delay for in house design and construction. Schedule based on completing project in FY21.	P	P	S
Happy Jack Meter Rehab	Replace existing electromagnetic flow meter with new unit.	On hold	P	S	S
Dam Safety Evaluation	Inspection of select BOPU dams by licensed professional engineers with reporting.	Final reports delivered (2019), but need to be distributed. NNC spillway eval-waiting on consultants report.	Y	P	P
Development Projects		Final stages of Standard spec and detail review. Anticipate public review comment period end of June (advertise end of June). Upsize 8" to 12" main Harmony Valley.			
26th Street Ph. II	City is installing storm sewer in 26th Street to address drainage issues near the Herschler Building. BOPU portion of project includes upsizing water main from 4" to 12" to improve fire protection and replacing aging sewer main.	Discuss potential contamination impact to design with AVI. Request to City that BOPU be added to meetings with AVI. No invoice to date. 60% Design late.	D	D	D
Christensen Road	BOPU installing casings under railroad and road intersections to prep for future water main installation. Concurrent installation during City project saves overall cost of infrastructure.	Casings are installed and GPS'd. City staff has made comments of wanting reimbursement for water line casings. BOPU staff has pushed back that those costs were included in the 6th penny tax vote language.	C	C	C
Evers Blvd Rehab	BOPU rehab of water and sewer infrastructure while City improves storm sewer to alleviate drainage issues.	Water and sewer work should be complete by August.	C	C	C
FY19 Sewer Rehabs	Rehabilitation of aging sewer infrastructure.	Lining company will be back on June 8th to complete lining work. Various manholes are being replaced. Goodman LS still needs to be rehabilitated. Contractor experienced some delays due to design errors. I expect a request for more time.	C	C	X
FY20 Sewer Rehabs	Rehabilitation of aging sewer infrastructure.	SEH experienced a PM staff change. 90% plans are in for City review. EE is over construction budget, we are reducing scope on Linden Way. Intend to bid in January.	D	D	D
FY19 Water Rehabs	Rehabilitation of aging water infrastructure.	Contractor is a few days behind substantial completion. Working on punch list items.	C	X	X
FY20 Water Rehabs	Rehabilitation of aging water infrastructure.	Contracts are being reviewed for signature. Construction to begin soon!	B	C	C
Prairie Ave Frontier	BOPU rehab of water and sewer infrastructure to align with redesign of roundabout intersection.	Will be rebid. The new bid opening will be mid-June. Rebidding documents incorporate previous addenda.	B	B	C
Allison Draw South Interceptor	Public private partnership to provide sewer service to Harmony Valley development while also creating sewer infrastructure to serve future developments south of College Drive. Project includes construction of sewer interceptor along Allison Draw corridor from LCCC to College and Allison Dr intersection.	Engineer has provided 60% plans	D	D	B



Active Project Review

Updated: 6/3/2020

Schedule Legend:

Planning (P)
Selection (S)
Design (D)
Bid (B)
Construction (C)
Close out (X)
Study (Y)

		CURRENT MONTH PROJECT SNAPSHOT			
Project Name	Project Narrative	Comments	May	Jun	Jul
I&I Investigation	BOPU staff is utilizing newly purchased Flodars to conduct an in-house study to identify infiltration and inflow into the collection system.	We have resumed the investigation	Y	Y	Y
North City Improvements	Rehab of Roundtop Tank and Buffalo Ridge Pump Station were reallocated to construct an elevated tank at the Buffalo Ridge Tank site, which is a simpler, more reliable solution than the existing ground level tank. Fewer pressure transients should lower the number of main breaks in the City North Pressure Zone. Remaining capacity increases from 490 to 4900 homes.	RFP advertised May 28. Expedited schedule required for August award. RFP includes goals/risks from multiple departments.	P	P	S
FY21 Water Rehabs	Rehabilitation of aging water infrastructure.	Combined with north PZ interconnect	S	S	D
North PZ Interconnect	Design and construction of water mains in the pump zones north of Storey Blvd. The new mains create connections between zones that allow more reliable service from fewer pump stations. The new pump zone boundaries also allow higher level of service with future elevated tank. Design/construction contracts will be combined with FY21 Water Rehabs for efficiency.	Negotiating with AVI for design scope and fee. Anticipated to go before June board meeting.	S	S	D
CC Interceptor Capacity	Study to evaluate options for extending capacity in the Crow Creek sewer interceptor. Options include parallel main to existing, upsizing existing, or constructing third wastewater reclamation facility on west side of town.	Funding dependent on FY21 budget approval in June.			P
DCWRF Dewatering	Replace existing centrifuges with screw presses to improve process reliability and biosolids quality.	Procurement contract review w/ target NTP June 1. Delay impacts contract specifics. Reviewed initial HVAC design - potential value add carbon filter in electrical room.	B	D	D
DCWRF Headwork Gates	Temporary barriers are currently used to segregate basins when maintenance is needed on headworks screw pumps. Installation of headgates provide more reliable segregation of screw pump basins so work can be performed safely.	Need to package this for review so we can put it out to bid.	D	B	B
1 st Digester Cleaning	Clean digester to improve performance and quality.	Scope reviewed by staff, working with Bryce, David, Robert on getting completed bid document together	P	P	B
Local Limits Study	Study to determine appropriate industrial discharge limits.	Curt sent informal EPA draft for review. Once reviewed by staff, a copy will be sent to Al Garcia with Region 8 EPA	Y	X	
FY20 Filter Rehab	Rehabilitation of aging filter at Sherard Water Treatment Plant. Projects include resurfacing filter and replacing filter media.	Commencing close out.	C	X	X
FY20 Flocc Rehab	Rehabilitation of aging flocc basin at Sherard Water Treatment Plant. Projects include resurfacing flocc basin and replacing mixing equipment.	Various punch list items incomplete. Commencing close out.	C	X	X
Federal Pipeline and PS	When Round Top Tank is offline, Federal Wellfield becomes disconnected from distribution system. Relocation of chlorination facilities at Round Top or conveyance to King II is required. Conveyance to King II is preferred so groundwater is counted in blend ratio.	Delayed until fall.			
SW/GW Blending	Determine the highest surface water to groundwater blend ratio possible that does not increase corrosion (release of lead/copper) in distribution system. Higher ratio allows existing groundwater supply to blend with more surface water, increasing total firm yield.	Starting summer bench top analyses.	Y	Y	X
Sherard Filter Rerate	The water treatment plant is currently the pinch point for system throughput. Run tests to show filters can pass more water through the plant with no impact to water quality in order to delay capital expenses on plant expansions. Filter rerate needs WDEQ and likely EPA Region 8 approval.	Have resumed filter rerate tests. Expanding some analyses to include settled water quality.	Y	Y	Y
Hydroelectric Generator	Energy in form of hydraulic head is currently wasted at the pressure reducing valves at the Sherard Water Treatment Plant. The Hydroelectric Generator will convert this hydraulic energy into electrical energy to be used at the plant or sold back to the grid.	Bid opening on Friday.	B	B	C

MEMORANDUM

To: Mary Guthrie, President
Matthew Pope, Secretary
John Edwards, Member
Allan Cunningham, Member

From: Kathy Kellner, Human Resource Manager
Date: June 9, 2020
Subject: Human Resource Update

HR Projects In Progress

- Payroll and Human Resource Conversion to Tyler.
- Review and update employee personnel rules/handbook. Beth Lance and Kathy Kellner will continue to work on handbook until meetings can be scheduled.
- Savings/Loss Analysis on Early Retirement Offer
- Open Enrollment for employee benefits ends June 19, 2020.

Performance Management

- Management is continuing follow-up conversations with supervisors to improve performance management system.

Group Insurances/NOVO Benefits

- No Updates

Employees Ending Employment

- Wastewater Quality Control Analyst, Wastewater/Water Treatment Divisions, effective July 3, 2020.
- Lead Customer Service Representative, Administration Division, effective June 4, 2020.
- O&M Technician, Operations & Maintenance Division, effective, effective April 28, 2020

New Employees

- Lloyd Skutt, Wastewater Treatment Plant Operator, Water Reclamation Division, effective April 27, 2020.
- Hayden Wings, Wastewater Treatment Plant Operator, Water Reclamation Division, effective June 4, 2020.

Internal Personnel Changes

- Erin Clapp, Customer Service Representative has been promoted to Lead Customer Service Representative effective June 1, 2020.

Position Openings/Actively Recruiting

- None

Newsletter

- June "Water Blotter" (see attachment).



Win with Wellness Program

- Wellness Committee: Rocio Tripp, Kandis Schuessler, Kathy Kellner, Chris Russell, Linda Gunter, Nathaniel Kaufhold, Kellie Grady and Diana Madvig.
- Committee will begin working on FY21 Wellness Program.

Training and Development

- All on-site training classes have been canceled and will be rescheduled.

Upcoming Events

- Quarterly Employee Meeting, July 9, 2020 – Employee Luncheon.

WATER BLOTTER



BOARD OF PUBLIC UTILITIES NEWSLETTER

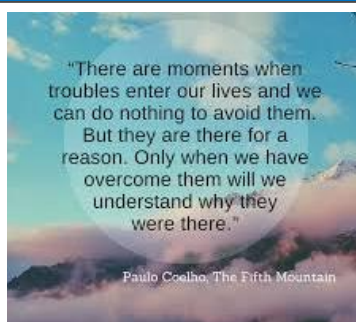
JUNE 2020

In This Issue:

- Leadership Ladder
- Welcome New Employees
- Amazing/Best Team
- Congrats Grad
- Safety Tailgate
- Construction Corner
- Health Beat
- Birthdays/Anniversary
- Photos of the month

Leadership Ladder

Director: Brad Brooks



Lloyd Skutt, Wastewater Treatment Plant Operator, Water Reclamation. Lloyd served in the United States Air Force and retired after 23 years. He was previously with DISH Network for 13 Years and was laid off due to COVID 19 along with 1100 other people. Lloyd is married with 2 boys that are fully grown and on their own now. Lloyd has many hobbies, which includes some of the following: hunting, fishing & canning. He also raises bees and collects honey. Lloyd lives in Burns, Wyoming on 40 acres and is always planting and watering trees. Throughout the summer, he makes homemade Rhubarb/Strawberry jelly from my garden. He is also a proud member of the Cheyenne Chapter of Hunting with Heroes. Hunting with Heroes is an organization that offers Wyoming hunts for any Vet that is 50 percent or more disabled. Last year, Hunting with Heroes provided Antelope hunts for 17 disabled Vets along with an Elk Hunt for a Vet that was missing his legs. Thank you for your service Lloyd & welcome to BOPU!



Water Reclamation: Congratulations to Noah O'Brien for passing his Level 1 Wastewater Treatment Plant Operator examination and Jacob Westra for passing his Level 3 Wastewater Treatment Plant Operator examination as well!

A special, "Thank you," message to SOS from Nick Dennis and the Water Treatment team.

SOS has been helping us a lot with excavations as that is what they do more often than us. They helped us repair the 30" raw line feeding the plant right before our PRV. They also ran the crane for us and helped us get closer to getting one of our filters back online after the rehab project on it. We did in 2 days what has taken us over a week in the past.

On May 7, 2020, we had a metal bracket that was stainless steel, break on our sludge removal. None of my guys weld more than maybe once a year, so we called out to dry creek, as I know Ryan Henderson welds a lot out there, and asked Randy if we could borrow one of his guys for a welding project. Ryan welded it up in an hour. A few years ago we would have had to take it down to a welding shop and have paid a lot.

I would like to take the time to recognize the helping hand because in a lot of our meetings we hear about "breaking down the silos" and I have seen it a little, but this was above and beyond. I thought it was pretty awesome to see how willing the other two crews were to help us in a time where we are battling a lot of tasks that we don't usually see.

Thank you.





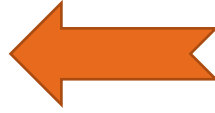
CONGRATULATIONS to Kevarra Bassett! Kevarra is Clint Bassett's daughter who is graduating from South High School. She will attend Central Wyoming College this fall and is studying geographic information systems with the goal of continuing through graduate studies in atmospheric sciences.



As the world reopens, we must still protect our most valuable asset . . . YOU!

As many of our favorite activities and establishments start to reopen, the BOPU Safety Committee would like to remind everyone that social distancing is still very critical. We are an essential part of this community. Without your hard work and dedication, the Board of Public Utilities would not be able to provide the City of Cheyenne with the necessary water and sewer services. Below are a few tips and excerpts from the CDC to protect you and your family during these trying times.

Maintain safe behavioral practices



We have all had to make significant behavioral changes to reduce the spread of COVID-19. To reopen America, we will need to continue these practices:

- Social distancing (specifically, staying 6 feet away from others when you must go into a shared space)
- Frequently washing hands or use alcohol-based (at least 60% alcohol) hand sanitizer when soap and water are not available
- Wearing cloth face coverings
- Avoiding touching eyes, nose, and mouth
- Staying home when sick
- Cleaning and disinfecting frequently touched objects and surfaces

It's important to continue to follow federal, state, tribal, territorial, and local guidance for reopening America. Check this resource for updates on COVID-19. This will help you change your plan when situations are updated.



A few important reminders about Coronaviruses and reducing the risk of exposure

- Coronaviruses on surfaces and objects naturally die within hours to days. Warmer temperatures and exposure to sunlight will reduce the time the virus survives on surfaces and objects.
- Normal routine cleaning with soap and water removes germs and dirt from surfaces. It lowers the risk of spreading COVID-19 infection.
- Disinfectants kill germs on surfaces. By killing germs on a surface after cleaning, you can further lower the risk of spreading infection. EPA-approved disinfectants are an important part of reducing the risk of exposure to COVID-19. If disinfectants on this list are in short supply, alternative disinfectants can be used (for example, 1/3 cup of bleach added to 1 gallon of water, or 70% alcohol solutions). Bleach solutions will be effective for disinfection up to 24 hours.
- Store and use disinfectants in a responsible and appropriate manner according to the label. Do not mix bleach or other cleaning and disinfection products together—this can cause fumes that may be very dangerous to breathe in. Keep all disinfectants out of the reach of children.
- Do not overuse or stockpile disinfectants or other supplies. This can result in shortages of appropriate products for others to use in critical situations.
- Always wear gloves appropriate for the chemicals being used when you are cleaning and disinfecting. Additional personal protective equipment (PPE) may be needed based on setting and product. For more information, see CDC's website on Cleaning and Disinfection for Community Facilities.
- Practice social distancing, wear facial coverings, and follow proper prevention hygiene, such as washing your hands frequently and using alcohol-based (at least 60% alcohol) hand sanitizer when soap and water are not available.

For the full article from the CDC, please visit: <https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html>



Active Project Review

Updated: 5/7/2020

Schedule Legend:

Planning (P)
Selection (S)
Design (D)
Bid (B)
Construction (C)
Close out (X)
Study (Y)

Project Name	Project Narrative	CURRENT MONTH PROJECT SNAPSHOT			
		Comments	Apr	May	Jun
Risk Assessment and ERP	EPA mandate to assess the risk from malevolent acts and natural hazards; resilience of infrastructure and source water; monitoring practices; financial infrastructure; use, storage, and handling of chemicals; and operation/maintenance of the system. After completion of risk/resilience assessment, emergency action plan must include strategies to improve risk resilience.	Monthly meetings 3rd Wed of month; completing initial information request	Y	Y	Y
Rate Study	Study to evaluate current rate structure to provide recommendation for future rates so required capital projects are funded. System development and other fees will also be evaluated.	3rd meeting schedule in may; currently selecting risks	Y	Y	Y
Fiber DC to CC	Construct a fiber optic communication line between Dry Creek and Crow Creek Water Reclamation Facilities. The fiber optic line will increase connectivity speed and reliability of the Dry Creek plant.		C	C	C
SOS Cathodic System Evaluation	Assess operation, maintenance and remaining useful life of 21 cathodic protection systems (prevent failure of iron piping systems). Report recommendations to operate and maintain cathodic protection system most effectively.	Negotiating scope and fee for presentation to June Board meeting	S	S	S
Cheyenne Municipal Storage	WWDC Level 1 Study to evaluate the purpose and need of additional storage or supply to support future growth of Cheyenne. Study also evaluates condition and risk of existing infrastructure.	Final report due in May	Y	Y	X
Water Rights Evaluation	Support future growth and resilience by developing a water rights management plan identifying water right improvement opportunities.	Progressing	Y	Y	Y
SCADA Rehabs	SCADA infrastructure to communicate onsite data from SOS, distribution, and collection sites to central system is no longer supported by the manufacturer and is considered obsolete. Project will upgrade RTUs to modern technology.		P	P	S
Happy Jack Meter Rehab	Replace existing electromagnetic flow meter with new unit.	On hold until testing completed and fall for installation		P	S
Dam Safety Evaluation	Inspection of select BOPU dams by licensed professional engineers with reporting.	Waiting on consultants for final report for 2019. Pandemic issues creating delays for sub-consultant.	Y	Y	P
Development Projects		A number of commercial and residential developments in the works right now. Development does not seem to be slowing down.			
26th Street Ph. II	City is installing storm sewer in 26th Street to address drainage issues near the Hershler Building. BOPU portion of project includes upsizing water main from 4" to 12" to improve fire protection and replacing aging sewer main.	Very little update on the water/sewer design portions of this project. No results on soil samples to guide material selection. 60% design expected May 22.	D	D	D
Christensen Road	BOPU installing casings under railroad and road intersections to prep for future water main installation. Concurrent installation during City project saves overall cost of infrastructure.		C	C	C
Evers Blvd Rehab	BOPU rehab of water and sewer infrastructure while City improves storm sewer to alleviate drainage issues.		C	C	C
FY19 Sewer Rehabs	Rehabilitation of aging sewer infrastructure.		C	C	C
FY20 Sewer Rehabs	Rehabilitation of aging sewer infrastructure.		D	D	D
FY19 Water Rehabs	Rehabilitation of aging water infrastructure.		C	X	X
FY20 Water Rehabs	Rehabilitation of aging water infrastructure.		B	B	C
Prairie Ave Frontier	BOPU rehab of water and sewer infrastructure to align with redesign of roundabout intersection.	4 bids received. BOPU cost will be under the \$365,336.05 budget.	B	C	C
Allison Draw South Interceptor	Public private partnership to provide sewer service to Harmony Valley development while also creating sewer infrastructure to serve future developments south of College Drive. Project includes construction of sewer interceptor along Allison Draw corridor from LCCC to College and Allison Dr intersection.	Provide comments on 30% plans	D	D	D
I&I Investigation	BOPU staff is utilizing newly purchased Flodars to conduct an in house study to identify infiltration and inflow into the collection system.	Gearing up for the season	Y	Y	Y
North City Improvements	Rehab of Roundtop Tank and Buffalo Ridge Pump Station were reallocated to construct an elevated tank at the Buffalo Ridge Tank site, which is a simpler, more reliable solution than the existing ground level tank. Fewer pressure transients should lower the number of main breaks in the City North Pressure Zone. Remaining capacity increases from 490 to 4900 homes.	Working on funding agreements	P	P	P
FY21 Water Rehabs	Rehabilitation of aging water infrastructure.	Receiving proposals	S	S	S
North PZ Interconnect	Design and construction of water mains in the pump zones north of Storey Blvd. The new mains create connections between zones that allow more reliable service from fewer pump stations. The new pump zone boundaries also allow higher level of service with future elevated tank. Design/construction contracts will be combined with FY21 Water Rehabs for efficiency.	Combine budget, scope, and PM with FY21 Water Rehabs?			
CC Interceptor Capacity	Study to evaluate options for extending capacity in the Crow Creek sewer interceptor. Options include parallel main to existing, upsizing existing, or constructing third wastewater reclamation facility on west side of town.				
DCWRF Dewatering	Replace existing centrifuges with screw presses to improve process reliability and biosolids quality.	Procurement bid opening delayed but no impact to overall schedule; Board approval in May. Executed Amendment 01 to add HVAC design to meet new NFPA code; code requires future fire alarm system to be installed in next DCWRF project.	B	B	D
DCWRF Headwork Gates	Temporary barriers are currently used to segregate basins when maintenance is needed on headworks screw pumps. Installation of headgates provide more reliable segregation of screw pump basins so work can be performed safely.		D	D	B
1 st Digester Cleaning	Clean digester to improve performance and quality.	New bid packet is coming along, met with staff 4/29 to review Scope	P	B	B
Local Limits Study	Study to determine appropriate industrial discharge limits.	Staff has reviewed draft, awaiting next steps from Curt McCormick	Y	Y	X
FY20 Filter Rehab	Rehabilitation of aging filter at Sherard Water Treatment Plant. Projects include resurfacing filter and replacing filter media.	All coating has been applied and inspected. Equipment removed. Contractor still has not fixed two broken lights despite repeated requests.	C	C	X
FY20 Flocc Rehab	Rehabilitation of aging flocc basin at Sherard Water Treatment Plant. Projects include resurfacing flocc basin and replacing mixing equipment.	Final coating inspection is scheduled for 4/30/2020. Mixing Equipment will be installed by 5/22/2020. Waterproofing did not work.	C	C	X
Federal Pipeline and PS	When Round Top Tank is offline, Federal Wellfield becomes disconnected from distribution system. Relocation of chlorination facilities at Round Top or conveyance to King II is required. Conveyance to King II is preferred so groundwater is counted in blend ratio.	On hold until October 2020. We will need to drain Round Top Tank to install a valve, so we will wait for winter water demand.	P		
SW/GW Blending	Determine the highest surface water to groundwater blend ratio possible that does not increase corrosion (release of lead/copper) in distribution system. Higher ratio allows existing groundwater supply to blend with more surface water, increasing total firm yield.	On hold for bench testing to capture summer water quality. Will restart bench testing in late May.	Y	Y	Y
Sherard Filter Rerate	The water treatment plant is currently the pinch point for system throughput. Run tests to show filters can pass more water through the plant with no impact to water quality in order to delay capital expenses on plant expansions. Filter rerate needs WDEQ and likely EPA Region 8 approval.	Waiting for flocc rehab to finish so operators can use more than one flocc tank to quickly recover from test if needed.	Y	Y	Y
Hydroelectric Generator	Energy in form of hydraulic head is currently wasted at the pressure reducing valves at the Sherard Water Treatment Plant. The Hydroelectric Generator will convert this hydraulic energy into electrical energy to be used at the plant or sold back to the grid.	Out to bid. Bid opening May 29. Award June 15.	B	B	B



Open Enrollment

Open Enrollment will run from May 26, 2020 through June 19, 2020.

Greeting Team,

It is that time of year, Open Enrollment has arrived.

Open enrollment is a time each year to enroll or make changes to your current benefit elections.

Health Insurance News: Blue Cross Blue Shield Wyoming will continue to be our medical insurance provider. There will be no changes in plan design from our current plan. The premium cost sharing, if you participate in our wellness program, will remain at 90% paid by the Board and 10% paid by the employee.

Dental Insurance News: There are no changes to the Dental Plan.

VSP Insurance News: NEW!! The Board is offering a plan upgrade. You can remain or enroll in the Basic Plan or choose the Easy Options Upgrade.

Flexible Spending Account (FSA) News: Employees who participate or want to participate in this program must make their annual election for the Medical FSA and/or the Dependent FSA during open enrollment. The annual pre-tax deduction limit for the Medical Spending Account beginning July 1, 2020 is \$2,750.

WIN Wellness News: Details on the Board's new wellness program will be released within the next couple of months.

This year we are NOT holding Open Enrollment Meetings/Benefit Fair. I will be sending out information on each Employee Benefit Insurance Plan for you to review.

ONLY COMPLETE NEW FORMS IF YOU ARE ENROLLING OR MAKING CHANGES

Representatives from BCBSWY, Delta Dental, and Human Resources are making audio recordings to summarize each benefit plan. When recordings are finalized, they will be made available to you.

Understanding your benefits enables you to effectively utilize the plans when needed and to make the right decision for you and your family's needs.

Open Enrollment is your opportunity to have your questions answered, to learn more about the coverage provided by each plan, and to enroll or make changes to Health, Dental, Vision, and to FSA plans.

Human Resources is available by phone, email, or in person to assist you.

Thank you.

American Water Works Association

Contact Erin Lamb to sign-up at
307-637-6469.

Jun 3

[The Development and Application of Level of Service](#)

11:00 AM - 12:30 PM

Online

Jun 4

[FREE Webinar from Hach: New Insights and Technologies for Treatment Process Optimization](#)

11:00 AM - 12:00 PM

Online

Jun 5

[FREE Webinar: Workforce and COVID- 19: Utility Solutions](#)

11:00 AM - 12:30 PM

Online

Jun 9

[FREE Webinar from GE Digital: It's More Than Grayscale: Busting Myths About High Performance HMI](#)

11:00 AM - 12:00 PM

Online

Jun 11

[FREE Webinar from SL Environmental Law Group: How to Shift Drinking Water Treatment Costs From Ratepayers to Polluters](#)

11:00 AM - 12:00 PM

Online

Jun 18

[WOTUS and Maui – Parallel Developments Impact the Clean Water Act and Source Water Protection](#)

11:00 AM - 12:30 PM

Online

Jun 24

[Current and Emerging Technologies for PFAS Treatment and Lessons Learned Webinar](#)

11:00 AM - 12:30 PM

Online

Jun 30

[FREE Webinar from Hach: Log Reduction For Drinking Water Production: What's In It For You?](#)

11:00 AM - 12:00 PM

Online



ROSCOE	SNIDER	6/5
MARK	MICKLE	6/14
DARYLE	JOHNSON	6/16
CHRIS	MARTINEZ	6/26
TEL	BIRDSLEY	6/27
LYNN	BUTTS	6/30



Erin	Clapp	1
Brett	Davis	1
Hannah	Bussell	1
Ryan	Henderson	2
Chris	Martinez	9
Linda	Gunter	31

PHOTOS OF THE MONTH...



Photo courtesy of Nick Dennis.
Pictures are of the Water Treatment
Plant.



If you hear of any newsworthy items, let us know so we can add to our newsletter! Send to rttripp@cheyennebopu.org

OPERATIONS AND MAINTENANCE DIVISION

Monthly Board Report

June 15, 2020

Water Main Leaks – May

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2020	4	5	1	2	1								13
2019	6	5	2	4	3	1	0	1	2	4	1	7	36
2018	8	4	5	3	0	3	3	1	3	10	4	8	52
2017	14	9	2	3	1	3	0	2	2	3	9	8	56

- Leak at 322 Sioux Dr on 5/22/20 – Hole on a 8" ductile iron pipe installed in 1984



- 136 services were interrupted for an average of 2.5 hours for a leak, service line replacements, contractor work, a tap, and rehabs in May.

Sewer Backups – May

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2020	2	1	6	1	2								12
2019	1	2	1	2	4	1	1	1	1	0	0	3	17
2018	1	1	1	2	0	1	3	0	0	0	1	1	11
2017	1	0	3	4	1	1	1	0	1	1	1	0	14

- Backup at 6900 block of Manhattan Ln – Roots, discovered during area cleaning, in an 8" VCP pipe installed in 1960
- Backup at 4700 block of Pineridge/Moran alley - Roots, discovered during area cleaning, in an 8" VCP pipe installed in 1950

Sewer Cleaning and Inspection – May

- 3,132 feet of sewer main were video inspected in May 2020. (10.47 miles total this fiscal year)
- 70,501 feet (13.3 miles) of sewer mains were cleaned for area cleaning in May 2020. (151.6 miles total this fiscal year)
- 14,811 feet (2.8 mile) of sewer mains were cleaned for sewer calls and preventative maintenance in May 2020. (25.0 miles total this fiscal year)
- 2,833 feet (.5 mile) of sewer main were root cut in May 2020. (2.6 miles total this fiscal year)

- 0 feet (.0 miles) of sewer main was cleaned by mechanical rodding in May 2020. (1.21 mile total this fiscal year)

Water Meters – May

- 152 water meters were installed in the month of May 2020. A total of 1255 meters have been installed this fiscal year.
- There are currently 24,367 active meters in the water system as of 6/2/20. 13,038 are radio read, 5,050 are touch pad, 6,274 are E-coder radio read, and 3 ARB.

Evers Blvd

- Utility work is completed up to Vandehei

Prairie Ave and Frontier Mall Dr Intersection

- The City has revised the bidding documents and have re-advertised.
- Bids will be opened on June 15, 2020 at 2:00 pm

Capitol Basin 26th Street Extension

- AVI has submitted the 60% plans

North City Zone Improvements

- WWDC agreements have all signatures and the SLIB agreement with loan origination fees have been returned for the Governor's signature.
- The RFP has been advertised and proposals are due June 24, 2020

FY19 Water Rehabs

- Project is substantially complete, and the contractor is working on punch list items.

FY20 Water Rehabs

- Pre-con held on June 3, 2020
- Contractor is scheduled to start the project the week of June 8, 2020

FY21 Water Rehabs and North Pressure Zone Interconnect and Expansion

- Please refer to the recommendation of award for design services.

FY19 Sewer Rehabs

- Contractor is scheduled to line 5th, Deming, and Leisure the week of June 8, 2020

FY20 Sewer Rehab

- Engineer is working on final plans and DEQ permit.

Allison Draw South Interceptor

- Staff has reviewed and provided comments on 60% plans.

Water and Wastewater Licenses and advancements

- None

WATER RECLAMATION MONTHLY REPORT

June - 2020

Monthly Total Influent Flows and Peak Day Flows (in million gallons):

	Monthly Total	Monthly Total	Peak Day	Peak Day
	May -2020	May -2019	May -2020	May -2019
Dry Creek WRF	162.72	182.82	6.20	9.17
Crow Creek WRF	88.81	103.99	2.98	5.17
Total	251.53	286.81	9.18	14.34

Plant Removal Efficiency - WDEQ requires a minimum of 85% removal efficiency for BOD and TSS. A minimum removal efficiency of approximately 85% ensures ammonia is within acceptable limits.

Dry Creek WRF				Crow Creek WRF		
Month	BOD*	TSS**	NH3***	BOD*	TSS**	NH3***
May 2020	98.6%	98.9%	99.2%	96.6%	97.1%	99.2%
April 2020	99.1%	98.7%	98.2%	97.7%	97.7%	99.5%
March 2020	98.8%	98.7%	90.9%	97.5%	97.7%	99.6%
February 2020	98.9%	99.0%	95.2%	96.6%	96.6%	97.7%
January 2020	99.2%	99.2%	98.5%	97.3%	97.1%	98.7%
December 2019	98.6%	99.1%	99.1%	96.5%	96.9%	98.7%
November 2019	99.1%	99.3%	99.0%	97.3%	97.7%	98.3%
October 2019	98.6%	99.2%	99.4%	97.0%	97.2%	99.2%
September 2019	97.8%	98.9%	99.3%	97.1%	96.9%	99.4%
August 2019	99.1%	99.2%	99.4%	96.3%	95.8%	99.4%
July 2019	99.0%	98.7%	98.2%	94.6%	96.6%	99.3%
June 2019	99.2%	99.2%	97.0%	96.5%	96.8%	98.9%
May 2019	99.3%	99.0%	98.7%	96.8%	97.3%	98.4%

* BOD – Biochemical Oxygen Demand – A standard test used in assessing wastewater strength by measuring the rate at which organisms use the oxygen in wastewater while stabilizing decomposable organic matter under aerobic conditions.

** TSS – Total Suspended Solids – All particulates in wastewater that do not pass through a glass fiber filter with a 1.5 to 2.4-micron pore size.

***NH3 – Ammonia

Water Reclamation Tours and Outreach:

On May 29, Ashley Miller, Erin Lamb and Jason Land toured both the Dry Creek and Crow Creek facilities with Matt Buelow. Although it was a very hot Wyoming day, all parties involved seemed to enjoy it!

Compliance Status at Dry Creek and Crow Creek WRFs:

Effluent Selenium samples for the month of May 2020 were as follows:

Crow Creek WRF: 2.0 ug/L

Dry Creek WRF: 3.0 ug/L

Our effluent discharge limit at both the Crow Creek and Dry Creek WRFs is 5 ug/L, with both facilities in compliance for the month of May 2020. Effluent metal samples for June 2020 will be collected on the 9th and 10th, results were not available at the time of this submittal.

Update on Water Reclamation Step Screens:

Ryan Anderegg and Ryan Henderson completed the repair work on Step Screen 2 on May 14. Upon completion, it was decided to have the channel cleaned prior to installation. Clint Bassett and his staff offered up 50 feet of flexible hose to help aid in the cleaning and Frank Strong and his crew provided the vac truck. This task is usually contracted out, but with the assistance of the Water Treatment and Operations and Maintenance Divisions, this tedious task took only an hour and a half to complete. The Water Reclamation Division is extremely thankful to both Divisions!



EPA Compliance Audit:

The Water Reclamation Compliance Staff continues to update and change the necessary items from the EPA's report. One item that is currently being discussed is the path forward with HollyFrontier. Emilio Llamozas with Region 8 EPA has been notified of the future change for HollyFrontier and has advised staff to potentially look at extensions, rather than new permits.

Dry Creek Centrifuges:

GEA was onsite May 18 to start the major overhauls of both centrifuges. The technicians found that the rotating assembly for Centrifuge 1 was in great shape and only required the replacement of seals, gaskets, bearings, etc. However, the rotating assembly of Centrifuge 2 showed signs of wear. Many of the carbon tiles that are welded onto the scroll are either damaged or missing. Along with the damaged/missing tiles, the scroll has several holes in the housing. The Water Reclamation staff decided to send the scroll to New Jersey for a repair quote. Once the quote is received, the staff will decide how to proceed forward. The Water Reclamation staff is very pleased with the performance of Centrifuge 1.



Old Pretreatment Roof at Crow Creek WRF:

The old pretreatment roof at Crow Creek WRF has been in dire need of repair/replacement for many years. The Water Reclamation staff was able to contract with Swedes Roofing this May and have the roof replaced. During removal, Swedes Roofing noted that some decking was rotted and some of the truss supports were also rotted. Swedes Roofing notified staff and it was decided to have the faulty items replaced. Even with these additional items, they finished the replacement in just 4 days!



Dewatering Project Status:

Bryce Dorr and Matt Buelow met with Jacobs via Teams on May 21 to discuss the additional HVAC needed for the Dewatering Project. The new HVAC will alleviate the need to reclassify the thickening and dewatering building, while providing adequate heat to both. Jacobs is hopeful that the HVAC cost will be comparable to the sludge screen that has been removed from this project. Huber Technologies informed the Dewatering Team that they received unfavorable results after they conducted a bench test of the current secondary sludge at the Dry Creek WRF. Huber has asked that another set of sludge samples be sent to their laboratory for further testing.

Asset Management Update:

Jeff Foreman and Chris Brink provided an Asset Management “App” for the Water Reclamation Division. Randy Broughton, Cody Crecelius, Hannah Bussell and Matt Buelow met with Jeff and Chris on June 3 to discuss the next steps. The Water Reclamation staff will input data into the necessary tables and Jeff and Chris stated that they will progress forward with Primary and Secondary Clarification at both facilities. The Water Reclamation staff is delighted with the new program and they look forward to using it in their job activities!

Local Limits Review Status:

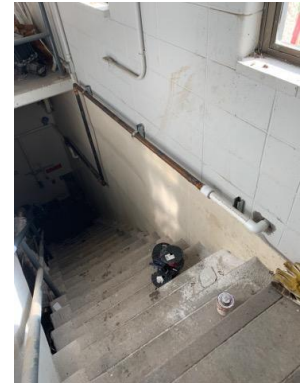
The Water Reclamation staff reviewed the latest Local Limits draft and have since sent them to Al Garcia with Region 8 EPA. Al stated that he plans on reviewing the drafts in the upcoming weeks. The study is progressing very well. Staff has not noticed any drastic changes in parameters as of now.

Staff Announcements:

The Water Reclamation staff would like to recognize Jacob Westra for successfully passing his Level 3 Wastewater Treatment Plant Operator examination on May 14! The Water Reclamation Division also welcomed a new wastewater operator, Hayden Wings, on June 4! Hayden is very excited to join the BOPU team and looks forward to a long career as a wastewater operator!

Dry Creek Sprinkler System:

The Water Reclamation staff takes great pride in the work they do and in the presentation of the overall appearance of the Division. With that being said, staff members, Daryl Kritzmire and Cody Crecelius, presented an idea to beautify an old field that had been overlooked for many years. This field, just east of Dry Creek's Blower Building, once contained a luscious green lawn. With the multiple projects of the early 2000s, the sprinkler system that once fed this field went to the wayside. Luckily, Daryl Kritzmire has an extensive background in landscaping and was able to install a completely new system. With the help of Cody Crecelius, Daryl was able to pull new pipe, install new sprinkler heads, install a new water supply line and a new timer in just 4 days! The staff plans to reseed and fertilize with Biosolids in the coming weeks!



Water Treatment Division

Operations

Laboratory

Lab staff restarted bench top analyses for the Surface Water/ Ground Water Blending Study. Staff will complete 3 bench top analyses under summer conditions when reservoirs are stratified. The results are sent to HDR for inclusion in a final report that will be shared with the U.S. Environmental Protection Agency (EPA). The report will document the Board's ability to reduce the groundwater percentage in Cheyenne's drinking water.

Staff received additional sampling requirements from the EPA to monitor water corrosivity and the effectiveness of the water treatment plant's corrosion control treatment techniques. The new sampling requirements are called Optimized Water Quality Parameters. The EPA sent the new sampling requirements in response to the Board's Surface Water/ Ground Water Blending Study. The additional sampling and reporting will monitor pH and alkalinity for water entering the distribution system and at lead/copper sampling locations. First reports are due in July.

Treatment Plant

Maintenance crews made repairs to the dredge that is used to remove solids from the wastewater settling pond (Pond 3) at the water treatment plant. Then the dredge was placed in the pond. Crews also assembled additional valving/piping to add six more drying bags in the drying beds. The work was completed to expand the plant's ability to remove solids from Pond 3.

Source of Supply

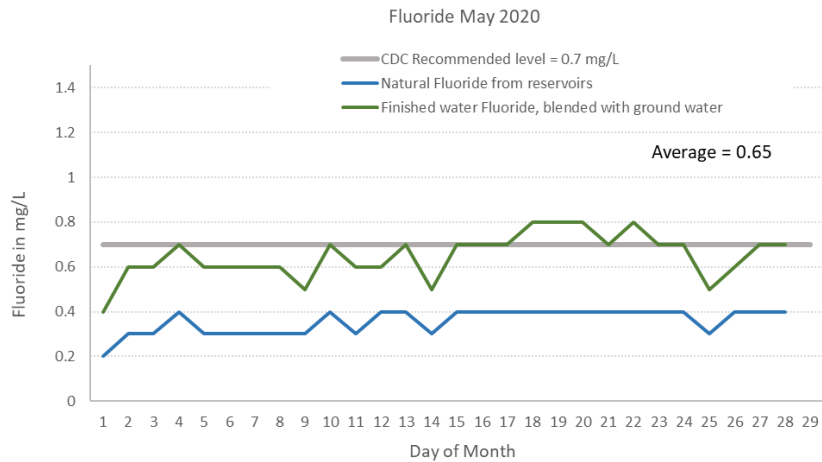
Crews shut off collection structures in the Little Snake Drainage after filling Hog Park and conducted maintenance at Lake Owen.



Water Quality

Results of water quality testing during May 2020 = No violations.

Fluoride levels – Operators fed approximately 0.2 mg/L of fluoride during April.



Monthly Total Water Production Statistics

Total Water Production													
From SCADA meters and changes in volume from treated water storage tanks													
Calendar Year		Millions of Gallons											
		Surface Water Delivered	Sherard Production	Bell Well Field to Round Top	Federal Well Field to Round Top	Happy Jack and Bell Well Fields to King II	Borie Well Field to King II	Total Well Production	Total Treated Water Supplied	Raw Water	Recycled Water	Total Water Supplied	
2011	5	252.92	250.78	13.21	36.50	54.59	1.33	105.63	359.24	6.87	10.11	376.22	
2012	5	434.92	437.70	11.05	23.78	66.33	69.44	170.60	601.15	47.81	32.34	681.30	
2013	5	284.78	278.49	7.60	0.55	69.57	23.78	101.50	378.16	13.06	16.15	407.37	
2014	5	258.26	251.93	-	0.71	42.71	42.64	86.06	336.06	9.03	10.05	355.14	
2015	5	191.85	180.39	-	26.06	37.93	27.72	91.71	274.52	0.76	0.83	276.11	
2016	5	215.27	209.60	3.06	4.19	15.15	56.89	79.29	290.99	2.78	0.93	294.70	
2017	5	223.26	218.79	-	20.19	39.20	35.05	94.44	315.22	4.55	14.80	334.57	
2018	5	253.13	248.17	-	2.96	48.36	35.64	86.96	334.32	5.97	14.05	354.34	
2019	5	215.00	213.58	-	2.85	33.93	50.67	87.45	303.89	5.62	10.36	319.86	
2020	5	311.78	301.34	-	-	72.01	24.02	96.03	398.14	37.82	27.83	463.79	

Monthly Peak Production Statistics

Peak Day Water Production													
From SCADA meters and changes in volume from treated water storage tanks													
Calendar		Millions of Gallons											
Year	Month	Surface		Sherard		Total Well		Total Treated		Peak		Recycled	
		Water Delivered	Peak Day(s)	Production	Peak Day(s)	Production	Peak Day(s)	Water Supplied	Peak Day(s)	Raw Water	Peak Day(s)	Water	Peak Day(s)
2011	5	12.22	9	12.99	9	5.74	6	12.22	9	1.06	4	1.48	10
2012	5	18.83	30	18.54	30	8.1	31	22.88	30	2.17	6	1.93	15
2013	5	15.03	28	14.57	28	4.83	28	19.3	27	0.91	16	1.42	15
2014	5	12.02	28	11.86	28	3.95	27	15.19	29	1.15	3	1.13	30
2015	5	8.26	31	7.2	31	3.73	31	11.37	3	0.23	1	0.63	1
2016	5	9.13	19, 20	8.99	26	3.49	27, 31	11.81	30	0.6	26	0.31	19
2017	5	9.46	31	9.25	31	4.06	13	13.66	14	0.66	15	1.83	20
2018	5	12.12	23	12.13	23	4.36	23	13.99	22	0.58	25	1.33	28
2019	5	11.35	16	11.24	16	3.49	16	13.32	15	1.05	15	2.88	17
2020	5	14.70	27	14.35	27	4.24	23	18.83	29	2.27	13	1.85	29